

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BY-LAW NO. 107

A By-law to document the policy of the Regional Board of the Regional District of Central Okanagan with respect to the Officers and Employees of the Building Inspection Department of the Regional District of Central Okanagan

WHEREAS Sections 775 and 188 of the "Municipal Act" being Chapter 255 of the Revised Statutes of British Columbia, 1960, as amended, provided that the Regional Board may by by-law provide for such officers and employees as may be deemed necessary and may fix certain conditions of their employment;

AND WHEREAS it is deemed appropriate to document the manner in which the functions of management are carried out in the Building Inspection Department of the Regional District of Central Okanagan;

NOW THEREFORE the Regional Board of the Regional District of Central Okanagan, in open meeting assembled, enacts as follows:

1. There shall be appointed a Chief Building Inspector as an Officer of the Regional District of Central Okanagan who shall also hold the position of Chief Plumbing Inspector and Soils Removal Officer.
2. The Chief Building Inspector, as the Department Head of the Building Inspection Department, shall, under the direction of the Regional District Administrator, be responsible for the effective management of the Building Department and shall:
 - (a) supervise and direct the affairs of the Building Inspection Department employees thereof in their day to day activities;
 - (b) hire and appoint employees for the Building Inspection Department for whom provision is made by the Regional Board and who are required;
 - (c) discipline employees under his jurisdiction and dismiss employees for cause or when they are no longer required;
 - (d) put into effect, carry out and enforce the provisions of the various by-laws of the Regional District of Central Okanagan under his jurisdiction;
 - (e) act for the Regional District of Central Okanagan in the/

the second or like step of any grievance procedure established pursuant to the provisions of any collective agreement covering employees under his jurisdiction as well as administering the collective agreement as it pertains to employees under his jurisdiction;

(f) prepare estimates of revenue and estimates for the operation of his department as may be required;

(g) requisition materials for use within the department;

(h) perform such other duties as may be assigned from time to time.

3. There shall be appointed, in the Building Inspection Department, a Deputy Chief Building Inspector.

4. The Deputy Chief Building Inspector shall, under the control of the Chief Building Inspector:

(a) supervise and direct the duties and workmanship of the employees under his jurisdiction;

(b) hire employees for whom provision has been made;

(c) discipline employees under his jurisdiction and discharge employees when no longer required or when cause exists warranting their dismissal;

(d) bring to the attention of the Chief Building Inspector unusual occurrence or circumstance that may give rise to the need for special treatment or documentation;

(e) authorize employees to work overtime when it becomes necessary;

(f) act for the Regional District in the first step of any grievance procedure established pursuant to the provisions of any collective agreement covering employees under his jurisdiction as well as administering the collective agreement as it pertains to employees under his jurisdiction;

(g) assign employees under his jurisdiction in the best possible manner to contribute to the effective management of the Department;

(h) participate in the evaluation and promotion of the employees under his jurisdiction;

(i) exercise all the duties and powers of and be subject to the same rules as the Chief Building Inspector respectively during the absence or illness or other disability of the Chief Building Inspector.

(j) generally, aid the Chief Building Inspector in the exercise of his duties herein assigned.

5. There shall be appointed such Inspectors and other employees for the Building Inspection Department as the Regional Board may from time to time authorize.

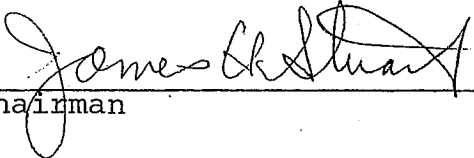
6. This By-law may be cited for all purposes as the "Building Inspection Department Assignment of Duties By-law No. 107 , 1975."

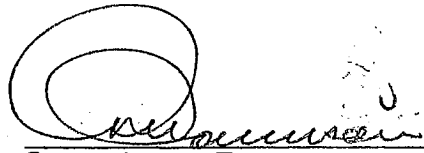
READ A FIRST TIME THIS 8th day of Sept. ,1975.

READ A SECOND TIME THIS 8th day of Sept. ,1975.

READ A THIRD TIME THIS 8th day of Sept. ,1975.

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 8th DAY OF September ,1975.


Chairman

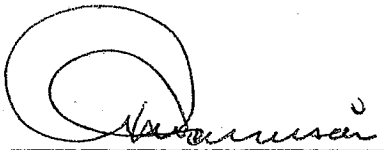

Secretary-Treasurer

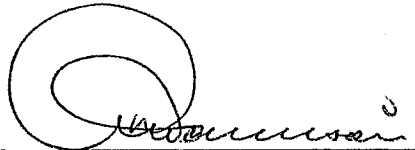
I hereby certify the foregoing to be a true and correct copy of By-law No. 107 , cited as "Building Inspection Department Assignment of Duties By-law No. 107, 1975", as read a third time this 8th day of Sept. , 1975.

Dated at Kelowna, B.C. this 12th day of Sept. ,1975.

I hereby certify the foregoing to be a true and correct copy of By-law No.107 , cited as "Building Inspection By-law No.107 , 1975" as reconsidered and adopted this 8th day of Sept. ,1975.

Dated at Kelowna, B.C. this 12th day of Sept. , 1975.


Secretary-Treasurer


Secretary-Treasurer