



Incorporated

R.M. of Frenchman Butte No. 501

POLICY TITLE Hiring Legal Counsel Authority Policy		ADOPTED BY RM Council Resolution 2017-07-13-025	POLICY NO. 100-03
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: December 11, 2019 Rescinded:	Resolution No. 2019-11-12-022 Resolution No.

1. PURPOSE:

The purpose of this policy is for the R.M. of Frenchman Butte No. 501 Council to create Policy for the Chief Administrative Officer and/or Municipal Staff to be authorized to contact and hire legal counsel when dealing with municipal matters.

2. DEFINITIONS:

2.1 CAO: Means the Chief Administrative Officer of the Rural Municipality of Frenchman Butte No. 501

2.2 **Council:**
Means Council for the Rural Municipality of Frenchman Butte No. 501.

3.0 SCOPE:

This policy provides the authority to CAO or Municipal Staff to hire legal counsel without a resolution of Council.

4.0 POLICY:

This policy gives the CAO the approval to hire certain legal counsel without a resolution of Council.

5.0 SPECIFIC REQUIREMENTS

This policy gives the authority to the CAO or their designated staff member to contact the SARM (Saskatchewan Association of Rural Municipalities) legal counsel to request legal advice regarding municipal matters without a resolution of Council.

This policy further provides authority to the CAO or their designated staff member to utilize Donnon Revering of Revering Law Office to provide legal services for any real estate transactions by the municipality which may include but is not limited to purchase agreements, title transfers, easements, land interest registrations, lease and rental agreements, road closures and registrations. Motion to purchase/sell land will be considered authorization for staff to contact Revering Law Office.



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This policy further provides authority to the CAO or their designated staff member to utilize Ms. Sharon Martin from the firm Bertram Scrivens Prior and Martin Law Firm for any municipal environmental concerns. Council does acknowledge that Bertram Scrivens Prior and Martin Law Firm may represent other clients opposing the RM for cases not involving environmental concerns.

This policy further provides authority to the CAO or their designated staff member to utilize MLT Aikens LLP to provide legal services in regards to human resources and employment matters. Council does acknowledge that MLT Aikens LLP may represent other clients opposing the RM for cases not involving human resources or employment concerns.

6.0 EXCEPTIONS –

If SARM legal counsel is not available for general legal matters pertaining to the municipality, the CAO has authority to contact Revering Law Office for legal advice regarding municipal matters without a resolution of council subject to the following conditions:

1. It involves legal action against the RM at which time a resolution of council is required.
2. Total estimated costs does not exceed \$2,000.00.

7.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

All Appendices attached to this policy may be amended from time to time based on operational need.

This policy shall be administered and interpreted by the CAO; however, this policy cannot be amended without Council approval.

This policy repeals and rescinds all previous policies and resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on July 13, 2017 and shall continue in full force and effect until repealed or amended by subsequent resolution of Council.

This policy hereby replaces the following polices:

Policy for Hiring Legal Authority- Motion 06/295

Policy for Appointment of Labour Lawyer 24/08

31-0 Hiring Legal Counsel Authority 06/2015