

Municipality of Chatham-Kent

Corporate Services

Municipal Governance

To: Mayor and Members of Council

From: Judy Smith, Director, Municipal Governance/Clerk

Date: April 3, 2023

Subject: Amending Appointment By-law 10-2023 for Deputy Division Registrars and Deputy Issuers of Marriage Licenses

Recommendation

It is recommended that:

1. A by-law to amend By-law 10-2023 to appoint Deputy Division Registrars and Deputy Issuers of Marriage Licenses be approved

Background

Section 224 (d), of the Municipal Act, R.S.O. 2001, provides that Council ensures that administrative practices and procedures are in place to implement the decisions of council.

Section 228 (2) of the Municipal Act, R.S.O. 2001, provides that a municipality may appoint deputy clerks who have all the powers and duties of the clerk under this and any other Act.

Comments

Due to staff changes, amendments to the by-law are required. (Attached)

Areas of Strategic Focus and Critical Success Factors

This report supports the following areas of strategic focus:

			
Economic Prosperity	Healthy & Safe Community	People & Culture	Environmental Sustainability

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Consultation

No other departments were consulted.

Communication

Communication is proposed to be through the inclusion of this report on the Council agenda and related communications.

Diversity, Equity, Inclusion and Justice (DEIJ)

This report does not have implications related to diversity, equity, inclusion or justice.

Financial Implications

There are no financial implications at this time.

Prepared by:

Judy Smith, CMO

Director, Municipal Governance/Clerk

Reviewed by:

Cathy Hoffman, MPA, CHRL

General Manager, Corporate Services/Chief Human Resource Officer

Attachment (1)

Amending By-law 10-2023, a bylaw to appoint Deputy Division Registrars and Deputy Issuers of Marriage Licences