



# The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A 1M0

## MINUTES

### SPECIAL COUNCIL MEETING

#### Council Chambers

Friday, April 30<sup>th</sup>, 2021

10:00 a.m.

**Council Members Present:** Mayor Carol Ballantyne  
Councillors: Liz Stermsek; Cheryl Philip (remotely); and Mike Rickward (remotely)

**Regrets:** Councillor Paul Ziraldo

**Staff Present:** Brenda J. Fraser, CAO/Clerk/Treasurer  
Brian Horsman, Chief Building Official  
Matt Clouthier, Deputy Chief Building Official  
Ross Gattozzi, Operations Manager

1. **Call the Meeting to Order**  
**Res. No. 1/30/04/2021 Liz Stermsek, Mike Rickward**  
**BE IT RESOLVED** that the Special Council meeting of the Corporation of the Town of Kearney on Friday, April 30<sup>th</sup>, 2021 be declared open and called to order at 10:00 a.m. **CARRIED**
2. **Disclosure of Pecuniary Interest and the General Nature Thereof** – None noted.
3. **Business**
  - 3.1 **Council discussion and Resolution re:**
    - 3.1.1 **Kearney Community Centre Terms of Reference**  
Discussion of Council resulted in the following Resolution:  
**Res. No. 3.1.1/30/04/2021 Liz Stermsek, Mike Rickward**  
**WHEREAS** the Procedural By-law for the Town of Kearney states that 'All volunteer Advisory Committees shall draft a Terms of Reference to govern its committee and provide said document to the Clerk's Office, for approval by Council';  
**AND WHEREAS** the Kearney Community Centre Building Advisory Committee has submitted their Terms of Reference for consideration of Council;  
**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney approves the Kearney Community Centre Building Advisory Committee Terms of Reference attached hereto. **CARRIED**
    - 3.1.2 **Building Inspector Job Description and Salary**  
Discussion of Council resulted in the following Resolution:  
**Res. No. 3.1.2/30/04/2021 Cheryl Philip, Liz Stermsek**  
**BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney authorizes Staff to pursue an invitation to the Post Secondary Institutions to encourage graduating students to apply for an Internship with the Town of Kearney, for the position of Building Inspector;  
**AND FURTHER** that the Building Inspector job description remain as attached hereto;  
**AND FURTHER** Council suggests that additional positions be added to the Collective Agreement to address the progressive levels for this Building Inspector entry level position;  
**AND FURTHER** Council supports a salary range of \$70,000.00 to \$80,000.00, for this position.  
**Recorded Vote requested by: Mayor Carol Ballantyne**

PHILIP, Cheryl	Yes	
RICKWARD, Mike	Yes	
STERMSEK, Liz	Yes	
ZIRALDO, Paul		Absent
BALLANTYNE, Carol	Yes	

**CARRIED**
    - 3.1.3 **Job Description: Administrative Services Co-ordinator (Building and Planning)**  
**Res. No. 3.1.3/30/04/2021 Liz Stermsek, Cheryl Philip**  
**WHEREAS** the Administrative Assistant position has been reconsidered with the Treasury component being replaced with a Land Use Planning component;  
**AND WHEREAS** the Administrative Assistant position was awarded to Cindy Filmore, and Cindy Filmore wholeheartedly supports exchanging the Treasury component for a Land Use Planning component;  
**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Town of Kearney accepts the Job Description attached hereto for the restructured position of Administrative Assistant to Administrative Services Coordinator;

**AND FURTHER**, that Cindy Filmore be appointed as the Administrative Services Co-ordinator, effective May 1, 2021. **CARRIED**

**4. Adjournment**

**Res. No. 4/30/04/2021 Cheryl Philip, Liz Stermsek**

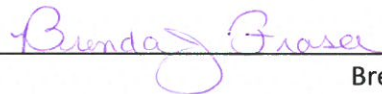
**BE IT RESOLVED** that the Special Meeting of the Corporation of the Town of Kearney adjourn at 11:09 a.m. to meet again at 1:00 p.m. on May 14, 2021 in the Council Chambers, Kearney, Ontario.

**CARRIED**

**THE CORPORATION OF THE TOWN OF KEARNEY**



\_\_\_\_\_  
Carol Ballantyne, Mayor



\_\_\_\_\_  
Brenda J. Fraser, Clerk