

**BYLAW NO. 6/2024**  
**A BYLAW OF THE**  
**MUNICIPAL DISTRICT OF PEACE NO. 135**  
**IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE MUNICIPAL DISTRICT OF PEACE NO. 135 IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITIONS OF DESIGNATED OFFICERS FOR THE MUNICIPALITY

**WHEREAS**, a Council may, in accordance with Section 210 of the Municipal Government Act, RSA Alberta 2000, Chapter M-26 and amendments thereto, establish one or more positions to carry out the powers, duties and functions of a designated officer under the *Municipal Government Act* or any other enactment or municipal bylaw;

**WHEREAS**, the Municipal District of Peace No. 135 has established the position of Chief Administrative Officer through Bylaw 3/2018;

**NOW THEREFORE** that the Council of the Municipal District of Peace No. 135 in the Province of Alberta, duly assembled, enacts as follows:

**1. TITLE**

1.1 This bylaw is cited as the "Designated Officers" bylaw.

**2. DEFINITIONS**

In this bylaw,

2.1 "Act" means the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, as amended and any amendment or substitution thereof.

2.2 "CAO" means the Chief Administrative Officer of the Municipal District of Peace No. 135, appointed by Council.

2.3 "Council" means the Council of the Municipal District of Peace No. 135.

2.4 "MD" means the Municipal District of Peace No. 135

2.5 All other terms used in this bylaw shall have the meaning as is assigned to them in the *Municipal Government Act*, as amended from time to time.

**3. DESIGNATION:**

3.1 Pursuant to Section 210(1) of the Act, the following positions are designated officers of the MD:

- 3.1.1 Director of Corporate Services
- 3.1.2 Municipal Assessor
- 3.1.3 Assessment Review Board Clerk
- 3.1.4 Chief Administrative Officer
- 3.1.5 Manager of Agricultural Services

**4. DIRECTOR OF CORPORATE SERVICES: POWERS, DUTIES AND FUNCTIONS**

4.1 The Director of Corporate Services is a designated officer with the following:

- 4.1.1 Section 213(1)(b) Signing minutes of Council Meetings
- 4.1.2 Section 213(4)(b) Signing agreements, cheques and other negotiable instruments
- 4.1.3 Section 213(3)(b) Signing bylaws
- 4.1.4 Section 350 Issuing tax certificates
- 4.1.5 Section 336(1) Certifying tax notices
- 4.1.6 Section 213(2)(b) Signing minutes of Council Committee Meetings
- 4.1.7 Section 612(1) Certifying copies of bylaws, resolutions and records
- 4.1.8 Section 69 Consolidating bylaws

**5. ASSESSMENT REVIEW BOARD CLERK: POWERS, DUTIES AND FUNCTIONS**

5.1 The Assessment Review Board Clerk is a designated officer pursuant to the following sections of the Act:

- 5.1.1 Section 456(1) Duties of the clerk of Assessment Review Board
- 5.1.2 Section 461 & 462 Assessment Complaints
- 5.1.3 Section 469(1) Notice of decision of Assessment Review Board
- 5.1.4 Section 483 Decision admissible on appeal

**6. MUNICIPAL ASSESSOR: POWERS, DUTIES AND FUNCTIONS**

6.1 The Municipal Assessor is the designated officer for the purpose of the following sections of the Act:

- 6.1.1 Section 284.2 Carry out duties and responsibilities of an assessor
- 6.1.2 Section 482 Admissible evidence at hearing

**7. MANAGER OF AGRICULTURAL SERVICES: POWERS, DUTIES AND FUNCTIONS**

7.1 The Manager of Agricultural Services is the designated officer for the purpose of the following sections of the Act.

- 7.1.1 Section 8(2) Carrying out functions relating to Agriculture
- 7.1.2 Section 8(3) Carrying out functions relating to:
  - a) a municipal inspector under the Weed Control Act
  - b) an inspector of the municipality under the Agricultural Pests Act
  - c) a soil conservation officer of the municipality under the Soil Conservation Act

**8. CHIEF ADMINISTRATIVE OFFICER: POWERS, DUTIES AND FUNCTIONS**

8.1 Pursuant to Section 210(5) of the Act, the Chief Administrative Officer is a designated officer of the MD with the powers, duties and functions conferred by the Act. Notwithstanding the foregoing,

DESIGNATED OFFICER BYLAW 6/2024

nothing in this bylaw shall alter or affect the power duties and functions outlined in Bylaw 3/2018 being the CAO Bylaw duly passed by Council February 13, 2018.

**9. GENERAL PROVISIONS:**

9.1 The CAO may appoint an acting designated officer during an illness, scheduled absence or other incapacity of a designated officer.

**10. MISCELLANEOUS:**

10.1 Bylaw No. 2/2023 and Bylaw No. 15/2000 are hereby repealed.

10.2 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

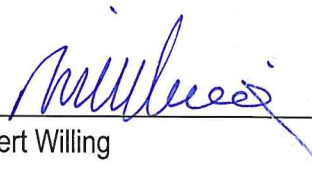
10.3 This Bylaw shall come into force and take effect upon the date of the third and final reading.


First reading given on the 13<sup>th</sup> day of August, 2024.

Second reading given on the 13<sup>th</sup> day of August, 2024.

Given UNANIMOUS consent to go to third reading on the 13<sup>th</sup> day of August, 2024.

Third reading given on this 13<sup>th</sup> day of August, 2024.

  
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Robert Willing  
Reeve

  
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Margaret McClarty  
Chief Administrative Officer