



**Minutes of the Chief Administrative Officer Recruitment, Selection  
and Performance Sub-committee**

**February 3, 2020, 12:30 p.m.  
Council Chambers, Guelph City Hall, 1 Carden Street**

Council: Mayor C. Guthrie  
Councillor D. Gibson  
Councillor J. Hofland  
Councillor M. MacKinnon

Absent: Councillor P. Allt

Staff: S. O'Brien, General Manager, City Clerk's Office/City Clerk  
L. Cline, Council and Committee Coordinator  
T. Lee, Deputy Chief Administrative Officer, Corporate  
Services

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**1. Call to Order - Mayor Guthrie**

The Mayor called the meeting to order (12:31 p.m.).

**2. Authority to move into closed meeting**

Moved By Councillor Hofland  
Seconded By Councillor MacKinnon

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to section 239 (2) (b) of the Municipal Act related to personal matters about an identifiable individual, including municipal or local board employees.

Voting in Favour: (4): Mayor Guthrie, Councillor Gibson, Councillor Hofland, and Councillor MacKinnon

Carried (4 to 0)

The following matters were considered:

- 1. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 2. 2019 Chief Administrative Officer Performance Objectives Update and Setting of 2020 Performance Objectives**
- 3. Open Meeting**

The Mayor called the meeting to order (1:46 p.m.).

- 1. Closed Meeting Summary**

Mayor Guthrie spoke regarding the matters addressed in closed and identified the following:

**CS-2020-22 2019 Chief Administrative Officer Performance Objectives Update and Setting of 2020 Performance Objectives**

Mayor Guthrie advised that the Committee did not complete the discussion on this item and will reconvene in closed session to discuss the matter following the Committee of the Whole meeting.

The Committee recessed at 1:47 p.m. and reconvened in closed session at 7:25 p.m.

- 4. Open Meeting**

Mayor Guthrie called the meeting to order (7:30 p.m.)

- 1. Closed Meeting Summary**

Mayor Guthrie spoke regarding the matters addressed in closed and identified the following:

**CS-2020-22 2019 Chief Administrative Officer Performance Objectives Update and Setting of 2020 Performance Objectives**

Information was received and no direction was given on this matter.

Mayor Guthrie advised that the next meeting of the Chief Administrative Officer Recruitment, Selection and Performance Subcommittee will be scheduled and posted on the City's website.

- 5. Adjournment**

Moved By Councillor MacKinnon

Seconded By Councillor Hofland

That the meeting be adjourned (7:31 p.m).

Carried

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Mayor Guthrie

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Stephen O'Brien - City Clerk