



CAO Performance Appraisal Review Panel
Wednesday, December 15, 2021 – 10:30 a.m.
or immediately following the County Council meeting
Meeting to be held in combination of in person and Virtual
Electronic Format,
and live streamed on the County of Frontenac's YouTube
Channel
https://youtu.be/7XtWB_RjmE

AGENDA

- 1. Call to order**
- 2. Adoption of the agenda**
 - a) **That** the agenda for the December 15, 2021 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 November 18, 2020
That the minutes of the November 18, 2020 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 with/without reporting.
- 6. Next meeting date**
- 7. Adjournment**

Page

2 - 3



**Minutes of the Chief Administrative Officer
Performance Appraisal Review Panel Meeting
November 18, 2020**

A meeting of the Chief Administrative Officer Performance Appraisal Review Panel was held in virtual electronic format, hosted at the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, November 18, 2020 at 12:10 AM

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

Also Present: Kelly Pender, Chief Administrative Officer
Barb McCulloch, Manager of Human Resources

1. Call to order

Warden Smith called the meeting to order at 12:10 p.m.

2. Adoption of the agenda

Moved By: Councillor Denis Doyle
Seconded By: Warden Smith

That the agenda for the November 18, 2020 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 November 21, 2018

Moved By: Councillor Denis Doyle
Seconded By: Deputy Warden Ron Vandewal

That the minutes of the November 21, 2018 meeting of the CAO Performance Appraisal Review Committee be adopted.

Carried

5. Closed meeting

Moved By: Councillor Denis Doyle
Seconded By: Deputy Warden Ron Vandewal

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.

Carried

Moved By: Councillor Denis Doyle
Seconded By: Deputy Warden Ron Vandewal

That the Chief Administrative Officer Performance Appraisal Review Panel rise without reporting.

Carried

6. Next meeting date

The next meeting will be at the call of the Warden.

7. Adjournment

Moved By: Councillor Denis Doyle
Seconded By: Deputy Warden Ron Vandewal

That the meeting hereby adjourn at **1:28 p.m.**

Carried

Councillor Ron Higgins dropped off the call at 12:19 p.m. and came back on at 12:39 p.m. – technical difficulties on his end.