# YUUŁU?IŁ?ATḤ FIRST NATION GOVERNMENT

# GOVERNMENT PERSONNEL ACT YFNS 5/2011



# OFFICIAL CONSOLIDATION – CURRENT TO APRIL 14, 2015

This is a certified true copy of the consolidated Government Personnel Act YFNS 5/2011, Current to April 14, 2015

Date:

May 11, 2015

Signed:

Law Clerk

# TABLE OF CONTENTS

PART 1 - INTRODUCTORY PROVISIONS	
Short title	
Executive oversight	
Application	
Definitions	
Executive as employer	
PART 2 - EMPLOYMENT PRINCIPLES	9
Purposes of Act	(
Hiring of personnel.	
Priorities and limitations in relation to hiring	
Exceptions to section 2.2	10
Probation	11
PART 3 - DIRECTOR OF OPERATIONS	13
Office of director of operations	13
Policy leadership	
Personnel responsibilities	
Administrative responsibilities	
Delegation authority	
•	
PART 4 - STANDING COMMITTEE ON PERSONNEL	
Personnel committee established	17
Mandate	
Composition and operations	
Human resources duties and powers	
Governance duties and responsibilities	
Accountability	
PART 5 - GOVERNMENT PERSONNEL	
Hiring of government personnel	
Personnel integrity	
Discipline, suspension and dismissal of personnel	
Political activity of personnel	
PART 6 - REVIEW OF EMPLOYMENT DECISIONS	23
General	23
Review by director of operations.	
Review by Review Board	
PART 7 - DEPARTMENT OF COMMUNITY SERVICES	25
Department of Community Services established	25
Mandate	25
Office of the community services manager established	
Duties of the community services manager	26
Delegation authority	26
PART 8 - DEPARTMENT OF ASSET MANAGEMENT	29

Department of Asset Management established	29
Mandate	29
Office of the asset manager established	
Duties of the asset manager	30
Delegation authority	
PART 9 - GENERAL PROVISIONS	33
Annual report	33
Regulations	
Commencement	

#### **PREAMBLE**

Through the act of governing and as a treaty first nation, the Yuulu?il?ath First Nation assumes the responsibility of providing responsible, efficient and effective government, blending hereditary and modern-day governing institutions. In doing so, our governing structures honour our past and embrace the future ensuring the continued existence of the Yuulu?il?ath First Nation as a strong political, social and cultural community that aspires to grow as an organized, determined, successful and self-reliant peoples.

As such, the Yuulu?il?atḥ First Nation requires a Yuulu?il?atḥ administration that is responsive to the changing requirements of our nation. It is important that we recruit and develop well qualified, efficient and effective personnel to be part of a Yuulu?il?atḥ administration that encourages creativity and initiative. In doing so, the Yuulu?il?atḥ First Nation needs to facilitate the long term employment of our Yuulu?il?atḥ citizens, foster long-term career development and promote harmonious relations between the Yuulu?il?atḥ government and its personnel. The public must have trust and confidence in the integrity of the Yuulu?il?atḥ administration and the Yuulu?il?atḥ government.

To assist with realizing these goals, the Yuułu?ił?atḥ First Nation desires to establish rules and procedures concerning the recruitment, selection, management, discipline, suspension and dismissal of Yuułu?ił?atḥ government employees. The values of the Yuułu?ił?atḥ First Nation require a hiring process that is consistent, fair and based on merit, but which allows priority to be given to Yuułu?ił?atḥ citizens. These values also require rules and procedures that promote the fair and consistent handling of all employment matters and provide for the review of employment decisions.

The Yuulu?il?ath First Nation adopts this Act based on these values.

# **PART 1 - INTRODUCTORY PROVISIONS**

#### Short title

1.1 This Act may be cited as the Government Personnel Act.

# **Executive oversight**

- 1.2 (a) Subject to subsection (b), the member of the Executive holding the community services portfolio is responsible for the executive oversight of this Act.
  - (b) The member of the Executive holding the asset management portfolio is responsible for the executive oversight of Part 8.

# **Application**

- 1.3 This Act governs
  - (a) the employment of personnel,
  - (b) the Department of Community Services, and
  - (c) the Department of Asset Management.

