



**Town of Renfrew  
Mayoral Decision MDE-2026-003**

**A Mayoral Decision to delegate certain powers and duties of the Mayor with respect to the recruitment, selection and appointment of a Chief Administrative Officer.**

Pursuant to the authority of the Mayor under Section 284.6 of the *Municipal Act, 2001*, as amended, I hereby delegate certain powers and duties of the Mayor as follows:

1. That the authority of the Mayor to exercise powers and duties with respect to the recruitment, selection, and appointment of a Chief Administrative Officer (CAO) is hereby delegated to Council.
2. This delegation is limited to the current recruitment process underway for the permanent Chief Administrative Officer position;
3. This delegation:
  - Applies on a one-time basis only;
  - Is specific to the current recruitment process; and
  - Shall expire automatically upon Council's completion of the appointment of a permanent Chief Administrative Officer.
4. That except as expressly provided in this Mayoral Decision, all other powers and duties of the Mayor are retained.
5. This Mayoral Decision shall take effect immediately upon issuance.
6. This delegation is made in accordance with Section 284.6 of Part VI.1 of the *Municipal Act, 2001*.

Signed and Sealed by:



Tom Sidney, Mayor  
Dated: June 16, 2026