



Decision Number: 04-2024

## Mayoral decision

*References: HR-02-24 - City Manager Recruitment*

I, Marianne Meed Ward, Mayor of The Corporation of the City of Burlington, hereby issue Mayoral Decision 04-2024 as follows:

1. Appoint Hassaan Basit to the position of Chief Administration Officer, to be known as the City Manager/Chief Administration Officer ("City Manager/CAO") for The Corporation of the City of Burlington (the "City of Burlington" or the "City") pursuant to sections 229 and 284.5 of the *Municipal Act, 2001* (the "Act").
2. The City Manager/CAO shall be responsible for:
  - (a) exercising general control and management of the affairs of the City of Burlington for the purpose of ensuring the efficient and effective operation of the City in accordance with section 229(a) of the *Act*; and
  - (b) performing such other duties as have previously been assigned or delegated, and as may be assigned or delegated, to the City Manager by the Mayor and/or Council, and specifically, such duties as are described in By-law No. 132-1991.
3. The proper officers of the City of Burlington are authorized and directed to do all things necessary to give effect to this Mayoral Decision and the Acting Executive Director of Human Resources, or delegate, is authorized and directed to execute all documents necessary in that respect.

This Mayoral Decision comes into effect on April 22, 2024.

Dated at Burlington, this 16<sup>th</sup> day of February, 2024.

Original Signed by

Marianne Meed Ward

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Signature of Mayor

Marianne Meed Ward