#### **Definitions**

1.4 In this Act,

"just cause" means just cause under federal law or provincial law;

"nepotism" means, for certainty, showing preference or favour to family members or friends because of the relationship with the family member or friend, without regard to merit.

"personnel" means a person employed by the Yuulu?il?atḥ government, a Yuulu?il?atḥ public institution or a Yuulu?il?atḥ public corporation, regardless of the method of employment, but does not include

- (a) the director of operations, or
- (b) personnel of a for-profit Yuulu?il?ath corporation unless designated by the Executive by regulation as personnel for the purpose of this definition;

"personnel committee" means the standing committee on personnel referred to in section 2.39(d) of the Constitution established under section 4.1.

"Review Board" means the Administrative Decisions Review Board.

# Executive as employer

- 1.5 (a) The Executive, on behalf of the Yuulu?il?ath government, is the employer for the purposes of this Act.
  - (b) For purposes of this Act, the term "Yuuluʔiłʔatḥ government" is deemed to include Yuuluʔiłʔatḥ public institutions and Yuuluʔiłʔatḥ public corporations.

#### PART 2 - EMPLOYMENT PRINCIPLES

# Purposes of Act

- 2.1 The purposes of this Act are to
  - (a) facilitate the provision of service to Yuulu?il?atḥ citizens and persons ordinarily resident on Yuulu?il?atḥ lands in a manner that is responsive to the changing requirements of the Yuulu?il?atḥ First Nation,
  - (b) by means of internal advancement and external recruitment of personnel, recruit and develop well qualified, efficient and effective personnel that are representative of the Yuulu?il?ath citizens,
  - (c) facilitate the long term employment of Yuulu?il?ath citizens,
  - (d) encourage the training and development of personnel to foster long term career development and advancement of personnel,
  - (e) encourage creativity and initiative among personnel, and
  - (f) promote harmonious relations between the Yuulu?il?ath government and its personnel.

# Hiring of personnel

- 2.2 (a) Subject to section 2.3, hiring personnel under this Act must
  - (i) be based on the principle of merit, and
  - (ii) be the result of a process designed to assess the knowledge, skills and abilities of eligible applicants.
  - (b) The matters to be considered in determining merit must, having regard to the nature of the duties to be performed and the powers to be exercised, include the applicant's education, skills, knowledge, experience, past work performance and personal suitability.
  - (c) Subject to section 2.3, all regulations, standards, policies and procedures respecting recruitment, appointment, transfer and promotion of personnel must be consistent with the principle of merit set out in subsection (a) and must facilitate the purposes of this Act set out in section 2.1.
  - (d) Hiring personnel under this Act must not be based on
    - (i) personal favouritism,

- (ii) political considerations,
- (iii) nepotism, or
- (iv) any other consideration that is made in bad faith.

# Priorities and limitations in relation to hiring

- 2.3 (a) Applicants for a vacant position are to be given priority or limited, as the case may be, in a manner described in paragraphs (i), (ii) or (iii) or in any combination of any of those paragraphs as follows:
  - (i) giving first priority to Yuulu?il?atḥ citizens;
  - (ii) encouraging the career development and advancement of personnel; or
  - (iii) limiting the appointment to personnel of a stated occupational group, position level or organizational unit.
  - (b) A vacant position may be filled by means of
    - (i) a lateral transfer,
    - (ii) a promotion of current personnel, or
    - (iii) through recruitment.
  - (c) In determining merit under section 2.2(b), consideration of a Yuulu?il?ath citizen's skills as required by that section may include consideration of that Yuulu?il?ath citizen's ability to develop the skills necessary for the position in circumstances where that Yuulu?il?ath citizen does not at that time possess the requisite skills but education and training are readily available for that Yuulu?il?ath citizen to develop the requisite skills for the position.

# **Exceptions to section 2.2**

- **2.4** Subject to any regulations
  - (a) section 2.2(a) does not apply to an appointment that is a lateral transfer or a demotion, and
  - (b) paragraph section 2.2(a)(ii) does not apply to the following:
    - (i) a temporary appointment of not more than six months in duration;
    - (ii) a direct appointment by the director of operations in

- (A) the unusual or exceptional circumstances contemplated in section 5.1(c), or
- (B) in the circumstances contemplated in section 5.1(d).

