

# The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A1M0

## MINUTES

### REGULAR COUNCIL MEETING

Council Chambers

Thursday, March 2<sup>nd</sup>, 2023

6:00 p.m.

**Council Members Present:** Mayor Cheryl Philip  
Deputy Mayor Mike Rickward  
Councillors: Keven Beaucage; Heather Pateman and Jill Sharer

**Staff Present:** Cindy Filmore, Acting Clerk  
Karen Fraser, Interim Acting Clerk  
Leslie Harvie, Deputy Treasurer  
Matt Clouthier, Deputy CBO (virtual)

1. **Call the Meeting to Order**

Res. No. 1 Michael Rickward, Keven Beaucage

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney on March 2<sup>nd</sup>, 2023 be declared open and called to order at 6:02 p.m.

CARRIED

2. **Approval of Agenda**

Res. No. 2 Jill Sharer, Keven Beaucage

BE IT RESOLVED that the Agenda of the Regular Council Meeting of the Corporation of the Town of Kearney on March 2<sup>nd</sup>, 2023 be adopted as amended.

ADD Resolution re: Staff Educations Opportunity- Fred Dean Webinar

CARRIED

3. **Declaration of Pecuniary Interest and the General Nature Thereof**

Councillor Pateman declared a pecuniary interest with regard to Ust of Accounts Cheques Number 32522, the reason being: Cheque to my business• Fetterleys

Councillor Sharer declared a pecuniary interest with regard to List of Accounts Cheque Number 32547 as it reflected a re•imbursement for ROMA expenses.

4. **Delegations/Presentations**

(a) **Delegations**

(i) Rod Ward re: MAHC hospital build concerning Local Share Commitments

Res. No 3 Heather Pateman, Keven Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby thanks Rod Ward, Chair, Almaguin Highlands Health Council (AHHC), for his presentation concerning Local Share Commitments for the Muskoka Algonquin Health Care (MAHC) hospital build and that Staff be directed to proceed with a time and date for an Open House to notify the Public about our local Share as soon as our Community Centre becomes available.

CARRIED

5. **Minutes**

(a) **Adoption of Minutes**

Res. No. 4 Jill Sharer, Mike Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney approves the Minutes of the Council Meeting(s) as follows:

(i) **Special Meeting, Draft Minutes - February 16, 2023**

(ii) **Special Closed Council Meeting Report - February 16, 2023**

(iii) **Regular Meeting, Draft Minutes - February 16, 2023**

(iv) **Special Meeting, Draft Minutes - February 21, 2023**

CARRIED

(b) **Receive Committee Minutes**

Res. No. 5 Mike Rickward, Keven Beaucage

**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney receives Committee Minutes as follows:

5.(b)(i) Joint Waste Management Board Minutes - February 23, 2023

(ii) Joint Waste Management Board - Draft Budget 2023

**CARRIED**

6. **Committee Resolutions for Consideration** - Nil

7. **Public Meetings (Pursuant to the Planning Act)** - Nil

8. **Public Meetings (Pursuant to the Municipal Act)** - Nil

9. **Unfinished Business** - Nil

10. **Reports and By-laws**

(a) **Building**

(i) **By-law 2023-18**- Being a By-law respecting Construction, Demolition, Change of Use, Conditional Permits and Inspections

**Res. No. 6 Mike Rickward, Jill Sharer**

**Be Read a first, second and third time**

**By-law No. 2023-18**

Being a By-law respecting Construction, Demolition, Change of Use, Conditional Permits and Inspections (the "Building By-law") be read a third time and numbered 2023-18 and that the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book.

**CARRIED**

(b) **Planning**

(i) **By-law 2023-16** - Being a By-law to Close and Sell part of the Original Shore Road Allowance lying in front of Lot 3, Concession 12, Bethune Township, now in the Town of Kearney.

**Res. No. 7 Mike Rickward, Keven Beaucage**

**Be Read a first, second and third time**

**By-law No. 2023-16**

Being a By-law to Close and Sell part of the Original Shore Road Allowance lying in front of Lot 3, Concession 12, Bethune Township, now in the Town of Kearney.

**CARRIED**

(c) **Operations**

(i) **Transfer Station Report re: Feb. 10 to Feb 21, 2023 - Report only.**

(d) **Administration**

(i) **Report and Resolution re: Datafix**

**Res. No. 8 Keven Beaucage, Jill Sharer**

**WHEREAS** Voterview is the management system used to prepare the Municipal Voters List by municipal staff;

**AND WHEREAS** access to this system on a continuous basis allows staff to ensure the veracity of this list and to actively maintain it prior to the election year;

**AND WHEREAS** the costs associated with DataFix/Voterview would be amortized over the 4 year term at a cost of \$1400/yr. rather than payable in a lump sum during the election year, realizing no additional costs to the Town and actually saving the \$750 activation fee paid during the election year;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney hereby authorizes staff to select the Early Renewal Option for Voterview, thereby allowing staff to access and maintain the municipal election voters' list, prior to the 2026 election.

**CARRIED**

(ii) **Report and Resolution re: Council Training on Official Plan and Zoning By-law**

**Res. No. 9 Keven Beaucage, Mike Rickward**

**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney hereby authorizes staff to engage the services of EcoVue Consulting Services to provide Council and staff with a 4 hour training session at an estimated cost of \$2700 which is focused on general land use planning & procedures, the Town's Zoning By-law & Official Plan and that staff coordinate a date and time at the earliest opportunity providing that training focus is on Kearney's Official Plan and Kearney's Zoning By-law.

