

THE CORPORATION OF THE TOWNSHIP OF HORTON

REGULAR COUNCIL MEETING

November 5, 2013

There was a Meeting of the Council of the Township of Horton held in the Municipal Council Chambers on Tuesday November 5, 2013. Present were Mayor Don Eady, Councillor Bob Kingsbury, Councillor Glen Campbell, Councillor Jamey Larone and Councillor Margaret Whyte. Staff present was Mackie McLaren, CAO/Clerk, Janet Collins, Public Works Manager, Jennifer Barr Finance Manager and Christina Mulcahey, Receptionist/Clerk.

1. CALL TO ORDER

Mayor Eady called the meeting to order at 4:00 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of Pecuniary Interest.

3. MINUTES OF:

Council reviewed the following minutes:

Regular Council Meeting – October 01, 2013
Special Council Meeting – October 11, 2013
Special Council Meeting – October 18, 2013
Public Meeting – Hughes Zoning Amendment – October 01, 2013

Moved by Councillor Jamey Larone

RESOLUTION NO. 2013- 337

Seconded by Councillor Margaret Whyte

THAT Council approves the following Council Meeting Minutes:

Regular Council Meeting – October 01, 2013
Special Council Meeting – October 11, 2013
Special Council Meeting – October 18, 2013
Public Meeting – Hughes Zoning Amendment – October 01, 2013

Carried.

4. BUSINESS ARISING FROM MINUTES

Councillor Kingsbury referred to the October 1st 2013 Regular Council Meeting minutes and asked Councillor Campbell which part of the Acting Pay Policy he believed was not followed. Councillor Kingsbury had a copy of the policy and said the Committee agreed to extend the Acting pay for the Public Works Superintendent as he would still carry out extra duties. Councillor Campbell said it was the extension that he didn't agree with, not the policy itself. Mayor Eady noted that they have tried to get an Human Resources Committee meeting planned, but were having scheduling problems.

Mayor Eady took this time to commend the work and efforts of Mackie McLaren, Jennifer Barr and Janet Collins on the Asset Management Plan and Thomson Road project.

Councillor Larone referred to the minutes of October 1st 2013 Public Meeting and said the other two Councillors present that evening handled the situation of that meeting very fair and professional.

5. ITEMS TO BE ADDED TO THE AGENDA AND APPROVE AGENDA

Moved by Councillor Glen Campbell

RESOLUTION NO. 2013-338

Seconded by Councillor Margaret Whyte

THAT Council approves the agenda for the November 5, 2013 Council Meeting with the following additions:

- minutes of October 1st 2013 Special Council Meeting
- minutes of Minutes of Noise By-law Sub-Committee Meeting – Oct. 22/13
- minutes of Com. Ctre. Building Sub-Committee Mtg. – Oct. 07/13

Carried.

6. COMMITTEE REPORTS

4:10 PUBLIC WORKS COMMITTEE

Chair Campbell reviewed the minutes of the October 9th 2013 Committee meeting. He informed Council that the work is now complete on the Public Works Garage roof.

Councillor Kingsbury asked where we stand with Pinnacle Road/Highway 60 Road Assumption. Chair Campbell said we will be receiving a report from Public Works Manager Janet Collins. Janet said we need a proper commercial entrance. She suggests moving the road base over to make more room. Janet said she is well into the report.

Chair Campbell reviewed the minutes of the Special Public Works meeting of October 11th 2013 presentation on the Draft Asset Management Plan. Present at that meeting was Mike Fadock and Steve Webster from J2pg Consultants Inc. Chair Campbell also thanked Janet Collins, Jennifer Barr and Mackie McLaren for their work put in.

Mayor Eady made a suggestion that any reports by staff that are of significant information should be distributed to all of Council for information purposes only. Council agreed.

Moved by Councillor Glen Campbell

RESOLUTION NO. 2013-339

Seconded by Councillor Jamey Larone

THAT Council approves the following Public Works Committee Meeting Minutes of:

- Public Works Committee meeting – October 09, 2013
- Public Works Special Committee meeting – October 11, 2013

Carried.

