



City of Kingston

Ontario

By-Law Number 98-8

**A By-Law To Appoint Statutory Officials
Of The Corporation Of The City Of Kingston**

Passed: January 6, 1998

As Amended By By-Law Number:

By-Law Number	Date Passed
By-Law Number 98-122	June 9, 1998
By-Law Number 98-220	September 22, 1998
By-Law Number 99-34	January 27, 1999
By-Law Number 99-35	January 27, 1999
By-Law Number 99-36	January 27, 1999
By-Law Number 99-163	May 18, 1999
By-Law Number 2000-79	March 7, 2000
By-Law Number 2000-142	May 30, 2000
By-Law Number 2000-260	September 26, 2000
By-Law Number 2000-326	November 7, 2000
By-Law Number 2000-327	November 7, 2000
By-Law Number 2001-06	December 19, 2000
By-Law Number 2001-60	February 21, 2001
By-Law Number 2001-103	May 1, 2001
By-Law Number 2001-140	June 19, 2001
By-Law Number 2001-201	August 15, 2001
By-Law Number 2001-263	November 13, 2001
By-Law Number 2001-273	November 20, 2001
By-Law Number 2002-62	March 19, 2002
By-Law Number 2002-77	May 7, 2002
By-Law Number 2002-108	May 7, 2002
By-Law Number 2002-124	June 4, 2002
By-Law Number 2002-309	December 17, 2002
By-Law Number 2003-67	February 25, 2003
By-Law Number 2004-40	March 2, 2004
By-Law Number 2005-4	December 14, 2004

By-Law Number 2005-25	January 18, 2005
By-Law Number 2006-15	December 13, 2005
By-Law Number 2006-17	December 13, 2005
By-Law Number 2006-144	June 6, 2006
By-Law Number 2007-8	January 9, 2007
By-Law Number 2008-77	April 1, 2008
By-Law Number 2009-27	January 20, 2009
By-Law Number 2009-49	March 24, 2009
By-Law Number 2010-24	January, 19, 2010
By-Law Number 2011-8	January 18, 2011
By-Law Number 2011-14	February 1, 2011
By-Law Number 2011-45	April 5, 2011
By-Law Number 2011-47	May 3, 2011
By-Law Number 2012-3	December 20, 2011
By-Law Number 2012-133	October 2, 2012
By-Law Number 2012-164	November 6, 2012
By-Law Number 2013-25	December 18, 2012
By-Law Number 2013-26	December 18, 2012
By-Law Number 2013-202	November 5, 2013
By-Law Number 2014-54	March 18, 2014
By-Law Number 2014-99	June 3, 2014
By-Law Number 2014-116	August 12, 2014
By-Law Number 2015-8	December 16, 2014
By-Law Number 2015-202	November 17, 2015
By-Law Number 2015-203	November 17, 2015
By-Law Number 2016-113	June 7, 2016
By-Law Number 2016-210	November 15, 2016
By-Law Number 2017-6	December 6, 2016
By-Law Number 2017-15	December 20, 2016
By-Law Number 2017-208	October 3, 2017
By-Law Number 2017-242	November 21, 2017
By-Law Number 2018-106	June 26, 2018
By-Law Number 2019-42	March 19, 2019
By-Law Number 2019-55	April 16, 2019
By-Law Number 2019-69	May 8, 2019

A By-Law To Appoint Statutory Officials Of The Corporation Of The City Of Kingston

Passed: January 6, 1998

Whereas Subsection (1) of Section 228 of the Municipal Act 2001, S.O. 2001, c. 25 provides that the Council of a municipality shall appoint a Clerk;
(By-Law Number 98-8; 2008-77)

And Whereas Subsection (2) of Section 228 of The Municipal Act, 2001, S.O. 2001, c. 25 provides that a municipality may appoint Deputy Clerks who have all the powers and duties of the Clerk under this and every other Act;
(By-Law Number 98-8; 2008-77)

And Whereas Subsection (1) of Section 286 of The Municipal Act 2001 S.O. 2001, c. 25 provides that the Council of a municipality shall appoint a Treasurer;
(By-Law Number 98-8; 2008-77)

And Whereas Subsection (2) of Section 286 of the Municipal Act 2001, S.O. c. 25 provides that the council of a municipality may appoint a Deputy Treasurer who shall have all the powers and duties of the treasurer under this and every other Act.
(By-Law Number 98-8; 2000-142;2008-77)

