

BY-LAW NO. 15-2026

**A BY-LAW OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF
CARLETON PLACE TO APPOINT A DEPUTY TREASURER FOR THE SAID
MUNICIPALITY**

WHEREAS the Municipal Act S.O. 2001, Chapter 25, section 286(1) provides that Council may appoint a Treasurer;

NOW THEREFORE, The Council of The Corporation of The Town of Carleton Place hereby enacts as follows:

1. That Shannon Summers be hereby appointed to the position of Deputy Treasurer for the Town of Carleton Place, effective March 10, 2026.
2. That the duties and responsibilities of the Deputy Treasurer shall include duties described by Provincial Statutes and Regulations plus duties as detailed in the Town of Carleton Place Job Description for this position.
3. That statutory duties will change with changes in provincial legislation and regulations. Duties included in the covering job description may, from time to time, be amended following the Town's human resources policies and procedures.
4. That the Deputy Treasurer shall report to the Treasurer and Chief Administrative Officer.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 10TH DAY OF MARCH 2026.

Toby Randell, Mayor

Stacey Blair, Clerk