

DATE OF MEETING JUNE 17, 2024

AUTHORED BY KAREN ROBERTSON, DEPUTY CORPORATE OFFICER

**SUBJECT OFFICER DESIGNATION & DELEGATION OF AUTHORITY
AMENDMENT BYLAW**

OVERVIEW

Purpose of Report

To reference staff's delegated authority in the Respectful Spaces Bylaw and Revitalization Tax Exemption Bylaws within the Officer Designation & Delegation of Authority Bylaw and to update staff title changes.

Recommendation

1. That "Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02" (a bylaw to reference the Respectful Spaces Bylaw and Revitalization Tax Exemption Bylaws within Schedule "A" and to update staff titles) pass first reading.
2. That "Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02" pass second reading.
3. That "Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02" pass third reading.

BACKGROUND

At the 2024-JUN-17 meeting Council will be considering giving three readings to "Revitalization Tax Exemption Bylaw (Downtown) 2024 No. 7384 and "Revitalization Tax Exemption Bylaw (Hotel and Motel) 2024 No. 7385". On this evening's agenda, Council will also consider giving first three readings to "Respectful Spaces Bylaw 2024 No. 7381". If these bylaws are endorsed, the "Officer Designation and Delegation of Authority Bylaw" will need to be updated to reference those bylaws within Schedule "A", to the attached "Officer Designation and Delegation of Authority Amendment Bylaw" as there are authorities delegated to staff (see Attachment 1).

In the Respectful Spaces Bylaw, authority to issue suspensions for inappropriate behaviour in Municipal Facilities is proposed to be delegated to the Director of Public Safety and the authority to execute Revitalization Tax Exemption Agreements has been delegated to the General Manager, Corporate Services as per the direction provided at the 2023-NOV-27 Governance and Priorities Committee meeting.

The proposed amendment also gave Staff the opportunity to address staff title or position changes since the bylaw was implemented in March 2023. The red lined version with the changes incorporated is included in the report as Attachment 2.

OPTIONS

Option 1

1. That “Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02” (a bylaw to reference the Respectful Spaces Bylaw and Revitalization Tax Exemption Bylaws within Schedule “A” and to update staff titles) pass first reading.
 2. That “Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02” pass second reading.
 3. That “Officer Designation and Delegation of Authority Amendment Bylaw 2024 No. 7353.02” pass third reading.
- This bylaw is housekeeping in nature

Option 2:

Should Council not proceed with giving the Revitalization Tax Exemption Bylaws or the Respectful Spaces Bylaw first three readings, then Staff recommend that Council postpone consideration of the recommendation until such time as the Revitalization Tax Exemption Bylaws and the Respectful Spaces Bylaw receive their first three readings.

SUMMARY POINTS

- Schedule “A” to the Officer Designation and Delegation of Authority Bylaw will need to be updated to reference the delegated authority provided to staff in the Respectful Spaces Bylaw and the Revitalization Tax Exemption Bylaws
- Staff titles and positions that have changed since the bylaw was implemented in March, 2023 have also been incorporated within this bylaw amendment.

ATTACHMENTS:

Attachment 1 - Officer Designation and Delegation of Authority Amendment Bylaw 7353.02
Attachment 2 - Officer Designation and Delegation of Authority Bylaw 7353 – red lined version

Submitted by:

Karen Robertson,
Deputy Corporate Officer

Concurrence by:

Sheila Gurrie,
Director of Legislative Services

Dale Lindsay, CAO