



Council Report

For the Meeting of February 11, 2021

To: Council

Date: February 4, 2021

From: Susanne Thompson, Deputy City Manager/Chief Financial Officer

Subject: Appointment of City Clerk

RECOMMENDATION

That Mr. Curt Kingsley be appointed as City Clerk, the officer responsible for corporate administration pursuant to section 148 of the Community Charter effective March 15, 2021.

EXECUTIVE SUMMARY

The City Clerk is a statutory officer of the City and is the required position designated the responsibility for corporate administration under the Community Charter.

Upon receiving the retirement notice of City Clerk Chris Coates, a recruitment process was undertaken to seek candidates to fill this position. That process concluded with the selection of Mr. Curt Kingsley. Mr. Kingsley is currently the Deputy Chief Administrative Officer and Corporate Officer for the District of North Saanich and will join the City starting on March 15, 2021. Mr. Coates will remain in his role for the transition until April 1, 2021.

As this is a statutory officer position it is appropriate for Council to confirm the appointment.

Respectfully submitted,

Susanne Thompson
Deputy City Manager/Chief Financial Officer

Report accepted and recommended by the City Manager.