

GENERAL INFORMATION
FOR
MEMBERS OF A UTILITIES BOARD

Introduction

1. The Cochrane Utilities Board (CUB) was established by Council, a municipal service board in respect of telephone services, water and wastewater services and other utilities.

Composition of the Board

2. The Board will be composed of three (3) Members, comprising two (2) non- Councillor Members and one (1) members of Council. The Chair of the Board shall be one of the non-Councillor Member appointed by CUB.

Recruitment

3. At this time the Council of the Corporation of the Town of Cochrane is seeking one (1) individual, to sit on the Cochrane Utilities Board.

Those applying must submit a letter of introduction and attach thereto curriculum vitae along with a list of personal references. All applications must be marked "***Application for the Cochrane Utilities Board***".

Powers of the Board

General

4. The Cochrane Utilities Board shall control and manage the Town's telephone, Internet and related communications services, to be exercised, in all respects, in accordance with any written Direction provided by Council to the CUB from time to time.

Meetings

5. All Board meetings are held in the Council Chambers at the Town Hall, 171 Fourth Avenue, normally on Thursday, at 12:00 noon local time.
6. The Board shall meet at least (8) times every calendar year and, in addition, at any time at the request of a majority of the members of the Board or at the call of the Chair.

Selection Criteria for Board Members

7. In selecting members to the Board, the Town will give due consideration to the qualifications of candidates, including:
 - (a) a combination of extensive experience or knowledge with respect to:
 - (i) Telecommunications, information technology, communications systems;
 - (ii) Business and financial management, specifically in the telephone and related Internet and communications industry;
 - (iii) Capital planning; and
 - (iv) Independence of judgment;
 - (v) Personal integrity; and
 - (vi) Those qualifications required by law to be elected as a member of Council in the Town of Cochrane.

8. Candidates may undergo an interview conducted by a panel to determine their understanding of the role of the Board.

If you require any additional information, please contact Jean Pierre Ouellette, CMO, CAO/Clerk, Town of Cochrane at 272-4361.