

# THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA

March 23, 2012

Minutes of a regular meeting of Council held on Friday, March 23, 2012 at 14:09 h. in the Township Hall.

## 1. CALL TO ORDER & MOMENT OF SILENCE

## 2. ROLL CALL

The following were present Reeve Tammy Stewart, Councillors: Dave Foote, Jim Gibson, Debbi Grills and Robert Reid.

Wilfred Lamure present for staff.

Approximately 8 members of the public and the media were present.

## 3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF –

Reeve Stewart provided the attached note to the Clerk and declared a conflict of interest on Report #23/03/12/1102 due to “potential litigation”.

## 4. DEPUTATIONS/PRESENTATIONS – none

## 5. ADOPTION of MINUTES of PREVIOUS MEETINGS (INCLUDING COMMITTEES)

### i. Council Minutes

Resolution # 23/03/12/001

Moved by Councillor Gibson and seconded by Councillor Reid

**BE IT RESOLVED THAT** the minutes of the regular meeting of Friday, March 9, 2012 be accepted as presented.

**Note:** At section #8-f the word “not” is to be removed.

Carried Unanimously

### ii. Library Board Minutes – Information only

## 6. CORRESPONDENCE & PETITIONS – None

## 7. CORRESPONDENCE

- i. Cheryl Gallant – re: Request for support for AECL – **Action:** Clerk to prepare letter in support;
- ii. Killaloe, Haggarty, Richards – re: use of wood in construction and proposed amendments to the Ontario Building Code – **Action:** Clerk to prepare resolution of support for next meeting;
- iii. Killaloe, Haggarty, Richards – re: support for forestry industry through government policy – information;
- iv. Killaloe, Haggarty, Richards – re: Proposed County transfer of Bridges and culverts – **Action:** Clerk to prepare letter to County, in support of other letters received;
- v. Brudenell, Lyndoch and Raglan – re: Proposed County transfer of Bridges and culverts – see iv. above
- vi. Township of Laurentian Valley – re: Proposed County transfer of Bridges and culverts – see iv. above
- vii. Madawaska Valley – re: Proposed County transfer of Bridges and culverts – see iv. above
- viii. Town of Penetanguishene – re: Payment in Lieu of taxes for Heads and Beds – **Action:** Clerk to prepare resolution of support for next meeting;
- ix. Havelock-Belmont-Methuen – re: Ontario Wildlife Damage Compensation Program - information
- x. Clarington – re: Moratorium on Wind Turbines -information
- xi. Canadian Council of the Blind – re: Health Van for Easter Ontario -information
- xii. AMO – re: MOE’s direction to Waste Diversion Ontario -information
- xiii. AMCTO – re: Reforms to Ontario’s Municipal Election Act - information
- xiv. AMCTO – re: Municipal Election Financing Policy and Legislative Update - information
- xv. Minister Responsible for Seniors – re: Senior Achievement Award - information
- xvi. Hospice Renfrew – re: Fundraising Event Notification - information
- xvii. Minister Responsible for Seniors – re: 2012 Senior of the Year Award -information

- xviii. Ontario Parks – re: Annual Work Schedule – Algonquin Park Forest Management Unit – **Action:** Clerk to create link to document from our website.
- xix. L1 – Deborah Grills – re: Resignation from Library Board – **Action:** Clerk to advertise for replacement.
- xx. L2 – Library Board – re: request to use hall and store material for Children’s Program. – **Action:** Clerk to OK request.

**8. STAFF REPORTS**

i. Clerk’s Report #23/03/12/801 – information and some direction  
Resolution # 23/03/12/002

Moved by Councillor Reid and Seconded by Councillor Gibson

**WHEREAS** Harvey Creek Road needs some significant construction this year;

**AND WHEREAS** funds exist in the deferred revenue account from a special roads grant received but not totally utilized in 2008;

**AND WHEREAS** road repair is an allowable use for these funds;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to utilize these funds towards the completion of the Harvey Creek Road bank/guard rail repair project.

Resolution tabled until after the site visit to be held on March 30, 2012.

Resolution # 23/03/12/003

Moved by Councillor Gibson and Seconded by Councillor Reid

**WHEREAS** Plain’s Camp Road is a minimally maintained municipal road;

**AND WHEREAS** tree removal along municipal roads is the responsibility of municipal staff;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to remove specific trees to widen sections of Plains Camp Road to facilitate snow plowing in the winter months.

