

# PROPOSED

EC2022-1024  
ATTACHMENT 2

## BYLAW NUMBER 52M2022

### BEING A BYLAW OF THE CITY OF CALGARY TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER

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**WHEREAS** the *Municipal Government Act* requires a municipality to establish a position of chief administrative officer by bylaw;

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

#### PART I GENERAL

##### Short Title and Definition

1. This Bylaw may be cited as the “City Manager Bylaw”.
2. Where this Bylaw refers to the *Municipal Government Act* or the *Act*, this means the *Municipal Government Act* R.S.A. 2000 c. M-26 as amended.

##### Purpose

3. The purpose of this Bylaw is to comply with the requirement in the *Municipal Government Act* to establish a chief administrative officer for The City of Calgary and to acknowledge within the corporation the responsibilities of that position under the *Act*.

##### Establishment of Position of Chief Administrative Officer

4. The position of chief administrative officer established under section 205(1) of the *Municipal Government Act* is continued, with all the power, duties and functions of that position assigned by that *Act*, any other enactment, or by Council.

##### Title of Chief Administrative Officer

5. The position established by this Bylaw will be known by the title “City Manager”.

#### PART II POWERS DUTIES AND FUNCTIONS OF THE CITY MANAGER

##### General

6. For greater certainty, the City Manager has the powers, duties and functions prescribed by the *Act*, or any other enactment, and the powers and duties as have been or may be from time to time delegated to the City Manager from Council.

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7. Without limiting the foregoing, the City Manager's authority under the *Act* as the administrative head of the City is recognized as including, but not limited to, the following powers, duties and functions within the corporation:
  - (a) establishing and changing the organizational structure of the City;
  - (b) establishing administrative and operational policies, goals and performance measures; and
  - (c) negotiating and ratifying collective agreements with each union representing City employees, in accordance with the wage settlement mandate determined by Council.

### Additional Responsibilities

8. Unless otherwise specified by another bylaw the City Manager may appoint employees of the City to designated officer positions established by Council.
9. The City Manager is responsible for the adjustment and settlement of all claims against the City that are not already delegated to the City Solicitor and General Counsel under Bylaw 48M2000, subject to such limitations as Council may set from time to time.

### Delegations

10. Despite the repeal of Bylaw 8M2001, a power, duty or function which was delegated to or by the City Manager while acting pursuant to Bylaw 8M2001 is hereby ratified and continued until such delegation is altered by the City Manager or by Council.
11. As provided by section 209 of the *Act*, the City Manager may further delegate any power, duty or function under the *Act* or any other enactment or bylaw to a designated officer or an employee of the City.
12. For greater certainty, the City Manager may delegate the authority to adjust and settle claims pursuant to section 9 above to the City Solicitor and General Counsel despite such delegation being above the amount provided to the City Solicitor and General Counsel in Bylaw 48M2000.

## PART III TRANSITIONAL

### Repeal

13. Bylaw 8M2001, Being a Bylaw of The City of Calgary to Establish the Position of a City Manager, is hereby repealed.

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## Coming into Force

14. This Bylaw comes into force on the day 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 \_\_\_\_\_