

## Minister's Appointee to Black River – Matheson Report – August 28, 2024

**To:** Honourable Paul Calandra, Minister of Municipal Affairs and Housing

**From:** Kathy Horgan, Minister's Appointee (term ended August 27, 2024)

**Date:** August 28, 2024

---

On April 29, 2024 by Minister's order (the Order), I was appointed to exercise the duties and obligations of the Township of Black River - Matheson council, including making decisions, as necessary, in relation to the by-election for a new council and making any other decision that would otherwise be made by council, if required, in accordance with the duties and obligations of council as set out in the Municipal Act, 2001, any by-law or policy of the Township or any other applicable legislation.

The Order also requires that I report to the Minister of Municipal Affairs and Housing on the 15<sup>th</sup> and 30<sup>th</sup> of each month on the exercise of my duties and obligations under the Order. This is my final report and it will be posted on the municipality's website in its dedicated [Minister Appointee Reports](#) webpage along with previous reports.

### Meetings

A special meeting was held on August 22, 2024. In addition to adopting minutes from previous council meetings and acknowledging receipt of minutes from the joint Frontier Spirit Committee and the Porcupine Health Unit, the following matters were dealt with:

- a) I received the monthly reports from the Chief Administrative Officer and the Fire Chief, and reports from the Clerk-Treasurer about the by-election statistics and new members to be appointed to the Township's election compliance audit committee.
- b) I adopted a by-law re-establishing an election compliance audit committee and appointing three members to that committee. The *Municipal Elections Act, 1996*, requires municipalities to establish a compliance audit committee to investigate complaints about candidate's campaign finance reports. Since two members of the prior committee no longer met the eligibility criteria to sit on this committee, the adoption of this by-law and appointment of new members was necessary to ensure compliance with the *Municipal Elections Act, 1996*.

### Inaugural Meeting

The inaugural meeting was held on August 27, 2024 and the clerk administered the declarations of office for the council elect. In accordance with the Order, my appointment ended when the clerk administered the declarations of office.

Thank you for the opportunity to serve in this capacity.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Horgan". The signature is written in a cursive style with a large, prominent "K" and "H".

Kathy Horgan  
Minister's Appointee  
Township of Black River – Matheson