

DISTRICT OF SEHELDT
Bylaw No. 623, 2024

*A Bylaw to establish Officer Positions of the District of Sechelt and
to establish the Powers, Duties and Responsibilities of such Officers.*

WHEREAS the Community Charter, SBC 2003 Chapter 26, s.146 provides that Council must, by bylaw, establish officer positions in relation to the powers, duties and functions of the Corporate Officer and Financial Officer, and may establish other officer positions and assign powers, duties and functions to its officer positions;

NOW THEREFORE, the Council of the District of Sechelt, in open meeting assembled, enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as “District of Sechelt Officers and Employees Bylaw 623, 2024”.

OFFICER POSITIONS

2. The following positions are hereby established as officer positions of the District of Sechelt:
 - a) Chief Administrative Officer;
 - b) Director of Corporate and Community Services;
 - c) Director of Engineering and Operations;
 - d) Director of Financial Services and Information Technology;
 - e) Director of Planning and Development;
 - f) Corporate Officer.
3. Nothing in this bylaw shall prevent the appointment of the same person to two or more officer positions.

POWERS, DUTIES AND RESPONSIBILITIES

4. The powers, duties and responsibilities of the:
 - a) Chief Administrative Officer are outlined under section 147 of the *Community Charter*, as amended, as well as other additional powers or duties and responsibilities Council may assign.

- b) Director of Corporate and Community Services are those assigned by the Chief Administrative Officer.
- c) Director of Engineering and Operations are those assigned by the Chief Administrative Officer.
- d) Director of Financial Services and Information Technology are outlined under section 147 of the *Community Charter*, as amended, as well as other additional powers or duties and responsibilities the Chief Administrative Officer may assign.
- e) Director of Planning and Development are those assigned by the Chief Administrative Officer.
- f) Corporate Officer are outlined under section 148 of the *Community Charter*, as amended, as well as other additional powers or duties and responsibilities the Chief Administrative Officer may assign.

OTHER POWERS, DUTIES AND RESPONSIBILITIES

- 5. In addition to the powers, duties and function set out in Section 3, each Officer may exercise and discharge such additional, powers, duties and functions that are established by the *Community Charter* and authorized by the Chief Administrative Officer.

REPEAL

- 6. The “District of Sechelt Officers and Employees Bylaw No. 562, 2017” is hereby repealed.

READ A FIRST TIME THIS	DAY OF	202X
READ A SECOND TIME THIS	DAY OF	202X
READ A THIRD TIME THIS	DAY OF	202X
ADOPTED THIS	DAY OF	202X

Mayor

Corporate Officer