

By-law 2019-160

A By-law of the City of Greater Sudbury to Amend By-law 2017-5 being a By-law of the City of Greater Sudbury Respecting the Delegation of Authority to Various Officials of the City

Whereas Council for the City of Greater Sudbury deems it advisable to amend By-law 2017-5 being a By-law of the City of Greater Respecting the Delegation of Authority to Various Officers of the City of Greater Sudbury;

Now therefore Council of the City of Greater Sudbury hereby enacts as follows:

Replace "Division"

1. By-law 2017-5 being a By-law of the City of Greater Respecting the Delegation of Authority to Various Officers of the City of Greater Sudbury, as amended, is hereby further amended by repealing the definition of "Division" and enacting, in its place and stead the following:

"Division" means an organizational unit of the City of Greater Sudbury headed by an individual who reports directly to a General Manager, or, in the case of Economic Development and in the case of Strategic Initiatives, Communications and Citizen Services, reports directly to the Chief Administrative Officer;".

Replace "Executive Leadership Team"

2. By-law 2017-5 being a By-law of the City of Greater Respecting the Delegation of Authority to Various Officers of the City of Greater Sudbury, as amended, is hereby further amended by repealing the definition of "Executive Leadership Team" and enacting, in its place and stead the following:

"Executive Leadership Team" includes the: Chief Administrative Officer; the General Managers; the Executive Director of Finance, Assets & Fleet and the Executive Director of Strategic Initiatives, Communications & Citizen Services, collectively and member of the Executive Leadership Team means any member individually;".

Add Section 13A

3. By-law 2017-5 being a By-law of the City of Greater Respecting the Delegation of Authority to Various Officers of the City of Greater Sudbury, as amended, is hereby further amended by enacting the following section 13A immediately after section 13 and prior to section 14:

"Non-Routine Agreements"

13.A Each member of the Executive Leadership Team individually is delegated the authority to: authorize agreements for the delivery of services related to their respective departments or divisions as the case may be, but not provided routinely, where such services are to be provided on a cost-recovery basis; establish costs of delivery of such services; negotiate the terms of and Execute agreements for the delivery of such services and such amending or restating agreements as may, in the opinion of the member of the Executive Leadership Team, be required."

Replace Schedules A and E and Add Schedule F

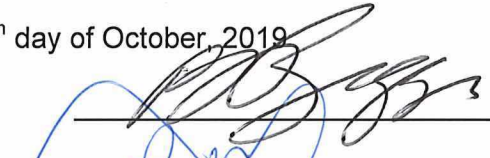
4. By-law 2017-5 being a By-law of the City of Greater Respecting the Delegation of Authority to Various Officers of the City of Greater Sudbury, as amended, is hereby further amended by:

- (a) repealing Schedule "A", and enacting, in its place and stead, Schedule "A" attached hereto as Schedule "A" and forming part of this By-law;
- (b) repealing Schedule "E", and enacting, in its place and stead, Schedule "E" attached hereto as Schedule "B" and forming part of this By-law; and
- (c) enacting Schedule "F" attached hereto as Schedule "C" and form part of this By-law.


Effective Date

5. This By-law shall come into full force and effect upon passage.

Read and Passed in Open Council this 8th day of October, 2019



Mayor



Clerk

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to By-law 2019-160 of the City of Greater Sudbury

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Schedule "A"
to By-law 2017-5 of the City of Greater Sudbury

Community Development Department

Authority

1. The General Manager of Community Development and the Directors of Leisure Services, Social Services, Transit Services, Housing Operations and the North East Centre of Excellence for Seniors Health and the Manager of Housing Services are individually authorized to Execute Standard Form Agreements for the Community Development Department affecting their respective sphere of responsibility, with the provincial or federal governments, school boards, educational institutions, provincial or federal agencies, for profit companies or corporations, community groups or associations, not for profit organizations, boards and service providers, provided such entities are legally able to enter into the types of agreements set out below:

- (a) short and long term rental/lease agreements;
- (b) general licence agreements;
- (c) clinical and student placements;
- (d) licences of occupation related to booking events to be held at municipal facilities or related to the use of services or facilities within municipal facilities including special promotional activities; and
- (e) interim increases to service agreements.

