



BOARD OF EXAMINERS

RESOLUTION OF BOARD OF EXAMINERS

Whereas Order In Council 532/2005^{*}, Approved and Ordered July 27, 2005, gives approval for the Board to repeal the current regulation and to make the new regulation, attached:

Therefore, the Board of Examiners resolves that, effective December 31, 2005, the Local Government Officer's Certification Regulation, B.C. Reg. 83/90, is repealed, and the attached Local Government Employees Certification Regulation is made.

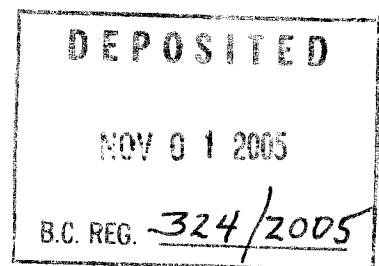
Approved: October 4, 2005

Jane Wall

Board Chair

October 17, 2005

Date



Authority under which Resolution is made: *Local Government Act, R.S.B.C., 1996, c.323, s.206*

* attached

LOCAL GOVERNMENT EMPLOYEES CERTIFICATION REGULATION

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Definitions

1 In this regulation:

“board of examiners” means the Board of Examiners established under Division 3 of Part 5.1 of the *Local Government Act*;

“chief administrative officer” means

- (a) a chief administrative officer within the meaning of the *Community Charter*,
- (b) a chief administrative officer within the meaning of the *Local Government Act*, or
- (c) an officer position established for the City of Vancouver with powers, duties and functions that include the matters referred to in section 147 (a), (b) and (c) of the *Community Charter [officer positions]*;

“core courses” means credit courses, recognized by the board of examiners for the purpose of granting certificates under this regulation, in one or more of the following subject areas:

- (a) local government administration;
- (b) local government services;
- (c) local government finance;
- (d) local government law;
- (e) local government policy;
- (f) urban and regional economics;
- (g) public sector management;

“corporate officer” means

- (a) a corporate officer within the meaning of the *Community Charter*,
- (b) a corporate officer within the meaning of the *Local Government Act*, or
- (c) an officer assigned responsibility for corporate administration in an improvement district under section 738.2 of the *Local Government Act [corporate administration]*;

“credit course” means a course that is recognized by

- (a) a university, college or other institution established under

- (i) the *College and Institute Act*,
 - (ii) the *University Act*, or
 - (iii) an Act establishing a named college or university, or
- (b) a university or college established under an Act of another province as fulfilling a requirement for successfully completing a course of studies for credit at the university, college or other institution;

“equivalent experience in another jurisdiction” means employment that is

- (a) in a jurisdiction recognized by the board of examiners, and
- (b) deemed to be equivalent to employment in local government in British Columbia in accordance with the formula, criteria and process established by the board of examiners;

“financial officer” means

- (a) a financial officer within the meaning of the *Community Charter*,
- (b) a financial officer within the meaning of the *Local Government Act*, or
- (c) an officer assigned responsibility for financial administration in an improvement district under section 738.3 of the *Local Government Act* [*financial administration*];

“managerial experience” means employment that includes responsibility

- (a) to supervise, train, and evaluate the performance of employees, and
- (b) to develop and implement a budget.

Certificate in local government service delivery

- 2 The board of examiners may grant a Certificate in Local Government Service Delivery to a person who has all of the following qualifications:
- (a) has successfully completed
 - (i) the 4 core courses recognized by the board of examiners for this certificate, or
 - (ii) credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (b) in addition to the core courses referred to in paragraph (a), has successfully completed 8 credit courses in subject areas related to the operation of local government as determined by the board of examiners;
 - (c) either
 - (i) has completed at least 36 months of employment with a municipality, regional district or improvement district situated in British Columbia, or
 - (ii) has completed at least 24 months of employment with a municipality, regional district or improvement district situated in British Columbia and has at least 12 months of equivalent experience in another jurisdiction.

Certificate in local government administration

- 3 The board of examiners may grant a Certificate in Local Government Administration to a person who has all of the following qualifications:
- (a) has successfully completed
 - (i) the 8 core courses recognized by the board of examiners for this certificate, or
 - (ii) credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (b) in addition to the core courses referred to in paragraph (a), has successfully completed
 - (i) 2 credit courses from the Diploma in Public Sector Management Program or the Diploma in Local Government Management Program at the University of Victoria, or
 - (ii) 2 credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (c) in addition to the core courses referred to in paragraph (a) and the credit courses referred to in paragraph (b), has successfully completed 8 credit courses in subjects related to the operation of local government as determined by the board of examiners;
 - (d) either
 - (i) has completed at least 48 months of managerial experience with a municipality, regional district or improvement district situated in British Columbia, or
 - (ii) has completed at least 24 months of managerial experience with a municipality, regional district or improvement district situated in British Columbia and has at least 24 months of equivalent experience in another jurisdiction.

