



## **Staff Report HR2022-045**

**Title of Report:** Finance Staff Updates  
**Department:** Human Resources  
**Council Date:** September 7, 2022

**Recommendation:**

**Be it resolved that** Council receive Staff Report HR2022-045 for information.

**Background:**

At the August 18<sup>th</sup>, 2022 Council Meeting, the follow resolution was carried:

**Moved By** Councillor Shipston **Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report HR2022-042 for information; and  
**That** Council approve the internal posting of the Finance Assistant – Utility and General Receivables position.  
Carried No. 2022-539

**Staff Comments:**

The position of Finance Assistant – Utility & General Receivables was posted internally from August 18, 2022 to August 25, 2022. One internal candidate applied and was interviewed on August 29, 2022.

The successful candidate for the position is Brianna Francis. On September 6, 2022, Brianna will begin on a six-month contract for the position which has the potential to become fulltime in March 2023 if the previous employee stays in their new position.

**Financial Implications:**

There are no financial implications as a result of this report as these positions were approved in the 2022 budget.

**Communications & Community Action Plan Impact:**

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

**Concluding Comments:**

1. That Council receive this report as information.
2. That Council congratulate Brianna Francis on her new position.

Respectfully Submitted,

***Original Signed By***

**Human Resources:** \_\_\_\_\_

Kayla Best, HR Coordinator/ Assistant to the CAO

**Dept. Head Approval:** *Original Signed By*  
William Gott, Treasurer

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:**  
None.