



LAC LA BICHE COUNTY POLICY

TITLE: COUNCIL MEMBER FINANCIAL LIABILITY	POLICY NO: CS-11-008
RESOLUTION: 16.335	EFFECTIVE DATE: JANUARY 12, 2010
LEAD ROLE: MANAGER, LEGISLATIVE & INFORMATION SERVICES	NEXT REVIEW DATE: MARCH 1, 2021
SPECIAL NOTES/CROSS REFERENCE:	AMENDMENT DATE: MARCH 8, 2016

POLICY STATEMENT:

The *Municipal Government Act* provides that a Council Member may be held personally liable for expenditures made outside the bounds of legislation. The purpose of this Policy is to assist Council Members and implement procedures whereby a Council Member exercising reasonable caution will not be found liable for financial decisions.

PROCEDURE:

1. The Chief Administrative Officer, Senior Managers, and Department Managers are responsible for operating programs and functions within the financial parameters approved within the annual budget.
2. In the event that it becomes apparent that the department program budget limits will be exceeded, it is the responsibility of the Chief Administrative Officer, to advise Council and seek direction on program or budget changes.
3. No individual Council Member may commit the Municipality to any expenditure or program, unless that authority has been granted by Council.
4. The Chief Administrative Officer is expected to be aware of the legislation, the financial position of the Municipality and any conditional grant programs, and must advise Council when any vote or decision has the potential to place a Councillor in a libelous situation under section 249 of the *Municipal Government Act*.

“Original Signed”

Chief Administrative Officer

March 17, 2016

Date

“Original Signed”

Mayor

March 21, 2016

Date