

MEMORANDUM

CL-C 61-2023

Subject: Appointment of Deputy Regional Clerks (Acting and Temporary)

Date: September 21, 2023

To: Regional Council

From: Ann-Marie Norio, Regional Clerk

In accordance with Section 228 (2) of the *Municipal Act*, 2001 (the “Act”), a municipality may appoint a Deputy Clerk who has all the powers and duties of the Clerk under the Act or any other Act.

In order to ensure business continuity in the case of an exceptional circumstance, a bill to appoint the positions of Chief Administrative Officer, and Director, Legal and Court Services, as Acting Deputy Regional Clerks has been prepared for presentation to Council.

In addition, in light of staffing changes in the Clerk’s Office, a bill has been prepared to appoint a Temporary Deputy Regional Clerk. The effective date of this bill will coincide with the start date of the Temporary Deputy Regional Clerk.

These bills (Agenda Items 18.10 and 18.13) have been included on the agenda for the Regional Council meeting being held on September 21, 2023, for Council’s consideration.

Respectfully submitted and signed by

Ann-Marie Norio
Regional Clerk