Carried Unanimously

ii. Treasurer’s Report #23/03/12/802 – information only

**9. FINANCIAL REPORTS**

i. Income Statement

Resolution # 23/03/12/004

Moved by Councillor Reid and Seconded by Councillor Gibson

**BE IT RESOLVED THAT** the Income Statement dated March 20, 2012 be accepted as presented.

Carried Unanimously

ii. Cheque Log

Resolution # 23/03/12/005

Moved by Councillor Gibson and Seconded by Councillor Reid

**BE IT RESOLVED THAT** the Cheque log dated March 20, 2012 be accepted as presented.

Carried Unanimously

**10. BY-LAWS**

i. Report #23/03/12/1001

Resolution # 23/03/12/006

Moved by Councillor Reid and Seconded by Councillor Gibson

**BE IT RESOLVED THAT** By-Law 2012-13 being a by-law to designate a reduced load period on specific Municipal roads be read a first time short and passed.

Carried Unanimously

Wilfred Lamure left at 15:03 h.

**11. UNFINISHED BUSINESS**

i. Report 23/03/12/110- Moving Forward Report

Resolution # 23/03/12/007

Moved by Councillor Gibson and Seconded by Councillor Reid

**WHEREAS** the Delfi Group has provided a list of recommendations to be followed to help resolve current workplace and council challenges which include discussion and mediation;

**AND WHEREAS** this Council would like to resolve current challenges in the most cost effective methods;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to meet on a weekly basis for the next 5 weeks to attempt to work through these issues.

**AND FURTHER THAT** Council does hereby agree to begin this process by truthfully and honestly answering the following questions in anticipation of discussion:

- i. **What would you ultimately like to see happen to diffuse this situation and move forward?**
- ii. **What aspects of your position would you be willing to compromise on?**
- iii. **What do you want or need Council and/or staff to do to help you realize your needs?**
- iv. **What steps are you willing to take to move forward in a positive, open and transparent manner?**
- v. **What do you think/how do you feel about what has been occurring here?**
- vi. **What needs to change to change your position/feelings?**

Carried Unanimously

At 15:25 Reeve Stewart left the table. Councillor Gibson assumed chair.

- ii. Report 23/03/12/1102 – Reeve Stewart's Response Report

Resolution # 23/03/12/008

Moved by Councillor and Seconded by Councillor

**WHEREAS** Reeve Stewart caused to be printed in the NRT a letter making serious allegations against staff and council which were defamatory in nature;

**AND WHEREAS** Councillor Gibson as the meeting of Friday, March 9, 2012 formally requested a written explanation of the statements made by Reeve Stewart in her letter;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to receive and review the responses of Reeve Stewart as they relate specifically to the questions posed by Councillor Gibson.

Resolution was tabled as Reeve Stewart refused to answer the questions.

No further action of Council was discussed.

Resolution # 23/03/12/008-A

Moved by Councillor Foote and Seconded by Councillor Grills

**WHEREAS** the reeve has included Mr. Bonenberg as a witness to infractions of the Criminal Code committed by staff and members of Council during the closed meeting of Feb. 17<sup>th</sup> 2012.

**WHEREAS** the Reeve did publish the above information on Feb 22<sup>nd</sup> , via a letter in the local press and elsewhere.

**WHEREAS** the reeve further informed Council during the public meeting on Mar. 19<sup>th</sup> that Criminal Code infractions did occur during the Feb. 17<sup>th</sup> closed meeting, as stated by Mr. Bonenberg, and that the Reeve was initially informed of this by Mr. Bonenberg during an informal conversation between the Reeve and him in the Hall parking lot following the closed meeting of Feb. 17<sup>th</sup>.

**WHEREAS** Mr. Bonenberg has denied stating there were infractions of the Criminal Code committed during the closed meeting of Feb. 17<sup>th</sup> during two separate telephone conversations between Mr. Bonenberg and two members of council following the Mar. 9<sup>th</sup> meeting.

**WHEREAS** Mr. Bonenberg has informed one council member he will only issue a written statement concerning his version of the conversation with the Reeve on receipt of a written request from Council.

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara and Maria direct the clerk to forward a formal written request to Mr. Bonenberg asking for his version of the conversation between the Reeve and him on Feb. 17<sup>th</sup> and confirming his verbal denial of informing the Reeve that Criminal Code infractions were

committed by members of Council and staff during the closed meeting of Feb. 17<sup>th</sup> 2012, in this conversation.