And Whereas Subsection (2) of Section 3 of the Building Code Act, R.S.O. 1992, Chapter B.13 provides that the Council of a municipality shall appoint a Chief Building Official and such Inspectors as are necessary for the purposes of the enforcement of the Building Code Act in which the municipality has jurisdiction;
(By-law Number 98-8)

And Whereas Subsection (1) of Section 8 of the Drainage Act, R.S.O. 1990, Chapter D.17, provides where the Council of the initiating municipality has decided to proceed with drainage works described in a petition, the Council shall appoint an Engineer;
(By-Law Number 98-8; 2008-77)

And Whereas Subsection (1), Section 6, Part II, of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that the Council of a municipality shall appoint a Fire Chief for the fire department;
(By-law number 98-8; 2001-263)

And Whereas Section 4 of the Tile Drainage Act, R.S.O. 1990, Chapter T.18 provides where the Council of a municipality borrowing money under this Act shall employ an Inspector of Drains who shall inspect the drainage work;
(By-law number 98-8; 2001-60)

And Whereas Section 93 of the Drainage Act, R.S.O. 1990, provides where the Council of a municipality can appoint a Drainage Superintendent who shall inspect the drainage work, and shall initiate and supervise the maintenance and repair any drainage work, assist in the construction and improvement of any drainage work and report to council on these activities.

City of Kingston By-Law Number 98-8 “Appoint Statutory Officials”

Whereas Sections 14 (1) and 14 (2) of Ontario Regulation 380/04 requires every municipality to designate an employee of the municipality as its emergency information officer and that the emergency information officer shall act as the primary media and public contact for the municipality in an emergency, respectively; and

(By-Law 98-8; 2017-242)

Whereas Part III, Section 43 of the Ontario Works Act, R.S.O. 1997, c.25 requires that each delivery agent of the Ontario Works program appoint an administrator to oversee administration of the Act and the provision of assistance in the delivery agent’s geographic area, the Council shall appoint an Administrator;

(By-Law 98-8; 2017-242)

Therefore the Council of The Corporation of the City of Kingston enacts as follows:

1. John Bolognone is hereby appointed City Clerk, of the Corporation of the City of Kingston effective February 1, 2011.

(By-Law Number 98-8; 2000-79; 2001-06; 2011-14)

2. Gary Dyke is hereby appointed Deputy City Clerk to carry on the duties of the City Clerk when necessary or as deemed appropriate by the Chief Administrative Officer or by City Council; and

Janet Jaynes is hereby appointed Deputy City Clerk and Acting City Clerk when the Clerk is absent or unable to carry on the duties of Clerk through illness or otherwise;

Blair Johnson, James C. Thompson, and Derek Ochej are hereby appointed as Clerk when both the City Clerk and Deputy City Clerk are absent or unable to carry on the duties of the City Clerk and Deputy City Clerk through illness or otherwise.

(By-Law Number 98-8; 99-34; 99-163; 2000-79; 2001-06; 2001-201; 2002-309; 2008-77; 2009-49; 2010-24; 2011-14; 2012-3; 2012-133; 2013-202; 2014-99; 2016-113; 2017-15; 2017-208; 2019-55)

3. Desiree Kennedy is hereby appointed as Treasurer of the Corporation of the City of Kingston, effective January 9, 2007.

(By-Law Number 98-8; 2006-17; 2007-8)

- 3(a) Lana Foulds and Angela Brown are hereby appointed as Deputy Treasurers to carry on the duties of the Treasurer when necessary or as deemed appropriate by the Chief Administrative Officer or by City Council.

(By-Law Number 98-8; 2006-144; 2008-77; 2013-202; 2019-42; 2019-69)

City of Kingston By-Law Number 98-8 “Appoint Statutory Officials”

4. Deleted by By-law Number 2008-77
(By-Law Number 98-8; 2000-142; 2001-140;2008-77)
- 4.1 Deleted by By-law Number 2006-17
(By-Law Number 98-8; 2000-142; 2006-17)
5. Lisa Capener-Hunt is hereby appointed Chief Building Official for the purpose of enforcement of the Building Code Act, 1992, S.O. 1992, c. 23, in the City of Kingston, effective December 6, 2016.

