

THE CORPORATION OF THE TOWNSHIP OF HORTON

Special Council Meeting

November 23rd, 2017

For the purpose of receiving a presentation made by City of Ottawa Clerk and City Solicitor Rick O'Connor

There was a Special Meeting of Council held in the Horton Community Centre Upstairs Hall on Thursday November 23rd, 2017. Present was Mayor Robert Kingsbury, Deputy Mayor Robert A. Johnston, Councillor Dave Bennett, and Councillor Jamey Larone. Staff present was Suzanne Klatt, CAO/Clerk, Jennifer Barr, Treasurer and Hope Dillabough, Deputy Clerk- Recording Secretary.

Regrets: Councillor Glen Campbell

1. Call to Order

The meeting was called to order by Mayor Kingsbury at 6:00p.m.

2. Declaration of Pecuniary Interest

No pecuniary interest was declared by council members or staff present.

3. Presentation by Rick O'Connor

CAO/Clerk Suzanne Klatt introduced Mr. Rick O'Connor, Clerk and Solicitor for the City of Ottawa, and thanked him for coming to make a presentation to Council. She reviewed that she had requested Mr. O'Connor come do a presentation to help Council and Staff understand roles and responsibilities in the municipality from a different independent perspective. Mr. O'Connor presented and discussed 'The 3 R's of Municipal Governance: Roles, Responsibilities and Relationships. Mr. O'Connor stressed that Council acts as a group in regards to power and decision making; that no council member has individual decision-making power. Mr. O'Connor also reviewed the role of the Head of Council and that they are considered the Chief Executive Officer of the Municipality. He also reviewed administrative roles and responsibilities.

Mayor Kingsbury opened up the floor for questions. Councillor Bennett questioned Mr. O'Connor's opinion on the Township's Procedural By-Law. Mr. O'Connor stated that a Procedural By-Law is supposed to be designed to have the meetings run efficiently and effectively. In response, specifically to Horton's By-Law, he disagreed with having Public Advisory Members sitting at the table and found the integration of Committee and Council very confusing. Essentially, he didn't agree with the method and suggested that a lot of smaller municipalities do a Committee of the Whole process. He suggested that when the next term of Council begins, that staff and Council go through the Procedural By-Law line by line and make the appropriate changes to make the Council meetings run more efficiently.

Councillor Bennett expressed that he feels very strongly for the community and feels that Public Advisory Members are vital. He felt that Committee of the Whole may be alright, however he doesn't agree to wait until the next term of Council to discuss changes. Mayor Kingsbury offered that if he is unhappy, he could bring a motion to the table for discussion. Deputy Mayor Johnston agreed with Councillor Bennett.

The CAO/Clerk spoke to the existing use of Public Advisory Members. A report proposing modifications to the Procedural By-Law was not presented to Council as she felt it did not bring an objective view as it pertains to the benefits of the paid Public Member. In its existing format, there is no term of reference for the members, and no comparable was found by the CAO/Clerk, as other townships

do not pay their Public Advisory Members. A report will be forthcoming following this meeting after having received this information.

Councillor Larone spoke of the changes and challenges that Council face daily and that it may be different now than it has been in the past. He mentioned there is a new complement of staff now which means there should be a reflection of less micro-managing as there is better efficiency now than ever before.

Ms. Klatt summarized that these are the first steps in terms of reviewing the Procedural By-Law. Different communities have different structures and staff will be looking at other municipalities' procedures to bring objective information to the table. She reiterated that the Mayor's job as CEO is to maintain morale and ensure there are good working relationships between staff and Council as a whole.

Mayor Kingsbury asked Mr. O'Connor to provide Ms. Klatt with some options that Council could review to enhance the efficiency and effectiveness of their meetings.

Ms. Klatt thanked Mr. O'Connor for coming and making his presentation to Council as there was a lot of important information reviewed.

5. Adjournment

Mayor Kingsbury declared the Meeting to be adjourned at 8:20 pm.

MAYOR Robert Kingsbury

CAO/Clerk Suzanne Klatt