



## DISTRICT OF NORTH SAANICH

### BYLAW NO. 1609

#### A BYLAW TO PROVIDE FOR THE APPOINTMENT OF OFFICERS.

**WHEREAS** the *Community Charter* empowers Council by bylaw, to establish officer positions and to establish the powers, duties, and responsibilities of officers of the District;

**NOW THEREFORE**, the Council of the District of North Saanich, in open meeting assembled, enacts as follows:

1. **NAME**

This Bylaw may be cited for all purposes as the "District of North Saanich Officers Bylaw No. 1609, 2026".

2. **DEFINITIONS**

In this Bylaw:

**"Council"** means the council of the Municipality.

**"Municipality"** means the District of North Saanich.

**"Officer"** means a person holding an office established under section 3 of this Bylaw.

3. **OFFICER POSITIONS**

The following officer positions are established:

- (a) Chief Administrative Officer;
- (b) Director of Corporate Services; and,
- (c) Director of Financial Services.

4. **DUTIES OF CHIEF ADMINISTRATIVE OFFICER**

The Chief Administrative Officer is assigned the powers, duties and functions of the Chief Administrative Officer under section 147 of the *Community Charter*, and such other powers, duties, and functions as may be assigned by Council from time to time.

5. **DUTIES OF DIRECTOR OF CORPORATE SERVICES**

The Director of Corporate Services is assigned the responsibility of corporate administration under section 148 of the *Community Charter*.

6. **DUTIES OF DIRECTOR OF FINANCIAL SERVICES**

The Director of Financial Services is assigned the responsibility for financial

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administration under section 149 of the *Community Charter*.

7. **PERSONNEL ADMINISTRATION**

The Council hereby delegates to the Chief Administrative Officer:

- (a) the power, duty and function to assign responsibilities to employees and officers; and,
- (b) the power, duty and function to appoint, assign responsibilities to, promote, discipline and dismiss employees.

8. **REPEAL**

Bylaw No. 1556, being "District of North Saanich Officers Bylaw" is hereby repealed.

READ A FIRST TIME the 27<sup>th</sup> day of May, 2026.

READ A SECOND TIME the 27<sup>th</sup> day of May, 2026.

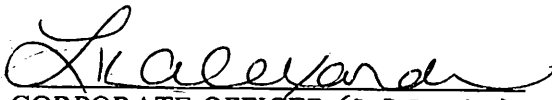
READ A THIRD TIME the 27<sup>th</sup> day of May, 2026.

FINALLY ADOPTED the 29<sup>th</sup> day of May, 2026.

CERTIFIED CORRECT:



MAYOR



CORPORATE OFFICER (DEPUTY)

