



MINUTES

Wednesday, June 17, 2020 at 10:00 a.m.
Conference Room at the Town Office
1907- 21 Avenue

GOVERNANCE COMMITTEE

MEMBERS: Chairperson Beryl West and Members Dave Mitchell and Mayor Jennifer Handley (ex-officio) with Victor Czop confirming attendance via electronic means.

OTHERS: Neil Smith Chief Administrative Officer
Lisa Lockton Legislative Services

1. CALL TO ORDER & ADOPTION OF AGENDA:

1.1 The meeting was called to order by Chair West at 10:09 a.m.

RESOLUTION # 1 – 20/06/17 – 10 - Mitchell

IT WAS MOVED to accept the agenda for the June 17, 2020 Governance Committee meeting as distributed. CARRIED

2. MINUTES OF THE PREVIOUS MEETING & BUSINESS ARISING:

2.1 The minutes of the January 28, 2020 Governance Committee meeting were accepted at the Regular Meeting of Council on February 3, 2020.

2.2 Chief Administrative Officer Evaluation Format & Review

Neil Smith joined the meeting at 10:23 a.m. until 10:28 am.

RESOLUTION # 2 - 20/06/17 – 10 – Czop

Moved that the Chief Administrative Officer Performance Evaluation, as per Policy # 11 97 18/0307 and amended by Resolution #199 19/05/21, be edited for inclusion in a "Survey Monkey" format for Council's input, with the following changes:

- 1.7 Provides positive leadership to ~~staff and~~ elected officials;
 - 3.2 **Council sees the results of a CAO that** effectively attracts, retains, motivates and leads a the team;
 - 3.5 Ensures staff are involved in a meaningful way ~~with~~ **for Council's** decision making;
- Omit Items 3.1, 3.3, 3.4, 3.6 and 3.7.

CARRIED

RECOMMENDATION # 1 - 20/06/17 – 10 - Czop

At the Regular Meeting of Council July 13, 2020, recommend Council consider changes to the current Chief Administrative Performance Review Policy No. 11 97 18/03/07 to more accurately reflect that contracts are utilized for union-exempt positions and to ensure Closed Confidential Sessions held in the absence of the CAO have a designated officer in attendance. CARRIED

3. CHIEF ADMINISTRATIVE OFFICER REVIEW:

3.1 Chief Administrative Officer Evaluation: Closed Confidential Session Not required

3. ADJOURNMENT:

RESOLUTION # 3 - 20/06/17 – 10 - Mitchell

Moved to adjourn the Governance Committee meeting at 10:55 a.m.


TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHAIRPERSON



CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 13th day of July, 2020.



