

**April 2024**  
**CAO'S ADMINISTRATIVE REPORT**  
**TO COUNCIL**

**Administration**

The proposed budget is being reviewed and Deputy CAO Sandra Barr is working on a PowerPoint presentation for Council prior to adoption. We must adopt policy decisions on unfunded amounts prior to the passing of the budget once our financial statements are completed. We hope to have these for the May 7<sup>th</sup> meeting and a budget presentation for May 21<sup>st</sup>.

Notice for the AGM of Eganville Generation Corporation will also be sent out in accordance with the requirements once a firm date is chosen. The proposed date is May 21<sup>st</sup>.

On April 3 I chaired the Renfrew County Clerks and Treasurers Association CAO meeting. Asset Management was a large part of the discussion and we are working with Whitewater Region, Greater Madawaska and Admaston/Bromley on a shared services model. We have also had some preliminary discussions with the Operations Department of the County of Renfrew. We have also set up a policy sharing platform.

On April 4 I attended the County of Renfrew Housing Summit. There is a media release under correspondence. It was very well attended and some of the developers in attendance did take the expression of interest with them.

On April 9 I attended the Eastern Ontario Treasurers Association. Asset Management and the Provincial and Federal Budgets were major topics of discussion along with Administrative Penalties for By-Laws Enforcement and the new Vacancy Tax. I am currently researching this further as the City of Ottawa implemented their policy last year.

On April 11 I moderated the AMCTO Leaders Forum. The topics included Organizational Values, Communication Platforms, Attraction and Retention of various Generations in the Workforce, Managing the impact of the mountain of legislation from the province and Incivility in Local Government. The incidents of harassment of staff and council continue to rise. 204 municipalities have now supported resolutions asking the province for more sanctions and more and more municipalities are passing policies and procedures to protect staff and council. A safe and respectful workplace is the goal. I have attached the information on the WOSN campaign. I do want to state that while stats show that women are predominately the victims of harassment in the workplace it can happen to anyone no matter your position or how you identify as we have seen with the resignation of local mayors and council members across the province.

Under Section 259(1) of the Municipal Act “The office of a member of council of a municipality becomes vacant if the member,

- (c) is absent from the meetings of council for three successive months without being authorized to do so by a resolution of council;

Councillor Buckwald is recovering from surgery and was unable to attend any meetings in the month of March. His intention is to be back for the second meeting in May however I am recommending an extension be granted in case he needs more time.

**Whereas** section 259 of the Municipal Act provides that the seat of a member becomes vacant if the member is absent from the meetings of the council for three successive months without being authorized to do so by resolution of the council;

**And Whereas** Councillor Buckwald last attended the Committee Meeting held on February 20, 2024;

**And Whereas** Councillor Buckwald was first absent from Council on March 5, 2024 and has been absent since that date due to a recent surgery;

**Now Therefore Be It Resolved That** Council authorizes the absence of Councillor Buckwald to continue until September 2024 should he need this time to ensure a full recovery before he resumes his duties as a Member of this Council.

### **Community Development**

Sarah Schuster’s Community Development Report is attached.

### **Planning and Licensing and Emergency Management**

Erica Rice’s Planning, Licensing and Emergency Management Report is attached. Also attached is the approval letter from the Ministry for approved funding.

Respectfully submitted April 16, 2024

Annette Gilchrist, C.A.O.