

POLICY # LE 003	TITLE OF CHIEF ELECTED OFFICER
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APPROVAL DATE:	May 1995	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	January 15, 2019	REVIEW DATE:	January 2024

POLICY STATEMENT

To establish the naming convention of Elected Officials for the County of Vermilion River.

BACKGROUND

As per Section 155 of the MGA, a Councillor is to have the title “Councillor” and a Chief Elected Official that of “Chief Elected Official” unless the Council directs that another title appropriate to the office be used.

OBJECTIVE

To simplify the naming convention of Elected Officials for the County of Vermilion River.

SCOPE

INTERNAL STAKEHOLDERS	EXTERNAL STAKEHOLDERS
Council	
Administration	

DEFINITIONS

Councillor(s) are elected officials for the County of Vermilion River in the province of Alberta.

Elected Official(s) are persons who are officials by virtue of an election in the County of Vermilion River.

MGA is the Municipal Government Act including any amendments made thereto.

GUIDING PRINCIPLES

- Elected Officials are referred to as Councillors.
- The Chief Elected Official is referred to as the Reeve.
- The deputy Chief Elected Official is referred to as the Deputy Reeve.

ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES	Chief Administrative Officer
MONITORING REVIEWS AND REVISIONS	Executive Secretary
IMPLEMENTING POLICY	Council
COMMUNICATING POLICY	Chief Administrative Officer