

**THE CORPORATION OF THE
TOWNSHIP OF MATACHEWAN**

BY-LAW No. 2023-10

BEING A BY-LAW TO APPOINT A DEPUTY CLERK

WHEREAS the Municipal Act, 2001, c.25, Section 228(1) provides that a municipality shall appoint a Clerk whose duty it 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 or question;
- c) to keep the 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 under any other Act; and
- e) to perform such other duties as are assigned by the municipality.

AND WHEREAS Council deems it necessary to appoint a Deputy Clerk for the municipality;

NOW THEREFORE we, the Council of the Corporation of the Township of Matachewan, **HEREBY ENACTS AS FOLLOWS:**

1. THAT Lynn Aube be and is hereby appointed Deputy Clerk for the Corporation of the Township of Matachewan.
2. THAT, as delegated by the Clerk, Lynn Aube shall perform all the duties of the Clerk under any statutory authority and any other duties which may, from time to time, be imposed by the Municipality.
3. THAT this By-law shall come into force on March 19, 2023.
4. THAT all other by-laws or resolutions, or parts thereof, contrary hereto or inconsistent herewith, be and the same are hereby repealed.

READ A FIRST, SECOND, THIRD TIME AND FINALLY PASSED this 15th day of March, 2023.

Mark Stickel
Mayor

Janet Gore
Clerk