

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

BY-LAW NUMBER 2025-031

being a by-law to appoint a Chief Administrative Officer
for the Corporation of the Township of Southgate

Whereas, the Municipal Act, 2001, Chapter 25, as amended, section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas, section 229 of the Municipal Act, 2001, Chapter 25, as amended, provides that a Municipality may appoint a Chief Administrative Officer; and

Whereas, the Council of the Corporation of the Township of Southgate considers it desirable and expedient to appoint a Chief Administrative Officer; and

Whereas, the position of Chief Administrative Officer of the Corporation of the Township of Southgate shall be responsible to the Municipal Council, subject to the provisions of the Municipal Act, and any other statute,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** Jim Ellis be and is hereby appointed to the position of Chief Administrative Officer for the Corporation of the Township of Southgate; and
2. **That** Jim Ellis shall, with respect to the Township of Southgate and the administration of its affairs exercise all the authority, powers and rights and shall perform all the duties and obligations which are set out in the Chief Administrative Officer employment contract and job description; and
3. **That** Jim Ellis is hereby granted financial signing authority on behalf of the Corporation of the Township of Southgate, as required; and
4. **That** Jim Ellis is hereby granted signing authority on all documents that a Commissioner, Director, Manager, or other employee is authorized to execute on behalf of the Corporation of the Township of Southgate, as required; and
5. **That** by-law number 2024-156 hereby be repealed; and
6. **That** if the provisions of this by-law conflict with any other by-law hereto passed that the provisions of this by-law shall prevail; and
7. **That** this by-law shall take full force and effect as of the date of passing.

Read a first, second and third time and finally passed this 19th day of March 2025.

Brian Milne – Mayor

Lindsey Green - Clerk