

DATE: September 24, 2021

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, CITY MANAGER

SUBJECT: Proposed Amendments to Officer Positions and Delegation of Authority Bylaw

ATTACHMENT(S): City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011, Amendment Bylaw No. 9251, 2021

RECOMMENDATION:

That Council GRANTS FIRST THREE READINGS to “City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011, Amendment Bylaw No. 9251, 2021.”

PURPOSE:

Amendments are proposed to the “City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011” following recent organizational structure changes and to address other various housekeeping updates.

BACKGROUND:

Bylaw No. 8340, 2011 provides for the appointment of officers, and to delegate certain powers, duties and responsibilities to such officers and other employees. The bylaw was last amended in 2015. The recent re-organization in September has resulted in the need for amendments to the bylaw to update department names and position titles.

The bylaw currently provides that the General Manager of Administrative Services holds the position of Corporate Officer. (The City Manager position has been holding the position of Corporate Officer for the past year.) The recent re-organization included the elimination of the position of General Manager of Administrative Services. It is recommended that the position of Manager of Legislatives Services (held by Ms. Connelly) be designated as the Corporate Officer under the bylaw.

In addition to the change in designation of the Corporate Officer, Schedules “A”, “B” and “C” of the bylaw have been updated. Amendments include an updated list for convenience of some other bylaws containing a delegation of Council authority for various matters, and updates to specified position titles to reflect the current organizational structure.

SUMMARY AND CONCLUSION:

Following a recent corporate reorganization, updates are proposed to the “City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011”. Changes to the bylaw and positions would be effective on adoption of the proposed amendment bylaw.

RESPECTFULLY SUBMITTED:

Walter Babicz, City Manager

Meeting Date: [2021/10/18]