

Township of Southgate
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Staff Report HR2021-025

Title of Report: HR2021-025 Asset Coordinator and Financial Analyst Hiring
Department: Human Resources
Council Date: October 20, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-025 for information.

Background:

The Asset Coordinator & Financial Analyst is responsible for leading development, implementation, maintenance, and improvement of the asset management plan and records of assets in accordance with PSAB 3150. Key responsibilities also include creating and maintaining the associated long-term financial plan as it pertains to multi-year budgeting, investments, development charges reporting, grants, and debt management. The position also assists with general finance responsibilities and provides back-up for payables and receivables.

The following resolution was approved at the August 4, 2021 Council Meeting

Moved By Councillor Dobreen **Seconded By** Councillor Frew

Be it resolved that Council receive this staff report HR2021-017 as information; and

That Council accept the resignation of Alan Selby as Southgate's Asset Coordinator & Financial Analyst position and thank him for his service; and

That Council approve posting for the Asset Coordinator & Financial Analyst position immediately.

Carried No. 2021-462

Staff Comments:

The position of Asset Coordinator and Financial Analyst was posted internally and externally on August 5, 2021 with a closing date of August 25, 2021. 27 applications were received, and 4 candidates were interviewed on September 16. Second interviews were completed on September 27 with a hiring committee that included Treasurer Liam Gott, CAO Dave Milliner and HR Coordinator Kayla Best. Aakash Desai was the chosen candidate and he is scheduled to begin in his new position on October 25, 2021.

Financial Implications:

There is no financial impact caused by this report as this position was approved in the 2021 Budget.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate and timely information to the public.

Goal 5 “Upgrading our Hard Services”

Action 5-B: The Township will have adopted a long-term asset management plan for the timely repair, replacement, and expansion of the Township's infrastructure, facilities, and other assets.

Concluding Comments:

Staff are pleased to welcome Aakash into his new role as Asset Coordinator & Financial Analyst.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

Department Head: *Original Signed By*

William Gott, Treasurer

CAO Approval: *Original Signed By*

Dave Milliner, CAO