	<b><i>Sustainable Corporate Practices</i></b>	
	<b>Policy Type:</b>	Executive Limitation
	<b>Number:</b>	EL-B-2.3
	<b>To be Reviewed:</b>	Once per term
	<b>Approval Date:</b>	December 13, 2010
	<b>Motion Number:</b>	10.C.590
	<b>Revised Date(s):</b>	

**Policy Statement:**


This policy identifies what types of decisions and actions the Chief Administrative Officer (CAO), and or designates **may not do** in order to achieve Council's Ends.

These limitations set boundaries regarding the use of sustainable practices in Town business and as to what means to achieve the Ends **would be unacceptable** even if the means worked.

The CAO will not allow the Town to operate its business in an economically, environmentally, fiscally or socially irresponsible manner or that does not reflect the Town's corporate commitment towards leadership in sustainability. The CAO will not allow the Town to operate that does not achieve its 'Sustainable Vision' and does not reflect Town Council's commitment to deliver sustainable corporate services, which are in the best interest of our citizens today and our future citizens of tomorrow.

Further, without limiting the scope of the above statements by the following, the CAO shall not allow the Town of Okotoks to be out of alignment with the Community Vision and Corporate Values by not aspiring to be a Sustainable Corporation that:

- Is affordable, operates efficiently, offers a diversity of services and employment opportunities and supports a viable economy;
- Consumes renewable resources at or below the rates of generation, and uses non-renewable resources at or below the rates of development of renewable substitutes;
- Limits emissions and waste within the environment's natural ability to effectively manage them and or minimizes or mitigates any adverse environmental impacts;
- Considers environmental impacts at not only a local scale but also regionally and globally;
- Sets economic, environmental, social and fiscal targets and makes holistic decisions based on these same sustainable principals appropriate to our community vision and corporate mandate;
- Develops and implements a corporate environmental stewardship strategy into all of our business processes and practices;
- Operates in an open, fair, transparent, responsible and accountable manner
- Cultivates a diverse, inclusive and respectful workplace and provide a healthy work environment;
- Empower staff with the resources they need to make responsible decisions regarding sustainability in the workplace and encourage them to expand this into their personal lives;

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- Encourages and recognizes our employees, subsidiaries, service contractors and partners to play an active leadership role in the pursuit of our sustainability goals within the community;
- Adapts to the community's and regions changing needs and fosters an ability to effectively respond to challenging or exceptional situations; and
- Aims for continual innovation and improvement in all aspects of our business to reach our goal of becoming a leader in sustainability.

**Definitions:**

Sustainability Policy is a written statement outlining a company's vision and commitment towards its objective, targets and performance improvement in environmental impact, economic prosperity, community investment and social commitment.

**Responsibilities:**

The Community Growth and Sustainability Division in collaboration will develop the Corporate Environmental Stewardship Plan (CESP) and associated Guidelines for review and approval.

The Community Growth and Sustainability Division will provide guidance and support to in the development of specific plans in relation to environmental stewardship and sustainable practices.

The Community Growth and Sustainability Division will also collaboratively develop performance work plans, objectives and initiatives for sustainable targets within each area and administer annual performance reviews of such targets.