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CAO APPROVAL

The Acting Chief Administrative Officer approved the following recommendation:

Report Number: CAO 76/2022

Approved: April 8, 2022

That the Chief Administrative Officer **APPROVE** the recruitment of a Systems Administrator, once the incumbent signs the retirement documents as the employee has indicated their intention to retire by June 2022;

That the Chief Administrative Officer **APPROVE** a three (3) month overlap period between the successful candidate and the Systems Administrator;

That the Chief Administrative Officer **AUTHORIZE** the transfer of up to a maximum of \$29,070 to the Customer Contact Centre operating budget from the Succession Planning Reserve Account (1784).

Report Number: CAO 76/2022

Clerk's File: AS2022

Anna Ciacelli

Deputy City Clerk/Supervisor of Council Services

April 13, 2022

Department Distribution

Manager of Customer Contact Centre
Senior Manager of Communications & Customer Service
Commissioner, Community Services
Financial Planning Administrator
(Acting) Commissioner, Corporate Services / Chief Financial Officer / City Treasurer
Executive Director Human Resources
(Acting) Chief Administrative Officer

External Distribution