RECOMMENDATIONS

Moved by Councillor Glen Campbell

RESOLUTION NO. 2013-340

Seconded by Councillor Jamey Larone

THAT Council on recommendation of the Public Works Committee approves contracting the services of Advantage Specialties to undertake Retro reflectivity Data Collection Services at a cost of \$4,950.00 + HST (net \$5,037.13).

Carried.

4:30 WASTE MANAGEMENT COMMITTEE

Chair Larone reviewed the minutes of the October 17th 2013 Committee meeting. He reviewed the delegation with Mr. Shouldice from Beaumen Waste Management.

Public Works Manager, Janet Collins reported that working together with Renfrew Inn Suites owner, the Committee suggested giving each unit a small blue box with an information pamphlet.

Janet also reviewed the recommendation on the Free Landfill Voucher. She noted that each single family resident would get one free voucher and this would eliminate both the free landfill days that are currently held. Chair Larone said there has been a lot of discussion about this recommendation. He noted the cost of managing waste is becoming more and more expensive. Councillor Kingsbury said with the two free days we were trying to encourage residents to bring their garbage to the landfill site and keep our roads and ditches clean. Therefore, if we eliminate the two free days we should keep an eye on the ditches for garbage. Councillor Kingsbury also noted that we do not have a by-law in the township that enforces mandatory recycling.

Mayor Eady said this one free voucher provides more convenience for the residents as they can use it at any time of the year. He noted there would have to be education on the new voucher. Janet said yes, she is re-designing the calendar to add information about the voucher. She noted we can also do an ad for Horton Corner and on the township website.

Moved by Councillor Jamey Larone

RESOLUTION NO. 2013-341

Seconded by Councillor Margaret Whyte

THAT Council accepts the Waste Management Committee meeting minutes of the Regular Committee meeting of October 17th 2013.

Carried.

RECOMMENDATIONS

Moved by Councillor Jamey Larone

RESOLUTION NO. 2013-342

Seconded by Councillor Margaret Whyte

THAT Council on recommendation of the Waste Management Committee eliminates the two (2) 'free' Dump Days for 2014 and implement a 'free' Landfill Voucher program whereas:

- Residents be mailed their 'free' Landfill Voucher once per year
- Residents must provide identification to the landfill site attendant to use their 'free' Landfill Voucher
- 'free' Landfill Vouchers expire December 31 annually
- 'free' Landfill Vouchers can only be used during regular landfill site operating hours
- Each 'free' Landfill Voucher allows disposal of up to ½ ton of waste, being disposed of in a ½ ton truck or trailer equivalent to ½ ton
- 1 'free' voucher per single unit residential dwelling
- 1 'free' voucher per 5 units for multi-residential units
- No 'free' voucher for IC&I (institutional, commercial & industrial) properties
- All 'free' vouchers are provided to the property owner, not lease or renters.

Carried.

Moved by Councillor Jamey Larone

RESOLUTION NO. 2013-343

Seconded by Councillor Glen Campbell

THAT Council on recommendation of the Waste Management Committee enters into an agreement, through the Municipal Waste Management Shared Services Centre of Excellence Organization (the Consortium), to develop a business case related to blue box shared services, with a review of potential 'best practices', program initiatives, funding/program costs, etc., that could be undertaken at a future date by either individual municipalities, or jointly with the Consortium.

Further, that this recommendation be brought back to the Committee if our potential share of the costs becomes greater than the suggested 1/6th share (\$1,666.66). **Carried.**

5:00 FINANCE COMMITTEE

Mayor Eady reviewed the minutes of the committee meetings on October 17, 2013 and October 18, 2013. Councillor Kingsbury asked if the process is the same as previous years for the Committee budgeting process. Finance Manager, Jennifer Barr said the Finance Committee requested that Committees include a Building Repair and Building Maintenance Reserve account.

