CORPORATION OF THE
TOWNSHIP OF SOUTH ALGONQUIN

MINUTES

HUMAN RESOURCES & ADMINISTRATION MEETING

December 13, 2016

Present: Mayor Jane Dumas Staff: Holly Hayes CAO/Clerk Treasurer

Councillors: John Brown
Joe Florent
Dave Harper
Richard Shalla

Regrets: William Rodnick

1. The meeting was called to order at 7:00 p.m.

2. Additions/Amendments to the agenda: none

3. The agenda was adopted as presented

   Moved by: John Brown Seconded by Joe Florent

4. Disclosure of Pecuniary Interest; none declared

5. Council reviewed the final version of the template created by staff to rank the submissions "Review; Expression of Interest to fill Vacant Council Seat". It was determined that names would not be included, the scores would be totalled within the meeting and that in the event of a tie the names would be randomly drawn. Upon finalizing the form each councillor was provided a package that included each of the submitted letters, which had not been disclosed prior to then, and a blank copy of the above noted template to rank each submission.

   Upon completion of the review each councillor provided the packages back to the CAO to be entered into a summary spread sheet. The CAO provided the 3 candidates ranked highest and was given direction to offer the seat to the first and move down the list until it was accepted.

6. Moved by: Councillor Shalla Seconded by: Councillor Florent
   That Council for the Corporation of the Township of South Algonquin move into a closed session at 8:35 p.m. to consider subject matter regarding; Ontario Municipal Act, Part VI, S.239 (2)
   (d) Labour Relations or employee negotiations

   Moved by: John Brown Seconded by: Joe Florent
   That the council for the corporation of the Township of South Algonquin Committee of Council adjourn the closed session at 9:37 p.m.

7. Adjournment
   Moved by: John Brown
   Seconded by: Dave Harper to adjourn the Human Resources and Administration meeting at 9:38p.m.

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Mayor Jane Dumas CAO-Clerk-Treasurer Holly Hayes