Defeated Unanimously

Reeve Stewart resumed duties of Chair.

iii. Report 23/03/12/110 – Delfi Invoice Report (from Feb. 25 & Mar. 9)

Resolution # 23/03/12/009

Moved by Councillor Gibson and Seconded by Councillor Reid

**WHEREAS** the Council of the United Townships of Head, Clara & Maria has contracted with the Delfi Group to conduct investigations into harassment and code of conduct complaints;

**AND WHEREAS** the Delfi Group has provided two documents which leave this municipality with unanswered questions and inconclusive reports;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby direct staff to pay the final invoice of the Delfi Group in the amount of \$3,056.65 and further request from the Delfi Group a refund of fees based on their breach of contract.

Defeated Unanimously

Resolution # 23/03/12/009-A

Moved by Councillor Gibson and Seconded by Councillor Reid

**BE IT RESOLVED THAT** the Municipality of Head, Clara and Maria pay the final invoice of \$3,056.65 from the Delfi Group.

Carried Unanimously

iv. Report 23/03/12/110 – Release of Delfi Reports

Resolution # 23/03/12/010

Moved by Councillor Grills and Seconded by Councillor Foote

**WHEREAS** the Delfi Group has provided two reports which contain some identifying personal information concerning complainants and respondents which on the advice of our municipal solicitor should be protected;

**AND WHEREAS** it must be noted that this Council has agreed at its meeting of Friday, March 9, 2012 to not accept the conclusions in the report as they are less than accurate;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby direct staff to release the edited and summary versions of Mr. Bonenberg's reports to the public including a disclaimer indicating Council's concern with the content and conclusions contained within.

**AND FURTHER THAT** the release of any other content or information contained within the reports would constitute a breach of confidentiality and a violation of the Municipal Code of Conduct which applies to both staff and Council members and will warrant sanctions or disciplinary actions to be imposed immediately by Council.

Carried Unanimously

v. Report 23/03/12/110 – Dean Workshop Summary Report

Resolution # 23/03/12/011

Moved by Councillor Foote and Seconded by Councillor Grills

**WHEREAS** the recommendations of Mr. Bonenberg include review of Council and staff roles and obligations;

**AND WHEREAS** Council in the past received a day long workshop delineating Council and staff obligations and roles;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to review the previously supplied summary document in open session as a first step in moving forward in an open and transparent manner.

Carried Unanimously

Due to time constraints, Council agreed to schedule this session prior to the first regular Council meeting of May at 13:00 h.

- vi. Report 23/03/12/110 – Policy on Newsletters, Media and Press Release Report – Draft Policy and Draft Press Release to approve

Resolution # 23/03/12/012

Moved by Councillor Grills and Seconded by Councillor Foote

**WHEREAS** the Council of the United Townships of Head, Clara & Maria deems it appropriate to be able to contribute positively to the media coverage received by the municipality through press releases but wishes to maintain control over content;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby adopt the following policy (as amended) on press releases, media contact and municipal newsletters to be utilized by staff, Council and municipally authorized groups.

Carried Unanimously

**12. ADDENDUM (NEW BUSINESS)**

- i. Report #23/03/12/120 – Budget Reserves Report

Resolution # 23/03/12/013

Moved by Councillor Grills and Seconded by Councillor Foote

**WHEREAS** the Council of the United Townships of Head, Clara & Maria does recognize the importance of saving for the eventual replacement of the office/hall/library facility;

**AND WHEREAS** a new line item has been included in the Reserve document;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to set the Target Balance for that column at \$800,000 to more accurately reflect the estimated value of the building;

**AND FURTHER THAT** \$25,000 of the current year budget is allocated to that reserve.

Carried Unanimously

- ii. Report #23/03/12/120 – Budget Amendment Report

Resolution # 23/03/12/014

Moved by Councillor Foote and Seconded by Councillor Grills

**WHEREAS** the Council of the United Townships of Head, Clara & Maria at its meeting of Friday, March 9, 2012 did agree to adopt a budget which would result in \$20,000 to be allocated towards reserves;

**AND WHEREAS** the Clerk made a clerical error in the Budget Considerations Report #09/03/12/1001 and subsequently the By-Law by inserting in the total the “draft” expenses total instead of the “increased” expenses total;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to amend the current budget by-law to show the accurate total budget amount of \$787,454 instead of the \$776,104 inserted in error.