Leisure Services Section

2. The General Manager of Community Development, the Director of Leisure Services and the Managers of Recreation, Parks Services, Arenas and Community Partnerships individually are delegated the authority to Execute Standard Form Agreements within their respective spheres of responsibility related to the following:

- (a) the use of City facilities for the use of community groups/associations and for profit companies/organizations;
- (b) the provision of instructors for community programs;
- (c) letters of understanding related to the short term use of City recreational land and facilities for festivals, special events and delivery of recreational programs;
- (d) purchase of service for the operation, management and maintenance of sports and recreation programs, outdoor rinks and community centre;

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Community Development Department

- (e) sports teams, concert promoters and entertainment events;
- (f) advertising for recognition, acknowledgement or other promotional consideration;
- (g) community partnerships.

3. The General Manager of Community Development, the Director of Leisure Services and the Manager of Arenas individually are delegated the authority to Execute Standard Form Agreements, short term rental agreements, licence agreements or licences of occupation related to booking events to be held at the Sudbury Arena, community arenas or the Grace Hartman Amphitheatre, or related to the use of services or facilities within the said locations, including special promotional activities.

4. The Manager of Arenas is authorized to deposit to or write cheques against the special purpose bank account for the Sudbury Arena provided such cheques as written are within the revenues received for any given event and related to City purposes, programs and objectives.

Cemetery Services Section

5. The General Manager of Community Development and the Director of Leisure Services individually are delegated the authority to Execute Standard Form Agreements related to the following:

- (a) private mausoleum construction; and
- (b) sale of interment rights.

Social Services Section

6. The General Manager of Community Development and the Director of Social Services individually are delegated the authority to Execute Standard Form Agreements within the Division's sphere of responsibility related to the following:

- (a) educational institutions;
- (b) purchase of service agreements with service providers/agencies; and
- (c) purchase of service agreements for the Community Homelessness Prevention Initiative (CHPI).

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Community Development Department

7. The Director of Social Services is delegated the authority to perform all of the duties and exercise all of the powers prescribed in the *Ontario Works Act, 1997 S.O. 1997, c. 25* with respect to the whole of the City in accordance with such conditions and restrictions as may be prescribed by Council including but not limited to the following powers:

- (a) the provision of emergency housing;
- (b) the provision of counseling, health care services, medical aids or personal services to or on behalf of social assistance recipients;
- (c) the provision of research or other services by social service agencies or organizations;
- (d) letters and/or memoranda of understanding and protocols with government agencies, social service agencies or organizations ; and
- (e) Information Exchange Agreements with all levels of government, social service agencies and/or organizations.

Children Services Section

8. The General Manager of Community Development and the Director of Social Services individually are delegated the authority to Execute Standard Form Agreements within the Division's sphere of responsibility related to the following:

- (a) purchase of service agreements with community organizations, private home day care agencies, family resource centres, day nursery agencies, nursery schools or other similar providers of childcare services;
- (b) to enter into agreements with school boards, post-secondary institutions and service providers relating to the allocation and advance of Early Learning and Child Care operating and minor capital funding;
- (c) purchase of service and service contracts for childcare fee subsidies, operating grants, special purpose funding.

Housing Services Section

9. The General Manager of Community Development and the Manager of Housing Services individually are delegated the authority to perform all of the duties and exercise all of

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Community Development Department

the powers of the Service Manager as prescribed by *the Housing Services Act, 2011*, S.O. 2011, c. 6 (for purposes this section "the Act"), with respect to the whole of the City in accordance with such conditions and restrictions as may be prescribed by Council including but not limited to the following powers and obligations under the Act:

- (a) to determine eligibility of social housing applicants and perform other functions under Part V of the Act;
- (b) to exercise the remedies listed in the section 85 of the Act when a housing provider has not met one or more of his/her obligations;
- (c) to prescribe training for a director, employee or agent of a housing provider if the housing provider has not met one or more of his/her obligations under the Act;
- (d) to bill a housing provider for any costs incurred performing duties on behalf of the housing provider;
- (e) to change, extend or terminate the appointment of a receiver or receiver and manager appointed under the Act and make a new appointment of the same Person or a different Person; and
- (f) to approve additional subsidy to a housing provider or group of housing providers in the event of Emergency or fiscal difficulties provided the housing provider's request for additional subsidy is within Council approved total social housing budget.

North East Centre of Excellence for Seniors' Health Section

10. The General Manager of Community Development, the Director of North East Centre of Excellence for Seniors Health and the Managers of Resident Care and Administration individually are delegated the authority to Execute Standard Form Agreements within their respective spheres of responsibility related to the following:
- (a) clinical and student placements;
 - (b) purchase of service for agreements with physicians, health care providers and health care agencies;
 - (c) service accountability agreements with ministries and agencies on a Provincial and Federal level, and

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Community Development Department

- (d) short and long term lease agreements for space with not for profit and for profit organizations, companies and individuals.

