

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 26, 2017

Item 10, Report No. 8, of the Finance, Administration and Audit Committee, which was adopted, as amended, by the Council of the City of Vaughan on September 26, 2017, as follows:

By approving the following in accordance with Communication C3, from the Chief Human Resources Officer, dated September 25, 2017:

- 1. That Council approve the recruitment process as per Item 10 on the September 20, 2017 Finance, Administration and Audit agenda and as outlined in Option 1; and***
- 2. That the City Manager provide progress update(s) to Council on the recruitment process (without disclosing confidential personal information of or pertaining to candidates) prior to making a final recommendation to Council as outlined in Option 3;***

By approving the confidential recommendation of the Council (Closed Session) meeting of September 26, 2017; and

By receiving the report of the City Manager, Deputy City Manager, Legal and Human Resources and Chief Human Resources Officer, dated September 19, 2017.

10 RECRUITMENT FOR DEPUTY CITY MANAGER, PLANNING AND GROWTH MANAGEMENT

The Finance, Administration and Audit Committee recommends that consideration of this matter be deferred to the Council meeting of September 26, 2017, to allow staff to provide Council with further information and options.

Recommendation

The City Manager, Deputy City Manager, Legal and Human Resources and Chief Human Resources Officer recommend:

1. That Council approve the selection process for Deputy City Manager, Planning and Growth Management as outlined in the report.

Contribution to Sustainability

The recruitment process will support the implementation of the Service Excellence Strategy Map (2014-2018) that Council approved on September 30, 2015 ensuring minimal impact to the operations and continuing service to Vaughan citizens.

Economic Impact

The costs associated with the recruitment processes have already been included in the approved budget. Therefore, there is no economic impact associated with this report.

Communications Plan

A media release was issued to announce the appointment of the current Deputy City Manager, Planning and Growth Management, Mr. John MacKenzie as the new Chief Executive Officer of the Toronto and Region Conservation Authority effective November 2017.

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Purpose

The purpose of this report is to advise Council that the recruitment process for the soon to be vacant role of Deputy City Manager, Planning and Growth Management has been initiated and to inform Council of the expected selection process.

Background - Analysis and Options

In August of this year Mr. John MacKenzie, Deputy City Manager, Planning and Growth Management submitted his resignation effective October 2017. Mr. MacKenzie will be taking on the role of Chief Executive Officer with the Toronto and Region Conservation Authority.

To move quickly with backfilling the anticipated vacancy staff retained the services of an executive search firm to initiate the recruitment process and an ad was posted both internally and externally on August 31, 2017. Currently the recruitment agency is sourcing candidates and it will present a long list to the City Manager in late September 2017. The selection committee comprised of the City Manager, Chief Human Resources Officer and the search consultant will conduct interviews during the month of October 2017 with the expectation that the top one or two candidates will be invited to meet with all of Council for a final interview and approval of the City Manager's recommended candidate by November 2017. Staff expect the successful candidate will assume their new role shortly thereafter.

Although not recommended, should Council wish, they may appoint three members of Council to participate along with the selection committee in the final selection interviews. Council may wish to select one regional and one local Council member in addition to the Mayor.

The role of the selection committee as selected by Council will be to participate in the final round of interviews of the top candidates and to provide their input to the City Manager on the recommended candidate. The City Manager will then seek approval of the recommended candidate by all of Council.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

The report is consistent with Council's Service Excellence Strategy Map and Term of Council Priorities.

Regional Implications

There are no Regional implications associated with this report.

Conclusion

The role of Deputy City Manager, Planning and Growth Management is an integral position within the City of Vaughan and the Corporate Management Team. Noting this role will become vacant in November of 2017 staff have initiated a recruitment process to ensure a smooth transition and implementation of the City's Service Excellence Strategy Map. Staff is seeking Council's endorsement of the election process to ensure effective implementation of the City's recruitment policy as well as ensuring that the City attracts an effective candidate to be appointed to this important role.

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Attachments

N/A

Report prepared by:

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