

**TOWN OF HARDISTY
BYLAW NO. 1140/09**

PROVINCE OF ALBERTA

**A BYLAW BEING ENACTED FOR THE PURPOSE OF ESTABLISHING A POSITION
OF CHIEF ADMINISTRATIVE OFFICER OF THE TOWN OF HARDISTY AND
DESIGNATING THE DUTIES OF THE POSITION**

WHEREAS Section 205 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, provides that a Council shall establish a position of Chief Administrative Officer;

NOW THEREFORE the Council of the Town of Hardisty, duly assembled, enacts the following:


1. That the position of Chief Administrative Officer of the Town of Hardisty be and is hereby established.
2. That the Chief Administrative Officer of the Town of Hardisty:
 - a) is the administrative head of the municipality;
 - b) ensures that the policies and programs of the municipality are implemented;
 - c) advises and informs the Council on the operation and affairs of the municipality;
 - d) shall perform all other duties as may be delegated by Council from time to time.
3. Council, by resolution, will
 - a. Approve a position description for the position of CAO,
 - b. Appoint a person to the position of CAO,
 - c. Establish the terms and conditions of the person's employment.
4. That Bylaw No.1096/05 of the Town of Hardisty be and is hereby repealed.

This Bylaw shall have force and take effect on March 25th, 2009.

READ a first time this 25th day of March, A.D. 2009.

READ a second time this 25th day of March, A.D. 2009.

READ a third time this 25th day of March, A.D. 2009.



Mayor – Anita Miller



Acting/CAO – Sandy Otto

