

**CROWE VALLEY CONSERVATION AUTHORITY**

**Hiring Committee  
Held at McGeachie Conservation Area Cottage**

**26 August 2025**

**MINUTES**

**MEMBERS PRESENT:**

Michael Metcalf	Municipality of Trent Hills
John O'Donnell	Faraday Township
Shawn Pack	Limerick Township
Colin McLellan	North Kawartha
Tim Pidduck	

**MEMBERS ABSENT:**

None.

**ALSO PRESENT:**

Amanda Donald, Acting General Manager/Recording Secretary, CVCA

**CALL TO ORDER:**

The Chair, Colin McLellan, called the meeting to order at 9:35am.

**WELCOME**

Colin McLellan welcomed everyone to the meeting.

**DECLARATION OF PECUNIARY INTEREST:**

There were no conflicts declared.

## **REVIEW OF CIRCULATED RESUMES**

The Hiring Committee reviewed the circulated resumes and selected six candidates to contact for an interview.

## **DETERMINE INTERVIEW DATES**

The Hiring Committee selected September 9, 2025 to hold the first round of interviews.

## **NEXT STEPS**

The Hiring Committee discussed potential interview questions, the interview process and potential qualities the preferred candidate could possess.

## **OTHER BUSINESS:**

None.

## **NEXT SCHEDULED MEETING:**

The CVCA Hiring Committee will meet again on September 9, 2025 for interviews.

## **ADJOURNMENT:**

### **Motion HC 02/25**

Moved by: Michael Metcalf

Seconded by: Shawn Pack

That the Hiring Committee Meeting be adjourned at 10:01am.

Carried.

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Amanda Donald  
Recording Secretary

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Colin McLellan  
Chair