## Probation

- 2.5 (a) If an individual who is not a member of the Yuulu?il?atḥ administration is appointed to a position and becomes personnel, the individual is on probation until he or she has worked the equivalent of four months' full time employment.
  - (b) If the appointment is made from within the Yuulu?il?atḥ administration, a probation period in the new position not exceeding the equivalent of three months' full time employment may be imposed by the director of operations.
  - (c) The director of operations may extend the probation period subsections (a) or (b) for up to an additional three months if the individual's performance is not, in the opinion of the director of operations, satisfactory.
  - (d) Where an individual's performance during the period of his or her probation is not satisfactory, the director of operations may terminate that individual's employment by the Yuulu?il?ath First Nation.
  - (e) Despite this section, a Yuulu?il?ath senior manager, upon appointment to that position, is on probation until he or she has worked the equivalent of six months' full time employment in that position.

#### PART 3 - DIRECTOR OF OPERATIONS

# Office of director of operations

- 3.1 (a) The office of director of operations is established.
  - (b) The President must appoint an individual to hold the office of the director of operations after considering the recommendation of the Executive and the personnel committee on the appointment.
  - (c) The director of operations reports to the President and is responsible to the Executive.

# Policy leadership

3.2 The director of operations is responsible for providing policy leadership and overall policy direction to personnel, the personnel committee and the Executive.

# Personnel responsibilities

- 3.3 (a) The director of operations is responsible for all matters relating to personnel recruitment, hiring, promotion, training, discipline, suspension, termination and overall personnel management matters.
  - (b) The general authority in subsection (a) includes
    - (i) advising the Yuulu?il?ath government respecting regulations, standards, policies and procedures relating to personnel,
    - (ii) developing and implementing personnel standards, policies and procedures,
    - (iii) providing direction, advice or assistance to Yuulu?il?atḥ senior managers in the carrying out of regulations, standards, policies and procedures relating to personnel,
    - (iv) recruiting, selecting and appointing, or providing for the recruitment, selection and appointment of personnel to or within the Yuulu?il?ath government subject to the annual budget,
    - (v) developing, providing, assisting in or coordinating staff training, educational and career development programs,
    - (vi) developing, establishing and maintaining job evaluation and classification plans,

- (vii) developing, establishing and maintaining occupational health and safety programs,
- (viii) developing and implementing employment equity policies and programs,
- (ix) conducting studies and investigations respecting staff utilization,
- (x) developing and reviewing compensation policies and standards,
- (xi) developing and reviewing working condition policies and standards,
- (xii) developing and implementing processes to ensure effective human resource planning and organizational structures,
- (xiii) administering personnel discipline and termination matters,
- (xiv) developing, implementing and maintaining a process to monitor, audit and evaluate delegations under section 3.5 to ensure compliance with this Act,
- (xv) developing, implementing and maintaining personnel succession plans,
- (xvi) establishing and maintaining a personnel management information system, and
- (xvii) performing any other duties and exercising any other powers assigned by the President respecting personnel consistent with this Act.

# Administrative responsibilities

- 3.4 (a) Without limiting section 3.3, the director of operations is also responsible for the general management and administration of the Yuulu?il?ath government.
  - (b) The general authority under subsection (a) includes
    - (i) exercising control and management of the administrative business and affairs of Yuulu?il?ath government in accordance with Yuulu?il?ath law,
    - (ii) ensuring the efficient and effective operation of the Yuulu?il?atḥ government,
    - (iii) establishing and overseeing administrative policies, practices and procedures necessary to effectively implement Yuulu?ił?atḥ laws and the policies and programs of the Yuulu?ił?atḥ government, including preparing and maintaining a current organizational chart and making it available to the public,
    - (iv) advising the President and the Executive,

- (v) ensuring that decisions of the Executive are implemented,
- (vi) ensuring that the annual budget is prepared and implemented,
- (vii) safeguarding the financial integrity of the Yuulu?il?atḥ government by identifying, assessing, monitoring and reporting on financial risks, fraud risks and mitigating measures,
- (viii) ensuring the accountability of the operations of the Yuulu?il?ath government, including the activities of management,
- (ix) directing persons who are retained to provide services for the Yuułu?ił?atḥ government,
- (x) developing, overseeing and administering contracts and agreements entered into on behalf of the Yuulu?il?ath First Nation,
- (xi) performing any other duties and exercising any other powers given, delegated or assigned under Yuulu?il?ath law or by the Executive, and
- (xii) reviewing and making recommendations on the Yuulu?il?atḥ administration structure and organization.

