

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Appoint a City Clerk for the City of Kawartha Lakes**

#### **Recitals**

1. Section 228 of the Municipal Act, 2001, as amended, requires every municipality to appoint a Clerk to fulfill the duties and obligations of that statutory officer as set out in those statutes and others.
2. Council deems it appropriate to appoint a City Clerk to fill a vacancy.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017- .**

#### **Section 1.00: Definitions and Interpretation**

- 1.01 **Definitions:** In this by-law,

**“City”, “City of Kawartha Lakes” or “Kawartha Lakes”** means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

**"City Clerk"** means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

**“Council” or “City Council”** means the municipal council for the City;

**“Chief Administrative Officer” or “CAO”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

- 1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

#### **Section 2.00: Appointment, Duties, etc.**

- 2.01 **City Clerk:** Cathie Ritchie is appointed as the municipal clerk for the City, with the title of “City Clerk”.
- 2.02 **Duties:** The duties and responsibilities of the City Clerk are as set forth in the Statutes and Regulations of the Province of Ontario and in the By-laws and policies of the City, which exist or may be passed in the future.

**Section 3.00:     Administration and Effective Date**

- 3.01    **Administration of the By-law:** The Chief Administrative Officer is responsible for the administration of this by-law.
- 3.02    **Effective Date:** This By-law shall come into force at 12:00 a.m. Wednesday, November 29, 2017.

By-law read a first, second and third time, and finally passed, this 28th day of November, 2017.

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Andy Letham, Mayor	Ron Taylor, Acting City Clerk