

VILLAGE OF PORT CLEMENTS

BYLAW #474, 2022

A BYLAW FOR DELEGATION OF POWERS DUTIES AND FUNCTIONS

WHEREAS the *Community Charter* gives Council the ability to provide for the delegation of its powers, duties and functions including those specifically established by an enactment to its officers and employees, its committees or members, or to other bodies established by Council;

AND WHEREAS it is deemed desirable and expedient to delegate the powers, duties and functions set out in this Bylaw;

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled enacts as follows:

TITLE

This Bylaw may be cited as "Delegation Bylaw #474, 2022"

DEFINITIONS

"Act" means the *Community Charter*

"Village" or "Municipality" means the Village of Port Clements

"Council" means the Council of the Village of Port Clements

BODY

1. Council hereby delegates to the Chief Administrative Officer all the powers, duties, and function of Council, to make agreements respecting the Village's activities, works or services, subject to the limitations on that delegated authority as set out in the Village's Purchasing Policy No. 03, as amended from time to time.
2. Council hereby delegates the authority to contract, sign agreements or licenses or purchase goods and services on behalf of the Village subject to the following limitations and as set out in the Village's Purchasing Policy No. 03 as amended from time to time:
 - a. For the Chief Administrative Officer: up to \$25,000
For the Deputy Chief Administrative Officer: up to \$15,000
For the Senior Finance Manager: up to \$15,000
For the Public Works Superintendent: up to \$15,000
 - b. All expenditures are subject to the availability of funds contained within the financial plan.
 - c. Council may, by resolution, authorize limits greater than those set out in section "a" above for specific projects or for specific time periods.
3. For clarity, subject to the Act, unless a power, duty or function of Council has been expressly delegated by this Bylaw or another Village bylaw, all the powers, duties and functions of Council remain with Council.
4. Where this Bylaw delegates a power, duty, or function to a named position, the delegation of power, duty or function is to the person who from time to time holds the position and to any person who, from time to time, is the deputy of that person so appointed by Council. To the extent the Chief Administrative Officer is unavailable to

exercise the powers, duties and functions set out in section 1 of this Bylaw, the Deputy Chief Administrative Officer acts in their role.


5. For clarity, a person to whom a power, duty or function has been delegated under this Bylaw has no authority to further delegate to another person any power, duty or function that has been delegated by this bylaw.
6. If any section, subsection, or paragraph of this Bylaw is found invalid by a decision of a Court or competent jurisdiction, the invalid section, subsection, or paragraph shall be severed without effect on the remainder of the Bylaw.

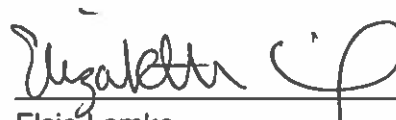
READ A FIRST TIME THIS 17 DAY OF JANUARY 2022

READ A SECOND TIME THIS 17 DAY OF JANUARY 2022

READ A THIRD TIME THIS 17 DAY OF JANUARY 2022

RECONSIDERED AND FINALLY ADOPTED THIS 7 DAY OF FEBRUARY 2022


Doug Daugert
MAYOR

 , on behalf of
Elsie Lemke
CHIEF ADMINISTRATIVE OFFICER
As Acting CAO.

CERTIFIED A TRUE COPY OF
Delegation Bylaw #474, 2022