

# The Corporation of the City of Guelph

## By-law Number (2025) - 21063

A by-law to amend By-law Number (2024) – 20994, as amended, being a by-law to delegate certain administrative powers and duties to City staff, to govern the execution of documents.

Whereas section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended(the “Act”), authorizes a municipal council to delegate its powers and duties under the *Act* or any other Act to a person or body, subject to the rules and restrictions set out in Part II of the *Act*;

And whereas the Council of the City has passed a Delegation of Authority By-law being By-law Number (2025)-20994, as amended, (the “Delegation of Authority By- law”);

And whereas the council of the City wishes to amend that Delegation of Authority By-law;

### The Council of the Corporation of the City of Guelph enacts as follows:

1. In Table 14: Planning and Building Services, insert the following as new Row numbers 14.7, 14.8, 14.9 and 14.10:

Proposed addition to Table 14: Planning and Building Services

Number	Delegation	Signing Authority	Additional Information
14.7	For Community Planning Permits, approval and execution of any Planning Act and related agreements including but not limited to the following: 1) Community Planning Permit agreements	General Manager, Planning and Building Services/Chief Planner	<b>Review:</b> For permits decided by Council, any conditions prescribed by Council must be included in agreements executed under this delegation. <b>Document Execution Record:</b> Required <b>Reporting:</b> Annual Information Report
14.8	Authority to grant Community Planning Permit approvals and provisional approvals for Class One and Class Two Community Planning Permit applications	General Manager, Planning and Building Services/Chief Planner	<b>Review:</b> If the General Manager, Planning and Building Services/Chief Planner refuses the Application, applicants can request a decision meeting of Council. <b>Reporting:</b> Annual reporting on the number of community planning permits approved under section 39.2 of the Planning Act. <b>Document Execution Record:</b> Required <b>Reporting:</b> Annual Information Report
14.9	Authority to implement Community Planning Permits including but not limited to: Approve fulfillment of conditions; Extend provisional approvals; Release development agreements.	General Manager, Planning and Building Services/Chief Planner	<b>Document Execution Record:</b> Required <b>Reporting:</b> Annual Information Report
14.10	Authority to terminate an application for a community planning permit, that has been inactive for a period greater than two (2) years.	General Manager, Planning and Building Services/Chief Planner	<b>Document Execution Record:</b> Required <b>Reporting:</b> Annual Information Report

2. This by-law shall come into force and take effect on the date it is passed.

**Passed this eighth day of April, 2025.**

---

**Cam Guthrie, Mayor**

---

**Garrett Meades, Deputy City Clerk**