



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2026-07

To Appoint An Acting Clerk for the Township of Prince

WHEREAS section 228 of the *Municipal Act, 2001* provides that a municipality shall appoint a Clerk;

AND WHEREAS the Township of Prince currently has a duly appointed Clerk, who remains employed with the Township and is on an approved temporary leave of absence;

AND WHEREAS Council wishes to confirm that the Clerk's employment status and appointment are unchanged;

AND WHEREAS Infrastructure Ontario requires a designated municipal official to act as signing and administrative authority during the Clerk's temporary absence for Infrastructure Ontario-related processes;


NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF PRINCE ENACTS AS FOLLOWS:

1. THAT *Megha Trivedi* is hereby designated Acting Clerk solely for matters related to Infrastructure Ontario, effective Feb 10th, 2026.
2. THAT this designation is temporary and limited in scope, and does not replace, remove, or otherwise affect the employment, appointment, or authority of the appointed Clerk of the Township of Prince.
3. THAT the Acting Clerk is authorized to perform only those duties and exercise only those powers of the Clerk as required for Infrastructure Ontario applications, agreements, financing, documentation, and related correspondence.
4. THAT this designation shall automatically expire upon the Clerk's return to active duty or upon completion of the Infrastructure Ontario process, whichever occurs first, unless otherwise revoked by Council.
5. THAT this by-law shall come into force and take effect on the date of its passing.

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



Mayor, Melanie Mageran



Acting Clerk, Megha Trivedi

