

Report to Council

Report Title: Amendments to Delegation of Authority By-law

Prepared By: Fiona Hamilton, Clerk, Sonya Watson, CAO

Department: Clerk

Date: April 7, 2020

Report Number: CLK2020-12 **File Number:** C11CL

Attachments: Redlined Delegation of Authority By-law

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CLK2020-12, Amendments to Delegation of Authority By-law, prepared by Fiona Hamilton, Clerk and Sonya Watson, CAO for information purposes and further approves the proposed amendments to the Delegation of Authority By-law 2020-032.

Report:

Background:

At the Special Council meeting on March 19, 2020, Council considered and enacted a by-law delegating additional authority to Brockton's officers in relation to the Covid-19 pandemic. Since that time, the Province of Ontario has made a number of additional Orders, such as restricting gatherings of over five (5) people and closing all non-essential businesses. With each successive Order, the Chief Administrative Officer and the Municipal Emergency Control Group has been required to make quick and timely decisions, often with financial impact, to find ways to support provincial mandates while continuing to maintain essential services for residents.

Analysis:

The changing pace of these rules and their implications have demanded unprecedented flexibility and dedication on the part of the Chief Administrative Officer and the Municipal Emergency Control Group. For this reason, staff are recommending that some authority remain delegated to Brockton's officers.

However, some of the changes introduced by the Province allow for more flexibility in holding Council meetings electronically. Staff have researched the best practices for doing so and are firmly committed to bringing all matters to Council to ensure proper oversight. As a result, staff are proposing amendments to the Delegation of Authority by-law to provide more clarity around when the delegated authority would be exercised.

Staff are recommending that some provisions remain unchanged, as these delegated powers relate to essential and often time sensitive decisions that are necessary to allow the business of the corporation to continue. However, sections related to hiring and termination, authorizing legal matters and amendments to tax due dates have been removed, as these matters can either be delayed, or have otherwise already been decided by Council.

The April 28, 2020 meeting is scheduled to proceed as per normal with a number of planning applications to be processed. Staff will continue to maintain the regular Council meeting schedule and bring all matters for approval to the extent possible. The recommendation at this time is to continue with an amended Delegation of Authority by-law in case it becomes difficult to maintain a quorum of Council even with the use of electronic participation due to the covid-19 pandemic. At this time majority of Bruce County and area municipalities have a similar by-law delegation of authority by-laws in place to ensure the continuity of operations during this unpredictable time which is affecting humans at an alarming rate.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- | | |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | N/A |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | N/A |
| • Do the recommendations contribute to the Social Equity? | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective?
N/A

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Fiona Hamilton, Clerk

Reviewed By:

A handwritten signature in black ink, appearing to read 'Sonya Watson', with a long, sweeping horizontal line extending to the right.

Sonya Watson, Chief Administrative Officer