Councillor Whyte asked if there is a year-end Surplus in the Recreation Department, if that surplus can be put towards the Community Hall Expansion debt. Mayor Eady said the money will be put into a Building reserve fund, nothing has been decided as we do not know where we stand at this point.

Moved by Councillor Jamey Larone **RESOLUTION NO.2013-344**
Seconded by Councillor Glen Campbell
THAT Council approves the Finance Committee Meeting minutes of October 17th 2013 and October 18th 2013.

Carried.

Jennifer Barr, Finance Manager, reviewed the minutes of the November 1st 2013 Committee meeting.

Moved by Councillor Jamey Larone **RESOLUTION NO.2013-345**
Seconded by Councillor Glen Campbell
THAT Council approves the Finance Committee Meeting minutes of November 1st 2013.

Carried.

RECOMMENDATIONS

Moved by Councillor Glen Campbell **RESOLUTION NO.2013-346-A**
Seconded by Councillor Bob Kingsbury
THAT Council on recommendation of the Finance Committee accept the revised building values for the 2014 Insurance Program.

Carried.

Moved by Councillor Jamey Larone **RESOLUTION NO.2013-346-B**
Seconded by Councillor Margaret Whyte
THAT Council on recommendation of the Finance Committee amends the bank signing authority to include either the Finance Manager or the CAO/Clerk and either the Mayor or Acting Deputy Mayor.

Carried.

Moved by Councillor Glen Campbell **RESOLUTION NO.2013-347**
Seconded by Councillor Margaret Whyte
THAT Council on recommendation of the Finance Committee contracts the services of Jp2g Consultants Inc. to complete the application for the Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF) for Thomson Road, if the Township is successful in their Expression of Interest (EOI).

FURTHER THAT the cost for the completion of the SRNMIF Grant Application be funded from the Move Ontario Reserve to a maximum upset limit of \$7,500.00.

Carried.

Moved by Councillor Glen Campbell

RESOLUTION NO.2013-348

Seconded by Councillor Bob Kingsbury

THAT Council on recommendation of the Finance Committee, engage the services of Robert Rantz as the Township's Closed Meeting Investigator.

Carried.

Moved by Councillor Bob Kingsbury

RESOLUTION NO.2013-349

Seconded by Councillor Glen Campbell

THAT Council on recommendation of the Finance Committee directs staff to complete an Aerial Photography, Ground Control, Digital Mapping, and Orthophoto Mosaic to assist in the completion of the application for the Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF), and provide a base for the engineering design of Thomson Road.

AND THAT the estimated cost for the works be \$22,554.00 plus HST (net \$22,951.00), if the aerial photography is completed in conjunction with Boundary Road, providing a savings of \$915.84 to the Township.

FURTHER THAT the funds be taken from existing Gas Tax Reserve and the balance of the Move Ontario Reserve.

FURTHER THAT the Finance Committee recommends that the Public Works Committee invite representatives from Jp2g and all Council Members to their November 13, 2013 Committee Meeting to discuss future engineering requirements and costs on the Thomson Road project.

Carried.

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-350

Seconded by Councillor Glen Campbell

THAT Council on recommendation of the Finance Committee funds the Staff Service Awards from the Working Funds Reserve.

Carried.

ACCOUNTS PAYABLE LISTING – OCTOBER 2013

Council reviewed the accounts payable listing for October 2013.

Moved by Councillor Margaret Whyte

RESOLUTION NO.2013-351

Seconded by Councillor Bob Kingsbury

THAT Council approves the October 2013 Accounts Payable Vouchers in the amount of \$316,873.19.

Carried.

TAX ARREARS REPORT & FINANCIAL REPORTS– OCTOBER 2013

Council reviewed the tax arrears report and financial reports for October 2013. Councillor Whyte, Chair of Recreation noted that the grants that have been approved are not in this financial report.

Councillor Larone questioned the General Government Expenditure item line for Legal Expenses. Finance Manager Jennifer Barr reported that this line item will be over budget and Council will see the final invoice once we receive it.

Moved by Councillor Glen Campbell

RESOLUTION NO.2013-353

Seconded by Councillor Jamey Larone

THAT Council approves the October 2013 Finance Reports.

