



Policy on Council Policies

Council Policy

C-700

Policy Number:	C-700
Policy Owner:	Municipal Clerk's Office
Adopted By:	Governance & Priorities Committee
Adoption Date:	2019 February 05
Effective Date:	2019 February 05
Date Last Amended:	N/A
Date Last Reviewed:	N/A

Purpose

- 1 This policy defines Council's responsibilities for making and monitoring Council Policies.



Policy Statement

- 2 Rocky View County (the County) is committed to providing good governance through Council Policies that:
 - (1) Support the objectives, standards, and priorities identified by Council;
 - (2) Give strategic direction to the Chief Administrative Officer on the provision of programs and services; and
 - (3) Promote Council's accountability to the public and the County itself.
- 3 Council regularly develops and reviews Council Policies to ensure Council's objectives are represented and the needs of the County are addressed, pursuant to its responsibilities in the *Municipal Government Act*, as it may be amended from time to time.
- 4 This policy applies to all Council Policies and does not apply to Administrative Policies.



Policy

- 5 Council can direct Administration to develop new Council Policies or amend current Council Policies to support any issues, standards, objectives, and priorities.
- 6 Council can rescind any current Council Policy.
- 7 A Council Policy only takes effect once approved by Council.
- 8 Council can delegate its Council Policy decision-making authority to a committee of Council.



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- 9 Councillors must be familiar with all current Council Policies.
- 10 All Council Policies are accessible to the public through the County website.



References

Legal Authorities	• <i>Municipal Government Act</i>, RSA 2000, c M-26
Related Plans, Bylaws, Policies, etc.	• n/a
Related Procedures	• n/a
Other	• n/a



Policy History

Amendment Date(s) – Amendment Description	• n/a
Review Date(s) – Review Outcome Description	• n/a



Definitions

- 11 In this policy:
- (1) “Administration” means the operations and staff of Rocky View County under the direction of the Chief Administrative;
 - (2) “Administrative Policy” means policies that are approved by the Chief Administrative Officer, focus on Rocky View County’s internal operations, and primarily govern the actions of County staff and contractors;
 - (3) “Amend” means Council approves a substantive change to an active Council Policy;
 - (4) “Council” means the duly elected Council of Rocky View County;
 - (5) “Council Policy” means policies that are approved by Council, focus on the strategic direction of programs and services provided by Rocky View County and primarily govern the actions of Council and Councillors;
 - (6) “Councillor” means a duly elected member of Rocky View County Council;



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- (7) “Chief Administrative Officer” means the Chief Administrative Officer of Rocky View County as defined in the *Municipal Government Act* or their authorized delegate;
- (8) “Rescind” means Council approves the repeal of an active Council Policy in its entirety; and
- (9) “Rocky View County” or “the County” means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.