

# *THE CITY OF VAUGHAN*

# *BY-LAW*

## CONSOLIDATED VERSION - [144-2018](#)

Last consolidated on July 8, 2024. City of Vaughan by-laws are provided online for convenient public reference. By-laws are consolidated on an ongoing basis, but recent amendments may not be reflected in the latest consolidated version. Check the [Amendment History](#) to get a complete listing of all pertinent regulations.

### **A By-law to delegate authority regarding certain matters to staff.**

**WHEREAS** section 23.1(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality to delegate its powers and duties to a person or body subject to certain restrictions;

**AND WHEREAS** the Council of the Corporation of the City of Vaughan has identified certain routine administrative functions that should be delegated to staff to improve daily business efficiencies;

**AND WHEREAS** the Council of the Corporation of the City of Vaughan has recognized the need to delegate authority to staff during prescribed periods to ensure the continuity of business and the delivery of uninterrupted customer service;

**NOW THEREFORE** the Council of the Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. THAT the delegation of powers and duties as set out in Schedule "A" to this by-law is hereby approved.

2. THAT this by-law does not repeal or replace any existing or future by-laws that delegate authority to staff.
3. THAT notwithstanding any provision of this By-law, matters identified herein may be referred to Council for consideration.
4. THAT this by-law shall come into force and effect on the date it is passed.

Enacted by City of Vaughan Council this 19<sup>th</sup> day of June, 2018.

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Hon. Maurizio Bevilacqua, Mayor

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Todd Coles, City Clerk

Authorized by Item No. 24 of  
Report No. 21 of the Committee  
of the Whole  
Adopted by Vaughan City  
Council on June 19, 2018.

**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
<b>BUILDING STANDARDS</b>					
1.	Power to enter into agreements described in Clause 8(3)(c) of the <i>Building Code Act</i> .	Chief Building Official	Legislative requirements under section 8(3) must be satisfied.	<i>Building Code Act, 1992, S.O. 1992, c.23, as amended, section 8(3.1)</i>	At all times.
2.	Power to appoint inspectors.	Chief Building Official	The Chief Building Official must maintain an up to date list of all inspectors appointed.  Prior to their appointment, each candidate for appointment must hold the necessary legislated qualifications for the position to which they are to be appointed.	<i>Building Code Act, 1992, S.O. 1992, c.23, as amended, section 3(2)</i>  <i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.</i>	At all times.
3.	Approve and execute agreements and amending agreements as required from time to time to achieve compliance with the Building Code Act (Spatial Separation). [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Chief Building Official or designate	Form of agreement to be approved by the Deputy City Manager, Legal and Administrative Services & City Solicitor, or delegate.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>  <i>Building Code Act, 1992, S.O. 1992, c.23</i>	At all times.
<b>CITY CLERK</b>					
1.	Execution of confidentiality of data and non-disclosure agreements.	City Clerk	Agreements are to be reviewed by Legal Services Department	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.

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**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY	DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
<b>DEVELOPMENT PLANNING</b>				
<p>1. The powers of Council under Section 41 of the <i>Planning Act</i> outlined in the City’s Site Plan Control Area By-law 123-2013, as amended, for the following classes of development:</p> <ul style="list-style-type: none"> <li>-Region of York School Boards, including portables (Note 3, Schedule 1, By-law 123-2013)</li> <li>-Private Schools</li> <li>-Day Care Centre</li> <li>-Nursing Homes</li> <li>-Senior Citizens (Private)</li> <li>-Private Recreational Facilities</li> <li>-All Office Development</li> <li>-All Hotel Development</li> <li>-All Commercial Development outside the Employment Area</li> </ul>	<p>Deputy City Manager of Planning and Growth Management</p>	<p>This delegated authority only applies where an application is made under Section 41 of the <i>Planning Act</i> that is not appealed to the Local Planning Appeal Tribunal and conforms to the Official Plan of the Vaughan Planning Area and does not require a Zoning By-law Amendment Application.</p>	<p><i>Planning Act</i>, R.S.O. 1990, c. P.13, as amended, section 41</p> <p><i>Municipal Act</i>, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</p>	<p>Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]</p>

