

BYLAW 616-2003

"To Establish a Position of Designated Officer and to Delegate Powers of the Chief Administrative Officer to the Designated Officer"

Being a Bylaw of the Town of Fox Creek, in the Province of Alberta to Establish the Position of Designated Officer and to Delegate the Powers of the Chief Administrative Officer to a Designated Officer.

WHEREAS, pursuant to provisions of the Municipal Government Act, being Chapter M-26, Revised statutes of Alberta 2000 and amendments thereto, Council may pass a bylaw to delegate any of the chief administrator's powers, duties and functions to a designated officer (Section 209); and whereas a council may pass a bylaw to establish one or more positions to carry out the duties and functions of a designated officer (Section 210);

NOW THEREFORE, BE IT RESOLVED that the Council of the Town of Fox Creek, in the Province of Alberta, duly assembled enacts as follows:

1. That the position of Senior Financial Officer be established to carry out the duties of a designated officer pursuant to Section 210 of the Municipal Government Act, effective May 1st, 2003.
2. That the following duties and functions be delegated to the Senior Financial Officer pursuant to Section 209 of the Municipal Government Act.

The Senior Financial Officer must ensure that:

- a. the revenues of the municipality are collected and controlled, and receipts are issued in the manner directed by council;
 - b) all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch, or trust corporation designated by council;
 - c) the accounts for authorized expenditures referred to in section 248 are paid;
 - d) accurate records and accounts are kept of the financial affairs of the municipality, including the things on which a municipality's debt limit is based and the things included in the definition of debt for a municipality;
 - e) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;
 - f) money invested by the municipality is invested in accordance with section 250;
 - g) assessments, assessment rolls and tax rolls for the purposes of Parts 9 and 10 are prepared; and
 - h) public auctions held to recover taxes are carried out in accordance with Part 10.
3. That Bylaws 470-95 and 471-95 are rescinded upon passing of this bylaw.

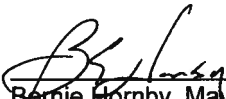
4. That this bylaw shall come into force and effect upon final passing thereof.

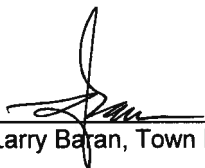
FIRST READING of Bylaw 616-2003 granted this 26th day of May, 2003 by Councilor English.

SECOND READING of Bylaw 616-2003 granted this 26th day of May, 2003 by Councilor Cook.

THIRD AND FINAL READING of Bylaw 616-2003 granted this 26th day of May, 2003 by Councilor Holtet.




Bernie Hornby, Mayor


Larry Baran, Town Manager