

## Item 7.5

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Friday, September 23, 2022 Meeting

**FROM:** John MacKenzie, Chief Executive Officer

**RE:** **REQUEST FOR DELEGATED AUTHORITY**

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#### KEY ISSUE

Staff request to Toronto and Region Conservation Authority's (TRCA) Board of Directors for perennial delegated authority to the Chief Executive Officer (CEO) during July, August and December for planned breaks and September, October, and November during years of municipal elections, if TRCA's Board of Directors is unable to reach quorum during this additional period.

#### RECOMMENDATION:

**WHEREAS** no meetings of TRCA's Executive Committee and Board of Directors are scheduled for the months of July, August and December of each calendar year and meetings scheduled for September, October and November during a municipal election year may have difficulty reaching quorum due to conflicting obligations of municipally-appointed board members;

**THEREFORE, LET IT BE RESOLVED THAT** the CEO be delegated authority during the months of July, August and December of each calendar year;

**AND THAT** the CEO be delegated authority during the months of September, October and November during an election year where quorum is not met three days in advance;

**AND THAT** the Administrative By-Law be updated to include Section 21 providing for this authority;

**AND FURTHER THAT** any exercise of the authorities delegated to staff through this report will be reported back to the next available meeting.

#### BACKGROUND

Each year, staff prepare reports to the Board of Directors requesting delegated authority during July, August and December for various tender awards and various projects requiring Board approval. This delegation of duties is considered where there is an opportunity to streamline the decision-making process.

#### RATIONALE

This report requests the Board of Directors to allow for delegated authority to the CEO on a time-limited basis to ensure that TRCA business continuity is maintained during July, August and December of each calendar year, and September, October and November meetings during a municipal election year, where quorum is not met three days in advance of a scheduled meeting.

Recognizing that many of TRCA's participating municipalities may have limited council or committee meetings during the summer months and during the fall months of an election year, TRCA staff are requesting that delegated authority be provided to the CEO during the prescribed months without preparing additional reports to the Board. Through the streamlining of providing for delegated authority, benefits in simplifying process, improving responsiveness, and improving efficiencies in operations is envisioned. Delegation of routine and other matters allows the continuity of TRCA business during July, August and December, as well as the September, October and November meetings during an election year where quorum for meetings cannot be achieved.

### **Relationship to Building the Living City, the TRCA 2013-2022 Strategic Plan**

This report supports the following strategy set forth in the TRCA 2013-2022 Strategic Plan:

#### **Strategy 9 – Measure performance**

### **FINANCIAL DETAILS**

The use of delegated authorities outlined in this report will rely on new, available and/or reallocated funding with no net impacts to annual budgets approved by the Board of Directors.

The actual anticipated financial implications associated with this report are currently unknown and will be dependent on the use of delegated authorities in response to emerging issues or time-sensitive requirements.

Any delegated authorities utilized during the election period where delegated authority is required, will be reported on to the next available meeting including any associated financial impacts as a result of the use of the authority.

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**Date: September 19, 2022**