

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**SPECIAL COUNCIL MEETING**  
July 17, 2012

There was a Special Meeting of the Council of the Township of Horton held in the Municipal Council Chambers on Tuesday July 17, 2012 following the Planning Committee Meeting. Present were Mayor Don Eady, Councillor/Acting Mayor Bob Kingsbury, Councillor Jamey Larone, Councillor Margaret Whyte and Councillor Glen Campbell. Staff present was Mackie McLaren.

1. CALL TO ORDER

Mayor Eady called the meeting to order at 5:15 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by members of Council or staff.

3. ACTING PAY FOR PUBLIC WORKS SUPERINTENDENT

The CAO/Clerk reviewed policy B-10 of the HR Policy and Procedures Manual which states that the Township of Horton provides acting pay to employees who are temporarily designated to perform the majority of responsibilities including the essential elements of a higher paying position for a minimum of ten working days. The Public Works Superintendent has been performing part of the duties of the Municipal Infrastructure Manager position and could qualify under Policy B-10 for acting pay. Acting Pay is paid at step A in the salary grid of the higher paying position thus giving the employee a minimum of 5% increase during the assignment. In this situation, the step A of the grid is actually lower than the step the Public Works Superintendent is in so he would qualify for a 5% increase.

Council members discussed the duties that the Public Works Superintendent has assumed from the higher position. The CAO/Clerk presented a report that he was asked to prepare setting out duties formerly performed by the Municipal Infrastructure Manager and who would perform now. Council members expressed concern that the responsibility for the position has not been assumed and questioned whether the policy should be activated. After further discussion the following resolution was put forward:

Moved by Councillor Margaret Whyte  
Seconded by Councillor Jamey Larone

**RESOLUTION NO. 12-**

That pursuant HR Policy B-10, the Public Works Superintendent receives Acting Pay of a 5% increase while he is performing some of the duties of the Municipal Infrastructure Manger.

**Carried on Division.**

**Opposed: Councillors Glen Campbell and Bob Kingsbury**

4. PUBLIC WORKS DEPARTMENT MANAGEMENT REVIEW PROCESS

Mayor Eady reviewed information Bruce Beakley, Human Resources Director of County of Renfrew gave at their Human Resources Committee Meeting held July 4, 2012 on the selection process used by the County of Renfrew. Council members discussed at great length what they would require in a senior management position. They agreed that this position should be created and filled by January 1, 2013. Council members agreed that they would meet again to continue this discussion following the Planning Meeting of September 18<sup>th</sup> 2012.

Special Council Meeting  
July 17, 2012

Councillor Larone noted that he has seen more garbage dumped on Price Road about 50-70 yards in off of Highway 60. He asked if the sign of “No garbage dumping \$1000 fine” was being prepared. The CAO/Clerk said yes.

Councillor Kingsbury reported on a safety issue. As Safety Coordinator he was informed that the Fire Association brought in a large used propane tank and put it behind the salt dome. On July 11, 2012 the Public Works Staff came to work and there was a heavy odor of propane in the air and in the Public Works garage. An investigation found that the valve on the tank had been opened by someone overnight. They shut the valve and opened the doors of the garage to clear the air of propane odour. Safety Officer Barry Dodd then applied a lock out to the valve. However, on July 18, 2012 the Public Works Staff again encountered a propane smell when they came into work. Their investigation noted that the lock out had been by-passed. He said this is a serious offense and someone went beyond the safety lockout and he has requested a report from the Fire Department Safety Officer and training to the individual who did this on this seriousness of an offense.

7. BYLAW 2012- CONFIRMING BYLAW

Moved by Councillor Glen Campbell

**RESOLUTION NO. 12-**

Seconded by Councillor Margaret Whyte

That Council enact By-law 2012-39 to confirm the proceedings of this Special Council Meeting.  
**Carried.**

8. ADJOURNMENT

Moved by Councillor Bob Kingsbury

**RESOLUTION NO. 12-**

Seconded by Councillor Jamey Larone

That Council adjourn this Special Council Meeting at 7:46 p.m.

**Carried.**

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MAYOR

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CAO/CLERK