

**CITY MANAGER SEARCH COMMITTEE  
REPORT**

1st Meeting of the City Manager Search Committee  
November 14, 2019

PRESENT: Mayor E. Holder (Chair), Councillors J. Morgan, J. Helmer ,  
P. Van Meerbergen and A. Kayabaga

ALSO PRESENT: M. Barnes, M. Campbell (Odgers), J. Robarts (Odgers), C.  
Saunders and B. Westlake-Power

The meeting is called to order at 11:08 AM.

**1. ORGANIZATIONAL MATTERS**

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests are disclosed.

1.2 Election of Chair and Vice-Chair

That Mayor E. Holder BE ELECTED as Chair and Councillor J.  
Morgan BE ELECTED as Vice-Chair of the City Manager Search  
Committee, for the term of the Committee.

**2. CONSENT**

None.

**3. SCHEDULED ITEMS**

None.

**4. ITEMS FOR DIRECTION**

4.1 Schedule future meeting dates and location(s)

That the following actions be taken with respect to future meeting  
dates for the City Manager Search Committee:

a) the following meeting dates and times BE NOTED:

December 16, 11:30 AM to 1:30 PM

January 22, 11:00 AM to 1:00 PM

February 5, 9:00 AM to 6:00 PM

February 12, 9:00 AM to 1:00 PM,

b) the January 22, February 5 and February 12 meetings BE  
APPROVED to be held at a location other than City Hall; it  
being noted that Windermere Manor is the preferred meeting  
location, subject to availability.

4.2 Bias Free Training

That the Bias Free Hiring Training BE ARRANGED for the City  
Manager Search Committee; it being noted that this training will be a  
part of a meeting noted in Item 4.1.

**5. DEFERRED MATTERS/ADDITIONAL BUSINESS**

None.

**6. CONFIDENTIAL (Enclosed for Members only.)**

That the City Manager Search Committee convene, In Closed Session, for consideration of the following:

- 6.1- Trade Secret, Scientific, Technical, Commercial, Financial or Labour
- 6.3 Relations Information Supplied to the Corporation in Confidence

Three matters pertaining to trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization, as provided by Odgers Berndtson.

The City Manager Search Committee convenes, In Closed Session, from 11:15 AM to 12:13 PM.

**7. ADJOURNMENT**

The meeting adjourned at 12:32 PM.