**RECOMMENDATION**
THAT Council approves Delegation of Authority By-Law to include certain provisions for staff during the COVID-19 Pandemic.

**BACKGROUND**
On March 11, 2020, the World Health Organization (WHO) declared COVID-19 a pandemic. Generally speaking, the WHO may declare a pandemic when there is evidence of increased and sustained transmission of a disease across multiple continents.

In order to respond to the escalating COVID-19 pandemic, staff recommends that the Mayor and CAO be provided with enhanced delegated powers and duties, prior to a point when an emergency is declared.

The proposed delegated powers are broad enough to enable the Mayor and CAO to act quickly in response to the developing situation, while also being specific and subject to reasonable limitations and controls to ensure accountability and transparency.

Staff support approval of the attached by-law for the purposes of responding to the ongoing COVID-19 pandemic, and are confident it establishes responsible and appropriate limitations on the exercise of the powers delegated therein.

Following the conclusion of the COVID-19 pandemic event, the draft by-law establishes an eventual reporting requirement by the CAO to Council (and to the public as well) on instances where delegated powers and duties were exercised under the by-law.

The Town will continue to keep Council and the public informed via its various communication channels.

**DISCUSSION**
Other municipalities have adopted similar by-laws. The suggested by-law is attached.
FINANCIAL IMPACT/FUNDING SOURCE
The financial impact of COVID-19 is unknown at this time.

COMMUNITY STRATEGIC PLAN (CSP) LINKAGE
N/A

ATTACHMENTS
Appendix A – By-Law 2020-038
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>CLK 20-16 Delegation By-Law for COVID-19.docx</th>
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<tr>
<td>Attachments:</td>
<td>- CLK 20-16 Appendix A By-Law 2020-038</td>
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<td>Final Approval Date:</td>
<td>Apr 8, 2020</td>
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This report and all of its attachments were approved and signed as outlined below:

Kyle Pratt

Kyle Pratt - Apr 8, 2020 - 12:33 PM