
HALDIMAND COUNTY

Memorandum CAO-M05-2020 Delegated Authority Update For Consideration by Council in Committee on August 25, 2020



To: Mayor Hewitt and Members of Council
From: Craig Manley, MCIP, RPP, Chief Administrative Officer

At the Council Meeting of April 21, 2020, Council approved report CAO-03-2020 which temporarily provided additional delegated authority to the CAO to ensure business continuity and flexibility to ensure business continuity and to manage the response to the COVID-19 pandemic emergency. With the County now in Stage 3 of the Provincial Recovery Plan and as recommended by the County's Emergency Operations Group, the Mayor has rescinded the local state of emergency. As such the previous delegated authorities which were tied to the declared state of emergency are no longer in effect.

Additionally, during summer recess Council delegates authority to the CAO for the execution of contracts, agreements and awarding of tenders or proposals under the County's Procurement Policy. Council was last provided an update on the use of the emergency delegated authority via Memorandum [CAO-M02-2020](#) on May 19, 2020.

The purpose of this memorandum is to advise Council the use of the CAO delegated authority since May. This authority has been used for the following purposes:

1. 2019 Year End Capital Status Funding Revisions: Reallocation of existing funding amongst various 2019 Capital Projects.
2. Grant Funding Agreement Digital Main Street: This COVID-19 recovery funding is for the Digital Service Squad (Digital Main Street) in the amount of \$93,084.00. Four part-time positions will be hired from September to end of February 2021 to assist businesses in improving their online digital presence to assist in mitigating economic impacts of the pandemic. This is a partnership with the Grand Erie Business Centre.
3. Reallocation of Funding for Link Road from Kohler Road to Gibson Road – the road has rapidly deteriorated beyond maintenance repair. The approval was for budget transfers in combination with savings from various other projects to initiate repaving.
4. Reallocation of Funding to Optimize Use of Grant Funds (i.e. Gas Tax, OCIF) for Various Roads Projects – Adjusting various projects based on actual tenders to optimize grant funding. There is no overall impact on the Road Infrastructure Reserve.
5. Additional of New Capital Projects – As a result of the County receiving approval of its application under the Connecting Link program for Broad Street (\$892,032 representing 2/3 of total project funding). Also Concession 11 Walpole resurfacing (\$280,000) funded 100% by the Province to accommodate an MTO Detour.
6. Budget Reallocation – Cayuga Arena LED Lighting Retrofit. Approving increase in project costs off-set by savings in the Cayuga Old Library/Fire Hall demolition account.
7. Revised Budget Ward 5 Rural Streetlights – With agreement of Ward Councillor increase in the budget using Ward 5 Vibrancy funding to offset increased Hydro One costs to allow project to progress.

8. October 2019 Storm Damage Repair Work – Authorization to repair 7 municipal sites damaged during the October 31, 2019 storm to address immediate and pressing issues totaling \$1,060,000. The 2020 tax supported capital budget anticipated this work to be recovered from the County's Provincial Disaster Relief funding application which has not as of yet been approved.
9. Property Lease Jarvis: Short term lease of County lands (former Safety Village proposal) for agricultural purposes.