



Administrative Report

Office of the Director, Financial Services/Treasurer

To: Warden McNamara and Members of Essex County Council

From: Sandra Zwiers, MAcc, CPA, CA
Director, Financial Services/Treasurer

Date: Wednesday, April 20, 2022

Subject: Appointment of Deputy Treasurer

Report #: 2022-0420-FIN-R05-SZ

Purpose

To seek County Council approval to appoint Heidi McLeod as the Corporation's Deputy Treasurer in accordance with Section 286(2) of the Municipal Act, 2001 as amended.

Background

The Municipal Act, 2001 (the "Act") requires municipalities to appoint a Treasurer to carry out certain duties as defined by the Act. Municipalities may also appoint one or more Deputy Treasurers who have all the powers and duties of the Treasurer.

County Council appointed the Corporation's Treasurer pursuant to By-law 04-2018. Under the Act, a Deputy Treasurer must also be appointed by by-law. Currently the Corporation does not have a Deputy Treasurer.

Discussion

On the basis that certain statutory powers and duties can only be performed by the Treasurer or Deputy Treasurer, it is appropriate that the Corporation appoint a Deputy Treasurer to ensure continuity of the Corporation's financial affairs should the Treasurer be absent or unable to execute their duties under the Act.

The Manager, Accounting position is considered most closely linked to the Director, Financial Services/Treasurer position. The position also requires a

professional accounting designation and maintenance of current legislative requirements affecting municipal finance.

Financial Implications

N/A

Consultations

N/A

Recommendation

That Essex County Council approve the appointment of Heidi McLeod as a Deputy Treasurer of the Corporation of the County of Essex.

Approvals

Respectfully Submitted,

Sandra Zwiers

Sandra Zwiers, MAcc, CPA, CA, Director, Financial Services/Treasurer

Concurred With,

Mike Galloway

Mike Galloway, MBA, CMO, Chief Administrative Officer

Appendix Number	Title
A	By-law 2022-12 A By-law to Appoint a Deputy Treasurer for the Corporation of the County of Essex