Carried.

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-352

Seconded by Councillor Bob Kingsbury

THAT Council approves the October 2013 Tax Arrears Report.

Carried.

6:00 Council recessed for supper break

6:30 PUBLIC MEETING – GARY CARTY ZONING AMENDMENT

Council proceeded into a Public Meeting.

Council returned to regular session at 6:35 p.m.

6:35 RECREATION COMMITTEE

Chair Whyte reviewed the Committee meeting minutes.

Councillor Campbell informed Council at this time that the snowmobile club was awarded the grant for the CN Trail Maintenance in Horton Township. Councillor Campbell noted Andy Kenopic is the one who completed the 38 page application for the grant. They are doing an excellent job and would like a thank you letter sent to the club. Mayor Eady said that is great news and it is excellent to see the snowmobile club working with together with our township. Chair Whyte suggested at this time of inviting the persons involved to our 2013 Staff and Volunteer Christmas Dinner.

Chair Whyte reviewed the remainder of the Committee meeting minutes of October 16, 2013. Councillor Kingsbury said he would like to see a monthly invoice submitted by Dave Bennett for the work being done at the Community center regarding the set up and take down for events.

The CAO/Clerk reviewed the minutes of the Beach Sub Committee meeting on October 23, 2013. He informed Council that the deposit for the land at Farrells Landing is being returned as the appraisal came in at a cost that was \$50,000 less that the asking price.

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-355

Seconded by Councillor Glen Campbell

THAT Council accepts the Recreation Committee minutes of:

- Recreation Committee Mtg – October 16, 2013
- Comm. Ctre. Building Fundraising Sub-Committee – Oct. 07/13
- Beach Sub-committee – October 23, 2013

Carried.

RECOMMENDATIONS

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-356

Seconded by Councillor Margaret Whyte

THAT Council on recommendation of the Recreation Committee authorizes the Building Expansion sub-Committee to use \$350.00 from the community Centre office supplies to cover copying and paperwork costs for Funding Proposal.

Carried.

Moved by Councillor Margaret Whyte

RESOLUTION NO.2013-357

Seconded by Councillor Bob Kingsbury

THAT Council on recommendation of the Recreation Committee approves reimbursing Valerie Miller \$106.45 from the catering account for the cost of soup bowls and mugs.

Carried.

Moved by Councillor Margaret Whyte

RESOLUTION NO.2013-358

Seconded by Councillor Glen Campbell

THAT Council on recommendation of the Recreation Committee authorizes Recreation Program Manager, Kathleen Rogers, to submit the Jumpstart funding application for this year's Children's Hockey Program.

Carried.

Regular Council Minutes
November 5 2013

Council discussed the following resolution. Councillor Kingsbury suggested that this be on a trial basis. Also as mentioned above, would like to see a monthly invoice submitted for the work done. The Recreation Committee is requested to choose a trial time period for this recommendation.

Moved by Councillor Margaret Whyte
Seconded by Councillor Bob Kingsbury

RESOLUTION NO.2013-359

THAT Council on recommendation of the Recreation Committee authorizes Dave Bennett's Employees to continue to volunteer their time to set up and dismantle the hall for activities and have all Caretaker salary payments directed to the Building Expansion Fundraising Fund.

Carried.

7:10 BY-LAWS

Moved by Councillor Bob Kingsbury
Seconded by Councillor Jamey Larone

RESOLUTION NO.2013-360

THAT Council agrees to enact and pass the following By-law:

- 2013- 43 – Zoning Amendment – Richard Joseph Hughes (Sleep Cabin)

Carried.

Moved by Councillor Bob Kingsbury
Seconded by Councillor Jamey Larone

RESOLUTION NO.2013-361

THAT Council agrees to enact and pass the following By-law:

- 2013- 50 – Carty Zoning By-law

Carried.

FIRE COMMITTEE

No Meetings held in October 2013. No Information to review.

