



The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2024-

Department: Planning, Development and Recreation
Division: Parks and Recreation
By-law Number: 2024-
Report Number 2024-79-Planning, Development and Recreation
Meeting Date: May 14, 2024
Subject: Signing Authority to sign Deeds, Plans, and Agreements

A By-law to appoint Bob Peters, as Interim Manager of the Planning Department for The Corporation of the City of Cornwall, and to appoint James Fawthrop as Secretary of the Planning Advisory and Hearing Committee (PAC) and to repeal By-law 2022-073.

Whereas Part II - General Municipal Powers as identified under Section 8 of the Municipal Act provides a municipality the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority to enable the municipality to govern its affairs as the Council considers appropriate; and to respond to municipal issues; and

Whereas the Section 5(1) and (3) indicate that the Council shall exercise its powers, rights, and privileges by By-law; and

Whereas the Council wishes to appoint officers and servants as may be necessary for the purposes of enforcing its By-laws in accordance to Section 11(1); and

Whereas The Corporation of the City of Cornwall is desirous of appointing employees for the enforcement of the Zoning By-law and various other By-laws.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That Bob Peters be appointed as Interim Manager of the Planning Department for The Corporation of the City of Cornwall; and
2. That General Manager of Planning, Development and Recreation Department, James Fawthrop be appointed as Secretary of the Planning Advisory and Hearing Committee (PAC), and that Interim Manager of Planning, Bob Peters be appointed as the alternate Secretary of the Planning Advisory Committee; and
3. That Bob Peters and James Fawthrop be authorized to sign Deeds, Plans, Agreements related to Subdivisions, Condominiums and Site Plans; and
4. That By-law 2022-073 be repealed; and
5. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter

Read, signed and sealed in open Council this 14th day of May, 2024.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor

Explanatory Note

Purpose

To delegate authority to staff within the Planning Department to sign deeds, plans, and agreements related to Subdivisions, Condominiums and Site Plans, as well as appoint staff persons within the Planning Department to act as the Secretary for the Planning Advisory Committee.

Background / Discussion

The Planning Department is responsible for the administration of a variety of development approvals, including Subdivision and Condominium applications as well as Site Plan approval applications. The City can delegate authority by bylaw to staff to execute planning agreements once the development applications have been approved.

With the recent departure and retirement of staff previously delegated this authority, there is a need to delegate said authority to other staff to ensure the continuity of development approval processes.