



Memorandum

Date: October 15, 2020
To: Board of Directors
From: Shari MacKenzie, Acting Manager Human Resources
Subject: **Chief Administrative Officer – Employment Agreement**

Further to the direction provided to the Board Chair during the September 17, 2020 Closed Session Board Meeting, the following Resolution will be presented for the Board's consideration at the October 15, 2020 Board meeting:

THAT with respect to the direction provided by the Board relative to the Chief Administrative Officer Employment Agreement, we, The District of Thunder Bay Social Services Administration Board, authorize the Board Chair to execute the Employment Agreement for the period January 1, 2022 to December 31, 2023;

AND THAT any necessary by-law be presented to the Board for consideration.

Attached is the draft By-law, regarding the CAO Employment Agreement, which is being recommended for consideration by the Board.

Sincerely,

Shari MacKenzie

Shari MacKenzie
Acting Manager, Human Resources

SM/gf

Attachment #1 By-law No. 05-2020 Authorize Execution of CAO Employment Agreement



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

BY-LAW NUMBER 05-2020

A By-law to authorize the execution of the Employment Contract of the Chief Administrative Officer of The District of Thunder Bay Social Services Administration Board.

WHEREAS The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) appointed William Bradica as Acting Chief Administrative Officer in March 2012 and appointed as Chief Administrative Officer in December 2013;

AND WHEREAS employment agreements were signed between TBDSSAB and William Bradica for his employment as Chief Administrative Officer;

AND WHEREAS the present employment agreement between TBDSSAB and William Bradica expires on December 31, 2021;

NOW THEREFORE THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD ENACTS AS FOLLOWS:

1. That William Bradica is re-appointed as Chief Administrative Officer of The District of Thunder Bay Social Services Administration Board, effective January 1, 2022 to December 31, 2023, to act as Chief Administrative Officer as per the arrangements provided in the Employment Agreement authorized by Resolution #XX;
2. AND THAT the Chair, TBDSSAB be authorized to execute the employment agreement;
3. AND THAT this By-law shall come into effect upon the final passing hereof.

Enacted and passed this 15th day of October, A.D. 2020, as witnessed by the Seal of The District of Thunder Bay Social Services Administration Board and the hands of its proper Officers.

Chair

Chief Administrative Officer

Read First and finally passed this 15th day of October, A.D., 2020.