7:15 PLANNING COMMITTEE

Chair Kingsbury reviewed the minutes of the Committee meetings. He noted that Jim McBain, Municipal By-law Enforcement Officer and Resident Harold Deacon will be present at the next Planning Committee Meeting to be held November 19 2013.

Moved by Councillor Bob Kingsbury
Seconded by Councillor Glen Campbell

RESOLUTION NO.2013-362

THAT Council accepts the Planning Committee meeting minutes of:

- Regular Planning Committee – October 15, 2013
- Committee of Adjustment – October 15, 2013

Carried.

RECOMMENDATIONS

Moved by Councillor Bob Kingsbury
Seconded by Councillor Marg Whyte

RESOLUTION NO.2013-363

THAT Council on recommendation of the Planning Committee support Consent Application Nos. B84/13(1), B85/13 (2) and B86/13 (3) – Nicole Pallen – with the following conditions:

- Consent No. B84/13 (1): - Consent Agreement
- Lot Development Charge
- Consent No. B85/13(2): - Consent Agreement
- Consent No. B86/13 (3): - Consent Agreement
- Lot Development Charge
- Provide a lot grading and drainage plan

Carried.

Regular Council Minutes
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Moved by Councillor Glen Campbell

RESOLUTION NO.2013-364

Seconded by Councillor Bob Kingsbury

THAT Council on recommendation of the Planning Committee supports Consent Application No. B95/13. There are no conditions as this severance is a lot addition.

Carried.

8:10 HUMAN RESOURCES COMMITTEE

Chair Kingsbury reviewed the minutes of the Safety Committee meeting held October 28 2013. Chair Kingsbury noted that there is a need for a Public Works Employee to take over the Safety Inspections at the garage.

Chair Kingsbury noted there is still staff concern about the lighting in the Municipal Office parking lot. He stated he has spoken to Public Works Manager Janet Collins and she will come to Committee with a recommendation. Councillor Campbell offered to donate a Heavy Duty Wall Pack to the Township for lighting this area. Chair Kingsbury thanked Councillor Campbell.

Moved by Councillor Bob Kingsbury

RESOLUTION NO.2013-365

Seconded by Councillor Jamey Larone

THAT Council approves the Safety Committee Meeting minutes of October 28, 2013.

Carried.

Moved by Councillor Bob Kingsbury

RESOLUTION NO.2013-366

Seconded by Councillor Glen Campbell

THAT Council on recommendation of the Safety Committee authorizes additional lighting be added to the parking lot.

Carried.

8:25 HOME SUPPORT

Councillor Kingsbury reviewed the October 2013 reports.

Moved by Councillor Margaret Whyte

RESOLUTION NO.2013-367

Seconded by Councillor Glen Campbell

THAT Council receives the October 2013 Renfrew and Area Seniors Home Support Inc. Reports.

Carried.

COMMUNITY POLICING ADVISORY COMMITTEE (CPAC)

Councillor Campbell gave a verbal report on the October 21, 2013 CPAC Committee meeting. He noted that the costing formula will change in 2015.

Moved by Councillor Glen Campbell

RESOLUTION NO.2013-368

Seconded by Councillor Margaret Whyte

THAT Council receives the Community Policing Advisory Committee (CPAC) minutes of October 21, 2013.

Carried.

BUILDING REPORT – OCTOBER 2013

Council reviewed the Building Report for October 2013.

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-369

Seconded by Councillor Margaret Whyte

THAT Council accepts the building report for October 2013.

Carried.

EMERGENCY PLAN PREPAREDNESS COMMITTEE

There was no information to review at this time.

BUILDING INFRASTRUCTURE COMMITTEE

There was no information to review at this time.

CONFERENCE REPORTS

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-370

Seconded by Councillor Margaret Whyte

THAT Council accepts the following conference reports from Councillor Margaret Whyte:

- Renfrew County Recreation Meeting – Sept. 17/13
- Funders/Service Providers Forum – Oct. 02/13
- Southeast Ontario Municipal Seminar – Oct. 10/13

Carried.

