

**THE MUNICIPAL CORPORATION OF THE
TOWNSHIP OF KILLALOE, HAGARTY AND RICHARDS**

BY-LAW NO. 22 - 2026

Being a By-Law to provide for the appointment of a CAO/Clerk.

WHEREAS pursuant to Section 228 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, a Municipality shall appoint a Clerk who shall have the powers and duties prescribed under the Act and any other Act;

AND WHEREAS pursuant to Section 229 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, a municipality may appoint a Chief Administrative Officer who shall be responsible for exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality;

AND WHEREAS Council deems it advisable to appoint a single individual to the combined position of Chief Administrative Officer/Clerk (CAO/Clerk);

NOW THEREFORE the Council for the Corporation of the Township of Killaloe, Hagarty and Richards enacts as follows:

1. **THAT** Tammy Gorgerat is hereby appointed to the Office of CAO/Clerk effective April 8, 2026.
2. **THAT** the salary attached to said Office shall be as determined from time to time by By-Law of the Municipal Council.
3. **THAT** the CAO/Clerk shall perform all statutory duties of the Clerk as set out in Section 228 of the *Municipal Act, 2001* and any other applicable legislation.
4. **THAT** pursuant to Section 228(4)(5) of the *Municipal Act, 2001*, Chapter 25, the Clerk may delegate in writing to any person other than a member of Council, any of the Clerk's powers and duties under this or any other Act, and that in spite of this delegation, may continue to exercise the delegated powers and duties.
5. **THAT** the CAO/Clerk shall perform all duties of a Chief Administrative Officer as described in Section 229 of the *Municipal Act, 2001*.
6. **THAT** in addition to statutory duties, the duties and responsibilities of the CAO/Clerk shall be as set out in the job description attached hereto as Schedule "A", which forms part of this By-Law.
7. **THAT** the CAO/Clerk shall carry out such other duties and responsibilities as may be assigned by Council from time to time.
8. **THAT** any By-Law or resolution inconsistent with this By-Law is hereby repealed to the extent of such inconsistency including By-Law # 21 - 2022.
9. **THAT** this By-law shall come into force and take effect on the date of its passing.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED THIS 7th DAY OF APRIL 2026.

Mayor – Dave Mayville

CAO/Clerk-Treasurer – Tammy Gorgerat