

MUNICIPALITY OF CHATHAM-KENT

CORPORATE SERVICES

MUNICIPAL GOVERNANCE

TO: Mayor and Members of Council

FROM: Elinor Mifflin
Clerk, Municipal Governance

DATE: February 17, 2010

SUBJECT: Amendment to Deputy Clerk & Deputy Division Registrar By-laws

RECOMMENDATIONS

It is recommended that:

1. By-law 84-2006 be amended to add the following as Deputy Clerk:

McGlashan, Lorrie
2. By-law 85-2006 be amended to add the following as Deputy Division Registrar and Deputy Issuer of Marriage Licences:

McGlashan, Lorrie

BACKGROUND

Section 227 of the Municipal Act, R.S.O., 2001 states:

It is the role of the officers and employees of the municipality,

- (a) to implement council's decisions and establish administrative practices and procedures to carry out council's decisions;
- (b) to undertake research and provide advice to council on the policies and programs of the municipality; and
- (c) to carry out other duties required under this or any Act and other duties assigned by the municipality.

COMMENTS

By-laws are passed regularly by Council to provide for staff appointments for the Municipality of Chatham-Kent. Due to a staff change administration requires an amendment to the above noted by-laws.

COMMUNITY STRATEGIC PLAN

The recommendations in this report do not support, negatively or positively, a specific objective of the Community Strategic Plan. It is a neutral issue.

CONSULTATION

The administrative staff for the departments affected by the by-laws confirmed the names of staff that should be included in the by-law for their area.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation.

Prepared by:

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Reviewed by:

Reviewed by:

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General Manager
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Rob Browning
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Attachment(s)

1. By-law to amend staff appointment of Deputy Clerk
2. By-law to amend staff appointment of Deputy Division Registrars and Deputy Issuers of Marriage

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