



SUBJECT: Appointment of Fire Chief

TO: Mayor and Members of Council

FROM: Human Resources Department

Report Number: HR-5-20

Wards Affected: All

File Numbers: 315-01

Date to Committee: November 23, 2020

Date to Council: November 23, 2020

Recommendation:

Approve recommendations contained within Confidential Appendix A.

PURPOSE:

Vision to Focus Alignment:

- Deliver customer centric services with a focus on efficiency and technology transformation
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Background and Discussion:

This report will outline the process followed to complete the recruitment for a new Fire Chief for the City of Burlington. As a Statutory Officer of the City of Burlington, Council must approve the appointment of this position.

Strategy/process

The position of Fire Chief was posted from September 9, 2020 to September 24, 2020 and numerous applications were received from candidates across and outside of the province.

First interviews were conducted by City Manager Tim Commisso, Executive Director of Environment, Infrastructure and Community Services, Allan Magi, Chief Building Official and Director of Building and By-Law, Nick Anastasopoulos, and Executive Director of

Human Resources, Laura Boyd. First interviews focused on the following skills and competencies:

- Technical Background;
- Strategic Leadership;
- Communication;
- People Leadership; and
- Collaboration with Key Stakeholders and Partners.

Upon completion of the interviews, the interview panel agreed on the top candidates who were offered the opportunity to attend a full day management assessment with Diane Locke of Ellis Locke and Associates. The assessment process combined in depth interviews with several hours of testing to assess each candidate's suitability for the role. Specifically, it focused on:

- Thinking Style;
- Interpersonal Style;
- Leadership Orientation;
- Work Orientation; and
- Personal preferences and Perspectives.

Once the assessments were completed, second interviews were conducted. Councilor Kelvin Galbraith, as Chair of the Environment, Infrastructure and Community Services Committee, joined the interview panel. Upon completion of the second interviews, the panel unanimously agreed upon the successful candidate.

Options Considered

NA

Financial Matters:

NA

Total Financial Impact

NA

Source of Funding

NA

Conclusion:

Approve the recommendation as outlined in Confidential Appendix A.

Respectfully submitted,

Laura Boyd

Executive Director of Human Resources

Ext. 7631

Appendices: (if none delete section)

A. Confidential Appendix A

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.