

## Enclosure 4 –Municipalities that Permit Single Signature

Municipality	Bylaw	Clause
City of Edmonton	Bylaw 16620 City Administration Bylaw	10 (1) The City Manager may, acting alone, sign agreements on behalf of the City. (2) The City Manager may direct that the signatures of the City Manager, Mayor, designated officers, or employees with delegated signing authority be printed, lithographed, or otherwise reproduced.
City of Calgary	Bylaw 43M99 Execution of Contracts Bylaw	3. Subject to the Act, all contracts, agreements, orders or other documents which The City has the power to make and which have been authorized by a bylaw or resolution of council or which have been specified by any enactment to be made or done without specific authorization of Council or made or done by any specified authority other than Council shall be deemed to be properly executed if the same are signed by the City Clerk or, in the absence of the City Clerk by the Acting City Clerk, and the City Manager or any employee of The City to whom the City Manager delegates such authority, whether generally or with respect to specific classes of documents. 5. Notwithstanding Section 3 of this Bylaw the City Manager may authorize agreements, which in his sole discretion are deemed appropriate, to be entered into on behalf of The City without execution by the City Clerk or the affixing of the corporate seal.
City of Lethbridge	CC38 Signing Authority Policy	City Manager or their designate to: a. Be the person authorized by City Council to sign (alone or with others) all agreements or documents that are not signed by the Mayor and City Clerk
City of Airdrie	P-10/2001 Signing Authorities Policy	4) Agreements and cheques and other negotiable instruments must be signed or authorized a) by the chief elected official or by another person authorized by council to sign them, and c) by a designated officer, or by a designated officer acting alone if so authorized by Council. (transferring funds between general and investment accounts, bert church theatre agreements, capital agreements less than \$10,000, Unbudgeted Expenditure Policy - operating agreements less than \$5000, Parks Agreements, Withdrawals and Discharges of Caveats, Withdrawals and Discharges of Tax Caveats, signing authority for payroll.
City of Spruce Grove	C-1094-19 City Manager's Bylaw	4.5 The City Manager is authorized to sign agreements, cheques and other negotiable instruments for expenditures within approved budgets or otherwise authorized by Council. The City Manager may delegate signing authority, with controls, to City employees. Expenditures requiring Council approval shall be co-signed by the Mayor.
City of Fort Saskatchewan	Bylaw C-29-95 City Manager's Bylaw GOV-010-A Delegation of Authority	Legislative Services Director delegated the authority to sign agreements and contracts alone.