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY	DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
<p>-Employment Area Development abutting Arterial Roads and Provincial Highways and any Open Space within Employment Area</p> <p>-Retail / Service Commercial / Retail Warehouse Development</p> <p>-Industrial Development Outside the Employment Area</p> <p>-Single Detached Dwellings located in a Heritage District (Section 6. v) iii), By-law 123-2013)</p> <p>-Corporate Commercial Re-branding (Note 8, Schedule 1, By-law 123-2013)</p> <p>Notwithstanding the above, any class of development identified for delegation, may be “bumped-up” for approval by Vaughan Council in accordance with Section 6. v) v) of By-law 123-2013</p>				
2.	Deputy City Manager of Planning and Growth Management		<i>Planning Act</i> , R.S.O. 1990, c. P.13, as amended, Subsection 17(40.1)	At all times.

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
3.	<p>Authority to:</p> <p>a. Consider applications to repeal designating by-laws and either give notice of decision to refuse the application or give notice of intention to repeal the by-law;</p> <p>b. Consider applications to alter property or erect, demolish or remove buildings or structures on properties designated under Parts IV and V of the <i>Ontario Heritage Act</i>, R.S.O. 1990, c.O.18 and either consent to the application, with or without terms and conditions, or refuse the application, and give notice of decision; and</p> <p>c. Give notice of intention to designate properties</p>	Deputy City Manager of Planning and Growth Management		<i>Ontario Heritage Act</i> , R.S.O. 1990, c.O.18	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]
4.	Authority to grant exemptions to Part Lot Control provisions of the <i>Planning Act</i> . [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Deputy City Manager, Planning and Growth or designate		<i>Municipal Act, 2001</i> , S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)  <i>Planning Act</i> , R.S.O. 1990, c. P.13	At all times.

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
<b>ECONOMIC DEVELOPMENT</b>					
1.	Power to execute Community Improvement Plan agreements.	Mayor and City Clerk	The agreements must be in a form satisfactory to the City Solicitor and with content consistent with previous reports satisfactory to the Chief Financial Officer and City Treasurer, Chief Corporate Initiatives and Intergovernmental Relations and the Deputy City Manager, Planning and Growth Management.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>  Community Improvement Project Areas By-law 176-2015 and CIP By-law 177-2015	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]
2.	Approve grant applications and execution of grant agreements for grant sources that stipulate that Council approval is required for such applications or agreements.	City Clerk, CFO & City Treasurer, or City Manager	The terms and conditions of such applications and agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY	DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*	
<b>LEGAL SERVICES</b>					
1.	Commence any action or other legal proceeding on behalf of the City where the monetary value of the claim is below \$100,000, excluding interest and costs.	City Solicitor	City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
2.	Where the monetary value of a claim is \$100,000 or more, excluding interest and costs, commence any action or other legal proceeding on behalf of the City to ensure that no limitation period or other time restriction expires before Council instructions can be obtained.	City Solicitor	City Solicitor to obtain instructions of Council as soon as practicable thereafter.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
3.	Take all steps necessary to defend any action or legal proceeding commenced against the City.	City Solicitor	City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
4.	Commence any counterclaim, crossclaim or third party claim as part of the City’s defence to any action or other legal proceeding.	City Solicitor	City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.

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DELEGATED AUTHORITY**

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5.	Retain external counsel, any expert or other person to assist in an actual or potential action or other legal proceeding or to obtain legal advice on behalf of the City.	City Solicitor	The cost of the retainer falls within the approved City budget.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
6.	Accept service of any legal document on behalf of the City.	City Solicitor or City Clerk		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
7.	Obtain standing or participate in any administrative proceeding on behalf of the City.	City Solicitor	City Solicitor to obtain instructions of Council as soon as practicable thereafter.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
8.	Take all necessary steps to protect or pursue the rights of the City in its capacity as an owner, occupier, landlord or tenant of property.	City Solicitor	City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
9.	Take all steps deemed necessary to collect debts and outstanding accounts, enforce orders, decisions, awards and judgements made in favour of the City, including the commencement of claims or other legal proceedings.	City Solicitor	City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	Various Acts and Regulations, including the <i>Courts of Justice Act</i> , Rules of Civil Procedure and Small Claims Court Rules.	At all times.

