

# **Minutes**

## **For the CAO Recruitment Committee Meeting**

November 7, 2024  
Tom Davies Square

Present (Mayor and Councillors)	Mayor Lefebvre, Councillor Signoretti, Councillor Lapierre, Councillor McIntosh
City Officials	Councillor Sizer, Kevin Fowke, Interim Chief Administrative Officer, Eric Labelle, Interim General Manager of Corporate Services, Joanne Kelly, Director of Human Resources and Organizational Development, Dawn Noel de Tilly, Chief of Staff, Christine Hodgins, Deputy City Clerk, Mark Vainio, Legislative Compliance Coordinator, Regina Sgueglia, Clerk's Services Assistant, Cassandra Pierobon, Clerk's Services Assistant

### **Mayor Paul Lefebvre, In the Chair**

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**1. Call to Order**

The meeting commenced at 2:03 p.m.

**2. Roll Call**

A roll call was conducted.

**3. Declarations of Pecuniary Interest and the General Nature Thereof**

None declared.

**4. Managers' Reports**

**4.1 Commencing CAO Recruitment and Selection Process**

Members of the Committee provided the following suggested changes:

- Add an exception for the Auditor General's office in the staff responsible portion of the job description;
- Due to the legislated Strong Mayor Powers, that the responsibilities related to the budget be subject to applicable legislation;
- Add in reference to succession and Human Resources planning;

- Provide some flexibility or equivalency for education and experience; and
- For the leadership competencies, edit the language to better reflect the service based nature of the organization, the importance of empowering staff, as well as the fact that the City is not a business.

The following resolution was presented:

**CAO2024-01**

Moved By Councillor McIntosh

Seconded By Councillor Lapierre

THAT the City of Greater Sudbury approves the job description for the position of Chief Administrative Officer outlined in Appendix 2 of the report entitled “Commencing CAO Recruitment and Selection Process” presented at the CAO Recruitment Committee on November 7, 2024, subject to the changes proposed by the Committee.

**CARRIED**

Rules of Procedure

Councillor Signoretti moved to vote on option 3 first.

**CARRIED BY TWO-THIRDS**

The following resolution was presented:

**CAO2024-02**

Moved By Councillor Signoretti

Seconded By Councillor McIntosh

THAT the City of Greater Sudbury approves Option 3: Recruitment Search Firm after Unsuccessful Internal Driven Recruitment, as outlined in the report entitled “Commencing CAO Recruitment and Selection Process” presented at the CAO Recruitment Committee on November 7, 2024.

**CARRIED**

**5. Members' Motions**

No Motions were presented.

**6. Addendum**

No Addendum was presented.

**7. Civic Petitions**

No Petitions were submitted.

**8. Question Period**

Committee Members has an opportunity to ask questions.

**9. Adjournment**

Mayor Lefebvre moved to adjourn the meeting. Time: 2:50 p.m.