

SUBJECT: Delegated Authority Fourth Quarter Report

TO: Committee of the Whole

FROM: Legal and Legislative Services
Legislative Services

Report Number: LLS-09-25

Wards Affected: not applicable

Date to Committee: January 13, 2025

Date to Council: January 28, 2025

CIP date: N/A

Note: at the request of a member of council, this information report can be pulled from the CIP for consideration at a future committee/council meeting.

Executive Summary

Purpose of report:

- The purpose of this report is to fulfill delegated authority reporting requirements through the City Clerk exercised by delegates for the time period between September 21, 2024 and December 31, 2024.

Key findings:

- A list of exercised delegated authorities reported to the City Clerk have been provided by the Legal Services department. No new delegated authorities were required since the last submission.

Implications: (financial, legal, human resources, communications, engagement climate):

- Not applicable

Information Report

Background

The purpose of this report is to fulfil delegated authority reporting requirements through the City Clerk exercised by delegated for the time period of September 21, 2024, the date of the last reporting deadline through to December 31, 2024, and provide updates on maintenance considerations for new delegated authorities, if applicable.

Status

The following exercised delegated authorities have been reported to the City Clerk for the period of September 21, 2024 through to December 31, 2024:

Department	Subject	Decision
Dispositions		
Legal Services	Real Estate Agreement DA Schedule Number 13 DA-14-2024	City to finalize disposition of land.
Legal Services	Real Estate Agreement DA Schedule Number 13 DA-18-2024	City to finalize disposition of land.
Acquisitions		
Legal Services	Real Estate Agreement DA Schedule Number 12 DA-15-2024	City to finalize acquisition of easement.
Leases and Licenses		
Legal Services	Real Estate Agreement DA Schedule Number 14 DA-16-2024	City to enter into a licence agreement for one day.

Legal Services	Real Estate Agreement DA Schedule Number 14 DA-17-2024	City to enter into a five-year term licence agreement.
Agreements		
Legal Services	Real Estate Agreement DA Schedule Number 19 DA-19-2024	City to enter into a Rent Repayment Agreement.

Included in the quarterly report is the opportunity to propose new or clarified delegations of authority to be amended into the Delegated Authority By-Law 07-2023.

In each case, the requesting area(s) provide rationale to support existing inefficiencies, delays or impacts to customer services and/or project completion. No additional new delegated authorities have been requested at this time.

Key Dates & Milestones

Staff will undertake an annual review of the Delegated Authority by-law for routine maintenance to ensure that city operations can be efficiently run in Q1 2025.

Implications

Note the financial, human resources, legal, communications, engagement and climate implications of the recommended action or decision where relevant.

- Not applicable

References (A summary of relevant reports, decisions, and other related material. Include hyperlinks)

- [CL-17-23](#) Delegated Authority Updates
- [CL-02-24](#) Delegated Authority Quarterly Report Q1
- [CL-16-24](#) Delegated Authority Quarterly Report Q2
- [CL-23-24](#) Delegated Authority Quarterly Report Q3

Strategic Alignment

(Select all that apply)

- Designing and delivering complete communities
 - Providing the best services and experiences
 - Protecting and improving the natural environment and taking action on climate change
 - Driving organizational performance
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Report Details

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Appendices:

None

Notifications:

None

Report Approval:

All reports are reviewed and approved by the Head of Corporate Affairs, Commissioner, the Chief Financial Officer, and the Commissioner of Legal Services & Legislative Services/City Solicitor.