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
10.	Enter into a settlement with any person or entity on behalf of the City where the monetary amount of the settlement is below \$100,000, inclusive of interest or costs.	City Solicitor	Sufficient funds are available within the approved budget.  City Solicitor shall report to Council from time to time on all actions or other legal proceedings involving the City, including a description of any settlement of any action or other legal proceeding.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 9, 11 and 23.1</i>	At all times.
11.	Execute any agreement or other legal document on behalf of the City that is necessary to carry out the City Solicitor’s authority as set out herein, including releases, receipts, waivers, indemnities, and minutes of settlement.	City Solicitor or City Clerk		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
12.	Support Committee of Adjustment approvals before the Local Planning Appeal Tribunal where City staff have no objections or are in support of the application.	City Solicitor		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
13.	Support Committee of Adjustment refusals before the Local Planning Appeal Tribunal where City staff support the refusal of the application.	City Solicitor		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
14.	Where Committee of Adjustment decisions are contrary to the City staff position, that staff attend before the Local Planning Appeal Tribunal to request conditions, if any, only.	City Solicitor		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.

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**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
15.	Where a Committee of Adjustment decision does not have significant impacts or broader implications, or where the parties are represented by lawyers and/or planners, that staff only attend before the Local Planning Appeal Tribunal to request conditions, if any.	City Solicitor		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
16.	Where an appeal of a Committee of Adjustment matter results in a revised proposal or a settlement proposal that is supported by the parties and staff or there are no objections, that the Local Planning Appeal Tribunal be advised that the City supports the revised or settlement proposal.	City Solicitor		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
17.	Take all steps necessary to respond to appeals filed with the Local Planning Appeal Tribunal in accordance with Council decisions, including the retention of external lawyers and experts, as required, and filing or responding to procedural matters, as deemed necessary.	City Solicitor and Deputy City Manager, Planning and Growth Management		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.
18.	Where time does not allow for obtaining Council authority, that all steps necessary to respond to appeals before the Local Planning Appeal Tribunal prior to the expiry of any time restrictions or limitation periods be taken, in accordance with recommendations of the Deputy City Manager, Planning and Growth Management and the City Solicitor.	City Solicitor and Deputy City Manager, Planning and Growth Management	City Solicitor to obtain instructions of Council as soon as practicable thereafter.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, section 23.1.</i>	At all times.

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**DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
19.	Participate in and/or give notice of intention to use mediation, conciliation or other dispute resolution techniques to all appellants and to invite participants to dispute resolution process as deemed necessary.	City Solicitor and Deputy City Manager, Planning and Growth Management	Subsections 17(26.2), 17(37.3), 22(8.2), 34(11.0.0.2), 34(20.2), 51(49.2) and 53(27.2) of the <i>Planning Act</i>	Subsections 17(26.1), 17(37.2), 22(8.1), 34(11.0.0.1), 34(20.1), 51(49.1) and 53(27.1) of the <i>Planning Act</i>	At all times.

