

Whose role is it anyways?

- **Association of Manitoba Municipalities**
- **Municipal Officials Seminar**
- **Monday, February 27th, 2006**
- **Brandon, Manitoba**



Whose role is it anyways?

Municipal Purposes

- **To provide good government**
- **To provide services, facilities or other things that, in the opinion of the council of the municipality, are desirable for all or part of the municipality; and**
- **To develop and maintain safe and viable communities.**

Whose role is it anyways?

Council's role

- **Developing and evaluating policies and programs of the municipality**
- **Ensuring that the powers, duties and functions of the municipality are appropriately carried out**
- **Carrying out the powers, duties and functions given to council by legislation**

Whose role is it anyways?

General duties of members

- **To consider the well-being and interests of the municipality as a whole and to bring to the council's attention anything that would promote the well-being or interests of the municipality;**

Whose role is it anyways?

- **To participate generally in developing and evaluating the policies and programs of the municipality;**
- **To participate in meetings of the council and of council committee and other bodies to which the member is appointed by the council;**

Whose role is it anyways?

- **To keep in confidence a matter that is discussed at a meeting closed to the public and that the committee decides to keep confidential until the matter is discussed at a meeting of the council or of a committee conducted in public;**
- **To perform any other duty or function imposed on the member by council or leg.**

Whose role is it anyways?

Duties of the head of council

- **To preside when in attendance at a council meeting, except when the procedures by-law or legislation provides otherwise;**
- **To provide leadership and direction to the council;**
- **To perform any other duty assigned.**

Whose role is it anyways?

CAO's responsibilities

- **Administrative head of the municipality;**
- **Responsible for ensuring that the policies and programs are implemented;**
- **Responsible for advising and informing council on the operation and affairs of municipality;**

Whose role is it anyways?

- **Except as the council may decide otherwise, is responsible for the management and supervision of the employees of the municipality;**
- **Carries out the powers, duties and functions assigned to the CAO by council**
- **Must notify council if money of the municipality is spent or invested contrary to a by-law, resolution or legislation.**

Whose role is it anyways?

CAO's administrative duties

- **Ensure that the minutes of every council meeting are made without note/comment;**
- **By-laws and minutes of council meetings and all other records are kept safe;**
- **Revenues of the municipality are collected**

Whose role is it anyways?

- **Money belonging to municipality are deposited in account designated by council;**
- **Accounts for authorized expenditures are paid;**
- **Accurate records are kept of the financial affairs of the municipality;**
- **Any information requested of the municipality by the minister is provided within a reasonable time.**

Whose role is it anyways?

Matters that a council may delegate

- **A council may by by-law delegate any of its powers, duties or functions under a by-law or legislation to the head of council, a council committee, the CAO or a designated officer**

Whose role is it anyways?

Matters that a council may not delegate

- **Its power or duty to pass a resolution or a by-law;**
- **Its power to make, suspend or revoke the appointment of CAO;**
- **Duty to hold a public hearing;**
- **Duty to decide appeals, unless the delegation is to council committee/by-law**

Whose role is it anyways?

**What we have here is a
failure to communicate!**

“Cool Hand Luke”