



BYLAW NO. 23-954 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to establish positions to carry out the powers, duties, and functions of a Designated Officer.

Whereas, section 210 of the Municipal Government Act, RSA 2000, c M-26 and any amendments thereto, states that a municipality may pass a bylaw for the establishment of one or more positions to carry out the powers, duties and functions of a designated officer; and

Whereas, it is desirable and in the best interest of the Municipal District of Greenview No. 16 that a bylaw be adopted to appoint individuals as designated officers for assigned purposes.

Therefore, the Council of the Municipal District of Greenview No. 16, duly assembled, hereby enacts as follows:

1. **TITLE**

1.1. This bylaw shall be cited as the “Designated Officers Bylaw”.

2. **DEFINITIONS**

2.1. **CAO** means the Chief Administrative Officer for the Municipal District of Greenview No 16. as defined in the *Municipal Government Act*.

2.2. **Designated Officers** means a Designated Officer within the meaning of the *Municipal Government Act*.

2.3. **Greenview** means the Municipal District of Greenview No. 16.

2.4. **Municipal Government Act** means the Municipal Government Act, RSA 2000, c M-26 and the regulations thereunder.

3. **DESIGNATED OFFICERS**

3.1. A Designated Officer shall appoint an Acting Designated Officer to act during absences of the Designated Officer.

4. **SUBDELEGATION**

4.1. Designated Officers are authorized to delegate, and to authorize further delegation of, any matter delegated to them by Council under this Bylaw to any employee of Greenview.

5. **MUNICIPAL ASSESSOR**

5.1. The Municipal Assessor shall be the Designated Officer for the purposes of carrying out the powers, duties and responsibilities of an “assessor” as defined in Section 284(1)(d) and as set out in the following Parts of the Municipal Government Act:

- A) Part 9 Assessment;
- B) Part 10 Taxation; and
- C) Part 11 Assessment Review Boards.

6. AGRICULTURAL FIELDMAN

6.1. The Agricultural Fieldman shall be the Designated Officer for the purpose of carrying out the powers, duties and responsibilities as defined in Section 8 of the Agricultural Service Board Act.

7. DIRECTOR OF CORPORATE SERVICES

7.1. The Director of Corporate Services will be the Designated Officer for the purposes of the following Sections of the Municipal Government Act:

- A) Section 213(4)(b) Signing Agreements, Cheques and other Negotiable Instruments;
- B) Section 270 Opening and closing all accounts of Greenview that hold the money of Greenview;
- C) Section 336(1) Certifying tax notices;
- D) Section 343(2) Application of Tax Payment;
- E) Section 350 Issuing Tax Certificates;

7.2. The Director of Corporate Services shall otherwise carry out the functions as specified in other Greenview Bylaws.

8. LEGISLATIVE SERVICES OFFICER

8.1. The Legislative Services Officer shall be the Designated Officer for the purposes of the following Sections of the Municipal Government Act:

- A) Section 69 Consolidating Bylaws;
- B) Section 606(7) Signing Certificates of advertising; and,
- C) Section 612(1) Certifying copies of Bylaws, resolutions and records.

8.2. The Legislative Services Officer shall otherwise carry out the functions as specified in other Greenview Bylaws.

9. REPEAL

9.1. Bylaw 00-307 "Designated Officer" is hereby repealed.

10. COMING INTO FORCE

10.1. This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this 24 day of October, 2023.

Read a second time this 24 day of October, 2023.

Read a third time this 14 day of November, 2023.



REEVE



CHIEF ADMINISTRATIVE OFFICER