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DELEGATED AUTHORITY	DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*	
<b>REAL ESTATE</b>					
1.	Approve execution of agreements of purchase and sale for fee simple title together with such other documents as may be required in connection with the City's acquisition of real property for City projects at fair market value, provided that fair market value is \$100,000 or less.	Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December 12, 2023.]	Terms and conditions of such agreements and related documents must be acceptable to the Senior Manager, Real Estate and the Deputy City Manager of the relevant department and in a form satisfactory to Legal Services. [Amended by section 3 of By-law 212-2023 on December 12, 2023.]	<i>Municipal Act, 2001</i> , S.O. 2001, C.25, as amended, sections 23.1 and 270(1)	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]
2.	Approve execution of agreements of purchase and sale for fee simple title together with such other documents as may be required in connection with the City's disposal, at or above fair market value, of City-owned real property that has been declared surplus or where the requirement for a surplus declaration has been waived in accordance with this authority.	Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December 12, 2023.]	Terms and conditions of such agreements and related documents must be acceptable to the Senior Manager, Real Estate and the Deputy City Manager of the relevant department and in a form satisfactory to Legal Services. [Amended by section 3 of By-law 212-2023 on December 12, 2023.]	<i>Municipal Act, 2001</i> , S.O. 2001, C.25, as amended, sections 23.1 and 270(1)	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]
3.	Waive the requirement for surplus declaration for real property when the conveyance is (a) to a government organization or a public utility, (b) within the scope of usual operations of the City, (c) at or above current market value, (d) the current fair market value of the real property is \$100,000 or less.	Senior Manager, Real Estate or Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December	Waiver is subject to the approval of the Deputy City Manager of the relevant department.	<i>Municipal Act, 2001</i> , S.O. 2001, C.25, as amended, sections 23.1 and 270(1)	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]

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DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
		12, 2023.]			
4.	Waive the requirement for surplus declaration for real property when the conveyance is (a) to a government organization or a public utility, (b) within the scope of usual operations of the City, (c) at or above current market value, and the current fair market value of the real property exceeds \$100,000.	City Manager and Deputy City Manager of the relevant department		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]
5.	Approve execution of agreements for the acquisition of temporary and permanent easements as required for approved capital projects or other municipal purposes, together with such other documents as may be required in connection with such acquisitions, provided the value of consideration does not exceed \$50,000.	Senior Manager, Real Estate or Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December 12, 2023.]	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	At all times.
6.	Approve execution of agreements for the disposition of temporary and permanent easements as required for approved capital projects or other municipal purposes, together with such other documents as may be required in connection with such acquisitions, provided the value of consideration does not exceed \$50,000.	Senior Manager, Real Estate or Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December 12, 2023.]	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	At all times.

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DELEGATED AUTHORITY**

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7.	Approve execution of agreements for the acquisition of temporary and permanent easements as required for approved capital projects or other municipal purposes, together with such other documents as may be required in connection with such acquisitions, provided the value of consideration does not exceed \$100,000.	City Manager	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	At all times.
8.	Approve execution of agreements for the disposition of temporary and permanent easements as required for approved capital projects or other municipal purposes, together with such other documents as may be required in connection with such acquisitions, provided the value of consideration does not exceed \$100,000.	City Manager	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	At all times.
9.	Approve execution of agreements for the amendment, extension, renewal, and/or revival of leases and licenses on substantially the same terms and conditions of the original agreements.	Senior Manager, Real Estate or Deputy City Manager, Infrastructure Development [Amended by section 2 of By-law 212-2023 on December 12, 2023.]	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1 and 270(1)</i>	Council Hiatus [Amended by section 2 (a) of By-law 030-2020 on March 17, 2020.]

\*“Council Hiatus includes: (i) Council summer hiatus, which is the period of time between the last meeting of Council prior to the summer hiatus period and the first meeting of Council after the summer hiatus period; (ii) Election period hiatus, which is the period of time between the last meeting of a term of Council and the first meeting of the next term of Council; and (iii) any period in which Council is unable to meet as a result of the Novel Coronavirus (COVID-19) pandemic. [Amended by section 2 (b) of By-law 030-2020 on March 17, 2020.]