# **Delegation authority**

- 3.5 (a) Upon the approval of the Executive, the director of operations may delegate, in writing, the performance of any of the director of operations' duties or the exercise of any of the director of operations' powers to
  - (i) a Yuulu?il?ath senior manager,
  - (ii) a Yuulu?il?ath government employee, or
  - (iii) an independent contractor of the Yuulu?il?ath First Nation.
  - (b) Despite the delegation of any duties or powers under subsection (a), the director of operations remains responsible for ensuring that the duties are performed properly and the powers are exercised appropriately.

### Policy manual

- 3.6 (a) The policy manual must be made available to Yuulu?il?atḥ government representatives, committees of the Legislature and all personnel.
  - (b) If any part of the policy manual is relevant to the services being provided by a contractor or agent of the Yuulu?il?ath First Nation, that part of the policy manual must be made available to that contractor or agent.

### PART 4 - STANDING COMMITTEE ON PERSONNEL

### Personnel committee established

4.1 The personnel committee is established as a standing committee of the Legislature.

# Mandate

- 4.2 The personnel committee has the following responsibilities:
  - (a) to assist the director of operations in fulfilling the Yuulu?il?atḥ First Nation's obligations relating to human resources and compensation matters for personnel and consultants of the Yuulu?il?atḥ First Nation and to establish a plan of continuity and development for personnel and consultants of the Yuulu?il?atḥ First Nation;
  - (b) to provide a focus on governance that will enhance the performance of the Yuulu?il?atḥ First Nation, including developing, reviewing and recommending amendments, where appropriate, to
    - (i) this Act,
    - (ii) terms of reference for all committees as recommended by the personnel committee, and
    - (iii) the policies of Yuulu?il?ath government departments; and
  - (c) to assess and make recommendations regarding the Executive's effectiveness and establish and lead the process for developing potential criteria and identifying candidates for recommendation to the Legislature for appointment to the Executive.

# Composition and operations

- 4.3 (a) The personnel committee is composed of
  - (i) three members of the Legislature, and
  - (ii) the director of operations as a non-voting member.
  - (b) The Legislature may appoint as an alternate one member of the Legislature to sit on the personnel committee in the absence of one of the members appointed under subsection (a).
  - (c) The members of the personnel committee must appoint, from amongst themselves, a member of the personnel committee to act as chair.

(d) The personnel committee must meet at the call of the chair or any two members of the personnel committee and, in any event, at least once every three months.

# Human resources duties and powers

- **4.4** Subject to the powers and duties of the director of operations under this Act, the personnel committee may do any of the following:
  - (a) provide comments to the director of operations regarding personnel matters;
  - (b) advocate for the rights and well-being of personnel;
  - (c) assist the director of operations with the performance evaluations of personnel;
  - (d) advise the President regarding the recruitment and selection of the director of operations;
  - (e) review and recommend to the Executive the Yuulu?il?ath First Nation's compensation philosophy, strategy, and guidelines;
  - (f) review and recommend to the Legislature for approval compensation, including incentive, bonus, benefit and retirement plans, if any, for members of the Legislature;
  - review and recommend to the Executive the appointment of and compensation, including incentive, bonus, benefit and retirement plans, if any, for senior managers of departments;
  - (h) review and recommend to the director of operations the appointment of and compensation, including incentive, bonus, benefit and retirement plans, if any, for senior administration of the Yuułu?ił?ath First Nation;
  - (i) develop a performance evaluation process for the Executive and administration of the Yuulu?il?atḥ First Nation and, when approved, lead the process in conjunction with the personnel committee chair and the director of operations;
  - (j) review existing human resources and performance evaluations, including recruitment and training programs, developed by the director of operations to ensure that compensation is linked to performance and that qualified individuals will be available for succession to government personnel positions and, with the director of operations, report on this matter to the Legislature at least once each year; and
  - (k) review with members of the Legislature to be appointed to the Executive any significant outside commitments they are considering before the commitment is made, including commitments to act as a director or trustee of for-profit and not-for-profit organizations.

