

ITEM 12

MANAGER'S REPORT NO. 23

COUNCIL MEETING April 1/75

Re: Deputy Municipal Clerk

The following is the report of the Municipal Clerk regarding the above.

RECOMMENDATION:

1. THAT Mr. Robert Walter Watson be appointed Deputy Municipal Clerk for The Corporation of the District of Burnaby effective Monday, the seventh day of April, 1975.

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TO: Municipal Manager
FROM: Municipal Clerk
SUBJECT: Deputy Municipal Clerk

DATE: March 27, 1975

FILE: 1967

Mr. R.W. Watson, 1200 - 3rd Avenue, Cranbrook, B.C. has been selected as the successful applicant for the position of Deputy Municipal Clerk with The Corporation of the District of Burnaby with duties to commence on Monday, April 7, 1975. A total of ten applications were received for this position of which four were "in house" applications.

Mr. Watson is age 39, is married with two children and has been employed the past three years with The Corporation of the City of Cranbrook as the City Clerk. Prior to this Mr. Watson was in the employ of The Corporation of the Village of Lillooet, District of Squamish and The Corporation of Delta for a total of seven years in the respective positions of Clerk/Treasurer, Deputy Clerk/Treasurer and Accounting Clerk.

Mr. Watson has the following academic qualifications obtained from the University of British Columbia:

Junior Diploma In Municipal Administration
Senior Diploma In Municipal Administration (Administration - Law)
Senior Diploma In Municipal Administration (Accounting - Finance)

In order to comply with the provisions of Section 183 of the "Municipal Act" which provides in part:

"The Council shall appoint a Clerk, who, in addition to the duties and powers which may from time to time be prescribed by the Council, has the following duties and powers:-

and to ensure that the Deputy Municipal Clerk is possessed of the necessary signing, oath, affidavit, declaration, and affirmation authorities it is recommended that the Municipal Council pass the following motion:

1. That Mr. Robert Walter Watson be appointed Deputy Municipal Clerk for The Corporation of the District of Burnaby effective Monday the Seventh day of April, 1975.

James Hudson
James Hudson
MUNICIPAL CLERK