



City of Kelowna  
1435 Water Street  
Kelowna, BC V1Y 1J4  
250 469-8500  
kelowna.ca

# Council Policy

## City Manager's Attendance at Meetings of the Council

APPROVED September 14, 1970

Contact Department: City Manager

### **Guiding Principle**

The City Manager is accountable for the day to day business affairs of the City of Kelowna and ensures they are carried out in accordance with the policies established and approved by Council.

### **Purpose**

To establish the City Manager's attendance at meetings of the Council.

### **Application**

1. City Manager – means the City Manager or designate
2. Council Meetings – means all Regular Meetings, Special Meetings, Committee of the Whole, Appeal Hearings and Public Hearings.

### **Policy Statements**

1. The City Manager will attend all meetings held by City Council.
2. As an exception to statement 1, the City Manager is excluded from attendance at a meeting of the City Council when the subject matter to be discussed relates to the personal performance or salary of the City Manager.

### **Amendments**

September 14, 1970 – R-1970/09/14 – Policy approved by Council following the creation of the City Administrator position  
April 26, 1999 – R342/99/04/26 – Amended to reflect change of title from City Administrator to City Manager  
April 26, 2010 – R375/10/04/26 - Housekeeping updates