



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sharon Chambers, CAO
DATE: 05/06/2017
SUBJECT: CAO Recruitment Process
ATTACHMENTS: none

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the report of the CAO for information purposes;

AND FUTHER THAT Council appoints the following members of Council to the CAO Hiring Committee; Reeve Neil Vincent, (insert names of 2 council members)

EXECUTIVE SUMMARY

Council engaged N.G. Bellchamber and Associates to conduct a search and oversee the recruitment process for a new CAO to replace CAO Chambers.

Nigel Bellchamber has posted the CAO job ad on Municipal World, the Association of Municipal Clerks and Treasurers of Ontario and in the local papers. The posting closes on June 22nd.

DISCUSSION

Mr. Bellchamber has arranged a meeting with the Senior Management Team on June 12th to have a discussion and gain insight what would be a good fit for the team.

Mr. Bellchamber is proposing a meeting with the Interview Team on June 23rd in the afternoon to determine the short list of candidates with first interviews taking place on June 28th or 29th. The Clerk will send out a Doodle Poll to determine Council's availability.

The current CAO and staff will not participate in the hiring process, as it is would not be appropriate.

FINANCIAL IMPACT

n/a

FUTURE CONSIDERATIONS

n/a

RELATIONSHIP TO STRATEGIC PLAN

Goal #4 – Our administration is fiscally responsible and strives for operational excellence.

A handwritten signature in black ink, appearing to read "Sharon Chambers", is displayed within a light gray rectangular box.

Sharon Chambers, CAO