



The Municipal Corporation of the Town of Fort Erie

By-law No. 18-2018

Being a By-law to Appoint Carol Schofield as Clerk for The Corporation of the Town of Fort Erie and to Repeal By-law Nos. 105-12 and 116-2017

Whereas subsection 228(1) the *Municipal Act, 2001*, S.O. 2001, c. 25 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 various other statutes also assign specific powers and duties to the Clerk; and

Whereas By-law No. 105-12 appointed Carol Schofield as an Acting Deputy Clerk in the absence of the Clerk; and

Whereas By-law No. 116-2017 appointed Carol Schofield as Interim Clerk; and

Whereas it is deemed desirable to appoint Carol Schofield as Clerk of The Corporation of the Town of Fort Erie;

Now therefore the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

1. **That** Carol Schofield is appointed Clerk of The Corporation of the Town of Fort Erie effective January 22, 2018 and she shall perform the duties and exercise the powers of Clerk in accordance with the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended or replaced, and such other duties as are assigned by the municipality.
2. **That** Carol Schofield shall receive compensation in accordance with the Management, Supervisory and Exempt Employees Salary Administration Plan.
3. **That** By-law Nos. 105-12 and 116-2017 are repealed.

4. **That** the Clerk of the Town is authorized to effect any minor modifications, corrections or omissions solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

Read a first, second and third time and finally passed this 22nd day of January, 2018.

Mayor

Clerk

I, Carol Schofield, the Clerk of The Corporation of the Town of Fort Erie hereby certifies the foregoing to be a true copy of By-law No. 18-2018 of the said Town. Given under my hand and the seal of the said Corporation, this
day of _____, 201 .
