



**Minutes of the Chief Administrative Officer Recruitment,  
Selection and Performance Sub-committee  
Held at the Delta Hotels Guelph Conference Centre on  
Tuesday, July 16, 2019 at 8:35 a.m.**

---

**Attendance**

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

Staff: Ms. D. Ure, Manager, Client Services / Acting Clerk

Also Present: Mr. R. Johnston, Consultant, Organization Consulting Limited

---

**Call to Order (8:35 a.m.)**

Mayor Guthrie called the meeting to order.

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

**Authority to Resolve into a Closed Meeting**

1. Moved by Councillor Hofland  
Seconded by Councillor Gibson

That the Chief Administrative Officer Recruitment, Selection and Performance Sub-committee 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 with respect to personal matters about an identifiable individual, including municipal or local board employees.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Gibson, Hofland and MacKinnon (5)

**Voting Against:** (0)

Carried

**Closed Meeting (8:36 a.m.)**

The following matter was considered:

## **Chief Administrative Officer Candidate Interviews**

### **Rise and recess from Closed Meeting (3:46 p.m.)**

Committee recessed.

### **Open Meeting (3:46 p.m.)**

#### **Confirmation of Minutes**

2. Moved by Councillor Gibson  
Seconded by Councillor Downer

That the minutes of the open meetings of the Chief Administrative Officer Recruitment, Selection and Performance Sub-committee of the City of Guelph held on April 23, May 27, June 24, July 3 and July 4, 2019 be confirmed as recorded and without being read.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Gibson, Hofland and MacKinnon (5)

**Voting Against:** (0)

Carried

#### **Closed Meeting Summary**

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

#### **Chief Administrative Officer Candidate Interviews**

Members of the committee interviewed candidates for the position of Chief Administrative Officer. A referral to Council was made which will come to the July 22, 2019 Council meeting.

#### **Adjournment (3:47 p.m.)**

3. Moved by Councillor Downer  
Seconded by Councillor Hofland

That the meeting be adjourned.

Carried

---

Mayor Guthrie

---

Dana Ure, Acting City Clerk