



Municipality of North Grenville

To: **Council**

Meeting Date: January 15, 2025

Subject: 2025 Officers and Committees By-Law

Report No: CAO-2025-001

Prepared by: Chloe Preston, Municipal Clerk

Recommendation(s)

THAT Council adopt and pass By-Law 03-25 being a By-Law to Appoint Municipal Officers.

Executive Summary

Purpose

- To update the Municipal Officers By-Law to reflect current staffing and operations

Key Findings

- The Director of Emergency and Protective Services/Fire Chief needs to be amended to reflect the retirement of Chief Okum and the interim appointment of Chief Urslak as Fire Chief
- Two additional livestock evaluators need to be added to the by-law to reflect current training and operations

Financial Implications

- There are no financial implications to this report or related by-law

Background/Analysis

Municipalities are required to appoint various officers and positions via by-law. The Municipality of North Grenville in 2024 undertook a consolidation of various appointment by-laws to provide a centralized document with municipal appointments. This by-law is recommended to be brought forward annually for updates, or as required to meet legislative requirements for appointments.

The proposed by-law includes two amendments for 2025 which include:

- Removal of Chief John Okum as Director of Emergency and Protective Services/Fire Chief following his retirement and the addition of Chief Randy Urslak as Fire Chief to reflect his interim appointment
- Addition of two Livestock Evaluators; Andrew Parent and Meghan Graham

Relevance to Strategic Priorities

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|-------------------------|-------|---|
| Strategic Pillar | 4 | Efficient Governance and Service Delivery |
| Goal | 4.4 | Commit to Continuous Improvement |
| Key Action | 4.4.2 | Implement a continuous review program for existing processes and policies at both the departmental and corporate level. |

Options and Discussion

1. Approve the recommendation
2. Do not approve the recommendation

Financial Impact

This item has been identified in the current budget: Yes No N/A

This item is within the budgeted amount: Yes No N/A

Staffing implications, as they relate to implementing Council’s decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

Internal/External Consultation

Senior Management provided input for this update.

Communications

Communication of Council’s decision-making will be made available on the municipal website. Copies of the appointments will be provided to various agencies, ministries and as requested for verification purposes.

Attachments

- Draft By-Law 03-25