7. CORRESPONDENCE SUMMARY

INFORMATION CORRESPONDENCE NOVEMBER 5, 2013

- A. Frank Cowan Company – Municipal Liability Crisis
- B. Renfrew & Area Chamber of Commerce–Mayor’s Breakfast- Nov. 12/13
- C. Federation of Canadian Municipalities re: Throne Speech
- D. Ottawa Valley Business – October newsletters
- E. County of Renfrew - Warden’s Annual Community Service Awards

Moved by Councillor Margaret Whyte

RESOLUTION NO.2013-371

Seconded by Councillor Glen Campbell

THAT Council receive the November 5, 2013 Information Correspondence Summary.

Carried.

ACTION CORRESPONDENCE NOVEMBER 5, 2013

- A. County of Renfrew – support for their resolution that calls on the Association of Municipalities of Ontario (AMO) to review their preferred funding model and bring forward a fair allocation of provincial gas tax revenues for all municipalities in Ontario and that AMO reports on all 41 municipalities identifying how much each municipality would receive using their methodology

Moved by Councillor Jamey Larone

RESOLUTION NO.2013-372 A

Seconded by Councillor Glen Campbell

THAT the Council of the Township of Horton supports the County of Renfrew’s resolution that calls on the Association of Municipalities of Ontario (AMO) to review their preferred funding model and bring forward a fair allocation of provincial gas tax revenues for all municipalities in Ontario and that AMO reports on all 41 municipalities identifying how much each municipality would receive using their methodology.

Carried.

- B. Heritage Renfrew – Horton Township’s contribution for a plaque for Farrell’s Landing
- C. Canadian Union of Postal Workers – request for Horton Township to pass two resolutions that ask the Minister Responsible for Canada Post:

- 1) to use the upcoming review of the Canadian Postal Service Charter to focus on revenue-generating services, not cuts, including financial services such as bill payments, insurance and banking.
- 2) To improve the Canadian Postal Service Charter and make the upcoming review of the Charter open to public input.

9. RESOLUTIONS

Moved by Councillor Bob Kingsbury **RESOLUTION NO.2013-372 B**
Seconded by Councillor Margaret Whyte
THAT Council agrees to have Mayor Eady to a Christmas Greeting on Valley Heritage Radio at a cost of \$210 plus taxes if invoice is received.

Carried.

10. OTHER BUSINESS

11. BYLAWS – Discussed earlier in the Meeting.

12. ADDITIONS TO AGENDA

Moved by Councillor Glen Campbell **RESOLUTION NO. 2013-373**
Seconded by Councillor Jamey Larone
THAT Council approves the minutes of:

- minutes of October 1st 2013 Special Council Meeting
- minutes of Minutes of Noise By-law Sub-Committee Meeting – Oct. 22/13
- minutes of Com. Ctre. Building Sub-Committee Mtg. – Oct. 07/13

Carried.

13. COUNCIL MEMBERS COMMENTS / CONCERNS

14. REQUEST FOR RECONSIDERATION

15. CLOSED MEETING

Moved by Councillor Glen Campbell **RESOLUTION NO. 2013-374**
Seconded by Councillor Margaret Whyte
THAT Council proceed into a Closed Meeting pursuant to Section (8) (b) (ii) of By-law 98-08 as amended (Procedural By-law).

Carried.

The Meeting was closed at 9:06 p.m. Council returned to regular session at 9:12 p.m. Mayor Eady reported that during the Closed Meeting, Council reviewed and approved the Closed Meeting Minutes of October 1, 2013.

16. CONFIRMING BYLAW

Moved by Councillor Glen Campbell **RESOLUTION NO. 2013-375**
Seconded by Councillor Margaret Whyte
THAT Council enacts By-law 2013- 51, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on November 5, 2013.

Carried.

17. ADJOURNMENT

Moved by Councillor Bob Kingsbury **RESOLUTION NO. 2013-376**
Seconded by Councillor Jamey Larone
THAT Council adjourn this Regular Council Meeting at 9:32 p.m.

Carried.