



Rural Municipality of Corman Park No. 344 Policy

Policy # GG-001

Policy Title: Comprehensive Policy Manual Established

Policy Objective:

To establish the Rural Municipality of Corman Park No. 344 Comprehensive Policy Manual.

Authority:

Council Resolution: November 5, 2012

Background:

The Rural Municipality of Corman Park No. 344 has adopted many policies over the years. Some have been administrative, some planning, some public works, some adopted by resolution, some by bylaw, and some are informal carryforwards of past practice.

These historic policies have not been captured and indexed in any comprehensive way. A definitive and comprehensive policy manual is a fundamental of good business practice.

Policy:

1. The Rural Municipality of Corman Park No. 344 Comprehensive Policy Manual is established.
2. The policies contained within the Comprehensive Policy Manual will supercede policies that have been previously issued.
3. Where the Comprehensive Policy Manual is silent on a matter, the historic policy, if available, should be used for guidance.
4. All policies in the Comprehensive Policy Manual will be issued in the format of this policy.
5. A Master copy of the Comprehensive Policy Manual will be maintained and stored in Corporate Records. The Master copy will be considered the authoritative copy.
6. Only policies approved by Council Bylaw or Council Resolution will be included in the Comprehensive Policy Manual.
7. A copy of the Comprehensive Policy Manual will be maintained on the corporate website.