

CAO Performance Evaluation Committee Thursday, February 4, 2021, 10:00 a.m.

Microsoft Teams

The CAO Performance Evaluation Committee met on the above with the following members in attendance:

Present: Chair Selwyn Hicks; Councillors Aakash Desai, Tom Hutchinson, Brian Milne and Ian Boddy

Staff

Present: Kim Wingrove and Penny Colton-Recording Secretary

Call to Order

Chair Hicks called the meeting to order at 10:02 a.m.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Terms of Reference

Mrs. Wingrove reviewed the terms of reference document with the committee.

2021 CAO Workplan

Mrs. Wingrove provided a presentation to review her workplan for 2021, identifying assumptions for 2021 and priorities for the upcoming year which include projects and staffing recruitment needs. The Committee supported the priorities listed in the 2021 CAO Workplan

CPE-01-21 Moved by: Councillor Milne

Seconded by: Councillor Boddy

That the CAO Performance Evaluation Committee does now go into closed session pursuant to Section 239 (2) of the Municipal Act to discuss:

i. Personal matters about an identifiable individual including municipal or local board employee (2021 CAO Workplan)

Carried

Committee proceeded into closed session at 10:58 am

Committee returned to open session at 11:25 am

The Chair confirmed that only the items stated in the resolution to move into closed session were discussed.

Proposed 2021 CAO Performance Evaluation Template

A brief overview of the evaluation templates was provided identifying the variations between the 2019 and 2020 evaluations. Mrs. Wingrove advised she will provide a hybrid evaluation template for the 2021 evaluation purposes.

Next Meeting Date

June 2021

The meeting adjourned at 11:26 a.m. to the call of the Chair.

Selwyn Hicks, Chair