

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE  
SPECIAL COUNCIL MEETING  
October 29, 2015

The Council of the Corporation of the Township of McNab/Braeside met at 6:02 p.m.

Staff in attendance: Lindsey Parkes, CAO/Clerk  
Angela Young, Deputy Clerk  
Angela Lochtie, Treasurer

Media in attendance: Nil.

1. **CALL TO ORDER AND ROLL CALL**

All members of Council were in attendance this evening with the exception of Councillor Brum who sent his regrets.

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

No disclosures of pecuniary interest were declared at this time.

3. **ADOPTION OF AGENDA**

Moved by Councillor Lang, seconded by Councillor MacKenzie, **THAT** the agenda dated October 29, 2015, be adopted as submitted and circulated.

**CARRIED.**

4. **DELEGATIONS AND PRESENTATIONS**

Bruce Beakley, Director of Human Resources, County of Renfrew - Merit Pay

Mr. Beakley started his presentation by showing a video. He then reviewed our current wage grid and explained the basic framework of the steps and described how each step was determined. Merit pay was reviewed in relation to Job Rate pay. Mr. Beakley further described how COLA, Job Rate and Merit adjustments are made. The concept of Corporate Competencies and how they are related to department and employee goals & objectives.

Presentation attached to minutes (38 slides)

Council recessed at 7:32 p.m.

Council reconvened with the same persons present at 7:40 p.m.

5. **MATTERS ARISING OUT OF THE DELEGATIONS HEARD**

Nil.

6. **ITEMS OF BUSINESS**

a) Merit Pay, Competencies and Department Goals

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** Council supports the implementation of merit pay for the 2016 calendar year.

**CARRIED.**

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** Council direct the CAO/Clerk to develop a draft Performance Management Program/Merit Pay Policy for discussion and approval by Council; **AND FURTHER THAT** Council direct the Treasurer to include merit pay as part of the 2016 Budget and related 2016 Compensation By-Law.

**CARRIED.**

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** Council hereby supports the following corporate competencies for the purposes of the Township Performance Management Program:

1. Client Service Orientation
2. Professionalism
3. Forward Thinking
4. Teamwork
5. Honesty & Integrity

**CARRIED.**

Council directed all department heads to rethink their goals and objectives and bring them back to a future Council Meeting. Councillor MacKenzie stated that there could be less goals as quality should be better than quantity.

Council will also think of their own goals and objectives for discussion at a future meeting.

## b) 2016 Budget Assumptions

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** the Township of McNab/Braeside assume a 1% cost of living wage increase for Council, CEMC and Staff for the draft 2016 Budget.

**CARRIED.**

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** Council directs the Treasurer to update other pay matters in the Compensation By-Law as part of the 2016 Budget as follows: 1. Increase mileage rate \$0.54 for the first 5,000 km and \$0.49 over 5,000 km.

**CARRIED.**

Staff was directed to look at an alternative for students using personal cell phones vs. Township phones.

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** Council authorize the CAO/Clerk to enter into an EFAP agreement with Valley Employee and Family Assistance Program effective April 1, 2016 for all permanent Township staff.

**CARRIED.**

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** Council convert volunteer fire fighters pay to a special hourly rate for training and incident.

**TABLED.**

Council directed the Treasurer to review the hourly rate based on a three year historical average and bring this information back to a future Council meeting.

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** Council directs the Treasurer to include the following items for consideration as part of the 2016 budget:

1. No change with sidewalks
2. Timer on lights (Braeside RA Centre & White Lake) to increase hours
3. Staff to look at potential costs for two people to go to National Energy Board
4. Economic Development (\$5,000.00) for "Welcome" signs
5. Dochart Creek Study – Hold off until 2019
6. Conferences costs for Council one per year (capped at \$2,000.00/year each)
7. Physician Recruitment \$25,000.00
8. \$5,000.00 for Meals on Wheels Mileage –Remove and do not reallocate.

**CARRIED.**

7. **QUESTIONS/COMMENTS**

Nil.

8. **CLOSED MEETING SESSION**

Nil.

9. **BY-LAWS**

Nil.

10. **CONFIRMATORY BY-LAW**

- a) By-Law #2015-97- Confirm the proceedings of Council – October 29, 2015

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** By-Law #2015-97, being a By-Law to confirm the proceedings of the October 29, 2015, Special Meeting of Council of the Township of McNab/Braeside, I now deemed read a second and third time short and is hereby enacted and passed.

**CARRIED.**

11. **ADJOURNMENT**

The Special meeting of Council adjourned at 10:00 p.m.

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MAYOR

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CAO/CLERK

Presentation attached to minutes ( 19 pages)