

**PROVINCE OF QUÉBEC  
MUNICIPALITY OF THORNE  
PONTIAC COUNTY**

**REGULATION ON THE EXTENSION OF THE POWERS AND DUTIES OF THE  
DIRECTOR GENERAL**

**BY-LAW NUMBER 01-09-2015**

**WHEREAS** section 212.1 of the Municipal Code;

**WHEREAS** Council considers it appropriate to add certain powers and duties to the Director General position;

**WHEREAS** the secretary-treasurer and Director General has mentioned the subject of this Regulation;

**WHEREAS** a copy of this by-law was given to the council members not later than two juridical days before the present meeting, all members present declared having read the draft law and waive its reading;

**WHEREAS** a notice of motion has been adopted for this purpose during the regular meeting of October 13, 2015;

**THEREFORE;**

It is proposed by M. Born

Seconded by J. Abbott-Miller

And resolved that this by-law entitled "Regulation on the extension of the powers and duties of the Director General," which bears the number 01-09-2015, be and is adopted and it is ruled as follows:

## **ARTICLE 1 - INTRODUCTION**

The preamble is an integral part of this Regulation.

## **ARTICLE 2 - PURPOSE**

It is, in this Regulation, added to the powers and duties of the Director General and Secretary-Treasurer, the following powers and duties and in accordance with section 212.1 of the Municipal Code.

## **ARTICLE 3 - POWERS OF THE DIRECTOR GENERAL & SECRETARY-TREASURER**

The Director General and secretary-treasurer, has all the powers and obligations under the Municipal Code. However, replacing those set out in paragraphs 2, 5 and 6 of section 212 of the Municipal Code, it carries those provided for in paragraphs 2 and 3 of section 113 of the Act respecting the cities and towns, as well as paragraphs 2, 5 and 8 of section 114.1 of the same Act, as follow:

- The Director General has authority over all the other officers and employees of the municipality;
- With respect to an officer or employee whose duties are prescribed by law, the authority of the Director General is exercised only within the framework of his duties as the administrator of human, material and financial resources of the municipality and may in no case hinder the carrying out of duties that are prescribed by law;
- The Director General may suspend an officer or employee of its functions and, in such case, he shall immediately report the suspension to the Council, which they shall decide the fate of the suspended officer or employee, after inquiry;
- The Director General shall prepare the budget and, where such is the case, the municipality's program of capital expenditures and the plans, programs and projects intended for the orderly functioning of the municipality with the collaboration of the heads of departments and the other officers and employees of the municipality;
- The Director General shall submit to the Council or other committees, as the case may be, the budgets, programs of capital expenditures, plans, programs and projects prepared by him together with his observations and recommendations concerning the complaints, claims and draft by-laws that he has examined;

- The Director General shall report to the Council or other committees, as the case may be, on any matter that he believes should be brought to their attention for the proper administration of public funds, the progress of the municipality and well-being of citizens, provided that this report is not likely to reveal the content of a record concerning a police investigation; and he shall, where he considers it expedient, add his own conclusions to the record of any matter submitted to the Council or other committee;
- The Director General shall attend the meetings of the Council or other committees and, with the permission of the chairman of the meeting, give his advice and present recommendations on the matters debated, without having the right to vote;
- Subject to the powers of the mayor, he shall see to it that the by-law of the municipality and the decisions of the Council are implemented and, particularly, see to it that the funds are used for the purposes for which they were voted.

#### **ARTICLE 4 - ENTRY INTO FORCE**

This By-Law shall enter into force in accordance with the Law.

#### **ADOPTED**

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Mayor

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Director General, Secretary-Treasurer

**NOTICE OF MOTION: October 13, 2015**  
**ADOPTED ON: November 10, 2015**  
**POSTED ON : November 20, 2015**