



General Committee Meeting Report

Tuesday, November 19, 2019

4:00 p.m.

Council Chamber, Town Hall

Mayor A. Thompson
Councillor I. Sinclair
Councillor L. Kiernan
Councillor J. Downey
Councillor C. Early
Councillor N. deBoer
Councillor J. Innis
Councillor A. Groves
Councillor T. Rosa

Acting Chief Administrative Officer: C. Herd
General Manager, Strategic Initiatives: D. Arbuckle
General Manager, Finance and Infrastructure Services: F. Wong
Treasurer: H. Haire
Manager, Human Resources: T. McKenna
Manager, Legislative Services/Deputy Clerk: A. Fusco
Coordinator, Council Committee: J. Lavecchia

CALL TO ORDER

Chair J. Innis called the meeting to order in the Council Chamber at 4:15 p.m.

DISCLOSURE OF PECUNIARY INTEREST

None.

STAFF REPORTS

The General Committee recommends adoption of the following recommendation:

Staff Report 2019-0252: Chief Administrative Officer (CAO) Recruitment and Performance Evaluation Committee Terms of Reference

That a Chief Administrative Officer (CAO) Recruitment and Performance Evaluation Committee be established in accordance with Staff Report 2019-0252.

That the Mayor be appointed as Chair of the Chief Administrative Officer (CAO) Recruitment and Performance Evaluation Committee.

That the Chief Administrative Officer Recruitment and Performance Evaluation Committee Terms of Reference, attached as Schedule A to Staff Report 2019-0252, be approved.

That the Position Description for the position of Chief Administrative Officer, attached as Schedule B to Staff Report 2019-0252, be approved for use in the recruitment to fill the current CAO vacancy.

That Human Resources and Town Clerk's Office staff provide appropriate support to the CAO Recruitment and Performance Evaluation Committee and the recruitment process, as and when required.

That the Terms of Reference be amended to include any member of Council who wants to participate.

The following motion was put on the floor:

Moved by: Councillor T. Rosa – Seconded by: Councillor L. Kiernan

That Council shall go into confidential session under Section 239 of the Municipal Act for the following purposes:

Personal matters about an identifiable individual, including municipal employees - Chief Administrative Officer (CAO) Vacancy.

Carried.

General Committee resumed in Confidential Session in the Council Chamber at 4:42 p.m.

Mayor A. Thompson, Councillor I. Sinclair, Councillor L. Kiernan, Councillor J. Downey, Councillor C. Early, Councillor N. deBoer, Councillor J. Innis, Councillor A. Groves, Councillor T. Rosa, Manager, Legislative Services/Deputy Clerk: A. Fusco, Manager, Human Resources: T. McKenna were present for this portion of the meeting.

General Committee resumed in Open Session at 4:54 p.m.

Following Confidential Session, Council resumed discussion of Staff Report 2019-0252: Chief Administrative Officer (CAO) Recruitment and Performance Evaluation Committee Terms of Reference

This matter was recommended to Town Council for consideration of adoption at its meeting held on November 26, 2019.

ADJOURNMENT

The Committee adjourned at 5:00 p.m.