

July 20, 2022

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Mr. Mayor,

Thank you for your letter of July 13, 2022, regarding the appointment of the Chief Administrative Officer for Entity 40. As discussed with you and members of council on July 18, 2022, I want to again express my confidence in the recruitment process leading to my decision to appoint Jennifer Borne to the role.

As a summary of our discussion, Jennifer Murray Consulting (JMC), an independent professional human resources (HR) firm was engaged to lead a fair and objective process that reflected the requirements of the role. The position advertisement, essential qualifications, competencies, and candidate evaluation grid were based on an objective assessment of the position requirements and all candidates were assessed based on the established criteria.

The following are some of the key steps leading to my appointment decision:

- May 26 – Internal candidates from the Village of Dorchester and the Town of Sackville were notified via email by JMC of the Expression of Interest for the CAO position in Entity 40 with a deadline for submission of June 2.

- June 3 – The Elected Officials Advisory Committee was advised of the CAO recruitment process and of the members that would form the HR subcommittee responsible for assessing candidates.
- June 8 – Candidate 1 was interviewed.
- June 14 – Candidate 2 was interviewed. Following the interviews, the HR subcommittee finalized the evaluation of the candidates as well as their recommendation on the candidate most qualified for appointment.
- June 15 – Andrew Black, HR subcommittee member, submitted an email informing the Advisory Committee that he was resigning effective immediately.
- June 22 – Employment reference summaries were provided to the transition facilitator by JMC and the recommendation was conveyed to Local Government and Local Governance Reform.

Again, JMC, a well established and professional human resources firm was responsible for overseeing a biased free recruitment process leading to a fair and objective evaluation of candidates. As with most human resources matters, there are limitations as to the amount of personal information that can be disclosed to respect the privacy of candidates, hence the confidentiality agreements signed by members of the HR subcommittee.

I trust you will support this decision and will continue to positively support the implementation of local governance reform.

Sincerely,

Daniel Allain  
Minister of Local Government and Local Governance Reform