

Attachment-7 Proposed Changes to Schedule "A" – Delegation of Powers and Duties of the Delegation of Authority By-law

Table 1: Legal, Realty and Court Services

Number	Delegation	Delegate	Limitation
8.2	Authority to commence any legal proceeding or step in a legal proceeding.	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000 \$200,000 or less, excluding interest and costs.
8.3	Authority to commence any legal proceeding on behalf of the City to ensure that no limitation period or other time restriction expires before instructions of Council can be obtained.	General Manager, Legal, Realty and Court Services /City Solicitor.	Instructions of Council are sought as soon as practicable thereafter for claims over \$100,000 \$200,000 , excluding interest and costs.
8.4	Authority to take all necessary steps to defend any legal proceeding commenced against the City.	General Manager, Legal, Realty and Court Services /City Solicitor.	Instructions of Council are sought as soon as practicable thereafter for claims over \$100,000 \$200,000 , excluding interest and costs.
8.5	Authority to commence any counterclaim, crossclaim or third-party claim as part of the City's defence to any legal proceeding.	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000 \$200,000 or less, excluding interest and costs.
8.6	Authority to bring applications and post security for the removal of liens registered against City lands.	General Manager, Legal, Realty and Court Services /City Solicitor.	Expenditures of \$100,000 \$200,000 or less.

Number	Delegation	Delegate	Limitation
8.7	Retain any expert or other person to assist in an actual or potential action or other legal proceeding, or the acquisition or disposition of land.	General Manager, Legal, Realty and Court Services /City Solicitor.	With approval by the applicable Deputy CAO or General Manager up to \$100,000 \$200,000 .
8.10	Take all necessary steps to protect or pursue the rights of the City in its capacity as landlord or tenant.	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000 \$200,000 or less and claims over \$100,000 \$200,000 with the approval of Council.
8.11	Negotiate resolutions and execute the necessary documentation including consents, settlement agreements and releases in any existing anticipated claim, demand, action or other proceedings brought or made against the City, or those local boards or other persons for whom the City is responsible, where the value of the proceeds or settlement or the City's contribution to the settlement does not exceed \$100,000. Where the City's contribution to the settlement exceeds \$100,000, with approval of Council.	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000-\$200,000 or less and claims over \$100,000 \$200,000 with the approval of Council.

Number	Delegation	Delegate	Limitation
8.19	<p>Approve and execute agreements permitting the City or its contractors to enter upon land for any of the purposes of the City or permitting others to enter onto City-owned lands for municipal, utility or other purposes, provided that the estimate of the cost of the obligations to be incurred by the City is part of an approved budget or does not exceed \$50,000 \$200,000.</p>	<p>General Manager, Legal, Realty and Court Services /City Solicitor.</p>	<p>Subject to the specific authority, as set out in this By-law, to execute, amend or terminate agreements and other documents permitting underground pipe crossings of lands used for gas lines or railway purposes, limited access highways, or hydro corridors.</p>
8.24	<p>Subject to compliance with the Policy for the Sale and Disposition of Real Property Interests, approve and execute agreements to lease/licence and leases/licences of land required for City purposes and any related notice of lease, including leases having a term in excess of 21 years and including the assignment and sub-leasing/sub-licensing of existing agreements, provided that: (a) the total consideration or a reasonable estimate of the cost of the</p>	<p>General Manager, Legal, Realty and Court Services /City Solicitor in consultation with the City's Strategic Property Committee.</p>	

Number	Delegation	Delegate	Limitation
	obligations to be incurred by the City does not exceed \$100,000 \$200,000 ; and (b) the consideration or cost does not exceed the Council-approved budget for the affected department.		
8.25	Subject to compliance with the Policy for the Sale and Disposition of Real Property Interests, approve and execute agreements for the sale of City-owned land, easements over City-owned land, or the purchase of land, provided that total consideration or a reasonable estimate of the cost of the obligation is supported by an appraisal and does not exceed \$100,000 \$200,000 .	General Manager, Legal, Realty and Court Services /City Solicitor.	
8.26	Authority to manage all insured claims, both self- and third-party insured, except those which are the subject of litigation.	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000 \$200,000 or less, excluding costs and interest and those that are not subject to litigation.
8.27	Authority to settle all insured claims, both self- and third-party insured, where the value of the City's contribution to the settlement is not greater than the deductible amount	General Manager, Legal, Realty and Court Services /City Solicitor.	Claims of \$100,000 \$200,000 or less, excluding costs and interest and those that are not subject to litigation.

Number	Delegation	Delegate	Limitation
	set out in the subject policy.		

Finance

Table 2: Finance

Number	Delegation	Delegate	Limitation
5.5	Authority to approve successful bids where the procurement of the goods or services is budgeted but does not have specific Council approval.	General Manager, Finance /City Treasurer and the Deputy CAO of the relevant service area This delegation cannot be exercised by the CAO.	Successful bids approved must meet all conditions of the Procurement By-law. Reporting: Annual Information Report to Council.

Table 3: Chief Administrative Officer

Number	Delegation	Delegate	Limitation
1.2	Authority to execute, amend or terminate agreements with third parties, that in effect bind the City, for the provision or acquisition of goods and services or other City activities, works or services that are ordinary to the business of all City's service areas but subject to any limitations as set out in City policies established by Council.	CAO; the Deputy CAOs; General Manager of the relevant department.	Any expenditure that is funded through a current year's operating or capital budget, which has been approved by Council. The application, contract and agreement is in compliance with the Procurement By-law. Applications, contracts, and agreements are less than five (5) ten (10) years in length. Reporting: Annual Information Report to Council.

Table 4: Public Services

Number	Delegation	Delegate	Limitation
15.1	Authority to approve or make minor amendments to exemptions to the Noise Control By-law, as amended from time to time, for events. that have been exempt in the past and analogous events with a substantially similar impact.	Deputy CAO, Public Services.	<p>Notice of all exemptions shall may be published in the local newspaper and/or the City's Web site.</p> <p>Review:</p> <p>Where an application has been denied, the applicant may request that the decision be reviewed by Council.</p> <p>A person who has reason to believe that they will be negatively impacted by an approved special event may request that the decision to approve be reviewed by Council.</p> <p>Reporting:</p> <p>Annual Information report to Council.</p>

Table 5: Operations

Number	Delegation	Delegate	Limitation
17.2	Approve temporary exemptions to the Exotic Animal Control By-laws, as amended from time to time.	Deputy CAO, Public Services; General Manager, Operations.	<p>All temporary exemptions shall be time limited to no more than 90 days, after which time Council must approve further exemptions. The authority for exemptions will be processed on a year-to-year basis. An exemption may be revoked by staff if the animal poses a health and safety concern. Staff are not able to exempt any animals prohibited by the Province.</p> <p>Reporting:</p> <p>Annual Information Report to Council on the number of exemptions granted each year.</p>

Table 6: Economic Development and Tourism

Number	Delegation	Delegate	Limitation
New 10.4	Authority to approve and execute the acquisition and disposition of strategic properties within the limits of the city, up to a value of \$1,500,000.00	CAO.	Transactions up to and not exceeding a maximum value of \$1,500,00.00 excluding tax and other transaction or closing fees. Reporting: Annual Information Report to Council.

Table 7: Environmental Services

Number	Delegation	Delegate	Limitation
13.1	Authority to execute agreements relating to the supply of water, sewer and wastewater within the City.	General Manager, Environmental Services.	Agreements must be in support of programs or projects approved by Council or referenced in the Sewer Use By-law.