



Township of
North Dundas

PLANNING, BUILDING AND ENFORCEMENT DEPARTMENT

Supplemental Report

To:	Mayor and Members of Council
Prepared by:	Calvin Pol
Date of Meeting:	March 22, 2011
Subject:	Technical Assistant - Planning, Building and Enforcement

1. **Technical Assistant - Planning, Building and By-law Department**

As noted in last month's report, over 130 resumes were received of which 23 met the minimum technical qualification requirements. Seven candidates were selected for interviews. Two declined to be interviewed (one accepted a permanent position near their home in Toronto; the other elected not to come from Pembroke area). Interviews were conducted on March 4, 8 and 9th, 2011. Each candidate was provided a 10 minute proof reading exam at the end of the interview. Candidates were evaluated according to their resume and experience, their interview and the exam. Mr. Alexandre St.Amour was selected as best overall candidate, confirmed by his references and has accepted the terms of the contract. Attached is resolution authorizing the hiring of Mr. St.Amour.

Report prepared by:

Calvin L. Pol, MCIP, RPP

Reviewed & approved by:

Angela Rutley, Acting CAO