



## The Corporation of the Town of Pelham

By-law No. 23-2025

### **Being a By-law to appoint David Cribbs as Chief Administrative Officer for The Corporation of the Town of Pelham.**

**WHEREAS** section 229 of the *Municipal Act, 2001*, S.O. 2001, c. 25 authorizes a municipality to appoint a Chief Administrative Officer who shall be responsible for exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality, and for performing such other duties as may be assigned by the municipality;

**AND WHEREAS** the Corporation of the Town of Pelham appointed David Cribbs as its Chief Administrative Officer by way of an employment agreement made in 2019;

**AND WHEREAS** pursuant to this appointment, David Cribbs has undertaken the duties and responsibilities of a Chief Administrative Officer for the Corporation of the Town of Pelham;

**AND WHEREAS** Council deems it desirable to formalize and confirm this appointment by by-law;

**NOW THEREFORE** the Council of the Corporation of the Town of Pelham enacts as follows:

#### **1. Appointment of Chief Administrative Officer**

- 1.1. David Cribbs is hereby appointed as the Chief Administrative Officer ("CAO") for The Corporation of the Town of Pelham.
- 1.2. As CAO, David Cribbs shall carry out the responsibilities and duties set out in the employment agreement made in 2019, together with such other duties and responsibilities as may be assigned from time to time by Council, or any member of Council acting within their authority, or as may be required under applicable legislation or municipal by-laws.

#### **2. Repeal and Enactment**

- 2.1. By-law 2874(2007) is hereby repealed and replaced.

#### **3. Effective Date**

- 3.1. This By-law shall come into force on the date that it is enacted.

Read, enacted, signed and sealed this 7<sup>th</sup> day of May, 2025.

Marvin Junkin, Mayor

Sarah Conidi, Deputy Clerk