

## CITY OF VAUGHAN

### **EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 19, 2016**

Item 6, Report No. 1, of the Finance, Administration and Audit Committee, which was adopted, as amended, by the Council of the City of Vaughan on January 19, 2016, as follows:

***By approving that all Members of Council be appointed as panel members to participate in the selection process for the Deputy City Manager, Community Services; and***

***By receiving the report of the City Manager and the Chief Human Resources Officer, dated January 12, 2016.***

#### **6      RECRUITMENT PROCESS FOR DEPUTY CITY MANAGER, COMMUNITY SERVICES**

The Finance, Administration and Audit Committee recommends:

- 1)      That consideration of this matter be deferred to the Council meeting of January 19, 2016:

##### **Recommendation**

The City Manager and the Chief Human Resources Officer, recommend:

1.      That Council identify and appoint three Members of Council as panel members to participate in the selection process for the newly created role of Deputy City Manager, Community Services.

##### **Contribution to Sustainability**

The recruitment process will support the implementation of the new organizational structure, and Service Excellence Strategy Map 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**

The new organizational structure has been communicated with key stakeholders and the posting for Deputy City Manager, Community Services was issued both internally and externally on October 27, 2015.

##### **Purpose**

The purpose of this report is to advise Council that the recruitment process for the newly created role of Deputy City Manager has been initiated and to request of Council that a panel of three members be identified to participate in the selection process.

##### **Background - Analysis and Options**

On September 30, 2015 Council approved the refreshed Service Excellence Strategy Map and revised organizational chart which included the new role of Deputy City Manager, Community Services. The City Manager sought Council's approval to temporarily appoint staff to act in this role until a full recruitment was completed.

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 19, 2016**

#### **Item 6, Finance Report No. 1 – Page 2**

Staff retained the services of Odgers Bendtson to initiate the recruitment process and an ad was posted both internally and externally on October 27, 2015. Currently the recruitment agency is sourcing candidates and it will present a long list to the City Manager in mid-January 2016. Interviews have been scheduled for the last two weeks in January of 2016 with the expectation that the selection process will be completed and approved by Council in early February and the successful candidate will assume their new role by early March 2016.

Staff request that Council select three members of Council to participate in the panel for the final selection interview. Council may wish to select one regional and one local Council member in addition to the Mayor. The panel's recommended candidate will be submitted to Council for final approval.

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

The report is consistent with Council's updated Service Excellence Strategy Map and priorities as follows:

Continue to Ensure the Safety and Well Being of Citizens; Meet Council Tax Rates of no more than 3%; Support and promote arts, culture, heritage and sports in the community; Continue to advance a culture of excellence in governance and; Enhance civic pride through a consistent city-wide approach to citizen engagement.

#### **Regional Implications**

There are no Regional implications associated with this report.

#### **Conclusion**

The role of Deputy City Manager, Community Services is an integral position within the City of Vaughan and the Corporate Management Team. Noting the new organizational structure that was approved on September 30, 2015, staff have initiated a recruitment process in order to ensure a smooth transition and implementation of the new organizational structure and Service Excellence Strategy Map. Staff is seeking Council's input in forming a panel that will participate in the selection process and provide a final recommendation to Council to approve the appointment of the new incumbent.

#### **Attachments**

N/A

#### **Report prepared by:**

Demetre Rigakos, Chief Human Resources Officer

**RECRUITMENT PROCESS FOR DEPUTY CITY MANAGER, COMMUNITY SERVICES****Recommendation**

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### **Attachments**

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### **Report prepared by:**

Demetre Rigakos, Chief Human Resources Officer

Respectfully submitted,

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Steve Kanellakos, City Manager

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Demetre Rigakos, Chief Human Resources Officer