

COUNTY OF RENFREW

ADMINISTRATION DEPARTMENT REPORT ADDENDUM

TO: Finance and Administration Committee
FROM: Paul V. Moreau, Chief Administrative Officer/Clerk
DATE: June 16, 2022
SUBJECT: Addendum to Administration Report

RESOLUTIONS

5. **Delegation of Authority**

Recommendation: THAT the Finance & Administration Committee recommend that County Council approve that the Chief Administrative Officer be given delegated authority for the month of July to approve consultant appointments and contract awards that would normally require Committee and/or Council approval. This approval is contingent on the appointments/contract awards being within approved funding allocations and that there are no irregularities associated with the procurement process.

Background

In past years, County Council has approved delegated authority to the Chief Administrative Officer to award contracts, consulting appointments, etc. for the month of July where there are no regularly scheduled Committee and Council meetings. This delegated authority has proven beneficial in terms of ensuring that there are no significant time delays incurred in enabling critical project work to proceed.

The delegated authority is given on the understanding that consultant appointments and contract awards are within approved funding authority and are not subject to any irregularities. Departments will make every effort possible to direct required consultant appointments and contract awards to regularly scheduled meetings; however, where this is not possible, staff will utilize the delegated authority process if approved.