# Governance duties and responsibilities

- 4.5 Subject to the powers and duties of the Legislature, the personnel committee may do any of the following:
  - (a) review major changes in the administrative structure of the Yuulu?il?atḥ First Nation;
  - (b) recommend to the Legislature any revisions to this Act that may be required or considered advisable; and
  - (c) at the request of the Executive, undertake such other governance initiatives as may be necessary or desirable to contribute to the success of Yuulu?ił?atḥ First Nation.

# Other duties and responsibilities

**4.6** The personnel committee will annually review and recommend changes to the personnel committee's terms of reference set out in this Part.

# Accountability

4.7 The personnel committee must report to the Legislature by oral or written report at meetings of the Legislature on request.

### PART 5 - GOVERNMENT PERSONNEL

# Hiring of government personnel

- 5.1 (a) Subject to subsection (b) and sections 2.2, 2.3 and 2.4, the director of operations is responsible for the recruitment, hiring, promotion, transfer and training of all personnel.
  - (b) Subject to Yuulu?il?ath legislation providing otherwise, the Executive must appoint an individual to hold the office of Yuulu?il?ath senior managers after considering the recommendation of the director of operations and the personnel committee on the appointment.
  - (c) In unusual or exceptional circumstances, the director of operations may limit to one the number of applicants for a vacant position in the Yuulu?il?atḥ administration.
  - (d) The director of operations may transfer or promote personnel by way of direct appointment if the appointment is otherwise consistent with section 2.2.

# **Affirmation ceremony**

- 5.2 All new personnel must participate in a Yuulu?il?ath personnel affirmation ceremony, which must include
  - (a) a pledge of honour, respect and confidentiality, and
  - (b) other matters the Executive may prescribe.

### **Personnel integrity**

5.3 For certainty, all personnel are subject to the provisions of the Code of Conduct and Conflict of Interest Act applicable to personnel.

## Discipline, suspension and dismissal of personnel

- 5.4 (a) The director of operations or, in relation to personnel within the Department he or she is a manager of, a Yuulu?il?ath senior manager, may
  - (i) discipline personnel for just cause,
  - (ii) suspend personnel from the performance of their duties or the exercise of their powers for just cause, or
  - (iii) dismiss personnel for just cause.

- (b) Despite subsection (a), a Yuulu?il?atḥ senior manager may only dismiss personnel for just cause within the Department he or she is a manager of with the approval of the director of operations.
- (c) For certainty, the President and any other Yuulu?il?ath government representative must not discipline, suspend or dismiss any personnel.

# Political activity of personnel

- 5.5 (a) Personnel must not be required to participate in partisan political activity, including actively supporting a candidate for elected office.
  - (b) Personnel must not be prohibited from participating in partisan political activity.

### PART 6 - REVIEW OF EMPLOYMENT DECISIONS

## General

- **6.1** For certainty, no
  - (a) civil remedy, or
  - (b) remedy under federal law or provincial law

is available to an individual against the Yuulu?il?ath government as employer if suspended or affected by this Part.

# Review by director of operations

- **6.2** (a) An individual who is
  - (i) a Yuulu?il?ath citizen whose application for an advertised position in the Yuulu?il?ath administration is not accepted, or
  - (ii) dismissed from a position in Yuułu?ił?atḥ administration

may apply to the director of operations for a review of the decision of non-acceptance or dismissal, as the case may be.

- (b) The director of operations must expeditiously review the decision with the applicant and may, by directive,
  - (i) reverse or modify the decision with or without conditions, or
  - (ii) confirm the decision.
- (c) As soon as practicable after completion of the review, the director of operations must deliver to the applicant written notice
  - (i) stating the outcome of the review, and
  - (ii) advising the applicant of the right to request a review of the directive, as described in section 6.3.

# Review by Review Board

6.3 (a) No later than 10 days after receipt of the written notice under section 6.2(c), the applicant may request a review of the directive made under section 6.2(b) by the Review Board.

