

# Request for Decision



To: Regular Meeting  
From: **Corporate Services**  
Date: January 27, 2020  
Subject: Officer Positions Establishment Bylaw No.2062  
Recommendation: **THAT Council give final reading to the Officer Positions Establishment Bylaw No. 2062; AND THAT Council give final reading to the Officer Positions Repeal Bylaw No. 1623-R.**

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## **Background**

### January 27, 2020 Update:

At the January 13, 2020 Regular Meeting of Council, the new Officers Position Establishment Bylaw No. 2062 and the Officers Positions Repeal Bylaw 1623-R, received first three readings.

The bylaws are now presented for final reading.

### January 13, 2020 Update:

At the Regular Meeting of Council on December 16, 2019, Council instructed staff to present the bylaw at the next Committee of the Whole meeting along with the previous bylaw. Council also requested that the repeal bylaw for the previous Officers Establishment Bylaw be included and referenced. Both Bylaws have been amended and attached accordingly.

### The below text is from the previous presentation to Council on December 16, 2019:

The City of Grand Forks' existing "Officers and Employees Bylaw No. 1623" was enacted in 2000 and established seven positions as officer positions within the Corporation: City Administrator, City Clerk, Treasurer/Collector, Superintendent of Public Works, Assistant Works Superintendent, Deputy Clerk/Confidential Secretary, and Fire Chief/Municipal Emergency Coordinator.

Since 2000, six of the positions have changed titles rendering the wording of the bylaw obsolete. The transition to the "one employee" model of administration has led to most positions being hired by the Chief Administrative Officer (as defined in management contracts) and not requiring an appointment of Council. Additionally, the job descriptions attached to the bylaw have been amended over time as well and do not represent current contracts.

Using Officer Establishment bylaws of other municipalities as a guideline, the attached replacement Officer Position Establishment Bylaw is presented for Council's consideration. Consistent with the *Community Charter* in language and implementation,

this bylaw reduces the number of officer positions to those of the Chief Administrative Officer, Corporate Officer, and (Chief) Financial Officer.

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## Benefits or Impacts

### General

Modernizes bylaw to existing practices and titles following legal advice.

### Policy/Legislation

Community Charter, Division 5 (Sections 146-152)

## Attachments

Officer Positions Establishment Bylaw, No. 2062

Officer Positions Repeal Bylaw, No. 1623-R

Officer Positions Establishment Bylaw, No. 1623

Officer Positions Amendment Bylaw, No. 1663

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## Recommendation

**THAT Council give final reading to the Officer Positions Establishment Bylaw No. 2062; AND THAT Council give final reading to the Officer Positions Repeal Bylaw No. 1623-R.**

## Options

1. THAT Council accepts the report.
2. THAT Council does not accept the report.
3. THAT Council refers the matter back to staff for further information.