



TOWN OF
HALTON HILLS
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MEMORANDUM

TO: Mayor Lawlor and Members of Council

FROM: Melissa Lawr, Deputy Clerk - Legislation

DATE: May 5, 2025

MEMO NO.: ADMIN-2025-002

SUBJECT: Use of Delegated Authority 2024

PURPOSE OF THE MEMORANDUM:

To notify Council of the instances when the Delegated Authority granted in By-law 2023-0046 was used in the year 2024.

BACKGROUND:

By-law No. 2023-0046, being a by-law to delegate certain powers and duties under the Municipal Act, 2001, S.O. 2001 c.25, and other Acts, was passed on May 29, 2023.

Section 11 of By-law No. 2023-0046 states that all matters approved through this by-law will be reported to Council on a yearly basis through a staff memo. Attached as Appendix A is a chart outlining the approvals that were granted in 2024 with the authority of By-law No. 2023-0046.

COMMENTS:

On December 9, 2024, By-law No. 2024-0102 repealed By-law No. 2023-0046. The new delegated authority by-law was passed to include certain amendments and the addition of the Community Services department.

CONCLUSION:

Staff will continue to record all instances of the delegated authority provided in By-law No. 2024-0102 and will report annually back to Council.

Reviewed and approved by,

Valerie Petryniak, Town Clerk & Director of Legislative Services

Chris Mills, Chief Administrative Officer