

**THE CORPORATION OF THE  
TOWNSHIP OF EAST ZORRA-TAVISTOCK**

**COUNTY OF OXFORD**

**BY-LAW #2010 – 21**

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**BEING a by-law to appoint various Township employees to  
Statutory Positions under the Building Code Act, Municipal Act  
and other positions as required by Municipal By-laws.**

WHEREAS Section 3 of the Building Code Act, 1992, S.O. 1992, c. 23, provides for the appointment of a Chief Building Official and Inspectors, and Section 77 of the Legislation Act, 2006, S.O. 2006, c. 21, Schedule F, provides for the appointment of Deputies;

AND WHEREAS Section 228 of the Municipal Act, 2001, S.O. 2001 Chapter 25, provides for the appointment of a Clerk and Deputy Clerk.

AND WHEREAS Township By-laws require the appointment of officials to administer and/or enforce the By-law;

AND WHEREAS it is deemed necessary to appoint certain Township Employees in accordance with these legislative requirements;

**NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:**

1. That Barbara Rusan-Cronmiller be appointed Chief Building Official and Inspector for the purposes Section 3 of the Building Code Act, 1992, S.O. 1992, Chapter 23.
  - a. The Chief Building Official has all the power and duties of such office assigned by statute and under by-laws of the Township of East Zorra-Tavistock.
2. That Scott Alexander be appointed an Inspector for the purposes of the Building Code Act, 1992, S.O. 1992, Chapter 23.
3. That Brenda Junker be appointed Clerk as per Section 228(1) of the Municipal Act, 2001 S.O. 2001 Chapter 25.

4. That Jeff Carswell be appointed a Deputy Clerk as per Section 228(2) of the Municipal Act, 2001, S.O. 2001 Chapter 25.
5. That Jeff Carswell be appointed Treasurer as per Section 286(1) of the Municipal Act, 2001, S.O. 2001 Chapter 25.
6. That Brenda Junker be appointed Deputy Treasurer as per Section 286(2) of the Municipal Act, 2001, S.O. 2001 Chapter 25.
7. That the following appointments are made pursuant to the Lottery Licensing By-law #52-89 and the Ontario Lottery Licensing Regulatory Framework:
  - a. Sherry Matheson be appointed Lottery Licensing Officer
  - b. Jeff Carswell be appointed Deputy Lottery Licensing Officer
  - c. Stacey Wilker be appointed Deputy Lottery Licensing Officer
8. That the following persons are hereby appointed By-law Enforcement Officers to enforce the various by-laws of the Township:
  - Jennifer Albrecht
  - Barbara Rusan-Cronmiller
  - Scott Alexander
  - Dennis O'Neil
  - Tracey Gibson, Hillside Kennels for Animal Control
  - Madeleine Riddell, Hillside Kennels for Animal Control
  - Michael Mannapso, City of Woodstock By-law Prosecution Services
  - a. That Jennifer Albrecht's appointment as a By-law Enforcement Officer also includes those responsibilities of the By-law Compliance Manager, as set out in various Township By-laws.
9. That Jennifer Albrecht be appointed Community Emergency Management Coordinator and Scott Alexander be appointed Alternate Community Emergency Management Coordinator pursuant to By-law #2004-10, Emergency Management Program.
10. That Brenda Junker be appointed Secretary to the East Zorra-Tavistock Police Services Board and Jeff Carswell be appointed Deputy Secretary to the East Zorra-Tavistock Police Services Board.

11. That Sections 1 and 2 of this by-law be deemed to come into effect on May 1, 2010 and all other provisions shall come into effect on the date of final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
19TH DAY OF MAY, 2010.**

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DON MCKAY, MAYOR

seal

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BRENDA JUNKER, CLERK