

ROLE OF COUNCILOR	Department: Council	Policy Source: Council
	Authorized by: Council Signature:	Date: October 23, 2018 Date Revised: Date Effective: November 15, 2018 Date to be Reviewed: October 2021

POLICY: The Village of Alliance must elect persons to the position of councilor by means of a general election or a by-election as mandated under provincial legislation.

PURPOSE: To ensure that persons elected to the position of councilor fully understand the role of the office.

- PROCEDURE:** The responsibilities of a Councilor are:
- a) To develop and evaluate policies and programs for the municipality;
 - b) To consider the welfare of the municipality as a whole;
 - c) To participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by council;
 - d) To bring to Council’s attention anything that would promote the welfare or interests of the municipality;
 - e) To bring to the attention of the Mayor a concern about the way the employees of the municipality carry out their responsibilities;
 - f) To obtain information about the operation or administration of the municipality from the administrator, or a person designated by the administrator;
 - g) To keep in confidence matters discussed in camera at council meetings or discussed in camera at council committee meetings until the matter is discussed at a meeting open to the public;
 - h) To perform any other duty or responsibility given or imposed on councilors by provincial legislation or by bylaw;
 - i) To make informed decisions on any matter coming before council, giving consideration to the impact the decision will have on all parties involved;
 - j) To keep up to date on the financial condition of the municipality;
 - k) To work with other members of council for the good of the municipality

RELATED DOCUMENTS & LEGISLATION:
Municipal Government Act, RSA 2000, Chapter M-26