



## **Staff Report CAO2022-065**

**Title of Report:** **CAO Transition Update**

**Department:** **Administration**

**Council Date:** **September 21, 2022**

**Recommendation:**

**Be it resolved that** Council receive Staff Report CAO2022-065 for information; and  
**That** Council receive the resignation of Lindsay Edwards-Tucker as the Township of Southgate's new CAO, received on September 12, 2022 and that the Municipality thanks her for her consideration.

**Background:**

The CAO reported at the August 18, 2022 Council Meeting that he would provide a draft New CAO transition plan document for Council's information.

The CAO has been in discussions with and has developed with Mayor Woodbury a New CAO transition plan over the last 60 days. This is a document that will be reviewed with Department Heads and developed up until the new CAO starts employment in the position.

At the September 7, 2022 Council meeting staff presented staff report CAO2022-051 as part of the Consent Items agenda with the following resolution being approved by Council:

**Moved by** Councillor Rice; **Seconded by** Councillor Dobreen;

Be it resolved that Council approve the items on the Regular Business consent agenda dated September 7, 2022, and direct staff to proceed with all necessary administrative actions.

Carried No. 2022-600

**Staff Comments:**

On September 12, 2022, the Township of Southgate received an email from Lindsay Edwards-Tucker informing the municipality that she was resigning from the position as the Township's new Chief Administrative Officer. Human Resources staff replied to the email, to confirm receipt of the information.

**Financial Implications:**

There is no financial impact of this report with the resignation of the applicant prior to employment start date.

**Communications & Community Action Plan Impact:**

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

**Concluding Comments:**

1. That Council receive this report for information.
2. That Council accept the resignation of Lindsay Edwards-Tucker and thank her for her consideration.
3. Further discussions with Council will be necessary in a confidential closed meeting to identify individuals and options related to a future CAO recruitment plan.

Respectfully Submitted,

**CAO approval:** \_\_\_\_\_ ***Original Signed By***

Dave Milliner – CAO

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**Attachments:**

None