



## Town of Borden-Carleton

### Minutes

Dec 12, 2022 - 240 Main St (Legion), Borden-Carleton, PE

7:00pm

**PRESENT:** Mayor Charles Mackenzie, Deputy Mayor Randy Ahearn Councillor Barb Wood, Councillor Nicole Arsenault, Councillor Eric Stewart, Councillor Larry Allen, Councillor Laurel Palmer-Thompson

**ALSO, PRESENT:** Chief Administrative Officer Jim Wentzel. MLA Hon Jamie Fox, Councillor Elect Ashley Steele  
Six members general public

**MEET & GREET:** The Council meeting was preceded by a Meet & Greet whereby members of the public could mingle with members of Council and discuss various issues. In addition, photographs were taken of the outgoing Council and the Incoming Council and of the new Mayor Randy Ahearn.

#### **1. CALL TO ORDER:**

Mayor Charles Mackenzie called the meeting to Order at 7:00pm and asked the CAO Jim Wentzell and our MLA Honorable Jamie Fox to swear in the new Council.

Each member of Council was sworn in individually and each of them recited and signed the Oath of Office.

Sworn in were: Mayor Randy Ahearn, Councilors' Larry Allen, Nicole Bernard-Arsenault, Barb Wood, Eric Stewart, Laurel Palmer-Thompson, and Ashley Steele.

Mayor Charles Mackenzie then vacated the Chair, Mayor Randy Ahearn took over as Chair and Councillor Ashley Steele took her seat at the Council table.

It was noted that at the Council/Staff Christmas Social held on December 9<sup>th</sup>, presentations were made to Mayor Charles Mackenzie and his wife Judy taken them for their service to the Town over the past 10 years.

Two other presentations were made that night: to Dennis Bernard in recognition of 10 t\years' service with the Town and to Alicia Wentzell for filling in at The Town Office for the past two years.

## 2. DISCLOSURE OF CONFLICT OF INTEREST

Part VI, Section 23 of the Municipalities Act, which maintains that

*No member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.*

No one declared a Conflict of Interest for this meeting.

## 3. ADOPTION OF THE AGENDA

**It was duly moved and seconded that the agenda, as presented be adopted.**

Moved by Councillor Eric Stewart, seconded by Councillor Nicole Arsenault.

CARRIED 6-0 (R#22-12-01)

## 4. APPROVAL OF PREVIOUS MINUTES:

**It was duly moved and seconded that the minutes of the Nov 09 2022 regular Council meeting be adopted as presented.**

Moved by Councillor Eric Stewart, seconded by Councillor Barb Wood

CARRIED 6-0 (R#22-12-02)

## 5. NEW BUSINESS

### 5.1 Appointment of Deputy Mayor Policy

**It was duly moved and seconded that Council adopt the following policy for appointing a Deputy Mayor for the Town:**

The candidate who received the most votes at the polls of the municipal election shall be appointed Deputy Mayor on their consent to this appointment.

If the person appointed as Deputy Mayor ceases to be a member of Council, or if the candidate who received the most votes does not consent to the appointment, then the member of Council who received the next highest number of votes at the most recent election shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

If those nominated for Council are acclaimed, then the Councillor with the longest service on Council shall be appointed Deputy Mayor, on their consent to this appointment.

If the person appointed as Deputy Mayor ceases to be a member of Council, then the member of Council with the next longest service on Council shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

Responsibilities of Deputy Mayor: The Deputy Mayor will act in the absence or inability of the Mayor or in the event that the office of Mayor becomes vacant.

Moved by Councillor Nicole Arsenault, seconded by Councillor Larry Allen

CARRIED 6-0 (R#22-12-03)

**It was duly moved and seconded that Council confirm the appointment of Councillor Larry Allen as Deputy Mayor for the Town**

Moved by Councillor Eric Stewart, seconded by Councillor Nicole Arsenault.

CARRIED 6-0 (R#22-12-04)

### **5.2 Interim Appointment to Standing Committees**

The Cao reported that the Town has a Procedural Bylaw known as By-law #1, the Administration and General Government Bylaw. This Bylaw was passed **August 2004**, sixteen years ago, before the MGA and refers to the Community of Borden.

The Town's administrative assistant has been working on drafting a new Procedures Bylaw using the Model Bylaw provided by Municipal Affairs as well as using similar bylaws of other municipalities in the Province. We will also be looking at committees and terms of reference for each committee. We hope to have a draft completed for Council' in January 2023

It is recommended that Committee membership be appointed on an INTERIM basis and that staff undertake a review of the Procedures Bylaw for the Town. For the interim it is recommended is that the committee membership remain the same as presently exists with those committees that the Mayor was on as a Councillor be replaced with Councillor Ashley Steele.

**It was duly moved and seconded that Council confirm the appointment of the following committees for 2023 on an INTERIM basis to be reviewed following the passing of a new Procedural Bylaw by Council.**

#### **List of Standing Committees**

Mayor ex-officio member all committees

#### **Finance and Administration**

*Chair Eric Stewart*

*Larry Allen*

*Barb Wood*

**Fire & Police**

Chair Nicole Bernard  
Barb Wood  
Ashley Steele

**Properties & Planning**

Chair Laurel Palmer-Thompson  
Larry Allen  
Nicole Bernard

**Recreation**

Chair Larry Allen  
Ashley Steele  
Barb Wood

**Streets and Lights**

Chair Barb Wood  
Laurel Palmer-Thompson  
Eric Stewart

**Water And Sewer**

Chair Randy Ahearn  
Laurel Palmer-Thompson  
Larry Allen

**EMO**

Coordinator Larry Allen  
Assistant Coordinator Randy Ahearn

Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Barb Wood

CARRIED 6-0 (R#22-12-05)

5.3 Signing Officers – Town of Borden-Carleton

**It was duly moved and seconded that the signing officers for the Town of Borden-Carleton be the Mayor Randy Ahearn OR Deputy Mayor Larry Allen ALONG WITH the CAO Jim Wentzell OR the Accounting Technician Quoc Bao Le OR the Recreation Director Holly Bernard.**

Moved by Councillor **Barb Wood**, seconded by Councillor **Eric Stewart**

CARRIED 6-0 (R#22-12-06)

5.4 Meeting Schedule for 2023

**It was duly moved and seconded that Council approve the following Meeting Schedule for 2023 with all meetings to commence at 7:00pm**

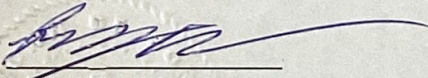
February 14  
March 14  
March 28 (Budget)  
May 9  
June 13  
July 11  
September 12  
October 10  
November 14  
December 12

Moved by Councillor Nicole Arsenault, seconded by Deputy Mayor Larry Allen.

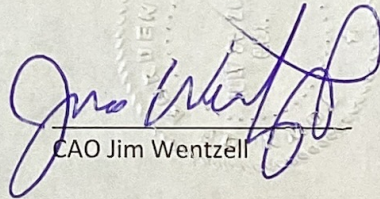
CARRIED 6-0 (R#22-12-07)

There being no further business to come before the meeting, the meeting adjourned at

**Council Adjourned. At 7:25pm**



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Mayor Randy Ahearn



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CAO Jim Wentzell