

Council Policy



Strategic Priority Sponsor Policy

Policy Number: CA168/2020
Approval Date: May 26, 2020
Supersedes Policy: N/A

SECTION A

1.0 Policy Purpose

- 1.1 This policy provides a governance model for Council Strategic Priorities, including the process Council and Administration will follow.

2.0 Definitions

- 2.1 **Council Strategic Priority** – An initiative constituted by Council with the goal of improving certain aspects of Morinville’s future, to which Council assigns up to three Members of Council as sponsors.
- 2.2 **Council Sponsor** – Operating within the mandate of the strategic priority, and informed by policies, practices and Council direction, a Council Sponsor is up to three Councillors appointed to a strategic priority to advocate for and report on the initiative at meetings of Council and work with Administration in moving a priority forward based on the approved terms of reference and work plan. As the strategic priority evolves, the role of a Council Sponsor may include one or more of the following activities throughout the term of appointment:
 - 2.2.1 **Liaison** – a liaison facilitates a close working relationship between Council and Administration. Duties may include keeping Councillors apprised of strategic priority progress and relating questions from Councillors to Administration.



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2.2.2 **Advisor** – an advisor provides advice to Administration assigned to the strategic priority. Duties may include providing clarification on the priority’s mandate to Administration and providing advice to administrative committees developed under the strategic priority.

2.2.3 **Advocate** – an advocate publicly supports the work of the strategic priority. Duties may include discussing the strategic priority with other orders of government, when it is approved by Council, and, upon Administration’s or Council’s request, appearing as a spokesperson during media launches or public presentations.

3.0 Policy Statements

3.1 Council Strategic Priorities are constituted by Council with the goal of improving certain aspects of Morinville’s future. These are strategic priorities that Council deems would benefit from having a Councillor as a sponsor.

3.2 Procedures

3.2.1 Council will determine the strategic priorities it wishes to pursue by motion.

3.2.2 Council will assign no more than three Councillors to work on a Council Strategic Priority as the Council Sponsor(s).

3.2.3 The Chief Administrative Officer will assign Administrative support to the strategic priority.

3.2.4 Terms of reference:

3.2.4.1 Administration, in consultation with a strategic priority’s sponsors, will develop the terms of reference for the priority.

3.2.4.2 Terms of reference for each strategic priority will be developed at the beginning of a priority and brought to Council for approval.

3.2.4.3 Terms of reference for strategic priorities that are continuing after the beginning of a new Council term will be reviewed and amendments will be brought to Council for approval.



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3.2.4.4 Should amendments to Terms of Reference be needed at any point during a Council term, the amendments will be brought to Council for approval.

3.2.5 Once established by Council, Administration will include Council Strategic Priorities in subsequent business plans and budget.

3.3 Authority

3.3.1 A Council Strategic Priority does not delegate authority to an individual Councillor.

3.3.2 Once Council has approved a strategic priority's terms of reference, the Chief Administrative Officer will implement the actions required to fulfill the strategic priority's mandate.

4.0 Expiry Date

4.1 For the purpose of ensuring this Policy is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this policy expires December 31, 2021.

4.2 This policy shall remain in effect if the review date passes prior to formal review.



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SECTION B

1.0 Reference to other Policy and Legislation

2.0 Persons Affected
Members of Council

3.0 Review/Revision History and Author
Initial Draft – Legislative Officer, May, 2020



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