(By-law Number 98-8; 2006-15; 2013-202; 2015-8; 2017-6; 2017-242)
- 5(a) Ryan Arcand is hereby appointed as Deputy Chief Building Official for the purpose of enforcement of the Building Code Act, 1992, S.O. 1992, c. 23, in the City of Kingston, effective November 13, 2017.

(98-8; 2016-113; 2017-6; 2017-242)
6. Brett Moreland, Adam Clarke, Jeff Gurnsey, Veronica Robertson, Adam Sweet, Greg Whaley, Michelle Scott, Mike LaCombe, Tony Sickling, Juanita Evans, Shivang Tarika and Chris Flewelling are hereby appointed Inspectors for the purpose of the enforcement of the Building Code Act, as amended, in the City of Kingston.”

(By-law Number 98-8; 99-35; 2000-326; 2000-327; 2002-108; 2002-124; 2005-4; 2006-15; 2008-77; 2013-202; 2016-113; 2017-6; 2017-208; 2017-242; 2019-42)
- 6(a) Deleted (By-law Number 98-8; 2006-15; 2008-77)
7. Deleted by By-law Number 2006-17
(By-Law Number 98-8; 99-36; 2000-79;2000-260; 2006-17)
8. Kelly Washer, John Tobin, Scott Baker, Jonathan Baldwin, Ryan Burns, Kyle Compeau, Amy Grenier, Angela Hogle, Mark Vickery, Brent Kelly, Mark MacLean and Mickendley Bernard are hereby appointed Officers for the purpose of the enforcement of the Building Code Act, as amended, in the City of Kingston.

(By-Law Number 98-8; 2001-273;2008-77; 2012-164; 2014-54; 2016-113; 2017-208; 2019-42)
9. Section Deleted

(By-Law Number 98-8; 2001-273; 2013-25; 2013-26; 2015-202; 2015-203; 2019-42)

City of Kingston By-Law Number 98-8 “Appoint Statutory Officials”

10. Paige Agnew, Director of Planning, Building & Licensing Services, is hereby appointed as Chief Planning Official of the City of Kingston for the purposes of certifying conformity of all municipal by-laws, public works and undertakings required under Section 24 of the Planning Act, R.S.O. 1990, c.13.
(By-Law Number 98-8; 2001-103; 2002-62; 2005-25; 2006-17; 2011-45; 2016-113)
11. Ken Gilpin is hereby appointed as Weed Inspector in accordance with the provisions of the Weed Control Act, R.S.O. 1990 c.W.5.
(By-Law Number 98-8; 98-122)
12. Dan Franco is hereby appointed as a Drainage Superintendent effective July 16, 2014, in accordance with the provisions of Section 93 of the Drainage Act, R.S.O. 1990.
(By-Law Number 98-8; 98-220; 2002-77; 2011-47; 2014-116; 2017-208)
13. Deleted by By-law Number 2008-77.
(By-Law Number 98-8; 99-163;2008-77)
14. Dan Franco is hereby appointed as Inspector of Drains in accordance with the provisions of the Tile Drainage Act, R.S.O. 1990.
(By-Law Number 98-8; 2001-60; 2017-208)
15. K. Shawn Armstrong is hereby appointed as Fire Chief of the Corporation of the City of Kingston in accordance with the provisions of the Fire Protection and Prevention Act, 1997, S.O. 1997, Chapter 4, and effective December 1, 2015.
(By-Law Number 98-8; 2001-263; 2013-25; 2013-26; 2015-202; 2015-203)
16. Lanie Hurdle is hereby appointed as Administrator for the purposes of administering Ontario Works as required under Part III, Section 43 of the Ontario Works Act, R.S.O. 1997, c. 25.
(By-Law Number 98-8; 2003-67; 2011-8)
17. Brandi Timpson, Manager of Administration Emergency Management Preparedness, is hereby appointed as Chair of the Emergency Management Program Committee.
(By-Law Number 98-8; 2016-210; 2017-208)
18. Deleted by By-law Number 2013-202
(By-Law Number 98-8; 2004-40; 2006-17; 2009-27; 2013-202)

City of Kingston By-Law Number 98-8 “Appoint Statutory Officials”

19. JC Kenny, Director, Communications and Customer Experience is hereby appointed as the Emergency Information Officer for the Municipal Control Group.

(By-Law 98-8; 2017-242; 2018-106)

This By-Law shall come into force and take effect upon the date of its passing.

This By-Law was Passed: January 6, 1998