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**CORPORATION OF THE TOWNSHIP OF PRINCE**

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**By-law 2024-12 To Appoint a CAO/Clerk - Treasurer**

**Legal Authority**

**Scope of Powers**

Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25, ("Municipal Act") as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues.

**Powers of a Natural Person:**

Section 9 of the Municipal Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other act.

**Powers Exercised by Council:**

Section 5 (1) of the Municipal Act provides that the powers of a municipality shall be exercised by its council.

**Powers Exercised by By-Law:**

Section 5 (3) of the Municipal Act provides that a municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by bylaw unless the municipality is specifically authorized to do otherwise.

**Appoints Treasurer**

Section 286 (1) of the *Municipal Act* provides that the municipality shall appoint a treasurer who is responsible for handling all the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality.

**Municipal Administration:**

Section 227 of the Municipal Act provides it is the role of officers and employees of the municipality to implement the Council's decisions and establish administrative practices and procedures to carry out Council's decisions.

**Municipal Clerk:**

Section 228 of the Municipal Act, 2001, S.O. 2001, c.25, as amended ("Municipal Act") provides that Council shall appoint a clerk whose duty is,

- a) To record, without note or comment, all resolutions, decisions and other proceedings of the council;
- b) If required by any member present at a vote, to record the name and vote of every member voting on any matter in question;
- c) To keep originals or copies of all by-laws and of all minutes of the proceedings of the council;
- d) To perform the other duties required under this Act or a under any other Act; and
- e) To perform such other duties as assigned by the municipality.

Council for the Corporation of the Township of Prince Appointed Steve Hemsworth as CAO/Clerk-Treasurer for the Township. Mr. Hemsworth's employment with the Township ends in March of 2024.

**The Municipal Act requires municipalities to appoint a CAO/Clerk - Treasurer**

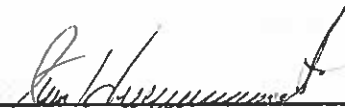
**NOW THEREFORE** the Council of the Corporation of the Township of Prince directs as follows:

1. That Jillian Hayes is hereby appointed as the CAO/Clerk - Treasurer for the Corporation of the Township of Prince.
2. That the powers and duties of the Clerk shall be those powers and duties as set forth in the Municipal Act and every other Act.
3. That the powers and duties of the Treasurer shall be those powers and duties as set forth in the *Municipal Act* and every other Act
4. That Bylaw 2023-20 appointing Steve Hemsworth as CAO/Clerk – Treasurer is hereby repealed.
5. This by-law takes effect on the day of its final passing.

**Read and adopted by Resolution 2024-57 on this 12<sup>th</sup> day of March 2024.**



**Mayor, Enzo Palumbo**



**CAO/Clerk, Steve Hemsworth**