

**February 12, 2019**

**HUMAN RESOURCES, ADMINISTRATION & PUBLIC RELATIONS MEETING – MINUTES**

On Tuesday, February 12, 2019 the Council for the Corporation of the Township of South held a Human Resources, Administration & Public Relations Meeting.

Present- Mayor Dumas  
Councillor Sandra Collins  
Councillor Joe Florent  
Councillor Dave Harper  
Councillor Bongo Mike Kalimin  
Councillor Richard Shalla  
Councillor Joey Vermaire

Staff- Holly Hayes, CAO/ Clerk –Treasurer  
Dave Gatley, Works Superintendent  
Carla Gatley, Deputy Clerk-Recording Secretary

**OPEN MEETING/CALL MEETING TO ORDER:**

Councillor Collins called the meeting to order at 9:01 a.m.

**ADDITIONS/AMENDMENTS TO THE AGENDA:**

-New Business -Posters to advertise meetings

**ADOPTION OF THE AGENDA**

Moved by: J. Florent Seconded by: D. Harper to adopt the agenda as amended.

**DISCLOSURE OF PECUNIARY INTEREST: None**

**CLOSED SESSION:**

Moved by: J. Dumas Seconded by: J. Vermaire to move into first closed session at 9:03 am.

Moved by: R. Shalla Seconded by: J. Vermaire to adjourn the first closed session at 9:58 am.

Moved by: D. Harper Seconded by: R. Shalla to move into second closed session at 9:58 am.

Moved by: J. Dumas Seconded by: D. Harper to adjourn the second closed session at 10:52 am.

*D. Gatley and C. Gatley left the meeting at 10:35 am.*

Moved by: B. M. Kalimin Seconded by: J. Vermaire to take a five-minute break at 10:53 am.

*C. Gatley returned to the meeting.*

**NEW BUSINESS:**

-The 2017 Federal Budget eliminated the tax exemption for elected officials. Staff provided council with an estimate of the amount of honourarium increase that would be required to offset the potential impact on councillor's income tax.

-Discussed recording and posting of meetings. We are able to upload a sound file to our website; our web designer will assist with the first upload. The estimated cost is \$300/year for the account to hold the data. A sample policy was provided.

-Staff receive and provide correspondence to whom it is addressed to. In some cases, it may be included in the council package. In the past staff have redacted personal information prior to being put in the package. A policy should be put in place that outlines the procedure.

-A resolution will be brought to the next council meeting for an allowance for council electronic purchases. H. Hayes will try to set up some training for those interested.

-There was discussion/clarification on a few budget items.

-Discussion on Township owned AED's. Staff to contact the new owners of All Star Resort and inquire if they are interested in giving the township the one at the resort.

-Discussion on a new poster idea to make the meeting notices more inviting. Council would be in favour of adding local artwork but not adding councillor's photographs.

-Proposed changes to the Schedule of Fees by-law was provided. The by-law will be brought to

the next council meeting. Any changes should be sent to T. Cannon prior to February 25<sup>th</sup>.

-A sample Unreasonable Behaviour policy was provided. The by-law will be brought to the next council meeting. Any suggestions should be sent to staff prior to February 28<sup>th</sup>.

-Emergency Services and Social Health Services Meeting will be on March 19, 2019.

-Economic Development Meeting will be on March 20, 2019.

-Mayor Dumas stated that she will be keeping an eye on the education portfolio. The Ontario Government is not guaranteeing that full day kindergarten will run after this year.

Moved by: J. Vermaire Seconded by: R. Shalla to adjourn the Human Resources, Administration & Public Relations Meeting of February 12, 2019 at 12:26 pm.

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Councillor Sandra Collins

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Deputy Clerk Carla Gatley  
Recording Secretary