

COUNCIL REPORT

M&C No.	2018-358
Report Date	December 11, 2018
Meeting Date	December 17, 2018
Service Area	Corporate Services

His Worship Mayor Don Darling and Members of Common Council

SUBJECT: Acting City Manager

OPEN OR CLOSED SESSION

This matter is to be discussed in open session of Common Council.

AUTHORIZATION

Primary Author	Commissioner/Dept. Head	City Manager
<i>J. Taylor</i>		<i>Neil Jacobsen</i>

RECOMMENDATION

That in the absence of the City Manager, appointment to the position of Acting City Manager is hereby made of Michael Hugenholtz, in addition to the existing list of potential appointees, namely Neil Jacobsen, Brent McGovern, Jacqueline Hamilton and Kevin Fudge, in accordance with their respective availability and the matters anticipated to require attention in the City Manager's absence, with the City Manager to administer the arrangement.

EXECUTIVE SUMMARY

N/A

PREVIOUS RESOLUTION

Council resolution of December 21, 2015:

Neil Jacobsen, Jacqueline Hamilton, and Kevin Fudge were appointed to the position of Acting City Manager

Council resolution of December 7, 2017:

Brent McGovern was appointed to the position of Acting City Manager

REPORT

When the City Manager is absent from the office it is necessary to have an Acting City Manager in place. Council has previously appointed Neil Jacobsen, Jacqueline Hamilton, Kevin Fudge and Brent McGovern to the position of Acting

City Manager. It is recommended that Council also appoint Commissioner Hugenholtz as Acting City Manager to provide a full complement of senior city staff available to act in the role of City Manager when necessary. The City Manager will be responsible for administering the arrangement based on senior staff availability and the matters anticipated to require attention.