



**Minutes of Guelph Chief Administrative Officer Recruitment,  
Selection and Performance Sub-Committee  
Held in the Council Chambers, Guelph City Hall on  
Monday, September 16, 2019 at 5:02 p.m.**

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**Attendance**

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

Staff: Mr. D. Godwaldt, General Manager, Human Resources  
Mr. D. McMahon, Manager, Legislative Services/Deputy City Clerk  
Ms. T. Di Lullo, Council and Committee Coordinator

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**Call to Order** (5:02 p.m.)

Mayor Guthrie called the meeting to order.

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

There were no disclosures.

**Confirmation of Minutes**

1. Moved by Councillor Gibson  
Seconded by Councillor Hofland

That the minutes of the open meeting of the Chief Administrative Officer Recruitment, Selection and Performance Sub-committee held on July 16, 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

**CS-2019-86 Chief Administrative Officer Performance Evaluation Process and By-law Update**

David Godwaldt, General Manager, Human Resources, provided information regarding the Chief Administrative Officer Performance Evaluation Process and By-law Update.

2. Moved by Councillor Allt  
Seconded by Councillor Hofland

1. That staff be directed to examine and report on the efficacy of cost and value of retaining an external consultant for the purposes of supporting the performance evaluation of the Chief Administrative Officer (CAO).
2. That staff report back by the end of October 2019.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Gibson, and Hofland (4)

**Voting Against:** Councillor MacKinnon (1)

Carried

3. Moved by Councillor Hofland  
Seconded by Councillor Gibson

That an initial performance evaluation process meeting of the sub-committee be scheduled in January 2020, and in consultation with the Chief Administrative Officer (CAO).

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

**Voting Against:** (0)

Carried

### **Adjournment** (5:25 p.m.)

4. Moved by Councillor Allt  
Seconded by Councillor Gibson

That the meeting be adjourned.

Carried

Minutes to be confirmed on November 4, 2019.

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Mayor Guthrie

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Dylan McMahon – Deputy Clerk