

RDOS POLICY MANUAL INDEX

SECTION

1. ADMINISTRATION

1.1 Board

- 1.1.1 [Code of Ethics](#)
- 1.1.2 [Conflict of Interest](#)
- 1.1.3 [Board Correspondence](#)
- 1.1.4 [Decision-Making Guidelines](#)
- 1.1.5 [Terms of Reference - Select Committees](#)
- 1.1.6 [Board and Committee Delegation](#)

1.2 Cooperation and Liaison

1.3 General

- 1.3.1 [Government Transfer Policy \(Improvement District/Private Water Utility\)](#)
- 1.3.2 (rescinded)
- 1.3.3 [Noon Hour Closure](#)

1.4 Plans and Programs

1.5 Proclamations and Special Declarations

- 1.5.1 [Proclamation Policy](#)

1.6 Security

- 1.6.1 [Video Surveillance](#)

2. BUILDINGS, FACILITIES AND PROPERTIES

2.1 General

- 2.1.1 [Alcohol Storage and Consumption – RDOS Property](#)

3. EQUIPMENT AND SUPPLIES

3.1 Computers

- 3.1.1 [Directors Mobile Computer](#)

3.2 Procurement

- 3.2.1 [Purchasing and Sales Policy](#)

RDOS POLICY MANUAL INDEX

- 3.3 Vehicles**
 - 3.3.1 [Fleet Acquisition Replacement and Disposal Policy](#)

- 4. INFORMATION SYSTEMS AND SERVICES**
 - 4.1 Information Services**
 - 4.1.1 [Enterprise Unit Data and Services](#)
 - 4.1.2 [Electronic Mobile Communication Device](#)
 - 4.1.3 [Area Director and Peripheral Website](#)
 - 4.1.4 [Information Systems Use and Social Media Policy](#)
[Personal Device Usage Agreement](#) (for Policies 4.1.2 & 4.1.4)

 - 4.2 Public Relations**
 - 4.2.1 [Communications](#)

 - 4.3 Records Management**
 - 4.3.1 [Records Management](#)

- 5. FINANCE**
 - 5.1 Audits**
 - 5.1.2 [Internal Audit – RDOS Departments](#)

 - 5.2 Banks & Banking**
 - 5.2.1 [Issuing a Corporate Purchasing Card](#)

 - 5.3 Budgets – General**
 - 5.3.1 [Elected Officials Conference Compensation Policy](#)

 - 5.4 Grants**
 - 5.4.1 [Electoral Area Community Grant in Aid](#)
 - 5.4.2 [Regional Grant-in-Aid Policy](#)
 - 5.4.3 [Community Works Gas Tax Funding Policy](#)

 - 5.5 Taxation**
 - 5.5.2 [Property Tax Exemption Policy](#)

- 6. LEGAL MATTERS**
 - 6.1 Restrictive Covenants**

 - 6.2 Risk Management and Insurance**
 - 6.2.1 [Director & Alternate Director Accident Insurance](#)
 - 6.2.2 [Insurance Coverage – Rental & Personal Vehicles](#)

RDOS POLICY MANUAL INDEX

6.2.3 [Liability Insurance](#)

7. PERSONNEL**7.1 Awards and Honours**

7.1.1 [Recognition of Service and Retirement](#)

7.2 Health & Safety**7.3 Labour Relations**

7.3.1 [Employee Code of Conduct](#)

7.3.2 [Harassment, Bullying & Discrimination Policy](#)

7.3.3 [Election Officials Remuneration](#)

7.4 Performance Planning and Review

7.4.1 [Exempt Employee Performance Planning and Review](#)

7.5 Volunteers**8. LAND ADMINISTRATION****8.1 Permits**

8.1.1 [Update of Hillside/Steep Slope Development Permit Area](#)

8.1.2 [Vacation Rental Temporary Use Permits](#)

8.2 Subdivisions and Subdivision Control

8.2.1 [Park Land Dedication Policy](#)

8.3 Addition to Reserves**9. LEGISLATIVE AND REGULATORY SERVICES****9.1 Building Regulations – Building Permits and Inspections**

9.1.1 [Building Permits Issuance – West Bench Sage Mesa, Husula Highlands, West Bench Estates Area](#)

9.1.2 [Decommissioning a Dwelling Unit](#)

9.2 Bylaw Enforcement - Issues

9.2.1 [Bylaw Enforcement – Recouping Outstanding Legal Costs](#)

9.2.2 [Placement of Non-Certified Mobile Homes](#)

9.2.3 [Bylaw Enforcement – Vicious Dogs](#)

9.2.4 [Bylaw Enforcement – Pre-existing non-compliant buildings, structures, or things that have been denied variance permits](#)

9.2.5 [Enforcement of Building Bylaw Violations](#)

9.2.6 [Notice on Title Policy & Procedure \(Pursuant to Section 695 Local](#)

RDOS POLICY MANUAL INDEX

9.2.7 [Government Act\)](#)
[Vacation Rental Enforcement Policy](#)

9.3 Bylaw Enforcement – Bylaw Court

9.3.1 [Untidy and Unsightly Premises Enforcement Procedures – Area C,E](#)
9.3.2 [Bylaw Enforcement Procedures](#)
9.3.3 [Bylaw Notice Dispute Adjudication Registry Operations](#)
9.3.4 [Screening Officer Bylaw Notice](#)

9.4 Licenses - Individual

- **Liquor**

9.4.1 [Liquor Licensing Applications](#)

10. COMMUNITY SERVICES**10.1 Multicultural Services**

10.1.1 [Multiculturalism Policy](#)

11. ENGINEERING AND PUBLIC WORKS**11.1 Drainage and Flood Control****11.2 Environmental Management**

11.2.1 [Anti-idling for RDOS fleet Vehicles](#)

11.3 Sanitary Sewer

11.3.1 [Public Works Sewer Plans and Service Records](#)
11.3.2 [Co-Permittee Liquid Waste Management Permits – Package Type Sewage Treatment Plants](#)

11.4 Solid Waste Disposal

11.4.6 [Rural Curbside Garbage and Recycling Collection Service Exemption](#)

11.5 Solid Waste Disposal – Recycling**11.6 Water Supply and Distribution**

RDOS POLICY MANUAL INDEX

12. PARKS ADMINISTRATION**13. PLANNING AND DEVELOPMENT****13.1 Community Planning – Official Community Plan**13.1.1 [Land Use Bylaw Transition Policy](#)13.1.2 [OCP Bylaw Consultation Policy](#)**13.2 Community Planning – Individual Areas**13.2.1 [Advisory Planning Commission Policy](#)**13.3 Development – General**13.3.1 [Temporary Commercial and Industrial Permits](#)13.3.2 [Crown Land Telecommunications Public Consultation](#)13.3.3 [Communication Towers/Antenna Systems Approval Process and Location & Design Guidelines](#)**13.4 Development – Waterfront****13.5 Redevelopment**13.5.1 [Manufactured Home Park Redevelopment Policy](#)**14. PROTECTIVE SERVICES****14.1 Protective Services – General**14.1.1 [Emergency Response Outside of Service Area](#)**14.2 Emergency Measures – General**14.2.1 [Mutual Aid Cost Recovery](#)**14.3 Emergency Measures – 911 Program**14.3.1 [911 Radio Equipment Cost Apportionment](#)**15. RECREATION AND CULTURAL SERVICES****15.1 Special Events**15.1.1 [Beer Garden License Application Referral](#)15.1.2 [Special Events Control](#)**16. TRANSPORTATION AND TRANSIT SERVICES**