Cheques - Pioneer Manor

- 11. The General Manager of Community Development, the Director, North East Centre of Excellence for Seniors' Health and the Manager of Administration individually are authorized, together with one of the Treasurer or Deputy Treasurer, to deposit to or write cheques on the special purpose bank account for the Pioneer Manor Trust, for the purposes of residents of Pioneer Manor only.

Transit Section

- 12. The Recognized Authority Official for the administration of the Driver Training Program and the Driver Certification Program of the Ministry of Transportation is hereby authorized to exercise all the powers authorized under the Programs, to conduct testing for the purpose of upgrading or renewing Drivers' Licenses for City employees within the Growth and Infrastructure Department, Community Development Department, Corporate Services Department and Community Safety Department, to make applications to participate in the Programs, and to Execute on behalf of the City all necessary Agreements with the Ministry of Transportation for the Programs from time to time.
- 13. The General Manager of Community Development and the Director of Transit Services individually are authorized to execute agreements with third party vendors, to permit the sale and resale of ride cards and monthly transit passes, where the form of the agreement has been approved by the City Solicitor.
- 14. The General Manager of Community Development and the Director of Transit Services individually are authorized to Execute Standard Form Universal Bus Pass agreements with local University and College Student Associations, where the form of the agreement has been approved by the City Solicitor.

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Schedule "E"
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Economic Development

Tourism Agreements

1. The Chief Administrative Officer, the Director of Economic Development and the Manager of Tourism and Culture individually are delegated the authority to Execute, and authorize payments related to, the following:

- (a) Standard Form Agreements for tourism signage; and
- (b) Standard Form Agreements for tourism event support.

Economic Development Agreements

2. The Chief Administrative Officer and the Director of Economic Development individually are delegated the authority to Execute:

- (a) Standard Form Agreements for funding and to authorize the payments pursuant to such agreements from the funds transferred to the City of Greater Sudbury Development Corporation for the purposes of economic development and arts and culture, to a maximum of \$10,000;
- (b) Standard Form Agreements related to the work of the Economic Development Division with provincial and federal ministries and agencies including, but not limited to, Industry Canada, FedNor, Citizenship and Immigration Canada, the Ministry of Northern Development and Mines, the Northern Ontario Heritage Fund Corporation, the Ontario Tourism Marketing Partnership Corporation, Science North, Tourism Northern Ontario, Northeastern Ontario Tourism, the Ontario Ministry of Tourism, the Ontario Ministry of Economic Development, Employment and Infrastructure, and the Ontario Ministry of Citizenship, Immigration and International Trade, or their successor agencies;
- (c) Standard Form Agreements related to the Northern Ontario Export Program formerly known as the Mining Supplies and Services Export Assistance Program, or its successor program, including funding agreements related thereto, and to make payments pursuant thereto;
- (d) Standard Form Agreements related to Ontario's North Economic Development Corporation;

Economic Development

- (e) and Standard Form Agreements related to bids for conferences and sporting events to be held in the City.

Collaboration Agreements

3. The Director of Economic Development is delegated the authority to Execute Standard Form Agreements for collaboration with parties chosen by the City of Greater Sudbury Development Corporation to be community collaborators, educational collaborators, financial institution collaborators or private sector collaborators, for the purpose of supporting the Regional Business Centre.

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Schedule "F"
By-law 2017-5 of the City of Greater Sudbury

Communications and Community Engagement

1. The Executive Director of Strategic Initiatives, Communications and Citizen Services, the Director of Communications and Community Engagement and the Manager of Corporate Communications and French Language Services individually are delegated the authority to Execute use of Standard Form Agreements for the use of the City of Greater Sudbury logo.
2. The Executive Director of Strategic Initiatives, Communications and Citizen Services, and the Director of Communications and Community Engagement individually are delegated the authority to Execute Standard Form Agreements related to the purchase of service and service contracts for after hours Radio Dispatch and Answering Service for the 3-1-1 Call Centre.
3. The Executive Director of Strategic Initiatives, Communications and Citizen Services, and the Director of Communications and Community Engagement individually are delegated the authority to Execute Standard Form Agreements licencing the use of recorded images.

Citizen Services and Library and Heritage Resources Section

4. The Director of Communications and Community Engagement and the Managers of Citizen Services and Library and Heritage Resources individually are delegated the authority to Execute Standard Form Agreements within their respective spheres of responsibility related to the use of City facilities for the use of community groups/associations and for profit companies/organizations.