



**CAO Performance Appraisal Review Panel
Wednesday, November 21, 2018 – 11:00 a.m.
or immediately following the County Council meeting
Bud Clayton Memorial Room,
2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

1. **Call to order**
2. **Adoption of the agenda**
 - a) **That** the agenda for the November 21, 2018 meeting of the Chief Administrative Officer Performance Appraisal Review Panel be adopted.
3. **Disclosure of pecuniary interest and general nature thereof**
4. **Adoption of minutes**
 - a) **Minutes of Meeting held October 29, 2018**

That the minutes of the October 29, 2018 meeting of the CAO Performance Appraisal Review Committee be adopted.
5. **Closed meeting**
 - a) **Resolved That** Chief Administrative Officer Performance Appraisal Review Panel resolve itself into closed session as authorized under Section 239 of The Municipal Act, to consider:
 1. 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.

That the Chief Administrative Officer Performance Appraisal Review Panel rise without reporting.
6. **Reports**
7. **Next meeting date**
8. **Adjournment**

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**Minutes of the Chief Administrative Officer Performance
Appraisal Review Panel Meeting
October 29, 2018**

A meeting of the Chief Administrative Officer Performance Appraisal Review Panel was held in the Bud Clayton Memorial Room of the County Administrative Offices, 2069 Battersea Road, Glenburnie on Monday, October 29, 2018 and was called to order at 10:30 a.m.

Present: Warden Ron Higgins, Deputy Warden Denis Doyle, Councillors Ron Vandewal and Frances Smith

Also Present: Kelly Pender, Chief Administrative Officer
Jannette Amini, Manager of Legislative Services/Clerk
Susan Brant, Director of Corporate Services/Treasurer
Kevin Farrell, Manager of Continuous Improvement/GIS

1. Call to order

The Chair called the meeting to order at 10:30 a.m.

2. Adoption of the agenda

Moved By: Deputy Warden Doyle
Seconded By: Councillor Smith

That the agenda for the October 29, 2018 meeting of the Chief Administrative Officer Performance Appraisal Review Panel be adopted.

Carried

3. Disclosure of pecuniary interest and general nature thereof

There were none.

4. Adoption of minutes

Minutes of Meeting held October 17, 2018

Moved By: Councillor Smith
Seconded By: Councillor Vandewal

That the minutes of the October 17, 2018 meeting of the CAO Performance Appraisal Review Committee be adopted.

Carried

5. Closed meeting

Moved By: Deputy Warden Doyle
Seconded By: Councillor Vandewal

Resolved That the Chief Administrative Officer Performance Appraisal Review Panel resolve itself into closed session as authorized under Section 239 of The Municipal Act, to consider:

1. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization - as it relates to conducting interviews for the 2019-2022 Council Strategic Plan

Carried

Moved By: Councillor Smith
Seconded By: Councillor Vandewal

Resolved That the Chief Administrative Officer Performance Appraisal Review Panel rise from closed session and report.

Carried

Moved By: Deputy Warden Doyle
Seconded By: Councillor Smith

That 8020 Info Inc. be retained to lead the 2019-2022 Council Strategic Plan;

And Further That the Chief Administrative Officer Performance Appraisal Review Panel be responsible for providing direction and feedback to the consultants during the 2019-2022 development process.

Carried

6. Next meeting date

The next meeting of the Chief Administrative Officer Performance Appraisal Review Panel will be held on Wednesday, November 21, 2018 at 11:00 a.m. or immediately following the County Council meeting.

7. Adjournment

Moved By: Councillor Smith
Seconded By: Councillor Vandewal

That the meeting hereby adjourn at 1:20 p.m.

Carried