

	Report Title	<b>UPDATE –CAO Performance Appraisal</b>
	Report No.	<b>MYR 19-05</b>
	Author	<b>Mayor Molnar (Review Committee)</b>
	Meeting Type	<b>COUNCIL MEETING</b>
	Council Date	<b>MARCH 25, 2019</b>
	Attachments	

## RECOMMENDATION

THAT Council receives Report MYR 19-05;

AND THAT Council endorses the recommendations for the identified Goals and Objectives and recommended Remuneration;

AND THAT the work of the Review Committee be considered complete and that the Committee be disbanded.

## EXECUTIVE SUMMARY

The purpose of this report is to provide updated information regarding the CAO Performance Evaluation Process as approved by Council.

As directed by Council Resolution (Report MYR 19-01) of January 24, 2019, a CAO Performance Review Committee was established. Composition of this Committee included Mayor Molnar, Councillor Esseltine and Councillor Rosehart.

The Committee has met on numerous occasions and in consultation with all members of Council have collectively prepared this report and its' accompanying recommendation for review and consideration.

## BACKGROUND

The recommended process, as agreed to by the Committee, is as follows;

- Review the Objectives (and themes) as communicated by the CAO in 2018.
- Review the performance of the CAO in 2018 in relation to Council direction and CAO initiatives.
- In conjunction with the CAO and with input from Council members, the Committee will develop Goals and Objectives for 2019.

- Establish the measurement criteria for the defined Goals and Objectives for 2018.
- The Committee has tabulated the results of the responses from individual Council members and prepared a supplemental report highlighting the following;
  - Summary sheet illustrating a tabulated summary of Council input.
  - Identification of Committee consensus on Council directed 2019 Goals and Objectives for the CAO.
- In consideration of all the information collected and reviewed, the Committee is pleased to recommend to Council the following;
  - Recommendation to Council regarding the 2019 Goals and Objectives;
  - Recommendation(s) for CAO compensation on a yearly basis.

## **FINANCIAL IMPACT/FUNDING SOURCE**

Any financial impact from the direction of Council has been considered and included in the 2019 Budget.

## **COMMUNITY STRATEGIC PLAN (CSP) IMPACT**

1. Excellence in Local Government
  - ☒ Demonstrate strong leadership in Town initiatives
  - ☐ Streamline communication and effectively collaborate within local government
  - ☒ Demonstrate accountability

## **COUNCIL DIRECTION**

Supplemental to the earlier input from individual Council members, the Committee has met to review and tabulate the information. The material in this report, and the subsequent recommendations, is an attempt for the Committee to present a substantive report representative of the consensus of individual Council input.

Subsequent to any adoption by Council, the entire report will be introduced to the CAO's employee file and all recommendations adopted shall be implemented.