



Department Administration	Policy No. AD 007	Page 1 of 1
Policy Title LEGAL ACTION COMMENCED BY THE COUNTY		

Council Resolution No. 489-01 Date: October 9, 2001	GM	CC	Cross Reference AD 035	Effective October 9, 2001
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PURPOSE

When it is deemed necessary to commence legal action by Parkland County, this policy stipulates the authority and process involved in acquiring the services of the County solicitors, and also sets out procedures for when legal actions are initiated against the County and/or its Councillors/employees.

POLICY

All legal action shall be approved by Council at a regular Council or Council Committee meeting, however, in instances where problems arise that, in the opinion of the County Commissioner or his designate(s), require immediate instructions to be given to the County solicitors to commence a legal action, the County Commissioner or his designate(s) shall have the authority to issue such instruction to the solicitors.

PROCEDURES

1. A submission should be forwarded to Council at a regular Council or Council Committee meeting for approval, prior to commencement of legal services, if time permits.
2. When immediate action is deemed necessary by the County Commissioner or his designate(s), instructions are to be given to the solicitors at the earliest possible opportunity.
3. The County Commissioner or his designate(s) shall advise County Council of the circumstances of the legal action initiated by himself at the earliest possible opportunity.