



**The Corporation of the City of Stratford
Committee of the Whole In-camera Session
Minutes**

A meeting of the Committee of the Whole was held in In-camera Session on Monday, February 10, 2019 in the Council Chamber, City Hall, 1 Wellington Street, Stratford at 5:15 p.m.

Present: Mayor Mathieson - Chair presiding, Councillors Beatty, Bunting, Burbach, Clifford, Gaffney, Henderson, Ingram, Ritsma, Sebben and Vassilakos.

Regrets:

Staff Present: Joan Thomson – Acting CAO, Michael Humble – Director of Corporate Services, Ed Dujlovic – Director of Infrastructure and Development Services, David St. Louis – Director of Community Services, John Paradis - Fire Chief, Jacqueline Mockler – Director of Human Resources, Tatiana Dafoe – Acting Clerk, Chris William – City Solicitor, Aird & Berlis

Prior to going to In-camera session, Item 1.0 was dealt with in open session.

Call to Order by Mayor Mathieson

1.0 Adjournment into In-camera Session

Motion by Councillor Ritsma and Councillor Henderson

THAT the meeting adjourn to an In-camera Session to discuss:

4.1 [REDACTED]

"Strengthening Our Community: Attracting People and Investment"

[REDACTED]

4.2 Appointment of Evaluation Team
[Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b))];

5.1 [REDACTED]

6.1 [REDACTED]

Carried.

The meeting adjourned to an In-camera session.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

4.2 Appointment of Evaluation Team – Municipal Modernization Service Review
Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

Objective: To consider the appointment of members to the Evaluation Team for the Municipal Modernization Service Review RFP.

Background and Analysis: At the February 10 Council meeting, direction is being requested of Council to authorize the issuance of a request for proposal for this project. Due to the timelines involved, staff are requesting that Council consider appointing the members of the evaluation team to review the proposals received now so that scheduling can take place.

The Purchasing By-law/Policy provides that,

If the cost of the Consultant is expected to exceed \$100,000, the Mayor and two (2) members of Council, as well as two (2) members of staff, will sit on the Evaluation Committee. The Mayor may ask that Council select a member to sit in his or her stead.

The proposed Evaluation Team for this project is the following Members and Staff:

- Mayor, Chair and Vice Chair of Finance and Labour Relations
- Director of Human Resources and CAO or their respective delegates.

Financial impact: There is no cost to the City for this RFP as funding is being provided by the Province either through a grant application or the Efficiencies Grant funds already received by the City.

Alignment with Strategic Priorities:

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Staff recommendation: THAT direction be given with respect to the appointment of 3 Council members and 2 staff members to the Evaluation Team for the Municipal Modernization Service Review RFP;

AND THAT this direction also be dealt with at the February 10 Council meeting.

"Strengthening Our Community: Attracting People and Investment"

In-camera Discussion: The Acting Chief Administrative Officer advised that in order to continue work on this project, staff are requesting appointment of an evaluation team. As outlined in the report, the proposed evaluation team for this project is the following members of Council and Staff:

- Mayor, Chair and Vice Chair of Finance and Labour Relations
- Director of Human Resources and CAO or their respective delegates.

In-camera Direction: Motion by Councillor Ingram and Councillor Sebben **THAT Evaluation Team for the Municipal Modernization Service Review RFP be composed of the following Members and Staff:**

- **Mayor,**
- **Chair and Vice Chair of Finance and Labour Relations,**
- **Director of Human Resources and CAO or their respective delegates;**

AND THAT this direction also be dealt with at the February 10 Council meeting. Carried

*This matter was then considered by Council at their Regular meeting on February 10, 2020.

■ [REDACTED]

■ [REDACTED]

[REDACTED]

[REDACTED]

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