

THE CORPORATION OF THE TOWNSHIP OF HORTON

Special Council Meeting

June 15, 2012

There was a Special Council Meeting held in the Municipal Council Chambers on Friday June 15, 2012. Present was Mayor Don Eady and Councillors Glen Campbell, Bob Kingsbury, Jamey Larone and Margaret Whyte. Staff present was Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Mayor Eady called the meeting to order at 9:03 a.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Members of Council or Staff.

3. HR STUDY REVIEW

Mr. Bruce Beakley, Human Resources Director, County of Renfrew was present to review a staffing report he submitted on January 16, 2012. Council had met several times in the interim discussing the report. It was Mr. Beakley's recommendation that Council Members review and digest the report before he met with the Council Members.

Mayor Eady called for a resolution to proceed into a Closed Meeting to discuss items of *personal matters about an identifiable individual including municipal or local board employees and/or employee negotiations or labor relations*”.

Moved by Glen Campbell

Resolution No. 12-207

Seconded by Jamey Larone

That Council proceed into a Closed Council Meeting pursuant to Sections 8 (b) (ii) and/or (iv) of By-law 98-08 as amended – Procedural By-law.

Carried

The meeting was closed at 9:17 a.m.

Mayor Eady called the meeting back to public session at 11:32 a.m.

He reported that in the Closed Meeting Bruce Beakley reviewed his report on Staffing. Mr. Beakley discussed the CAO/Clerk vs. Clerk/Treasurer senior management model. Council agreed that they were satisfied with the current “hybrid” between the two models. Council asked Mr. Beakley for a list of services he could provide on staff training. Mr. Beakley reviewed several programs he could offer. He is sending a list of programs to the Township.

Bruce Beakley briefly reviewed the training that was required to implement the new performance management program he recommended in his report. He is also sending a package of material on this topic to the Township. Training with Council Members and the CAO/Clerk will take place later this year.

Mayor Eady reported that Council also discussed the current management model in the Public Works Department and decided that changes would be made.

Council briefly discussed what the term “bondable” meant that appears in the draft job descriptions of the CAO/Clerk and the Finance Manager. Mr. Beakley said they were terms that are no longer valid and suggested they be removed from the descriptions. Council agreed.

Finally, Mr. Beakley restated that he would meet individually with any staff member who had questions or concerns with their job description or their recommended pay grid.

4. RECOMMENDATION FROM FINANCE MANAGER ON CHANGES TO REMUNERATION BY-LAW

A report from the Finance Manager was presented to the Council Members. Council agreed to review this report on their own and it will be discussed at a future meeting.

5. OTHER BUSINESS

Clouthier Construction request for a two day delay in gravel contract penalty clause.

Council Members reviewed a letter from Clouthier Construction dated June 14, 2012 which was waiting in the fax machine this morning. The letter stated that they will fulfill the tender contract and requested Council consider delaying implementing the penalty clause until after June 19 as they have mobilized their crusher to the Onanski pit and will have material to spread on June 18 and will complete the contract June 19. The letter also stated that the two day delay in Council deciding on their extension request will push them past the contract deadline of June 15th to fulfill the contract.

Mayor Eady reviewed the timelines. On June 11 Council received an extension request from Clouthier and Councillor Campbell, Chair of the Public Works Committee requested Mayor Eady call a Special Council Meeting. This Meeting was held June 13. He believes that a 2 day turnaround time for this meeting was a reasonable amount of time to arrange a meeting.

Mayor Eady asked Council if they wished to remain with the decision of June 13 which set out two options – complete the contract under penalty or walk away from the contract, or does Council agree to the request for a 2 day delay in the penalty clause based on that it took two days for Council to make a decision on their extension request.

Councillor Larone agreed the time line set out by Mayor Eady was correct but the situation arose because there wasn't sufficient material available to complete the contract. It is not Council or Horton's fault that there wasn't enough material stockpiled.

Councillor Kingsbury asked how our decision two days after their request held them up when they knew they had to crush more gravel to complete the contract. When were they going to get gravel? Our decision didn't delay them from preparing material. Had they brought in a crusher June 11th when they were told by our staff they didn't have enough gravel the stockpile they would have had enough gravel ahead to complete the contract on time.

Councillor Campbell said it appears Clouthier is blaming the delay issue on Horton when the issue was in their gravel pit. They should have known the pile was short on June 7 after the first day of hauling to Eady Road. He suggested the time delay was between June 7 and June 11.

Councillor Whyte said this is the second time Council has been asked to deal with this issue. Each Special Council costs approximately \$300.00 in Council and staff time.

Mayor Eady noted that the contract was to be completed by today June 15, but our Public Works Staff do not work Fridays because of their 4 – 10 hour work week. He asked if there was some consideration to not penalizing Monday June 18 as they couldn't spread June 15th. Council Members noted that the crusher only moved into the pit this morning and wouldn't have had material crushed to spread today.

After further discussion, Council reaffirmed its position as per the resolution passed at the June 13, 2012 Special Council Meeting. The CAO/Clerk was requested to write Clouthier Construction with this decision re the \$300.00 charge for June 18 and 19 and the let them know of the hours of operation permitted in the noise by-law.

6. CONFIRMING BY-LAW

Moved by Glen Campbell

Resolution No. 12-208

Seconded by Bob Kingsbury

THAT Council enacts By-law 2012-33, a by-law to confirm proceedings of the Council of the Township of Horton at the Special Council Meeting held on June 15th, 2012.

Carried

7. Moved by Margaret Whyte

Resolution No. 12-209

Seconded by Bob Kingsbury

That Council adjourn this Special Council Meeting at 11:38 a.m.

Carried

MAYOR

CAO/Clerk