



## **BYLAW 16-24 – CHIEF ADMINISTRATIVE OFFICER BYLAW**

### **Purpose**

The purpose of Bylaw 16-24 is to update the Chief Administrative Officer (CAO) Bylaw by adding provisions to protect the delegation of authority for the sale or purchase of land.

### **Readings**

This Bylaw is ready for three readings.

### **Report, Analysis and Financial Implications**

It is proposed that updates to the CAO Bylaw be made to protect the limits of the CAO's authority to negotiate the sale of Town owned lands or the purchase of land that has been allocated in the Town's capital budget. Clauses 7.1.1.1. and 7.1.1.2. under section 7. Contracts and Agreements were updated as shown in red font to include this authority:

7.1 The CAO is authorized to:

- 7.1.1. approve and enter into all contracts and agreements, as directed and sanctioned by Council, involving:
  - 7.1.1.1. the sale of Town owned land at a sale price **as approved and delegated by Council in closed session and protected under section 25(1) of the Freedom of Information and Protection of Privacy Act;**
  - 7.1.1.2. the purchase of land, which has been allocated in the Town capital budget, and is for a purchase price **as approved and delegated by Council in closed session and protected under section 25(1) of the Freedom of Information and Protection of Privacy Act;**

The limits of the CAO authority will be set out in closed session as directed by Council and protected under the *Freedom of Information and Protection of Privacy Act (FOIP)* in order not to affect the competitive or negotiation processes.

Any sales of Town owned property or purchase of property will be disclosed after the purchase or sale has been completed.

This amendment was the third amendment to the existing CAO Bylaw which according to the Town's process requires a new bylaw number consolidating all the changes.

<input type="checkbox"/>	Responsibly Managed Growth
<input type="checkbox"/>	Strong Local Economy
<input checked="" type="checkbox"/>	Organizational Excellence

<input type="checkbox"/>	Demonstrated Environmental Leadership
<input type="checkbox"/>	Enhanced Culture & Community Health

### **Public Hearing / Participation Strategy**

n/a

### **Alternatives for Consideration**

n/a

### **CAO Comments**

I recommend these changes to protect the interests of the Town in the negotiation process.

### **Attachment(s)**

1. Draft Bylaw 16-24

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