



BYLAW 19-24 – CHIEF ADMINISTRATIVE OFFICER BYLAW 16-24 AMENDMENT

Purpose

The purpose of Bylaw 19-24 is to amend Chief Administrative Officer (CAO) Bylaw 16-24 to ensure that the CAO is the sole employee of Council and all designated officer roles are rescinded.

Readings

This Bylaw is ready for three readings.

Report, Analysis and Financial Implications

Amendments are required to CAO Bylaw 16-24 to ensure that the CAO is the sole employee of the Town of Okotoks Council and no other designated officer roles are appointed.

This is a clean up administrative amendment to the CAO Bylaw to appoint the CAO as the Town assessor. The CAO through the CAO Delegation of Authority Administrative Guideline delegates the official assessor role to the appropriate position and employee. The repeal of Bylaw 18-14 is an historic, inactive bylaw for the role of Municipal Treasurer that is no longer needed.

Strategic Plan Goals

<input type="checkbox"/>	Responsibly Managed Growth	<input type="checkbox"/>	Demonstrated Environmental Leadership
<input type="checkbox"/>	Strong Local Economy	<input type="checkbox"/>	Enhanced Culture & Community Health
<input checked="" type="checkbox"/>	Organizational Excellence		

Public Hearing / Participation Strategy

n/a

Alternatives for Consideration

n/a

CAO Comments

I support these changes to the CAO Delegation Bylaw. This ensures a consistent practice for all designated positions under the Municipal Government Act and allows for staff to be appointed into the positions without requiring a resolution of Council.

Attachment(s)

1. Draft Bylaw 19-24
2. Redlined CAO Bylaw 16-24
3. Bylaws 06-01 and 18-14

Prepared by:
Cathy Duplessis
Legislative Affairs Manager
May 31, 2024