



**Administration Committee Meeting
Wednesday, October 16, 2024 – 10:30 a.m.
Or immediately following the County Council meeting
County of Frontenac Administration Building,
2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

1. **Call to order**
2. **Election of Officers**
 - a) Election of Chair
A
 - b) Election of Vice-Chair
A
3. **Adoption of the agenda**
 - a) **That** the agenda for the October 16, 2024 meeting of the Administration Committee be adopted.
4. **Disclosure of pecuniary interest and general nature thereof**
5. **Adoption of Minutes**
 - a) Minutes of Meeting held October 25, 2023
That the minutes of the Administration Committee meeting held October 25, 2023 be adopted.
[Minutes of Meeting held October 25, 2023](#)
6. **Closed Meeting**
 - a) **Resolved That** the Administration Committee resolve itself into closed session as authorized under Section 239 of the Municipal Act, to consider:
 1. Adoption of Closed Minutes of the meeting held October 25, 2023;
 2. Personal matters about an identifiable individual, including municipal or local board employees - as it relates to the 6 months performance appraisal of the Chief Administrative Officer**That** the Administration Committee rise with/without reporting.

3 - 4

- 7. Items of Business**
- 8. Next meeting date**
- 9. Adjournment**



FRONTENAC

Minutes of the Administration Committee Meeting October 25, 2023

A meeting of the Administration Committee was held in the Township of South Frontenac Council Chamber, 4432 George Street, Sydenham, on Wednesday, October 25, 2023, at 1:00 p.m.

Present:

Deputy Warden Smith, Chair
Councillor Lichty, Vice Chair
Councillor Greenwood-Speers
Warden Vandewal

Staff Present:

Jannette Amini, Manager of Legislative Services/Clerk
Barb McCulloch, Manager of Human Resources
Kelly Pender, Chief Administrative Officer

1. Call to order

Deputy Warden Smith called the meeting to order at 1:00 p.m.

2. Adoption of the agenda

Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Lichty

That the agenda for the October 25, 2023 meeting of the Administration Committee be adopted.

Carried

3. Disclosure of pecuniary interest and general nature thereof

There were none.

4. Adoption of Minutes

Minutes of Meeting held September 20, 2023

Moved By: Warden Vandewal
Seconded By: Councillor Greenwood-Speers

That the minutes of the Administration Committee meeting held September 20, 2023 be adopted.

Carried

Minutes of Meeting held October 16, 2023

Moved By: Councillor Lichty
Seconded By: Warden Vandewal

That the minutes of the Administration Committee meeting held October 16, 2023 be adopted.

Carried

5. Closed Meeting

Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Lichty

Resolved That the Administration Committee resolve itself into closed session as authorized under Section 239 of the Municipal Act, to consider:

1. Adoption of Closed Minutes of the meeting held September 20, 2023;
2. Personal matters about an identifiable individual, including municipal or local board employees - as it relates to the annual performance appraisal of the Chief Administrative Officer

Carried

Moved By: Warden Vandewal
Seconded By: Councillor Greenwood-Speers

That the Administration Committee rise without reporting.

Carried

6. Items of Business

7. Next meeting date

8. Adjournment

Moved By: Councillor Lichty
Seconded By: Councillor Greenwood-Speers

That the meeting hereby adjourn at 1:14 p.m.

Carried