

	<b>Chief Administrative Officer's Role and Responsibilities</b>	
	<b>Policy Type:</b>	Council-Management Delegation
	<b>Number:</b>	CMD-C 1.0
	<b>To be Reviewed:</b>	Once per term
	<b>Approval Date:</b>	March 9, 2020
	<b>Motion Number:</b>	20.C.109
	<b>Revised Date(s):</b>	

**Policy Statement:**

The Chief Administrative Officer (CAO) is Council's single official link to the organization. The CAO is responsible for organizational performance.

1. The CAO's role is summarized as:
  - 1.1 Accomplishing Council's objectives as established by its Purpose Statements.
  - 1.2 Managing the organization within the boundaries established by Council's Executive Limitation policies, including those responsibilities set out in bylaws.