- (b) The grounds for review under this section are that the directive is inconsistent with this Act, the regulations or the standards, policies and procedures referred to in paragraph section 3.3(b)(ii).
- (c) After conducting a review, the Review Board may
  - (i) dismiss the review request, or
  - (ii) if it determines that the directive is inconsistent with this Act or the standards, policies and procedures referred to in paragraph section 3.3(b)(ii), either
    - (A) reverse the decision, or
    - (B) alter the decision to include a remedy.

### PART 7 - DEPARTMENT OF COMMUNITY SERVICES

# Department of Community Services established

7.1 The Department of Community Services is established as a division of the Yuulu?il?ath administration.

#### Mandate

- 7.2 (a) The mandate of the Department of Community Services is to provide the services set out in subsection (b) to
  - (i) Yuulu?il?ath citizens, and
  - (ii) those persons ordinarily resident on Yuulu?il?ath lands who are not Yuulu?il?ath citizens and entitled to receive those services in accordance with a Yuulu?il?ath enactment.
  - (b) The following services will be provided by the Department of Community Services in accordance with subsection (a):
    - (i) the citizenship and enrolment services contemplated in the Citizenship Act;
    - (ii) any services necessary or desirable in accordance with Chapter 13
      Governance of the Maa-nulth Treaty or any other Yuulu?il?atḥ enactment relative to
      - (A) adoption,
      - (B) child protection, custody or care,
      - (C) health services,
      - (D) social development,
      - (E) solemnization of marriages,
      - (F) language and culture education,
      - (G) kindergarten to grade 12 education,
      - (H) post secondary education,
      - (I) public order, peace and safety,
      - (J) emergency preparedness, and

- (K) community correctional services;
- (iii) any other services as required by the Executive by regulation; and
- (iv) any other services as required by the director of operations by Order.

# Office of the community services manager established

- 7.3 (a) The office of the community services manager is established as an office within the Department of Community Services.
  - (b) The Executive must appoint an individual to hold the office of community services manager after considering the recommendation of the director of operations and the personnel committee on the appointment.
  - (c) The community services manager reports to director of operations.

## **Duties of the community services manager**

- 7.4 (a) The community services manager is responsible for the general management and administration of the Department of Community Services.
  - (b) The general authority in subsection (a) includes the following duties and powers:
    - (i) to ensure that Yuulu?il?ath government employees within the Department of Community Services carry out the duties assigned to them
      - (A) under this or any other Yuulu?il?ath enactment,
      - (B) by director of operations, or
      - (C) by the community services manager;
    - (ii) to report, as required by director of operations, to the Executive on the Department of Community Services and its activities;
    - (iii) to perform any other duties or exercise any other powers assigned to the community services manager
      - (A) under this or any other Yuulu?il?ath enactment, or
      - (B) by the director of operations by Order.

# **Delegation authority**

7.5 (a) Upon the approval of director of operations, the community services manager may delegate, in writing, the performance of any of the community services

manager's duties or the exercise of any of the community services manager's powers to

- (i) another Yuułu?ił?atḥ senior manager,
- (ii) a Yuulu?il?ath government employee, or
- (iii) an independent contractor of the Yuulu?il?ath First Nation.
- (b) Despite the delegation of any duties or powers under subsection (a), the community services manager remains responsible for ensuring that the duties are performed properly and the powers are exercised appropriately.

#### PART 8 - DEPARTMENT OF ASSET MANAGEMENT

# Department of Asset Management established

8.1 The Department of Asset Management is established as a division of the Yuulu?il?atḥ administration.

#### Mandate

- 8.2 (a) The mandate of the Department of Asset Management is to provide the services set out in subsection (b) to
  - (i) Yuulu?il?ath citizens, and
  - (ii) those persons ordinarily resident on Yuulu?il?ath lands who are not Yuulu?il?ath citizens and entitled to receive those services in accordance with a Yuulu?il?ath enactment.
  - (b) The following services will be provided by the Department of Asset Management in accordance with subsection (a):
    - (i) providing general management, administration and maintenance services to residential homes owned by the Yuulu?il?atḥ First Nation and rented or leased for residential purposes;
    - (ii) providing affordable or subsidized housing through a Yuulu?il?ath housing service provider as defined in the Land Act;
    - (iii) providing services for public works on Yuulu?ił?atḥ lands including water, sewer and electrical production, treatment or distribution as may be necessary or desirable;
    - (iv) any services necessary or desirable in accordance with Chapter 13
      Governance of the Maa-nulth Treaty or any other Yuulu?il?atḥ enactment relative to
      - (A) public works,
      - (B) traffic, transportation, parking and highways, and
      - (C) buildings and structures owned by the Yuulu?il?ath First Nation;
    - (v) any other services as required by the Executive by regulation; and
    - (vi) any other services as required by the director of operations by Order.