**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY	DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*	
<b>LAND DEVELOPMENT AGREEMENTS</b>					
1	Approve and execute land development agreements and any amendments thereto required to implement a condition of or facilitate a land development application approved by Council or the Committee of Adjustment or by a decision of the Ontario Land Tribunal (or its successor or predecessor Board/Tribunal), or any other public authority with jurisdiction over the matter, including subdivision, development, spine servicing, condominium, community benefits contribution, privately owned public space, parkland and pre-servicing agreements. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Deputy City Manager, Infrastructure Development or Deputy City Manager Planning & Growth Management, as applicable, or their designate.	<p>This authority only applies after approval and subject to any conditions imposed by Council, the applicable tribunal or other public authority with jurisdiction over the matter.</p> <p>Agreements to be substantially in the City’s standard form as amended from time to time, subject to development specific modifications to be approved by applicable Deputy City Manager or designate and the Deputy City Manager, Administrative Services and City Solicitor or designate.</p>	<p><i>Municipal Act, 2001</i>, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</p> <p><i>Planning Act, R.S.O.</i> 1990, c. P.13</p> <p><i>Condominium Act, 1998</i>, S.O. 1998, c. 19</p> <p><i>Development Charges Act, 1997</i>, S.O. 1997, c. 27, section 44</p>	At all times.
2	Authority to make revisions of a technical and administrative nature to the City’s standard land development agreement templates. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	DCM, Legal and Administrative Services & City Solicitor	In consultation with the Deputy City Manager, Infrastructure Development.	<i>Municipal Act, 2001</i> , S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)	At all times.

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**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
3	Execute a release or issue a compliance letter with respect to land development agreements or other agreements and interests registered on title. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	The applicable Deputy City Manager or designate.		<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>  <i>Planning Act, R.S.O. 1990, c. P.13</i>	At all times.
4	Execute Model Home Agreements, substantially in the City’s standard form, and any amendments thereto. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Deputy City Manager, Infrastructure Development or designate	Provided that all required financial guarantees, letters of credit, and charges are filed with and/or paid to the City upon execution of the agreement; that fire protection is established to the satisfaction of the Fire and Rescue Services Department; and any necessary municipal services are available.  This delegated authority is limited to a maximum of ten (10%) percent of the total number of dwelling units to a maximum number of twenty dwelling units, whichever is less, for the development to which the agreement applies.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>  <i>Planning Act, R.S.O. 1990, c. P.13</i>	At all times.
5	Authority to release all or a part of financial securities posted with the City related to the installation of municipal services, land and infrastructure development and site alteration following	Chief Financial Officer and City Treasurer or designate	Approval for release of security is obtained from the Director of Engineering or delegate	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>	At all times.

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**SCHEDULE “A”  
DELEGATED AUTHORITY**

DELEGATED AUTHORITY		DELEGATE	CONDITIONS/RESTRICTIONS	LEGISLATIVE AUTHORITY	DURATION*
	assumption of municipal services by the City. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]				
6	Authority to deem appropriate dedication of parcels of land for roads, road widenings and 0.3 metre reserves as public highways and bring forward amendments to the Traffic By-law and the Parking By- law. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Deputy City Manager, Infrastructure Development or designate	Traffic By-law and Parking By-law amendments to be authorized by Council. Notwithstanding Section 6.3 of Procedural By-law Number 7-2011, matters referred to in this section may be placed on the Agenda for Council without the prior consideration of a Standing Committee, and without a report/recommendation to Council.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>	At all times.
7	Execute Permission to Enter and Construct, and Development Road Occupancy agreements. [Amended by section 1 of By-law 212-2023 on December 12, 2023.]	Deputy City Manager, Infrastructure Development or delegate	Terms and conditions of such agreements and related documents must be acceptable to the City Solicitor or delegate.	<i>Municipal Act, 2001, S.O. 2001, C.25, as amended, sections 23.1, 23.2 (2)</i>	At all times.

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# AMENDMENT HISTORY

DATE (YYYY/MM/DD)	BY-LAW	AUTHORITY	CONSOLIDATED
2020 / 03 / 17	<a href="#">030-2020</a>	<a href="#">Item 3, Report 13, Special Committee of the Whole</a>	✓
2023 / 12 / 12	<a href="#">212-2023</a>	<a href="#">Item 3, Report 48, Committee of the Whole</a>	✓