

# Regional District of Central Okanagan Organization and Responsibilities

## Corporate Services

**Brian Reardon, Chief Administrative  
Officer**

*Responsibility Areas*

Corporate Records  
Board & Committee Meetings  
Administrative Support  
Board Support  
Interagency Liaison  
Communications & Intergovernmental Affairs  
Website and Social Media  
Freedom of Information Act  
Elections, Referenda & Alternative Approval  
Process  
Bylaw Enforcement & Bylaw Adjudication  
Program  
Dog Control  
Noise Bylaw  
Smoke Control Bylaw  
Untidy Premises  
Insect & Weed Control  
Sign Bylaw

## Economic Development Commission

**Director: Corie Griffiths**

*Responsibility Areas*

Business Attraction  
Business Retention  
Business Facilitation  
Public Information  
Social Development Program

## Human Resources

*Responsibility Areas*

Staffing  
Wellness, Health & Safety  
Employee Relations  
Training and Development  
Labour Relations  
Compensation and Benefits

## Information Services

*Responsibility Areas*

Information Systems  
Geographic Information Systems

## **Community Services**

**Director: Todd Cashin**

### Planning

*Responsibility Areas*

Regional Planning  
Electoral Area Planning  
Subdivision & Rezoning Applications  
Development and Variance Permits  
Official Community Plans  
Joe Rich Rural Land Use Bylaw  
Environmental Planning  
Regional Growth Strategy  
Advisory Planning Commissions

### Inspections

*Responsibility Areas*

RDCO Business Licenses  
Electoral Area Building Inspection & Permits

## Police and Community Support Services

*Responsibility Areas*

9-1-1  
Crime Stoppers Program  
False Alarm Reduction Program  
Victim Services Program  
Regional Crime Prevention Program

## Financial Services

**Director: Marilyn Rilkoff  
Deputy Chief Administrative Officer**

### Finance Services

*Responsibility Areas*

Financial Plan/Budget  
Treasury/Fiscal Services  
Financial Reporting  
Asset Management  
Payroll  
Utility Billing and Collection  
Accounts Payable  
Accounts Receivable  
Regional Transit Services  
Public Reception Services

### Purchasing

*Responsibility Areas*

Tenders / RFP's for Goods & Services  
Contracts & Agreements  
Purchase Orders  
Supplier Performance Management

## **Engineering Services**

**Director: David Komaike**

### Environmental Services

*Responsibility Areas*

RDCO Water Systems  
Westside Regional Wastewater Treatment  
Plant  
Mosquito Control  
Subdivision Services  
Regional Waste Reduction Office  
Solid Waste Management

### Fire Services

*Responsibility Areas*

Burning Permits  
Electoral Area Paid On-Call Fire Departments  
Regional Rescue

### **Facilities and Fleet**

*Responsibility Areas*

Manage RDCO Office Building  
Fleet Services

### Parks Services

**Director: Murray Kopp**

*Responsibility Areas*

Regional Parks  
Central Okanagan East Community Parks  
Central Okanagan West Community Parks  
Joe Rich Community Hall  
Ellison Heritage School Community Centre