

BYLAW NO. 580	
Bylaw name:	Comox Valley Regional District Officer Bylaw No. 21, 2008, Amendment No. 3
Participants:	All
Purpose:	To amend the CVRD officer bylaw to amend the statutory positions
Repeals bylaw:	N/A
Staff contact:	General Manager of Corporate Services

STATUS	
Committee approval:	Committee of the Whole, May 14, 2019 THAT the board consider granting readings to Comox Valley Regional District Officer Bylaw, No. 21, 2008, Amendment No. 3 as outlined in the staff report dated May 8, 2019.
1st & 2nd readings:	
3rd reading:	
Ministry approval:	N/A
Final adoption:	

COMOX VALLEY REGIONAL DISTRICT

BYLAW NO. 580

A bylaw to amend the CVRD officer bylaw to amend the statutory positions

WHEREAS the Comox Valley Regional District adopted Bylaw No. 21 being the “Comox Valley Regional District Officer Bylaw No. 21, 2008” on October 28, 2008;

AND WHEREAS the board desires to update the bylaw to amend the officer positions;

NOW THEREFORE the board of the Comox Valley Regional District in open meeting assembled enacts as follows:

Amendment

1. Bylaw No. 21 being “Comox Valley Regional District Officer Bylaw No. 21, 2008” is hereby amended by:
 - a. Replacing the definition for Chief administrative officer (CAO), under definitions, section 1, which reads as follows:

“Chief administrative officer (CAO) means the senior officer of the regional district assigned chief administrative officer responsibility under section 197 of the Local Government Act;”

With the following:

“Chief administrative officer (CAO) means the senior officer of the regional district assigned chief administrative officer responsibility under section 235 of the Local Government Act;”

- b. Replacing the definition for Executive management, under definitions, section 1, which reads as follows:

“Executive management shall refer to all officers directly reporting to the chief administrative officer.”

With the following:

“Executive management shall refer to all positions directly reporting to the Chief Administrative Officer”;

- c. Replacing section 3 (Officer positions) which reads as follows:

“Officer positions

3. (1) The following positions are established as officers of the regional district:

- (a) The chief administrative officer;
 - (b) General managers;
 - (c) The corporate legislative officer;
 - (d) The corporate financial officer;
 - (e) The executive manager of strategic and long range planning; and
 - (f) The executive manager of human resources.
- (2) The position established under subsection 1(a) is assigned the chief administrative responsibility of the regional district under section 197 of the *Local Government Act*;
- (3) The position established under subsection 1(c) is assigned responsibility for corporate administration under section 198 of the *Local Government Act*;
- (4) The position established under subsection 1(d) is assigned responsibility for financial administration under section 199 of the *Local Government Act*."

with the following section 3:

"Officer Positions

3. (1) The following positions are established as officers of the regional district:
- (a) The Chief Administrative Officer;
 - (b) The General Manager of Corporate Services (Corporate Legislative Officer) and his/her designate assigned responsibility as the Deputy Corporate Legislative Officer;
 - (c) The Corporate Financial Officer.
- (2) The position established under subsection 1(a) is assigned the chief administrative responsibility of the regional district under section 235 of the *Local Government Act*;
- (3) The position established under subsection 1(b) (General Manager of Corporate Services) is assigned responsibility for corporate administration under section 236 of the *Local Government Act*;
- (4) The position established under subsection 1(c) is assigned responsibility for financial administration under section 237 of the *Local Government Act*."
- d. Replacing section 4 (Chief administrative officer position) which reads as follows:
- "Chief administrative officer position**
4. (1) The chief administrative officer shall have the powers, duties and functions under section 197 of the *Local Government Act*.

- (2) Despite subsection (1) the board may assign further powers, duties and functions to the chief administrative officer.
- (3) In addition to the assignments in sections 3(3) and 3(4), the chief administrative officer is assigned responsibility for corporate administration under section 198 and financial administration under section 199 of the Local Government Act, as required.
- (4) During the absence of the chief administrative officer, the chief administrative officer may assign any officer named in this bylaw as the acting chief administrative officer and that acting chief administrative officer shall have the powers, duties and functions under section 197 of the Local Government Act.”

with the following section 4:

“Chief administrative officer position

- 4. (1) The chief administrative officer shall have the powers, duties and functions under section 235 of the *Local Government Act*.
- (2) Despite subsection (1) the board may assign further powers, duties and functions to the chief administrative officer.
- (3) In addition to the assignments in sections 3(3) and 3(4), the chief administrative officer is assigned responsibility for corporate administration under section 236 and financial administration under section 237 of the Local Government Act, as required.”

Citation

2. This Bylaw No. 580 may be cited as “Comox Valley Regional District Officer Bylaw No. 21, 2008, Amendment No. 3”.

Read a first and second time this day of 2019.

Read a third time this day of 2019.

Adopted this day of 2019.

Chair

Corporate Legislative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 580 being “Comox Valley Regional District Officer Bylaw No. 21, 2008, Amendment No. 3” as adopted by the board of the Comox Valley Regional District on the xx day of _____ 2019.

Corporate Legislative Officer