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## MEMORANDUM

**Subject:** Amendments to the City's Appointment By-law

**To:** City Council

**From:** Justin Letourneau, Legislative & Municipal Elections Coordinator

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The purpose of this memo is to advise Council that included on the Agenda is Bill 68-2024, being a By-law to Amend By-law No. 31-2023, being a By-law to Establish Certain Offices for the Purposes of the Corporation of the City of Thorold and to Appoint Persons to Hold Such Offices.

The amendments to the By-law include:

1. The removal of the following individual:
  - Keith Cowie, Municipal Law Enforcement Officer (By-law Enforcement Officer) and Property Standards Officer (By-law Enforcement Officer)
  
2. The addition of the following individuals and Title of Office:
  - Adam Tikky, Deputy Clerk (delegated power of the Clerk for marriage solemnization or officiant of civil ceremonies)
  - Jacob Roy, Inspector (Building Inspector/Plans Examiner)
  - Lisa Cutting, Municipal Law Enforcement Officer (By-law Enforcement Officer) and Property Standards Officer (By-law Enforcement Officer)
  - Jacob Bellows, Municipal Law Enforcement Officer (Parking Enforcement Officer)
  - Liam Raymond, Municipal Law Enforcement Officer (Parking Enforcement Officer)

3. The change in Title of Office for the following individual:

- Armeet Bamra, Plans Examiner

Respectfully submitted and signed by

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Justin Letourneau  
Legislative & Municipal Elections Coordinator