Carried Unanimously

- iii. Report #23/03/12/120 – Clerk’s PA Recommendations Report

Resolution # 23/03/12/015

Moved by Councillor Grills and Seconded by Councillor Foote

**WHEREAS** the Council of the United Townships of Head, Clara & Maria has adopted a performance assessment policy and wage grid for use by management and Council to perform employee evaluations;

**AND WHEREAS** the Clerk’s employee evaluation for 2011 was completed through an independent 360 review process with the Executive Skill Set Summary indicating that the Clerk’s performance has been within or above the “favourable” zone for all 18 skills graded;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree that based on the completed 360 degree review for the 2011 work year and to be retroactive to January 1<sup>st</sup> 2012 the Clerk receive a “2” step increase on the salary grid.

Carried

Recorded Vote		
	Yes	No
Councillor Foote	√	
Councillor Gibson	√	
Councillor Grills	√	
Councillor Reid		√
Reeve Stewart		√

**iv. Report #23/03/12/120 – Council Member Notification Report**

Resolution # 23/03/12/016

Moved by Councillor Foote and Seconded by Councillor Grills

**WHEREAS** the past few months have included questions concerning the availability of Council packages, failed electronic notification of meetings resulting in Council members missing meetings and packages not being received until immediately prior to the meeting;

**THEREFORE BE IT RESOLVED THAT** in an effort to clarify operations for staff and Council, the Council of the United Townships of Head, Clara & Maria does hereby agree to the following guidelines until they may be formally adopted into the Procedure By-law which will be amended in the near future.

Carried Unanimously

**Guidelines:**

1. "All correspondence addressed to Council and all correspondence packages will be forwarded through the Council information packages normally available to all members of Council at least forty-eight (48) hours prior to the next regular meeting of Council. The packages will be made available in the Municipal Office at that time. Each Council member is responsible for collection or delivery of their package."
2. "All notification to be provided to Council members from the Municipal Office, including notice of special meetings, is considered to be delivered once it is sent via email to the email address on file for each Council member. It is incumbent on the Council member to notify staff if and when they require alternate delivery or if their contact information has changed."

It was decided that "read" receipts will be requested in all emails to Council and Council members would use them to acknowledge receipt.

**13. CLOSED SESSION – Not required.**

- i. To enter into closed session.
- ii. To come out of closed session.

**14. BUSINESS ARISING FROM CLOSED SESSION – None.**

**15. QUESTIONS AND ANSWERS**

- i. Councillor Grills – asked a question received from ratepayer – are tax sale properties advertised on our website; It was explained that they are advertised locally in the NRT in the Ontario Gazette and will be posted on our website.
- ii. Councillor Grills - asked if during meetings each piece of correspondence could be briefly described so that members of the public present were aware of what the discussion was about.

**16. CONFIRMATION OF PROCEEDINGS**

Resolution # 23/03/12/017

Moved by Councillor Grills and Seconded by Councillor Foote

**BE IT RESOLVED THAT** By-Law 2012-12 being a by-law to confirm proceedings of the Council of the United Townships of Head, Clara & Maria at its meeting held on March 23, 2012 be read a first time short and passed.

Carried Unanimously

**ADJOURNMENT**

Resolution # 23/03/12/018

Moved by Councillor Foote and seconded by Councillor Grills

**BE IT RESOLVED THAT** this meeting adjourn at 16:42h to meet again Friday, April 20, 2012 at 14:00h.

Carried Unanimously

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Reeve – Tammy Lea Stewart

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Clerk – Melinda Reith

## Notes to Minutes of Friday, March 23, 2012

Verbatim comments are not a normal part of a Council meeting. Only those sections which have been contentious and the cause of disagreement have been included these past weeks.

