

Present: Mayor Campbell
Councillor Ward-Russell
Councillor Elderkin

Staff Present: Sean Wallace - CAO

1. Call to Order

The Chair Ward-Russell called the Personnel Committee meeting to order.

2. Approval of Agenda

The agenda was amended to replace Item 12 with Confidential Personnel Matter and move Adjournment to Item 13.

Motion: That the agenda be approved as amended.

Carried.

3. Conflict of Interest Declarations

None

4. CAO Policy Review

The Committee received information from the CAO regarding legal considerations associated with the current CAO Policy, specifically Council involvement in employee promotions and terminations.

Direction: Administration will circulate the legal briefing previously provided and prepare a Council Report outlining potential policy amendments for Council consideration.

5. Policy Modernization

The Committee discussed the status of municipal policy updates.

Direction: Administration will continue preparation of updated municipal policies and will schedule a future meeting dedicated to policy review.

6. Human Resources Policy

The Committee reviewed elements of the draft Human Resources Policy, including vacation entitlements, sick leave provisions, bereavement leave, statutory holidays, and employee benefits.

Direction: Administration will revise the draft policy and provide a comparison between the current policy and proposed amendments for further review.

7. Respectful Communications Policy

The Committee reviewed a draft Respectful Communications Policy intended to address inappropriate or abusive communications directed toward municipal staff.

Direction: Administration will incorporate feedback received and prepare the policy for Council consideration.

8. Adjournment

The meeting adjourned.

Recorded by:

Sean Wallace, CAO