# Office of the asset manager established

- 8.3 (a) The office of the asset manager is established as an office within the Department of Asset Management.
  - (b) The Executive must appoint an individual to hold the office of the asset manager after considering the recommendation of the director of operations and the personnel committee on the appointment.
  - (c) The asset manager reports to the director of operations.

# Duties of the asset manager

- 8.4 (a) The asset manager is responsible for the general management and administration of the Department of Asset Management.
  - (b) The general authority in subsection (a) includes the following duties and powers:
    - (i) to ensure that Yuulu?il?ath government employees within the Department of Asset Management carry out the duties assigned to them
      - (A) under this or any other Yuulu?il?ath enactment,
      - (B) by the director of operations, or
      - (C) by the asset manager;
    - (ii) to report, as required by the director of operations, to the Executive on the Department of Asset Management and its activities;
    - (iii) to perform any other duties and exercise any other powers assigned to the asset manager
      - (A) under this or any other Yuulu?il?ath enactment, or
      - (B) by the director of operations by Order.

### **Delegation authority**

- 8.5 (a) Upon the approval of the director of operations, the asset manager may delegate, in writing, the performance of any of the asset manager's duties or the exercise of any of the asset manager's powers to
  - (i) another Yuulu?il?ath senior manager,
  - (ii) a Yuulu?il?ath government employee, or
  - (iii) an independent contractor of the Yuulu?il?ath First Nation.

(b) Despite the delegation of any duties or powers under subsection (a), the asset manager remains responsible for ensuring that the duties are performed properly and the powers are exercised appropriately.

#### **PART 9 - GENERAL PROVISIONS**

# **Annual report**

- **9.1** The director of operations must
  - (a) prepare a report annually on matters related to this Act, and
  - (b) present the report to the Executive no later than two months after the end of each fiscal year.

# Regulations

- 9.2 (a) The Executive may make regulations which it considers necessary or advisable for the purposes of this Act.
  - (b) Without limiting subsection (a), the Executive may make regulations
    - (i) respecting all or any of the following:
      - (A) classifications of positions;
      - (B) remuneration of personnel;
      - (C) applications and selection of personnel;
      - (D) appointment of personnel;
      - (E) internal advancement of personnel;
      - (F) the giving of first priority to Yuulu?il?ath citizens;
      - (G) lateral transfers of personnel;
      - (H) short term or casual appointments;
      - (I) benefits;
      - (J) terms of employment;
      - (K) review and evaluation of performance;
      - (L) leaves of absence;
      - (M) competitions and exclusions from competitions;
      - (N) position titles and job descriptions;

- (O) promotions;
- (P) disciplinary action;
- (Q) training and human resource development;
- (ii) defining words and expressions that are used but not defined in this Act, and
- (iii) generally for the purpose of giving effect to this Act.

# Commencement

9.3 This Act comes into force on the Maa-nulth Treaty effective date.

# LEGISLATIVE HISTORY

Government Personnel Act YFNS 5/2011 enacted April 1, 2011

# **Amendments**

Section	Amendment	In Force April 14, 2015		
6.2(b)	YFNS 44/2015, s.4.5(a)			
6.2(c)(ii) and 6.3	YFNS 44/2015, s.4.5(b)	April 14, 2015		
7.2(b)(iv),	YFNS 44/2015, s.4.5(c)	April 14, 2015		
7.4(b)(iii)(B),		*		
8.2(b)(vi) and				
8.4(b)(iii)(B)				

# **Amending Acts:**

YFNS 44/2015

Enforcement Framework Amendment Act No. 2 enacted April 14, 2015

Regulations enacted under this Act:

**Orders:**