

Section/Number: Governance – 001	Approval Date: (DD/MM/YY)
Subject: Administration in Lieu of a Policy	Amendment Dates:
<p>Policy</p> <p>The Mayor or Senior Administrative Officer (SAO) is authorized to act in accordance with best practices and the best interests of the Community Government in cases where a policy is not in place.</p>	
<p>Definitions</p> <p>N/A</p>	
<p>Guidelines</p> <ol style="list-style-type: none"> 1. The Mayor or SAO is authorized to act where immediate action is required and/or there is no policy in place. 2. In taking action, the Mayor or SAO will use as a guide the following: <ol style="list-style-type: none"> 2.1. The action is legal 2.2. The action is in keeping with Council beliefs and standards 2.3. In the opinion of the Mayor or SAO, the action reflects the best-established managerial practice appropriate to the given situation 2.4. In the opinion of the Mayor or SAO, the action appears to be in the best interests of the Community Government. 3. The Mayor or SAO will advise Council as soon as possible after the action is taken if appropriate. 	
<p>Attachments</p> <p>N/A</p>	
<p>References</p> <p>N/A</p>	