



**BY-LAW NO. 2020-0018**

A By-law to further delegate certain powers and duties to the Chief Administrative Officer of the Town of Halton Hills.

**WHEREAS** pursuant to Section 227 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (hereinafter referred to as the Municipal Act, 2001) it is the role of the officers and employees of a municipality to carry out duties assigned by the municipality;

**AND WHEREAS** pursuant to Section 229 of the Municipal Act, 2001 a municipality may appoint, and Council for the Town of Halton Hills (herein after referred to as Town Council) has appointed, a Chief Administrative Officer who shall be responsible for exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality and performing such other duties as are assigned by the municipality;

**AND WHEREAS** pursuant to Section 23.1 of the Municipal Act, 2001 a municipality is authorized to delegate its powers and duties under that or any other act;

**AND WHEREAS** Town Council has delegated certain powers and duties to the Chief Administrative Officer from time to time;

**AND WHEREAS** the Coronavirus (COVID-19) outbreak has resulted in the World Health Organization declaring a global pandemic;

**AND WHEREAS** Council for the Town of Halton Hills deems it necessary to ensure that its operations are able to continue as much as possible during this time.

**NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:**

1. THAT the Chief Administrative Officer is delegated the authority to take any action that may be required to ensure the continuity of municipal activity and operation except those items and matters that may not be delegated by Town Council as set out in legislation, including but not limited to those matters set out in Section 23.3(1) of the Municipal Act, 2001, those matters under the *Expropriations Act*, R.S.O. 1990, c. E.26, as amended that require Town Council as approval authority to enact a by-law, and the declaration of property as surplus to the needs of the municipality. Further to the foregoing, delegated matters include, but are not limited to:
  - i. the authority to approve all expenditures; and
  - ii. the authority to execute any contracts and agreements, including those related to the disposition or acquisition of real property.
2. THAT the Chief Administrative Officer report to Town Council monthly regarding any exercise of this delegated authority.

3. THAT the provisions of this By-law shall apply to an Acting CAO, as appointed by the CAO.
4. THAT Town of Halton Hills Council review this By-law no later than at such time as the World Health Organization declares an end to the global pandemic associated with COVID-19.
5. THAT this By-law comes into force on the day it is passed.

**BY-LAW** read and passed by the Council for the Town of Halton Hills this 6<sup>th</sup> day of April, 2020.

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MAYOR – RICK BONNETTE

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CLERK – SUZANNE JONES