

# PROPOSED

PFC2021-0559  
ATTACHMENT 3

## BYLAW NUMBER 34M2021

**BEING A BYLAW OF THE CITY OF CALGARY  
TO CONTINUE THE CITY TREASURER  
AS A DESIGNATED OFFICER,  
AND TO ESTABLISH  
THE CHIEF FINANCIAL OFFICER  
AND DEPUTY CITY TREASURER  
AS DESIGNATED OFFICERS**

\*\*\*\*\*

**WHEREAS** section 210 of the *Municipal Government Act* (the "Act") allows Council to pass a bylaw establishing a position or positions to carry out the powers, duties and functions of a designated officer;

**AND WHEREAS** Bylaw number 31M2004, as amended, continued the position of City Treasurer as a designated officer pursuant to the Act;

**AND WHEREAS** Council wishes to further continue the position of City Treasurer as a designated officer pursuant to the Act;

**AND WHEREAS** Council wishes further to establish the positions of Chief Financial Officer, as well as Deputy City Treasurer, as designated officers pursuant to the Act, and to set out their powers and responsibilities as designated officers;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:**

1. The position of City Treasurer as a designated officer is continued.
2. The positions of Chief Financial Officer and Deputy City Treasurer are hereby established as designated officers pursuant to the Act.
3. The Chief Financial Officer shall be appointed by and subject to the supervision of and be accountable to the City Manager.
4. The City Treasurer shall be appointed by and subject to the supervision of and be accountable to the Chief Financial Officer.
5. The Deputy City Treasurer shall be appointed by and subject to the supervision of and be accountable to the City Treasurer.
6. The powers, duties and functions conferred by Council on the Chief Financial Officer, City Treasurer, and Deputy City Treasurer are as prescribed in this bylaw, or any other bylaw making reference to these positions.
7. The Chief Financial Officer and City Treasurer are hereby delegated the authority to add to the tax roll of a parcel of land all unpaid costs, charges, expenses and remuneration

# PROPOSED

## BYLAW NUMBER 34M2021

which Council could add to the tax roll pursuant to sections 553, 553.1 and 553.2 of the Act.

8. The Chief Financial Officer, City Treasurer or Deputy City Treasurer are hereby authorized to open or close accounts that hold the money of The City of Calgary.
9. The Chief Financial Officer and City Treasurer are authorized to:
  - (a) certify the date tax notices are sent pursuant to section 335 of the Act;
  - (b) decide to which taxable property or business owned by a taxpayer a tax payment is to be applied pursuant to section 343 of the Act;
  - (c) decide the distribution of tax arrears and taxes pursuant to section 429.1 of the Act among the parcels of land created by a subdivision;
  - (d) issue tax certificates pursuant to section 350 of the Act;
  - (e) certify a copy of tax roll, or part of it, or a tax notice as a true copy of the original;
  - (f) enter and take possession of tax sale properties pursuant to section 420 of the Act;
  - (g) bid for land at a tax forfeiture auction pursuant to section 429 of the Act;
  - (h) prepare and issue distress warrants and seize goods pursuant to such warrants pursuant to section 439 of the Act; and,
  - (i) make an agreement with a person who wishes to pay taxes by instalments pursuant to section 340 of the Act.
10. The Chief Financial Officer and City Treasurer are authorized to add to the tax roll of a parcel of land any amount that may be added thereto by any Provincial or Federal legislation, including any unpaid costs, charges, expenses or remuneration pursuant to section 553 of the Act.
11. (1) All cheques drawn in the name of The City shall be signed by the Mayor or other person authorized by Council to sign and counter-signed by either the Chief Financial Officer or the City Treasurer.  
  
(2) Any of the signatures referred to in this section 11 may be signed, printed, lithographed or otherwise reproduced.
12. The Chief Financial Officer, City Treasurer and Deputy City Treasurer may sign debentures and other negotiable instruments on behalf of The City when so authorized by Council.
13. The Chief Financial Officer may further delegate any authority that has been delegated to the Chief Financial Officer by Council.

# PROPOSED

BYLAW NUMBER 34M2021

14. Bylaw number 31M2004, as amended, is hereby repealed.

15. This Bylaw comes into force on the date it is passed.

READ A FIRST TIME ON \_\_\_\_\_

READ A SECOND TIME ON \_\_\_\_\_

READ A THIRD TIME ON \_\_\_\_\_

\_\_\_\_\_  
MAYOR

SIGNED ON \_\_\_\_\_

\_\_\_\_\_  
CITY CLERK

SIGNED ON \_\_\_\_\_