**CARRIED**

(iii) **Memo re: RFP for Auditor Services - update**

(iv) **Resolution re: Applications to Committees.**

**Res. No. 10 Mike Rickward, Jill Sharer**

**BE IT RESOLVED** that the Corporation of the Town of Kearney hereby directs staff to postpone committee recruitment at this time and that staff notify in writing any applicants of this postponement except for already active committees.

**CARRIED**

(v) **Report and Resolution re: Proposed Procedural By-law Amendments**

**Res. No. 11 Keven Beaucage, Heather Pateman**

**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney hereby approves the suspension of Sections 9 & 10 of the Procedural By-law 2023-01 commencing immediately until April 30, 2023 in order for staff to explore and propose an alternate council meeting agenda format including the following:

- Revised agenda headings/items to eliminate redundancies and improve meeting flow
- A consent portion of the agenda for items that require minimal action by Council
- Revised agenda release dates for Council and public
- Other Procedural items that might improve transparency and efficiency

**CARRIED**

(vi) **Report and Resolution re: Clerk Job Description**

**Res. No. 12 Mike Rickward, Jill Sharer**

**WHEREAS** the Town of Kearney participates in a Collective Agreement with the Canadian Union of Public Employees (CUPE) through Local 1813; and

**WHEREAS** a Letter of Understanding between the Town of Kearney and the CUPE Local is required to ratify fulfillment of the Clerk's role on a temporary basis by a member of the bargaining unit; and

**WHEREAS** a stand-alone job description of the position of Clerk does not currently exist, and is required prior to drafting and executing the LOU;

**NOW THEREFORE BE IT RESOLVED** that the Council approves the Job Description for the position of Clerk, as attached to Staff Report SR 2023-007 on March 2, 2023 and directs staff to forward same to the CUPE National Representative for review and preparation of the required Letter of Understanding for future review and execution by both parties.

**CARRIED**

(vii) **Resolution re: authorize staff to enroll in webinar series**

**Res. No.13 Keven Beaucage, Heather Pateman**

**WHEREAS** an opportunity to further the education and knowledge of the Acting Clerk, Cindy Filmore, has become available via a webinar series presented by Fred Dean for a cost of \$349.50 for all seven sessions;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney hereby authorizes staff to enroll Cindy Filmore in the webinar series.

**CARRIED**

(e) **Treasury**

(i) **Report re: Payment Register - Report Only**

(ii) **Report and Resolution re: Additional Expense Cards for Staff**

**Res. No. 14 Mike Rickward, Keven Beaucage**

**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney authorizes the issuance of 4 (four) Visa expense cards for the following departments; Fire Department, Roads Department, Facilities & Parks and Office/Administration, each with a credit limit of \$10,000 and:

**FURTHERMORE**, that the current limit on the Visa expense card for the Clerk (acting Clerk) be increased from \$5000 to \$10,000

**CARRIED**

(f) **Fire and Emergency Services**

{i) **Report re: Fire Chief, Fire Department Report for Regular Council Meeting on March 2, 2023 - Report only.**

(g) **Facilities and Buildings - Nil**

- (h) **Council Presentations**
  - (i) **Keven Beaucage:**
    - (a) Library Board Update

11. **Correspondence**

- (a) **Action Items - Nil**
- (b) **Information Items**
  - (i) **District of Parry Sound Social Services Administration Board re: Confirmation of area appointed members**
  - (ii) **Ministry of Natural Resources re: Camping on Water over Public Lands**

12. **Other Business- Nil**

13. **Talk to the Mayor**

Members of the public were invited to converse with Council.

14. **Closed Session**

**Res. No. 15 Keven Beaucage, Heather Pateman**

**BE IT RESOLVED** that in accordance with Section 239, (1), (2), (3) and (3.1) of the Municipal Act, c. 25, S.O. 2001, as amended, the Council for the Corporation of the Town of Kearney will convene in Closed Session at 7:30 p.m. for discussion regarding:

- (a) *Personal matters about an identifiable individual, including municipal or local board employees - Clerk vacancy and related matters.*

**CARRIED**

**Res. No. 16 Mike Rickward, Keven Beaucage**

**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney reconvene in Open Session and report on matters discussed in Closed Session. Closed Session adjourned at 8:42 p.m.

**CARRIED**

15. **Business Arising from Closed Session**

16. **By-law 2023-17 Being a By-law to Confirm the Proceedings of Council**  
**Res. No.17 Mike Rickward, Heather Pateman**

**By-law No. 2023-17**, Being a By-law to confirm the proceedings of Council at its Special Council Meeting of February 21<sup>st</sup>, and of its Regular Meeting held on March 2<sup>nd</sup>, 2023, be read a first, second and third time and numbered 2023-17 and that the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

**CARRIED**

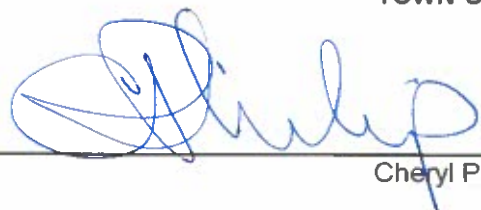
17. **Adjournment**

**Res. No. 18 Keven Beaucage, Jill Sharer**

**BE IT RESOLVED** that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 8:44 p.m. to meet again at 6:00 p.m. on Thursday, March 16<sup>th</sup>, 2023, in the Council Chambers, Kearney, Ontario.

**CARRIED**

THE CORPORATION OF THE  
TOWN OF KEARNEY



Cheryl Philip, Mayor



Cindy Filmore, Clerk