

Personnel Standing Committee Meeting Agenda

Date: Tuesday, August 13, 2024, 5:30 pm
Location: Tecumseh Town Hall - Council Chambers
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Pages

- A. Roll Call
- B. Call to Order
- C. Land Acknowledgement

We acknowledge that we are on land and surrounded by water, originally inhabited by Indigenous Peoples who have travelled this area since time immemorial. This territory is within the lands honoured by the Wampum Treaties; agreements between the Anishinaabe, Haudenosaunee, Leni Lenape and allied Nations to peacefully share and care for the resources around the Great Lakes. Specifically, we would like to acknowledge the presence of the Three Fires Confederacy Ojibwe, Odawa, Potawatomi and Huron/Wendat Peoples. We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all First Nations, Inuit and Métis.

- D. Disclosure of Pecuniary Interest
- E. Delegations
- F. Communications
- G. Reports

1. CAO-PC-2024-07 Progressive Discipline Policy

4 - 16

Recommendation

Moved by _____

Seconded by _____

That Report CAO-PC-2024-07 entitled “Progressive Discipline Policy Update” be **received**;

And that the revisions in Attachment 1 to Report CAO-PC-2024-07 “Progressive Discipline Policy Update” be **recommended** by the Personnel Committee for **approval** by Council at the September 10, 2024 Regular Council Meeting.

2. CAO-PC-2024-08 Conflict of Interest Policy

17 - 26

Recommendation

Moved by _____

Seconded by _____

That Report CAO-PC-2024-08 entitled “Conflict of Interest Policy” be **received**;

And that Attachment 1 to Report CAO-PC-2024-08 “Conflict of Interest Policy” be **recommended** by the Personnel Committee for **approval** by Council at the September 10, 2024 Regular Council Meeting.

3. CAO-PC-2024-09 Employee Code of Conduct & Ethics Policy

27 - 57

Recommendation

Moved by _____

Seconded by _____

That Report CAO-PC-2024-09 entitled “Employee Code of Conduct and Ethics” be received;

And that Attachment 1 to Report CA-PC-2024-09 “Employee Code of Conduct and Ethics” be **recommended** by the Personnel Committee for **approval** by Council at the September 10, 2024 Regular Council Meeting.

And further that Council **delegate authority** to the Director of People & Culture and Chief Administrative Officer to regularly review and, if applicable, revise the Employee Code of Conduct, with any significant amendments to be reported to Council for information.

Recommendation

Moved by _____

Seconded by _____

That Report LCS-2024-14 entitled "Records Management Specialist" be received;

And that the recommended revised associated pay for the Records Management Specialist position, as outlined in the Report, be approved.

H. New Business

I. Adjournment

Recommendation

Moved by _____

Seconded by _____

That there being no further business, the Tuesday, August 13, 2024 meeting of the Personnel Committee Meeting be adjourned at ____ pm.