



## REQUEST FOR DECISION

**TO:** Council **MEETING DATE:** September 25, 2024  
**FROM:** Tracy Forster, Deputy Corporate Officer  
**SUBJECT:** District of Sechelt Officers and Employees Bylaw 623, 2024  
**FILE NO:** 3900-02

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### RECOMMENDATION

That District of Sechelt Officers and Employees Bylaw 623, 2024 be considered for first, second and third reading.

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### PURPOSE

To update the District of Sechelt Officers and Employees Bylaw to reflect the municipal officer appointments and ensure alignment with current organizational structure.

### DISCUSSION

#### Summary

The District of Sechelt Officers and Employees Bylaw 562, adopted in 2017, outlines the responsibilities and authorities of the Chief Administrative Officer, Financial Officer and Corporate Officer, as mandated by the *Community Charter*. While the Bylaw originally designated some senior management positions as officers, the District's organizational structure has since evolved, leading to a need for updates to determine accountability for responsibilities. Bylaw 623, 2024, has been drafted to enhance our ability to serve the community through modern, best-practice methods and provide the highest quality service to our residents.

### POLICY AND BYLAW IMPLICATIONS

Upon adoption of Bylaw 623, District of Sechelt Officers and Employees Bylaw 562, 2017 will be repealed.

### SUSTAINABILITY PLAN IMPLICATIONS

None.

### STRATEGIC PLAN IMPLICATIONS

1. Effective Growth

**FINANCIAL IMPLICATIONS**

None.

**COMMUNICATIONS**

District of Sechelt Officers and Employees Bylaw 623, 2024 will be published on the website.

Respectfully submitted,

Tracy Forster

Attachment 1 – District of Sechelt Officers and Employees Bylaw 623, 2024.