Certificate in local government statutory administration

- 4 The board of examiners may grant a Certificate in Local Government Statutory Administration to a person who has all of the following qualifications:
- (a) has successfully completed
 - (i) the 8 core courses recognized by the board of examiners for this certificate, or
 - (ii) credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (b) in addition to the core courses referred to in paragraph (a), has successfully completed
 - (i) 2 credit courses from the Diploma in Public Sector Management Program or the Diploma in Local Government Management Program at the University of Victoria, or
 - (ii) 2 credit courses that in the opinion of the board of examiners are the equivalent of the courses referred to in subparagraph (i);

- (c) in addition to the core courses referred to in paragraph (a) and the credit courses referred to in paragraph (b), has successfully completed 8 credit courses in subjects related to the operation of local government as determined by the board of examiners;
- (d) either
 - (i) has completed at least 48 months of employment with a municipality, regional district or improvement district situated in British Columbia
 - (A) as corporate officer, or as deputy to that officer, or
 - (B) as financial officer, or as deputy to that officer, or
 - (ii) has completed at least 36 months of employment with a municipality, regional district or improvement district situated in British Columbia
 - (A) as corporate officer, or as deputy to that officer, or
 - (B) as financial officer, or as deputy to that officer,
 and has at least 12 months of equivalent experience in another jurisdiction.

Certificate in local government executive management

- 5 The board of examiners may grant a Certificate in Local Government Executive Management to a person who has all of the following qualifications:
- (a) has successfully completed
 - (i) the 9 core courses recognized by the board of examiners for this certificate, or
 - (ii) credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (b) in addition to the core courses referred to in paragraph (a), has successfully completed
 - (i) 3 credit courses from the Diploma in Public Sector Management Program or the Diploma in Local Government Management Program at the University of Victoria, or
 - (ii) 3 credit courses that, in the opinion of the board of examiners, are the equivalent of the courses referred to in subparagraph (i);
 - (c) in addition to the core courses referred to in paragraph (a) and the credit courses referred to in paragraph (b), has successfully completed 10 credit courses in subjects related to the operation of local government as determined by the board of examiners;
 - (d) has completed at least 48 months of employment with a municipality or regional district situated in British Columbia and has served at least 24 of the 48 months of that employment
 - (i) as chief administrative officer, or
 - (ii) as deputy to a chief administrative officer;
 - (e) has completed, to the satisfaction of the board of examiners, an oral and written presentation to the board of examiners on a topic related to local government administration.

Professional development endorsement

- 6** The board of examiners may grant a professional development endorsement to a person who
- (a) has been granted a certificate in Local Government Executive Management,
 - (b) has undertaken professional development activities totalling 100 credit units over a period of 3 years, determined in accordance with the formula, criteria and process established by the board of examiners, and
 - (c) is recommended for a professional development endorsement by the Local Government Management Association.

Board of examiners may require additional presentation for granting of certificate

- 7**
- (1) If a person meets the requirements for a certificate under sections 2 to 4, but the board of examiners considers the person's work experience is nevertheless inadequate, the board of examiners may require the person to complete an oral and written presentation to the board of examiners on a topic related to local government administration.
 - (2) If the presentation referred to in subsection (1) is not to the satisfaction of the board of examiners, it may refuse to grant the applied for certificate.
 - (3) On the request of the person referred to in subsection (1), the board of examiners must give written reasons for its decision to require a presentation under subsection (1), or its refusal to grant a certificate under subsection (2).

Transition

- 8**
- (1) Until December 31, 2007, the Local Government Officer's Certification Regulation, B.C. Reg 83/90, as it existed immediately before the coming into force of this regulation, applies to a person referred to in subsection (2).
 - (2) Subsection (1) applies to a person, who, at any time before the coming into force of this regulation, was enrolled in, or completed, a course of studies leading to a membership, degree, diploma or designation referred to in sections 2, 3, 4 or 5 of the Local Government Officer's Certification Regulation as it existed immediately before the coming into force of this regulation.