

**BY-LAW NO. 6****OFFICERS BY-LAW**

1. This By-law shall be known and may be cited as the "Officers By-law" of the Town of New Glasgow.
2. (a) Every officer of the Town shall, before entering upon the duties of his office, take and subscribe the following oath of office:  
  
"I, A. B., do swear that I will truly and faithfully, to the best of my knowledge and ability, execute the office of \_\_\_\_\_, to which I have been appointed in the Town of New Glasgow, so long as I shall hold the said office, on reappointment or otherwise, so help me God."  
  
(b) Upon reappointment to any office, such oath shall not be necessary.  
  
(c) Such oath may be administered by the Mayor, the stipendiary Magistrate or a Councillor, or the Town Clerk or any Justice of the Peace.  
  
(d) A memorandum of the fact of such oath having been taken shall be made by the Town Clerk in the book wherein is recorded such appointment.
3. Any person may be appointed to more than one office, the duties of which are not inconsistent with each other.
4. Every officer shall, except as in these By-laws otherwise provided, receive such remuneration as is determined by resolution of the Council.
5. Subject to any statute, regulation, or other provision in this, or any, By-law of the Town,
  - (a) Every annual appointment shall be made by open voting of the Council;
  - (b) If the Council does not complete the appointment of all the officers on the day fixed for that purpose, it may do so at any adjourned or subsequent meeting;
  - (c) The Council may discontinue or omit the appointment of any officer appearing to it not necessary to be reappointed.
6. (a) There shall be a Town Clerk and Treasurer for the Town.  
  
(b) The Town Clerk and Treasurer shall be responsible to the Town Council for the proper administration of the affairs of the Town and shall perform such other duties and functions as are imposed upon him by resolution and By-law of the Town Council from time to time.
7. (a) The Superintendent of Public Works (also known as the "Town Engineer")

shall, in addition to any duties imposed by the Towns Act or any other statute, regulations or By-law upon the Superintendent of Streets, be responsible for the activities of the Public Works Department of the Town, including the maintenance of all streets, lighting, sewers, water, and real property of the Town;

(b) The Superintendent of Public Works shall, superintend the general state of the streets within the Town and make regular and frequent inspection of the same; he shall remove or cause to be removed all encumbrances upon the streets, and prevent encroachments thereon; he shall make repairs, alterations, and improvements thereon as required; he shall open and make new streets when authorized, make and repair bridges and other Town property and cause to be observed the laws touching the streets, bridges, sewers and other Town property and the work to be performed thereon; he shall make, raise, sink, alter or lay drains, water courses, pipes and sewers causing as little detriment to individuals as the case may admit of and may cause the course of gutters, water courses and channels running in or through the street to be altered; he shall have charge of and make all necessary arrangements for cleaning the streets; he shall keep accounts and records for all his proceedings and shall furnish to the Clerk-Treasurer accounts properly vouched and also estimates whenever required; he shall keep a register of plans of all streets and sewers in the Town and shall deposit a copy of the same in the office of the Town Clerk; he shall be responsible for assigning civic numbers to all buildings on Town streets. Provided however that nothing herein shall be construed as placing a legal duty upon the Town to undertake such works as are hereindescribed, which shall only be undertaken by the Superintendent of Public Works as and when deemed appropriate by the Town.

(c) The Superintendent of Public Works shall also inspect carefully all operations connected with digging up or opening streets for the purpose of water or gas pipes being laid or repaired or other purposes and then replacing the surface properly, and in all cases when permission is given to open or disturb the surface of the street the Superintendent of Public Works shall report, if there be any neglect or improper proceeding therein on the part of companies or others opening up such streets.

(d) In any case when the surface is broken or any excavation made for any public purpose or by any person in any street on leave duly had for any private purpose, the Superintendent of Public Works shall have oversight of the work done, whether done by employees or agents of the Town, or by other persons who cause the disturbance or breaking of the street, and shall see that the work is carried out expeditiously and that the streets are not injured more than is necessary in carrying out such purpose and that any soil removed is replaced and the street left in good condition after the work has ended.

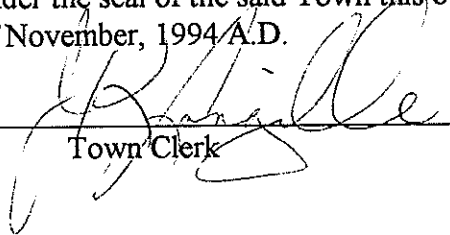
8. The Town may appoint a By-law Enforcement Officer who shall report to the Town Clerk and Council as directed. The Council may appoint from time to time such other By-law Enforcement Officers as it shall deem reasonable and necessary for the

proper enforcement of the By-laws of the Town of New Glasgow. Every police officer employed by the Town of New Glasgow shall automatically become such a By-law Enforcement Officer. The duties and functions of the By-law Enforcement Officer shall be subject to compliance with the provisions of the Police Act, R.S.N.S. 1989, c.348 , as amended.

9. The "Officers Generally By-law" approved by the Lieutenant Governor of Nova Scotia in Council on the 27th day of January, 1927 and any amendments thereof ,are hereby repealed.

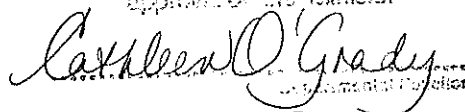
I, J. K. Langille, Clerk of the Town of New Glasgow, do hereby certify that the foregoing is a true copy of a by-law duly passed at a duly called meeting of the Town Council duly convened and held on the 24th day of October, 1994 A.D.

Given under the hand of the Town Clerk and under the seal of the said Town this 8th day of November, 1994 A.D.

  
Town Clerk

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

  
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APPROVED BY.....  
of.....  
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