



**THE CORPORATION OF THE
TOWNSHIP OF ALNWICK/HALDIMAND
SPECIAL MEETING OF
TUESDAY, JULY 20TH, 2010 - 9:00 A.M.**

Council met in Special Session on Tuesday, July 20th, 2010 at 9:00 a.m. in the Council Chambers with Mayor William Finley presiding.

The purpose of the Special Session is to review Human Resource Issues ie. Policies and Procedures, Grid Salary and Organizational Chart with Mr. Terry Whyte, Human Resource Consultant of Templemann Meninga.

Members Present: Mayor William Finley
Deputy Mayor Dalton McDonald
Councillors: Raymond Bennis
Bill Holmes
Cathie Ritchie
Rosemarie Robins
Art Jeninga

Staff Present: Terry Korotki, Clerk/Administrator & Planning Coordinator

Others Present: Terry Whyte, Human Resources Solicitor of the firm
Templeman Consulting Group Inc.

I. CALL TO ORDER

Mayor Finley called the Special meeting to order at 9:10 a.m.

II. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest pertaining to the Special Council Meeting of Tuesday, July 20th, 2010.

III. ADOPTION OF AGENDA

Moved by Councillor Bennis; seconded by Councillor Jeninga,

"Be it resolved that the Agenda as circulated for the Special Council Session of Tuesday, July 20th, 2010, be adopted. CARRIED."

IV. MOTION TO ADJOURN TO IN CAMERA SESSION

Moved by Councillor Jeninga; seconded by Councillor Bennis

"Be it resolved that the Council of the Township of Alnwick/Haldimand Township adjourn to an In Camera Session, in accordance with Section 239(2)(b)(d) of the Municipal Act 2001, as amended, at 9:11 a.m.

V. DELEGATION: Mr. Terry Whyte, Human Resources Solicitor

Mr. Terry Whyte reviewed the "Organizational Review, Final Report" dated July 20th, 2010 and submitted the "Human Resource Policies for the Employees of the Township of Alnwick/Haldimand."

**THE CORPORATION OF THE TOWNSHIP OF ALNWICK/HALDIMAND
SPECIAL COUNCIL SESSION OF JULY 20TH, 2010 – 9:00 A.M.**

MOTION TO RECONVENE TO SPECIAL SESSION

Moved by Councillor Holmes; seconded by Councillor Ritchie,

"Be it resolved that the Council of the Township of Alnwick/Haldimand reconvene to Special Session at 1:30 p.m. CARRIED."

VI. C.A.O. REPORT/UPDATES

None.

VII. COUNCILLORS' NEW BUSINESS

Moved by Councillor Bennis; seconded by Deputy Mayor McDonald,

"Be it resolved that the Council of the Township of Alnwick/Haldimand accept the recommendations as stated in the Minutes of the In Camera Session from the Special Council Meeting of Tuesday, July 20, 2010, CARRIED."

Moved by Councillor Bennis; seconded by Deputy Mayor McDonald,

"Be it resolved that the Council of the Township of Alnwick/Haldimand agree to hold a Regular Council Meeting of the Council of the Township of Alnwick/Haldimand on Thursday, August 5th, 2010 commencing at 1:00 p.m. in the Council Chambers (upstairs) in the Hamlet of Grafton. CARRIED."

Councillor Ritchie requested that the Deputy Clerk revise the Municipal By-Law resolution that originally stated that there were to be no Regular Council Meetings during the month of August, 2010.

The Clerk/Administrator advised that he would forward this request to the Deputy Clerk Robin van de Moosdyk.

VIII. APPROVAL OF CONFIRMING BY-LAW – 75-2010

By-Law No. 75-2010 – Being a by-law to Confirm the proceedings of the Special Council Session held on Tuesday, July 20th, 2010 of the Council of the Township of Alnwick/Haldimand.

Moved by Councillor Jeninga; seconded by Councillor Holmes,

"Be it resolved that By-Law 75-2010, being a by-law to confirm the proceedings of the Special Council Session held on Tuesday, July 20th, 2010 of the Council of the Township of Alnwick/Haldimand, be read and deemed to be PASSED this 20th day of July, 2010. CARRIED.",

**THE CORPORATION OF THE TOWNSHIP OF ALNWICK/HALDIMAND
SPECIAL COUNCIL SESSION OF JULY 20TH, 2010 – 9:00 A.M.**

IX. ADJOURNMENT

Moved by Councillor Bennis; seconded by Councillor Ritchie,

“Be it resolved that By-Law 75-2010, being a by-law to adjourn the Special Council Session of Tuesday, July 20th, 2010 at 1:36 p.m.

CARRIED.”

Mayor, William Finley

Clerk/Administrator, Terry Korotki

**THE CORPORATION OF THE TOWNSHIP OF ALNWICK/HALDIMAND
SPECIAL COUNCIL SESSION OF JULY 20TH, 2010 – 9:00 A.M.**

MINUTES FROM IN CAMERA SESSION:

Mr. T. Whyte reviewed in detail:

- the "Final Report" dated July 20th, 2010
- the three (3) proposals for the Organizational Structure of the Township of Alnwick/Haldimand
- the proposed salary grid for full-time employees commencing in the fiscal year January 1st, 2011
- and submitted "Human Resource Policies" for Council's endorsement; (See "Index" attached).

It was the direction of Council:

- to receive the report presented by Mr. Terry Whyte, dated July 20th, 2010.
- to forward "Human Resource Policies" to the Deputy Clerk to provide photocopies for full-time employees of The Corporation of Township of Alnwick/Haldimand and to receive in return an "Acknowledgement Letter of Receipt" endorsed by each full-time employee of the municipality.

Mr. Terry Whyte departed from the Council Chambers at 11:30 a.m.

COUNCIL BREAK – 11:25 TO 11:40 A.M.

Council In Camera Review

Council reviewed the "Organizational Chart Structure" presented by Mr. T. Whyte and completed revisions. After a lengthy discussion, the Clerk/Administrator was directed to forward the information to the Deputy Clerk Robin van de Moosdyk in order to compile the revisions as discussed in the same In Camera Session.