1. A review of Harvey Creek Road has been arranged by the Road Super with members of Council for 9:00 a.m. on Friday, March 30, 2012. Different options for remedy will be discussed at that time.
2. Moving Forward Report
  - a. Councillor Grills read the section in the report which states "*Despite what has been stated publicly at council meetings, the following lists all but two of Mr. Bonenberg's recommendations. As explained previously, those two recommendations were removed as they were outside of the mandate and authority of Mr. Bonenberg's investigation and were actually opinions on past decisions of Council. Mr. Bonenberg acknowledged them as such in the reports stating that he does not have any authority over these decisions.*"
  - b. Clerk requested that Reeve Stewart read out the recommendations and steps already taken. This was completed...
  - c. Stewart – I don't I agree with this, all the recommendations should be followed.
  - d. Grills – Because 2 are not being considered you're not happy with this?
  - e. Stewart – I don't think they should be removed.
  - f. Grills – I don't see how those two being removed changes anything? How it nullifies the report or what we're doing?
  - g. Stewart – I didn't say nullify, I just don't think these two should be removed.
  - h. Grills – By moving on 13 of the 15 recommendations we have done something. Something has been done. Are you objecting to the 13 being received?
  - i. Stewart – I'm objecting to the 2 being removed. Bonenberg was hired to provide recommendations to move forward. I just don't think they should be removed.
  - j. Grills – This report shows the public that we have already been looking at the recommendations. We've followed through on 13 of them. It's not that we've not been doing anything. We have. We now need to meet informally to work out any challenges and to do that we need to have the same mindset.
  - k. Reid – For clarification. We're voting on moving forward. This is 13 different options. We are looking to have informal meetings, whether we discuss 13 or 15 items doesn't matter. We can discuss whatever comes to the table to work through this.
  - l. Stewart – Well here's the 6 questions; are we going to do this?
3. Chair Gibson introduced resolution concerning the response of Reeve Stewart to his questions from the last meeting.
  - a. Clerk – Point of order – I don't understand how this is a conflict of interest?
  - b. Gibson – the Reeve stated it was due to potential litigation.
  - c. Clerk – I'm not sure how that qualifies.
  - d. Foote – I have a resolution to bring forward.
  - e. Gibson – We'll deal with this first, I asked the Reeve to be more specific in answer to the allegations made in the NRT; I received no response, it is my decision to take further action if I so choose.
  - f. Clerk – Point of order - the Resolution should be read prior to discussion.
  - g. Gibson – this is not specifically an issue of Council, it was a personal request and it is up to me personally to take action outside of Council.
  - h. Foote – That's your prerogative if you want to proceed. I have a resolution, do we want to proceed?
  - i. Gibson – Do you still want to move forward?
  - j. Reid – Should we vote on this first?
  - k. Gibson – I asked for a response, I didn't get it – It's up to me to move forward.
4. Councillor Foote's resolution was introduced.

- a. Foote – I phoned Mr. Bonenberg based on the information provided by Reeve Stewart at the last meeting. Reeve Stewart stated at the last meeting that Mr. Bonenberg gave her the information concerning the Criminal Code violations. I was set aback, considering that the investigator was quoted as saying that we did those things, while not saying anything during the meeting. Reeve Stewart said that Bonenberg was the source of the comments. I called him. He denied it emphatically. I asked him if he would respond formally to Council. He said he would only respond to a resolution of Council and only after consulting a lawyer. I asked what infractions we committed. He denied that he said it. This entire episode was a shock. I think it's up to Council to ask for his version of the conversation.
- b. Grills – I'm the other Councillor who contacted Bonenberg. I told him I wanted him to know what was being said at the Council table and suggested that maybe now the shoe was on the other foot. Again, he denied this emphatically stating he said nothing of the kind in the parking lot. He expressed to me as well that if Council wished a response they'll have to ask in writing. I just wanted him to know that he was being spoken about in that manner; that he was being quoted as saying the Criminal Code infractions had been committed. Just thought he should know.
- c. Foote – It was on the radio, in the news. It was at the least to Council unkind and untrue as per Bonenberg. Because this is so public, a lot of people who read that say "you're a bunch of crooks, you broke the Criminal Code". Now we've received no reply from the Reeve, this would just tie up a loose end. He was named; this would be a reflection on his professional ability if he did say it.
- d. Grills – Councillor Reid was in the parking lot at the time, perhaps he can make a comment.
- e. Reid – No I've got nothing.
- f. Dowser – Get over it. You keep saying you're moving forward but you're not.
- g. Gibson – You can address the chair if you'd like to speak.
- h. Dowser – You can kick me out or I can leave on my own.
- i. Gibson – re-reads the resolution.

