



TOWN OF FARO

COUNCIL ORIENTATION

October 20, 2015

By Ian Dunlop, CAO

Overview

- * The role of a Chief Administrative Officer (CAO)
- * My experience
- * Faro`s Finances, Operations and Staffing
- * Challenges we`ll face together
- * What`s next?

Who is this guy?!

- * I'm Ian Dunlop, your CAO
- * What does a CAO do?
 - * Reports to Mayor and Council
 - * Runs the day-to-day operations of the town on your behalf
 - * Advise and inform council
 - * Responsible for regulatory and legislative compliance
 - * Staffing, management, labour issues

Who is this guy?!

- * What does a CAO do? (continued)
 - * Ensure policies and programs are implemented
 - * Performs the duties and functions of unfilled positions
 - * Duties, responsibilities and obligations are outlined in
 - * The Municipal Act (s. 183 to 184)
 - * Town`s CAO Bylaw, 2012
 - * Employment Contract
 - * CAO Bylaw is not currently in compliance with the Act

Who is this guy?!

- * Started September 10, 2015
- * From Hamilton, Ontario
- * Degrees in Urban & Regional Planning, Local Economic Development from Univ. of Waterloo
 - * MAsc in Civil Engineering pending completion
- * 20+ years business management, working with municipal clients and businesses across Canada
- * 10+ years municipal service on committees, boards

Legal

- * Mayor and Council have a legal and moral responsibility to the citizens of Faro.
- * MOFAL (Memorandum of Fact and Law)
 - * Prepared by the Town's legal counsel in 2012.
 - * Provides a good overview of duties, obligations for the new the Mayor and Council to consider.
 - * Recommends a comprehensive review of the Town's bylaws.

