



**THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE**  
**SPECIAL COUNCIL MINUTES**

November 18, 2024, 6:00 p.m.

Present: Mayor Olena Hankivsky  
Councillor Les Andrews (Arrived at 6:03 p.m.)  
Councillor Todd Attridge  
Deputy Mayor Claire Holloway Wadhvani  
Councillor Adam Pearson  
Councillor Darrell Toms

Members Absent: Councillor Vicki Mink

Staff: Candice White, Chief Administrative Officer  
Shrishma Davé, Manager, Legislative Services / Clerk

*Minutes of the Special Council Meeting of the Corporation of the Municipality of Port Hope held at 56 Queen Street, Port Hope, Ontario*

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**1. Call to Order**

The Special Council meeting convened at 6:00 p.m.

1.1 Moment of Silent Reflection

1.2 Land Acknowledgement

Mayor Hankivsky read the Land Acknowledgement.

**2. Disclosure of Pecuniary Interest**

None declared.

**3. Closed Session**

**Resolution: 212-2024**

**Moved by** Councillor Pearson

**Seconded by** Councillor Attridge

Council will move into a closed session at 6:00 p.m. in accordance with the provisions of the Municipal Act, 2001 S.O., c.25 in order to address matters pertaining to an identifiable individual, including municipal or local board employees - Section 239(2)(b) and labour relations or employee negotiations Section 239(2)(d) - (CAO and Senior Leadership Recruitment Discussions) and Section 239(2)(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them (Future Regulatory Opportunities).

**Carried**

#### 4. **Business Arising from Closed Session**

Council reconvened in Open Session at 8:43 p.m. Mayor Hankivsky advised that during the Special In-Camera Session, Council approved the Special in-camera minutes from October 29, 2024 and the Special in-camera minutes of November 5, 2024. She advised that Council received information regarding recruitment of senior leadership position or positions within the municipality.

Mayor Hankivsky reported that Council also considered matters related to the recruitment of the Interim CAO position, and provided direction to staff. It is anticipated that an appointment by-law to appoint the Interim CAO will come forward for Council consideration at an upcoming meeting. Council also received information regarding the recruitment and selection process for the permanent CAO position and provided direction to Council Members, staff and to the external recruiter. Mayor Hankivsky reported the following outcomes:

- Council has authorized an external recruiter, Feldman Daxon, to commence with the recruitment for the permanent CAO position.
- A selection committee comprising of three Council Members will be tasked with reviewing applications, selecting candidates and conducting interviews to determine the final candidate or candidates to be presented to Council for final approval.
- Once the final candidate has been selected, and an employment agreement has been negotiated, an appointment by-law to appoint the permanent CAO will come forward for final approval at a meeting of Council.
- Timelines for recruitment - anticipated to be complete by Spring 2025.

Mayor Hankivsky advised that Council also received confidential information from the Province for future regulatory opportunities in the Municipality. As the information is circulated by the Province in accordance with their timeline, more information will become available through municipal communication channels.

#### **Resolution: 213-2024**

**Moved by** Councillor Toms

**Seconded by** Councillor Andrews

That Council confirm the confidential direction provided to Council Members, staff and the external recruiter during the closed session at the Special Council Meeting of November 18, 2024

**Carried**

#### 5. **Confirmatory By-law**

5.1 70-2024

**Resolution: 214-2024**

**Moved by** Councillor Attridge

**Seconded by** Councillor Pearson

That leave be granted to introduce a by-law and to dispense with the reading of the by-law by the Clerk to confirm the proceedings of the Special Council of the Municipality of Port Hope at its special in camera meeting held on November 18, 2024 and the same be considered read and passed and that the Mayor and the Clerk sign the same and the Seal of the Corporation be thereto affixed.

**Carried**

**6. Adjournment**

Special In-Camera meeting adjourned at 8:47 p.m.

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Olena Hankivsky, Mayor

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Shrishma Davé, Clerk