## 5. Delfi Invoice

- a. Gibson – You might say we're satisfied with the product we received but that is not true on the part of a number of the council members. We bought a product, we're not satisfied, and we can't take it back. This nonsense has gone on long enough. Personally I feel that the report is not done well at all however I do not wish to participate in any more fights with the Delfi Group. I support the motion to pay the invoice but not to ask for a refund. We need to take our licks and move on.
- b. Reid – We're done with Delfi. There's no need for a refund. We got what we got. We need to cope and move forward or toss it and forget about it. We owe money, we need to pay it and not ask for anything back.
- c. Grills – the invoice should be paid in full. We must resolve our issues and move on these results as adults. We need to move, we can deal with the meetings we agreed on. Pay the invoice and get going with the meetings.
- d. Foote – Ratepayers have had enough. I've had enough. It's time to tend to Council business with meetings we've planned to try to improve.

## 6. Release of Delfi Reports

- a. Grills – the editing is done, my compliments; it should be released as soon as possible. The wording does not need to be changed.
- b. Gibson – question about clarification of format
- c. Clerk – the version presented to Council had strikethroughs on those sections which needed to be protected and the underlined sentences were added by the Clerk for clarification or correction. There is to be a disclaimer at the beginning of each document explaining this to anyone reviewing the documents. It will be self-explanatory.
- d. Stewart – discussion about sections input – they shouldn't be there, they change the findings of the investigator;
- e. Clerk – that's exactly why they're there, Council has agreed that some sections of the report were not accurate and they have notes beside them. Otherwise people might assume that Council agrees with what's there. All



errors have not been corrected but where there was a challenge with evidence or legislation, there's clarification.

- f. Stewart – But it doesn't say that, that it's Council's words.
  - g. Grills – Yes it does the paragraph begins with "It is Council's position..."
  - h. Clerk – Its says that exactly "It is Council's position" ...
  - i. Stewart – But that then changes Bonenberg's report;
  - j. Clerk – Which is why it wasn't accepted by Council. The solicitor expressed that changes may be made so long as enough particulars remained to support the report's conclusions. That's what's being done. Changes will be made clear by using a different colour or italics.
7. Dean's Report – It was agreed that it was too late in the day to have this session, that it was education and training and didn't need to be in closed session. It was decided to hold a special open session of Council prior to the first meeting in May. It is to be advertised and copies of the document are to be provided for the members of the public. It is already posted on line.
8. Clerk's PA Increase
- a. Gibson - Based on journey person and scales in trade, an employee should be at the high end of the scale once they have been completely trained. The 7 years since 2005 is enough for the Clerk to have achieved this level. She should be compensated accordingly.
  - b. Reid – I'll vote for a single step. We are going to review this again in September; another step could be given then. That's only my opinion.
  - c. Grills – It's interesting to hear Councillor Gibson speak to the use of a grid in trades. We used one in education as well, the learning process was usually 8-10 years but I agree. That considering the quality of work I see, with what goes into meetings alone, and the positive comments received from employees during the Clerk's appraisal, I'm in favour of a 2 step increase.
  - d. Foote – Based on the same things mentioned by Councillor Grills, I agree. I might also add that at her current salary we have a bargain based on the salaries of other CAOs in the county. With her review, I can't fault anything – I agree with the 2 step.
  - e. Gibson – In HCM all staff are paid less than in other municipalities in the county and probably in Ontario. We need to maintain wages for oncoming years. We normally award at least CPI. Otherwise when it comes time to attract a new employee, we will have no chance of hiring a qualified one. Without keeping up across the board, we don't have any chance. If someone is experienced they are operating at the top of their grid, after 7 years, are they still learning?
  - f. Stewart – I agree with Councillor Reid, based on the fact of hiring Bob Young to start a new grid and then we paid to have the 360, I'm gonna vote against it. We do need to revisit the grid again, we just paid to do it and then we paid \$600 for the 360.
  - g. Gibson – We hired a person to review the salary grid; whether it's old or new makes no difference. If the person has done the job for that many years they deserve to be at the top of the grid.
  - h. Stewart – We did just pay to have this done. Then the 360.
  - i. Grills – When you comment about paying for the performance appraisal, are you suggesting that the Clerk pay for it herself?
  - j. Stewart – The PA stated that she was within or above favourable. The taxpayers know that we've paid for this and now we're not following it.
  - k. Gibson – The 360 doesn't recommend grid placement.

March 23, 2012

I declare a conflict of interest with  
Report # 23/03/12/1102 - Reeve Stewart's Response  
Report due to potential litigation.

Tammy-Lea Stewart