

SUMMARY:

The Officer Positions Establishment Bylaw establishes officer positions and assigns the powers, duties and functions to those officer positions.

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# CITY OF KELOWNA

## BYLAW NO. 9764

### Officer Position Establishment Bylaw

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WHEREAS the *Community Charter* empowers Council, by bylaw, to establish officer positions and to assign the powers, duties and functions to those officer positions;

NOW THEREFORE the Municipal Council of the City of Kelowna in open meeting enacts as follows:

#### CITATION

1. This bylaw shall be cited for all purposes as "City of Kelowna Officer Positions Establishment Bylaw No. 9764".

#### OFFICER POSITIONS

2. The following positions are hereby established as officer positions of the City of Kelowna:
  - (a) City Manager;
  - (b) City Clerk;
  - (c) Director of Financial Services.

#### POWERS, DUTIES AND RESPONSIBILITIES

3. In addition to any other powers, duties and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the City Manager shall be responsible for the chief administrative functions of the City of Kelowna as outlined in Section 147 of the *Community Charter*.
4. In addition to any other powers, duties and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the City Clerk shall be responsible for the corporate administration functions of the City of Kelowna as outlined in Section 148 of the *Community Charter*.
5. In addition to any other powers, duties and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the Director of Financial Services shall be responsible for the financial administration functions of the City of Kelowna as outlined in Section 149 of the *Community Charter*.

#### ENACTMENTS

6. Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

HEADINGS

7. The headings given to Parts, Sections and Paragraphs in this bylaw are for convenience of reference only. They do not form part of this bylaw and will not be used in the interpretation of this bylaw.

OATH OF OFFICE

8. The oath of office as set out in Schedule "A" to this Bylaw is hereby adopted as the oath of office for the officer positions of the City of Kelowna.

REPEAL

9. "City of Kelowna Officer Positions Establishment Bylaw No. 9005" is hereby repealed.

EFFECTIVE DATE

10. This bylaw shall come into full force and take effect on adoption.

Read a first, second and third time by the Municipal Council this 2nd day of April, 2007,

Adopted by the Municipal Council of the City of Kelowna this this 16<sup>th</sup> Day of April, 2007.

\_\_\_\_\_  
"Sharon Shepherd"

Mayor

\_\_\_\_\_  
"Stephen Fleming"

Deputy City Clerk

Schedule "A"

OATH OF OFFICE

I, \_\_\_\_\_, do swear/solemnly affirm that:

- (a) I will truly, faithfully and impartially, to the best of my knowledge, skills and ability, execute the office of \_\_\_\_\_ to which I have been appointed for the City of Kelowna.
- (b) I have not received and will not receive any payment or reward, or any promise of payment or reward, in return for the exercise of any partiality or other improper execution of my office.

Sworn/Affirmed by me, at Kelowna, British Columbia on \_\_\_\_\_.

\_\_\_\_\_  
*(Signature of person swearing/affirming oath)*

\_\_\_\_\_  
*(Signature of person administering oath)*