

CAO Performance Evaluation Committee February 22, 2018 – 8:45 AM Explorer Room

The CAO Performance Evaluation Committee met on the above date at the County Administration Building with the following members in attendance:

Present: Chair Stewart Halliday; Councillors Alan Barfoot, Sue Paterson, Kevin Eccles and Anna Marie Fosbrooke

Staff

Present: Kim Wingrove, Chief Administrative Officer and Penny Colton, Recording Secretary

Call to Order

Chair Halliday called the meeting to order at 8:42 am.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Previous Minutes

CAO Performance Evaluation Committee minutes dated January 11, 2018

The minutes were reviewed.

CPE-02-18 Moved by: Councillor Patterson Seconded by: Councillor Barfoot

THAT the minutes of the CAO Performance Evaluation Committee dated January 11, 2018 be accepted for information purposes as endorsed by County Council on January 25, 2018.

Carried.

Business Arising

Delegation of Duties By-law

Mrs. Wingrove provided By-Law 4908-15, Grey CAO appointment, and delegation of duties by-law samples from the City of Owen Sound and the City of Guelph for review and discussion regarding cross referencing and alignment between the two bylaws.

A request was made to have the delegation by-law included in the new councilor orientation package in order that there is a clear understanding of accountability for council and staff.

Senior Management Compensation Review

Mrs. Wingrove provided an overview of the Senior Management Team compensation review process; including contacting Grey County's 18 comparator municipalities to review director compensation and CAO cost of living allowance. It is anticipated the information will be available in April, preliminary discussion will be held regarding models and policies related to senior management team compensation. A summary will be provided to council for review and recommendation.

There was further discussion regarding the 2018 Cost of Living Allowance for the Chief Administrative Officer.

CPE-03-18 Moved by: Councillor Barfoot Seconded by: Councillor Fosbrooke

That the CAO Performance Evaluation Committee recommends that County Council approve the Cost of Living Allowance increase for the Chief Administrative Officers as established for non-union staff in 2018.

Carried.

Review 2018 Grey County Update Presentation

This was provided for information. A request to include links to the County's Strategic, Operating Plans and any other pertinent documents was made.

2018 Goals and Objectives

Mrs. Wingrove reviewed the highlights of the CAO goals and objectives for 2018. Discussion included acknowledging alignment of goals with provincial plans.

Other Business

Next Meeting Dates

A request was made to ensure additional time is planned for the meetings.

On motion of Chair Halliday, the meeting adjourned at 9:24 AM to the call of the Chair.

Stewart Halliday, Chair