

Request for Decision



To: Committee of the Whole
From: **Corporate Services**
Date: February 10, 2020
Subject: CAO - One Employee of Council Policy
Recommendation: **THAT the Committee of the Whole recommends to Council to approve Policy #115 "CAO - One Employee of Council", at the February 24, 2020 Regular Meeting of Council.**

Background

At the Regular Meeting of Council on January 27, 2020, Council gave final reading to the Officers Position Establishment Bylaw No. 2062.

In prior discussions regarding Bylaw No. 2062, staff was asked to create a "CAO - One-Employee of Council" policy to codify the City of Grand Forks practices into policy.

The majority of the policy is directly from the District of Lake Country which has become the example template for a one employee policy for the Local Government Management Association (LGMA). Staff then adjusted the template policy slightly to ensure that key elements that Council requested were added accordingly, such as information updates regarding the organizational structure and staffing changes.

Policy 115 is now presented for discussion at the Committee of the Whole meeting with a request to forward the policy to the Regular Meeting of Council on February 24, 2020 for adoption.

Benefits or Impacts

General

Codifying existing practices into policy to ensure accountability.

Policy/Legislation

New Policy 115

Officers Position Establishment Bylaw No. 2062

Attachments

DRAFT Policy 115 – CAO – One Employee of Council

Recommendation

THAT the Committee of the Whole recommends to Council to approve Policy #115 “CAO - One Employee of Council”, at the February 24, 2020 Regular Meeting of Council.

Options

1. THAT the Committee of the Whole accepts the report.
2. THAT the Committee of the Whole does not accept the report.
3. THAT the Committee of the Whole refers the matter back to staff for further information.