

ROLE OF THE MAYOR	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, as a village under provincial legislation, must elect a Mayor from among its Councilors each year at its organization meeting in October.

PURPOSE: To ensure that the responsibilities of the Mayor are set out and fully understood by all of Council.

PROCEDURE: The Mayor is elected from within council each year at the organizational meeting. The Mayor’s appointment is for a one year term.

The responsibilities of the Mayor are:

- a) To preside at meetings of council whenever the Mayor attends a meeting
- b) To bring to the attention of an in camera council meeting or an in camera council committee meeting, any concern about the way in which the administrator carries out his or her duties, functions or powers;
- c) To bring to the attention of the administrator any concerns about the way in which staff carry out their duties; functions or powers;
- d) To be a member of all council committees and all bodies to which the council has a right to appoint members, and to have a right to vote at meetings of those bodies, by virtue of the office of Mayor;
- e) To fulfill all the responsibilities of a councilor
- f) To represent the Village as the official spokesperson at public events;
- g) To have signing authority for the Village for all agreements, cheques, investments and other documentation as required.

RELATED DOCUMENTS & LEGISLATION:

Municipal Government Act, RSA 2000, Chapter M-26