

The Corporation of the City of Kawartha Lakes

By-Law 2020-XXX

A By-law to Delegate Authority for Decisions to the Chief Administrative Officer in the City of Kawartha Lakes

Recitals

1. Section 229 of the Municipal Act, 2001, as amended, states that a municipality may appoint a chief administrative officer who shall be responsible for,
 - (a) 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
 - (b) performing such other duties as are assigned by the municipality.
2. Various federal, provincial, and local health regulations surrounding the Covid-19 pandemic have restricted the ability for Council to meet regularly.
3. This by-law provides certain delegation of authority to the Chief Administrative Officer during that time.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2020.

Section 1.00: Definitions and Interpretation

1.01 Definitions: In this by-law,

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

“Chief Administrative Officer” means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

“Director of Corporate Services” means the person who holds that position and his or her delegate(s).

1.02 Interpretation Rules:

- (a) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.
- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Delegated Authority

- 2.01 **Delegation to Chief Administrative Officer:** The following authority, beyond the current delegated authority, is delegated by Council to the Chief Administrative Officer:
- a) The appointment or removal from office of any officer of the municipality including an Integrity Commissioner;
 - b) The hiring or dismissal of any employee of the municipality;
 - c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000.00 at the time of disposal;
 - d) Making any expenditure or incurring any other liability which exceeds \$50,000.00;
 - e) Any other requirement of Council as set forth in the Purchasing Policy of the City of Kawartha Lakes; and
 - f) Under sections d) and e) above the Director of Corporate Services shall be the alternate in the absence of the Chief Administrative Officer.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The City Clerk is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed and shall remain in effect until repealed by Council.

By-law read a first, second and third time, and finally passed, this 19th day of March, 2020.

Andy Letham, Mayor

Cathie Ritchie, City Clerk