

QUALICUM BAY – HORNE LAKE WATERWORKS DISTRICT
OFFICER POSITIONS ESTABLISHMENT BYLAW NO. 192

A bylaw to establish officer positions and establish the powers, duties and responsibilities of such officers.

The Trustees of the Qualicum Bay – Horne Lake Waterworks District ENACT AS FOLLOWS:

OFFICER POSITIONS

1. The following positions are established as officer positions:
 - (a) Officer responsible for corporate administration under section 695 of the *Local Government Act* whose title shall be Office Administrator.
 - (b) Officer responsible for financial administration under section 696 of the *Local Government Act* whose title shall be Office Administrator.

POWERS, DUTIES AND RESPONSIBILITIES

2. The Office Administrator is assigned responsibility for corporate administration of the improvement district under section 695 of the *Local Government Act*.
3. The Office Administrator is assigned responsibility for financial administration of the improvement district under section 696 of the *Local Government Act*.
4. The Office Administrator is assigned responsibility for assessor and collector of the District.

CITATION

5. This bylaw may be cited as the “Officer Positions Establishment Bylaw No. 192”
6. This bylaw repeals Bylaw No. 108, “Officers’ Appointment Bylaw, 2000.”

INTRODUCED and given a first reading by the Trustees on the **23rd day of April 2025.**

RECONSIDERED and finally passed by the Trustees on the **23rd day of April 2025.**

Chairperson of the Trustees

Officer of the Trustees

I hereby certify under the seal of the **QUALICUM BAY – HORNE LAKE WATERWORKS DISTRICT** that this is a true copy of Bylaw No. 192 of **QUALICUM BAY – HORNE LAKE WATERWORKS DISTRICT**, passed by the Trustees on the **23rd day of April 2025.**

Officer of the Trustees