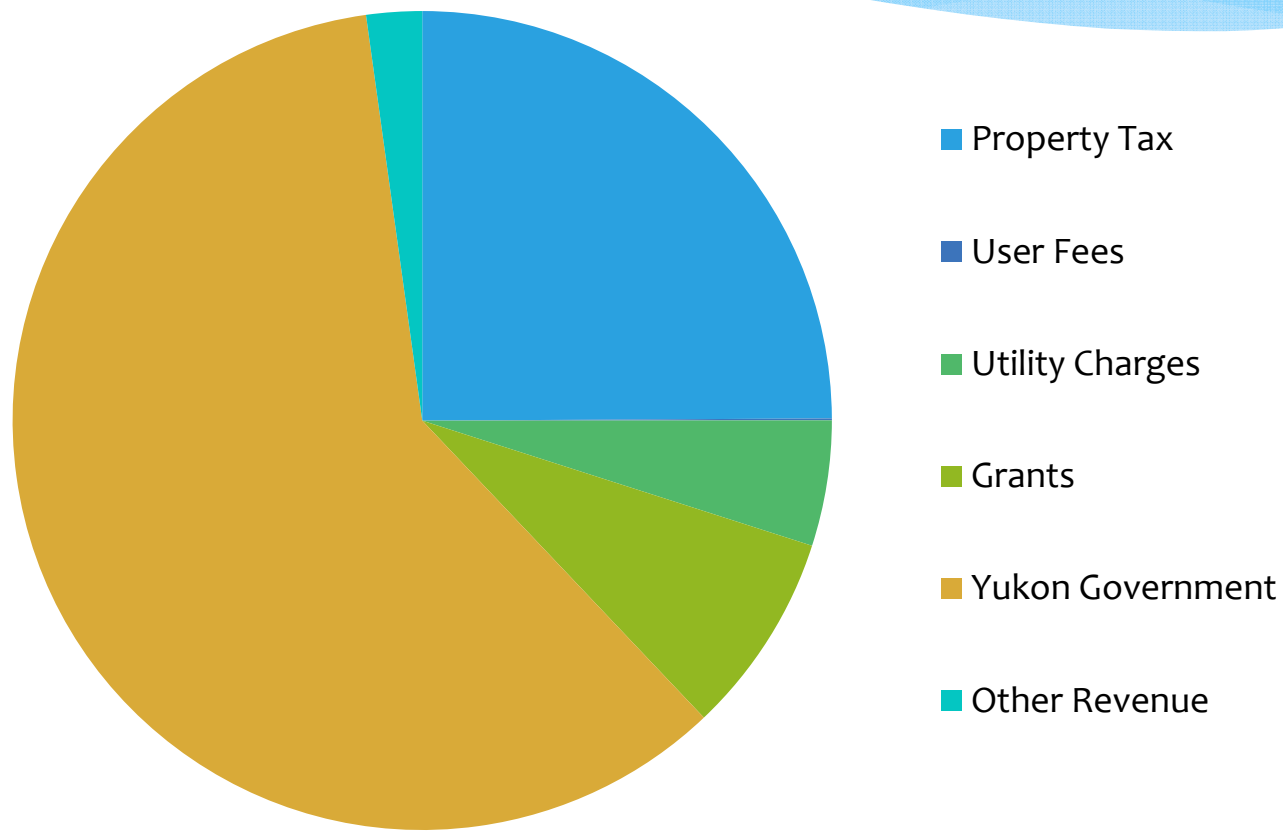
Mayor, Council and the CAO

- * Mayor and Council
 - * Provide direction and advice to the CAO, both formally and informally
 - * Should not direct staff or interfere in the day-to-day operations of the Town
 - * Work with and through the CAO if there are concerns about staff or operations
 - * Can discipline, hire and fire the CAO
 - * Mayor can suspend the CAO

