

THE CORPORATION OF THE TOWNSHIP OF EMO
SPECIAL COUNCIL MINUTES
December 1, 2021

Minutes of the Regular meeting of the Council of the Corporation of the Township of Emo held on Wednesday, December 1, 2021, at 6:00 p.m.

Present: Mayor Harold McQuaker; Councillor Lori Ann Shortreed; and Doug Brown

Virtually present via Zoom: Councillors Lincoln Dunn, Harrold Boven and Warren Toles. and acting Clerk Tammy Rob

Publicly available virtually via Zoom.

Declaration of Pecuniary Interest and the General Nature Thereof: none

Purpose of the Special Meeting : Discuss staffing issue and Ministry of Labour, Training and Skills- order dated November 23, 2021.

RESOLUTIONS:

1. **Toles - Boven:** BE IT RESOLVED that we hereby approve the Special Council Meeting agenda for Wednesday, December 1, 2021.

CARRIED.

2. **Toles – Boven:** BE IT RESOLVED that we hereby agree to go in-camera at 6:01 p.m. in order to address a matter pertaining to: Staffing Issue for the Township.

CARRIED

3. **Boven-Toles:** BE IT RESOLVED that we hereby agree to come out of in-camera session at 6:11 p.m

CARRIED.

4. **Dunn - Toles:** BE IT RESOLVED that we hereby agree to have Doug Brown as Interim CAO/Clerk Treasurer for the Township of Emo as mutually agreed upon by the parties..

CARRIED.

Doug Brown, newly appointed Interim CAO/Clerk-Treasurer became the Clerk for the balance of the meeting

- 5 **Shortreed - Boven:** BE IT RESOLVED that we hereby agree to add the following to the Workplace Harassment & Violence Policy:

Informal Procedure

If you believe you have been personally harassed, you may:

- Confront the harasser personally or in writing pointing out the unwelcome behaviour and requesting that it stop; or
- Discuss the situation with the harasser's supervisor, your supervisor or any other supervisor other than your own.

Any employee who feels discriminated against or harassed can and should, in all confidence and without fear of reprisal, personally report the facts directly to your supervisor or manager, or to another member of management or, if involving the CAO, a member of Council if the complaint relates to your supervisor or manager.

Formal Procedure

If you believe you have been personally harassed, you may make a written complaint. The written complaint must be delivered to CAO. If the written complaint involves the CAO, your complaint can be delivered to a member of Council. Your complaint should include:

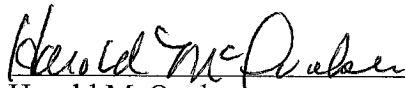
- The approximate date and time of each incident you wish to report;
- The name of the person or persons involved in each incident;
- The name of any person or persons who witnessed each incident; and
- A full description of what occurred in each incident.

CARRIED.

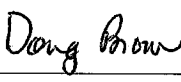
5. **Dunn- -Boven** BE IT RESOLVED that we hereby adjourn to meet again on December 15,2021 at 6:00 pm

The meeting adjourned at 6:28 p.m.

Attested by:



Harold McQuaker,
Mayor



Doug Brown
interim CAO/Clerk/Treasurer