

Minutes

**SPECIAL COUNCIL MEETING  
Council Chambers  
Thursday, July 13, 2023 – 10:00 a.m.**

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**Council Members Present:** Mayor Cheryl Philip, Deputy Mayor Michael Rickward  
Councilors: Keven Beaucage, Heather Pateman and Jill Sharer

**Staff Present:**

Nicole Gourlay, Clerk Administrator  
Karen Fraser, Deputy Clerk Administrator  
Cindy Filmore, Deputy Clerk  
Marjorie Robinson, Financial Consultant  
Matt Clouthier, Deputy Chief Building Official  
Leslie Harvie, Acting Treasurer (virtual)  
Stefanie Allen, Communications & Public Relations Intern (virtual)

1. **Call the Meeting to Order – 10:01 am**
  
2. **Approval of Agenda**  
**Res. No 195-23 Michael Rickward, Heather Pateman**  
**BE IT RESOLVED** that the agenda of the Special Council Meeting of the Corporation of the Town of Kearney on June 26, 2023 be adopted as amended.  
**ADD** 5.c. Sand Lake Boat Ramp  
6.ii. Council Training

**CARRIED**

3. **Disclosure of Interest - nil**  
*[At this time, Members of Council shall declare pecuniary interest, if any, with items on the agenda.]*
  
4. **Presentation of 2023 Budgetary Reports and associated by-laws**

- a. **Presentation of budgetary report (O. Reg. 284/09)**  
**Res. No. 196-23 Mike Rickward, Keven Beaucage**  
**WHEREAS** generally accepted accounting principles for local governments established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada require municipalities to capitalize and amortize tangible capital assets, and to accrue liabilities related to post-employment and solid waste landfill closure and post-closure expenses;  
  
**AND WHEREAS** Ontario Regulation 284/09 states that a municipality may exclude these expenses from budgeted amounts for which revenue must be raised;  
  
**AND WHEREAS** if excluded, Ontario Regulation 284/09 requires Councils, prior to approving a municipal budget, to adopt a report that shows the impact of fully covering these expenses;  
  
**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney approves the report entitled "Municipal Act, 2001 Ontario Regulation 284/09, 2023 Budget", attached hereto.

**CARRIED**

- b. **Presentation of 2023 Municipal Budget**  
**Res. No 197-23 Jill Sharer, Michael Rickward**  
**WHEREAS** the *Municipal Act*, Chapter 25 S.O. 2001, Section 290 provides that for each year, a local municipality shall, in the year or the immediate preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;  
**AND WHEREAS** the Council of the Corporation of the Town of Kearney has reviewed the budgetary documents prepared for them;  
**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney considers By-law 2023-42, Being a By-law to provide for the

Adoption of the 2023 Budget, to be read a first, second and third time and numbered 2023-42 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.

*Council made further changes to the presented 2023 Budget and directed Staff to revise immediately. Therefore, Council moved to item 5. a) on the agenda to allow Staff time to revise budget documents. Council returned to this item after item 5. c).*

**CARRIED**

**c. Setting of 2023 Tax Ratios and 2023 Tax Rates**

**Res. No. 198-23 Keven Beaucage, Jill Sharer**

WHEREAS Section 312 of the *Municipal Act*, Chapter 25. S.O. 2001, as amended, requires Council to pass a by-law levying a separate tax rate, as specified in the By-law, on the assessment in each property class in the local municipality rateable for local municipality purposes;

AND WHEREAS the Council of the Corporation of the Town of Kearney has reviewed the budgetary documents prepared for them;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney considers By-law 2023-43, being a by-law to provide for the Adoption of the 2023 Tax Rates and Ratios, to be read a first, second and third time and numbered 2023-43, 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**

**5. a. Suspension of Procedural By-law**

**Res. No. 199-23 Michael Rickward, 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 September 7, 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**

**b. By-law to appoint Karen Fraser**

**Res. No. 200-23 Keven Beaucage, Michael Rickward**

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney considers By-law 2023-44 being a By-law to appoint Karen Fraser as Deputy Clerk Administrator, to be read a first, second and third time and numbered 2023-44 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**

**c. Sand Lake Boat Launch**

**Res. No. 201-23 Heather Pateman, Jill Sharer**

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney deems it necessary to Sole Source services of Mark Niemi to crane boats in and out at the Sand Lake Boat Launch for the amount of \$225/hour with a minimum of four hours and one hour in / one hour out.

**CARRIED**

**6. a. Closed Session**

**Res. No. 202-23 Keven Beaucage, Heather Pateman**

BE IT RESOLVED that Council hereby convenes in Closed Session for matters related to:

Personal Matters about an identifiable individual, including municipal or local board employees

**CARRIED**

**Res. No. 203-23      Keven Beaucage, Michael Rickward**  
BE IT RESOLVED that Council reconvenes in Open Session at 1:10 pm  
**CARRIED**

**b. Direction re Staffing**

**Res. No. 204-23      Michael Rickward, Keven Beaucage**  
BE IT RESOLVED the Council directs the Clerk-Administrator to review  
employee Job Descriptions.

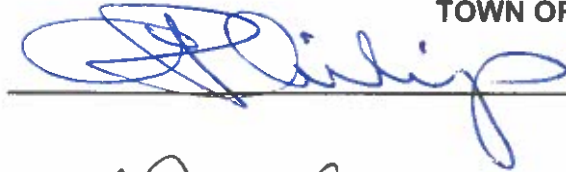
**CARRIED**

**Res. No. 205-23      Michael Rickward, Keven Beaucage**  
BE IT RESOLVED that By-law 2023-45, being a By-law to confirm the proceedings of  
Council at its Special Council Meeting of July 13, 2023 be approved.  
**CARRIED**

**7. Adjournment**

**Res. No. 206-23      Keven Beaucage, Michael Rickward**  
BE IT RESOLVED that Council adjourn the Special Meeting of July 13, to meet again on  
Thursday, August 3, 2023 at 6:00 pm  
**CARRIED**

**THE CORPORATION OF THE  
TOWN OF KEARNEY**



Mayor



Clerk

