

# REPORT

## *Office of the Chief Administrative Officer*

**To:** Mayor Johnstone and Members of Council  
**Date:** November 6, 2023

**From:** Lisa Spitale  
Chief Administrative Officer  
**File:** 05.1035.10

**Item #:** 2023-721

**Subject:** **Appointment of Director of Finance/Chief Financial Officer**

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### **RECOMMENDATION**

**THAT** Council appoint Shehzad Somji to be the City of New Westminster Director of Finance, with the responsibility of financial administration set out in Section 149 of the *Community Charter*, and the responsibilities set out in section 2(c) of the Officers Establishment and Indemnity Bylaw No. 7175, 2007 and section 8 of the Delegation Bylaw No. 7176, 2015, effective December 1, 2023.

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### **PURPOSE**

This report recommends that Council appoint Shehzad Somji as the City of New Westminster's Director of Finance, effective December 1, 2023.

### **BACKGROUND**

The City of New Westminster has had a vacancy of the Director of Finance/Chief Financial Officer position since June 2, 2023. Jacqueline Dairon was appointed as Acting Director of Finance/Chief Financial Officer effective June 3, 2023 and continuing until the appointment of a permanent Director of Finance.

The position of Financial Officer is a statutory position of the City under Section 149 of the *Community Charter*, and requires appointment by a City Council to fulfill those statutory duties. Once appointed, the Director of Finance will assume these duties, as well as the responsibilities set out in section 2(c) of the Officers Establishment and Indemnity Bylaw No. 7175, 2007 and section 8 of the Delegation Bylaw No. 7176, 2015. Attachment 1 sets out the extracts from these enactments.

This appointment will ensure that the City continues to appropriately manage its finances and that City meets all statutory requirements for a Financial Officer, as defined in the *Community Charter*.

### **OPTIONS**

1. THAT Council appoint Shehzad Somji to be the City of New Westminster Director of Finance, with the responsibility of financial administration set out in Section 149 of the *Community Charter*, and the responsibilities set out in section 2(c) of the Officers Establishment and Indemnity Bylaw No. 7175, 2007 and section 8 of the Delegation Bylaw No. 7176, 2015, effective December 1, 2023.
2. That Council provide alternate direction regarding the appointment of a Director of Finance.

Staff recommend option 1.

### **CONCLUSION**

In approving the above resolution, Council will be supporting a smooth transition from Ms. Dairaon to Mr. Somji for the administration of the City's Finance Department.

### **ATTACHMENTS**

Attachment 1: *Community Charter*, section 149; Officers Establishment and Indemnity Bylaw No. 7175, 2007, section 2(c); and Delegation Bylaw No. 7176, 2015, section 8.

### **APPROVALS**

This report was prepared by:  
Marius Miklea, Assistant Corporate Officer

This report was reviewed by:  
Richard Fong, Director of Human Resources and Information Technology

Peter DeJong, Corporate Officer

This report was approved by:  
Lisa Spitale, Chief Administrative Officer