

Minister's Appointee to Black River – Matheson Report – July 31, 2024

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

From: Kathy Horgan, Minister's Appointee

Date: July 31, 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 15th and 30th of each month on the exercise of my duties and obligations under the Order. This report will be posted on the municipality's website in its dedicated [Minister Appointee Reports](#) webpage along with previous reports.

Meetings

Since my last report, a regular meeting of council was held on July 23, 2024. In addition to routine business of adopting minutes, the following matters were discussed and/or approved.

- I approved an expenditure of \$41,275 (plus HST) for the purchase and installation of a portable structure that will facilitate year-round de-chlorination at the Matheson Wastewater Treatment Plant. This purchase was necessary to ensure compliance with the Environmental Compliance Approval Directive from the Ministry of Environment, Conservation and Parks (MECP). The cost will be absorbed using the approved budgeted reserve allocation for 2024.
- I adopted by-laws to authorize the levying of water fees, sewage fees and recycling/solid waste fees for 2024, along with the utility budget, which were all approved by me at the special council meeting held on June 26, 2024.
- I deferred the adoption of by-laws to make amendments to the administrative monetary penalty system to the new council. While the township already had such a system in place, I determined that any amendments to the current system should be presented to the new council for their consideration and adoption.
- Certain matters were discussed in closed session in accordance with subsection 239 (2) of the *Municipal Act, 2001*. These included personal matters about an identifiable individual and matters related to litigation or potential litigation.

A special council meeting was held on July 25, 2024, to continue discussions about the general levy budget for 2024.

- Municipal staff presented additional information in support of the proposed 2024 operating and capital multi-year levy budget, including optional tax levy increases and reports detailing the impact on taxation by assessment class.
- Following a discussion, I directed staff to provide a written report incorporating information presented on the operating and capital multi-year levy budget to date, information requested in resolution 2024-31 but not yet provided, and budget figures broken down by sub-category or service by functional class. I believe this consolidated report will assist the new council with approving the general levy budget for 2024 as soon as possible. It is expected that this written report will be presented at a special meeting prior to August 12, 2024.

Municipal By-Election

Advanced voting for the by-election will be held from August 1 to 11, 2024. The municipal clerk continues to provide election updates to the public through the township's social media and website. The clerk has posted the [List of Certified Candidates](#) and [Registered Third Party Advertisers](#) on the Township's website.

The next report from the Minister's Appointee will be submitted on or about August 15, 2024.

Respectfully submitted,



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