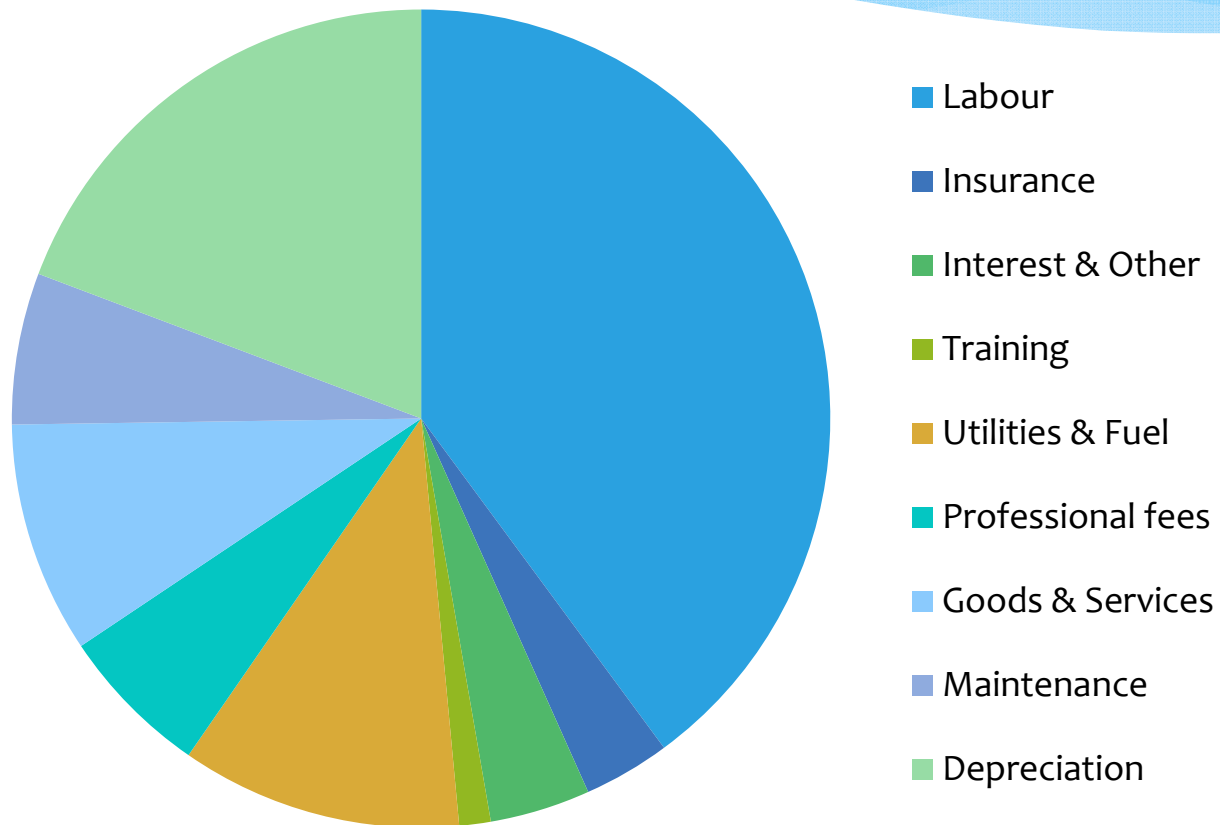


Town Finance & Operations

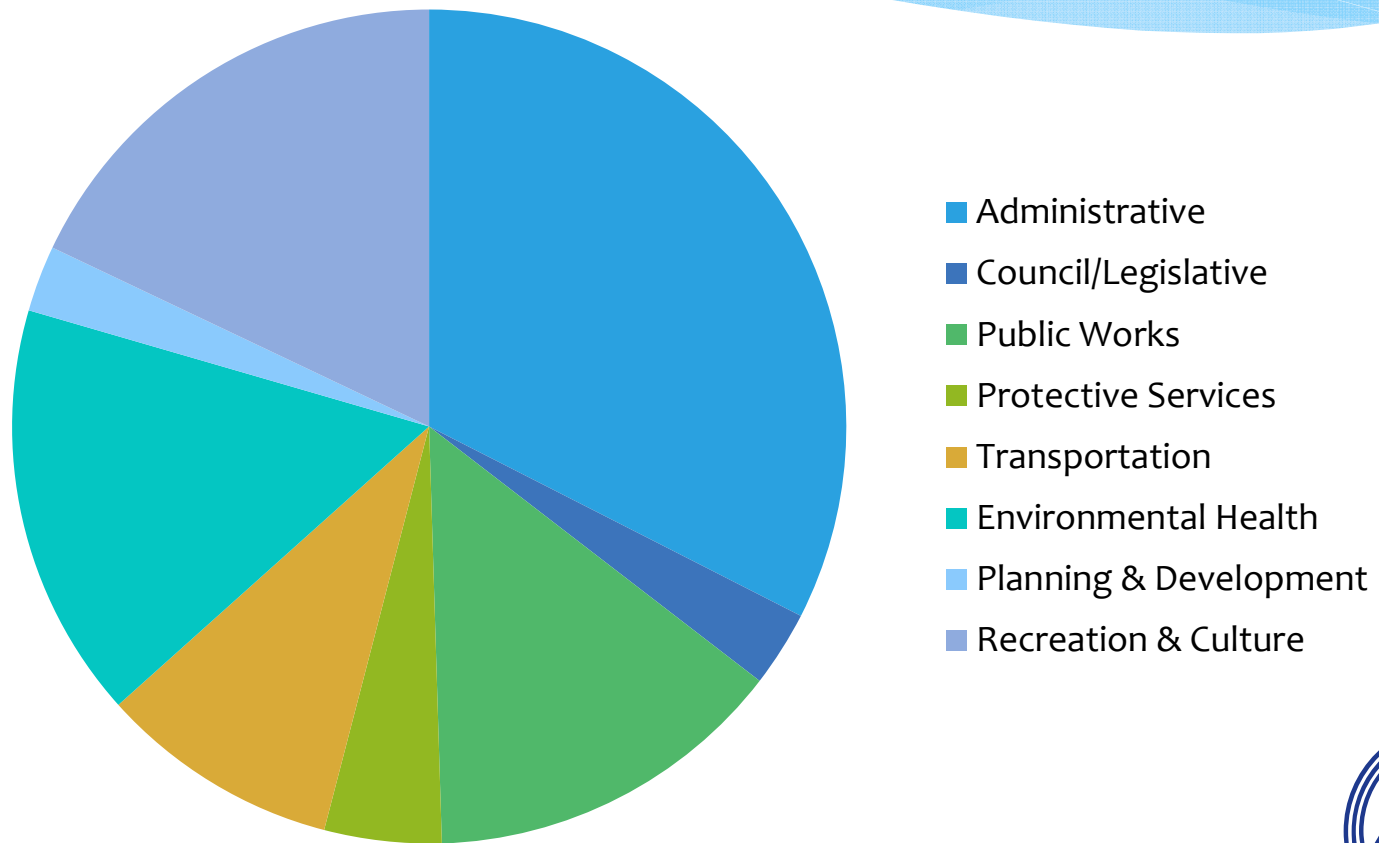
How we are funded:



How we spend:



How we spend:



Capital Funding

- * Funding for infrastructure improvements
 - * Build Canada
 - * Gas Tax
 - * Program funding (ex. Canada 150)
- * Water & sewer system
- * Roads
- * Buildings & Facilities
- * Energy & Environmental Conservation

Services & Facilities

- * Population 400, with infrastructure for 3,000!



Staff

- * Current Full-time:
 - * 4 Administration
 - * 4 Public Works
 - * 2 Recreation Centre
- * Part-time, labourers casual, and others
 - * Labourers, gardeners, students
 - * The town issued around 70 T-4s this year

Challenges

- * Abandoned housing
 - * Need a strategy – what do we want to do with them?
 - * If we acquire them, we are liable for them
 - * Be realistic about the prospects for them and the town
- * Economic Sustainability
- * Infrastructure Maintenance and Renewal
- * Climate Change and Environmental Vulnerability

What's next? (in no particular order)

- * Bylaw review
- * 2016 Budget planning
- * Housing strategy
- * Capital projects planning
- * Zoning by-law
- * Public works
- * Waste management
- * Tourism marketing

What's next? (in a particular order)

- * Opportunities North 2015
 - * October 26 to 29
- * Asset Management Conference
 - * November 5 to 6
- * Newly Elected Officials Training
 - * November 12 to 14
- * Association of Yukon Communities Board
 - * December 5

What's next?

- * It's up to you!

- * Let me know how I can help. I look forward to working with you.

- * Thank you