

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

BY-LAW NO. 23 - 2026

A By-Law to provide for the appointment of a Deputy 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 Council considers it necessary and desirable to appoint a Deputy Clerk to assist in carrying out the statutory and administrative duties of the Clerk;

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

1. **THAT** Tyler Mask is hereby appointed as Deputy Clerk for The Corporation of the Township of Killaloe, Hagarty and Richards, effective April 8, 2026.
2. **THAT** the Deputy Clerk shall assist the Clerk in the performance of the Clerk's statutory and administrative duties under the *Municipal Act, 2001* and any other applicable legislation.
3. **THAT** in the absence or incapacity of the Clerk, or where the Clerk position is vacant, the Deputy Clerk shall have all the powers and duties of the Clerk.
4. **THAT** the duties and responsibilities of the Deputy Clerk shall be as set out in the job description attached hereto as Schedule "A", which forms part of this By-Law.
5. **THAT** the Deputy Clerk shall perform such other duties as may be assigned by the Clerk or Council from time to time.
6. **THAT** the Clerk may delegate powers and duties to the Deputy Clerk in accordance with the *Municipal Act, 2001*.
7. **THAT** the salary attached to said Office shall be determined from time to time by By-Law of the Municipal Council.
8. **THAT** any By-Law or resolution inconsistent with this By-Law is hereby repealed to the extent of such inconsistency.
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 – Tammy Gorgerat