

## Staff Report

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**Report To:** City Council  
**Report From:** Briana Bloomfield, City Clerk  
**Meeting Date:** December 12, 2022  
**Report Code:** CR-22-098  
**Subject:** Appointment of Deputy Clerk

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### Recommendations:

THAT in consideration of Staff Report CR-22-098 respecting the appointment of a Deputy Clerk, City Council directs staff to bring forward a by-law to amend the Appointed Officers By-law as outlined in the report.

### Highlights:

- The *Municipal Act, 2001* provides that a municipal council may appoint deputy clerks who have all of the powers and duties of the clerk
- Due to a resignation a new Deputy Clerk needs to be appointed

### Strategic Plan Alignment:

This report supports the delivery of Core Service.

### Previous Report/Authority:

*Municipal Act, 2001*, section 228

[Appointed Officers By-law No. 2015-054](#)

### Background:

The City has an Appointed Officers By-law that ensures all appointments are in one place.

## **Analysis:**

Due to staffing changes in the organization, the Appointed Officers By-law needs to be amended as follows:

1. Remove Jamie Eckenswiller as Deputy Clerk with no limits; and
2. Appoint Staci Landry as Deputy Clerk with no limits.

## **Financial Implications:**

This position is part of the approved budget.

## **Communication Strategy:**

The Appointed Officers By-law will be updated and is posted online for the public to view the list of appointed officers.

## **Consultation:**

None

## **Attachments:**

None

## **Recommended by:**

Briana Bloomfield, City Clerk

Kate Allan, Director of Community Services

## **Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Briana Bloomfield, City Clerk at [bbloomfield@owensound.ca](mailto:bbloomfield@owensound.ca) or 519-376-4440 ext. 1247.