

THE CORPORATION OF THE TOWNSHIP OF HORTON

**REGULAR COUNCIL MEETING**

February 4, 2014

There was a Meeting of the Council of the Township of Horton held in the Municipal Council Chambers on Tuesday February 4<sup>th</sup> 2014. Present were Mayor Don Eady, Councillor Glen Campbell, Councillor Jamey Larone and Councillor Margaret Whyte. Staff present was Mackie McLaren, CAO/Clerk, Janet Collins, Public Works Manager, and Christina Mulcahey, Receptionist/Clerk. Absent was Councillor Robert Kingsbury.

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 – January 07, 2014
- Public Mtg. Jan. 04/14– Zoning Amendment - Short Form Wording
- Special Council Meeting – January 14, 2014
- Committee of the Whole Meeting – January 30, 2014

Moved by Councillor Margaret Whyte

**RESOLUTION NO. 2014-40**

Seconded by Councillor Glen Campbell

**THAT** Council approves the following Council Meeting Minutes:

- Regular Council Meeting – January 07, 2014
- Public Mtg. Jan. 04/14– Zoning Amendment - Short Form Wording
- Special Council Meeting – January 14, 2014
- Committee of the Whole Meeting – January 30, 2014

**Carried.**

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

Moved by Councillor Jamey Larone

**RESOLUTION NO. 2014-41**

Seconded by Councillor Margaret Whyte

**THAT** Council agrees to add the following items to the agenda for the February 4<sup>th</sup>, 2014 Council Meeting and approves the agenda.

There were no items to add to the Agenda.

**Carried.**

5. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

6. COMMITTEE REPORTS

**4:10 PUBLIC WORKS COMMITTEE**

Chair Campbell reviewed the minutes of the January 15, 2014 Committee meeting. Mayor Eady noted at this time that in the County Capital Forecasting budget for Roads that it was decided to re-construct Gillan Road in 2014 and Lochwinnoch Road in 2015. Gillan Road is a higher volume and is closer to Renfrew.

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Councillor Whyte had concerns regarding the Private Road Grading recommendation that is coming forward. Councillor Larone said he also had concerns. Janet Collins, Public Works Manager said there was thorough discussion on this topic however the policy can be looked at again. Mayor Eady noted that there are pros and cons. He would like all of Council to be present and a full report from the Public Works Manager.

Moved by Councillor Glen Campbell

**RESOLUTION NO. 2014-42**

Seconded by Councillor Jamey Larone

**THAT** Council approves the following Public Works Committee Meeting Minutes of:  
- Public Works Committee Meeting – January 15, 2014.

**Carried.**

### **RECOMMENDATIONS**

Moved by Councillor Glen Campbell

Seconded by Councillor Jamey Larone

**THAT** Council on recommendation of the Public Works Committee adopts a policy eliminating private road grading, commencing February 2014, free or otherwise, due to liability, staffing, equipment and road condition concerns.

**FURTHER THAT**, Council rescinds any prior policies, formal or otherwise, regarding private road grading.

After discussion the following recommendation was put forward:

Moved by Councillor Glen Campbell

**RESOLUTION NO. 2014-43**

Seconded by Councillor Jamey Larone

That Council defer the recommendation from the Public Works Committee regarding Private Road grading and request a staff report on the recommendation. **Carried.**

Moved by Councillor Glen Campbell

**RESOLUTION NO. 2014-44**

Seconded by Councillor Margaret Whyte

That Council, on recommendation of the Public Works Committee, authorizes staff to prepare an agreement, to extend Jamieson Lane with Henry & Dorothy Moore, John & Nicole Pallen, and Leah Clifford & Mark Benoit and proceed with the severance process.

**AND FURTHER THAT** Council authorizes the Mayor and Clerk to enter into the agreement. **Carried.**

Moved by Councillor Glen Campbell

**RESOLUTION NO. 2014-45**

Seconded by Councillor Margaret Whyte

That Council proceed and call a tender for the supply and installation of a Horizontal Shaft Brush Cutter attachment for the Volvo Class 180B Excavator. **Carried.**

### **4:30 WASTE MANAGEMENT COMMITTEE**

Chair Larone reviewed the minutes of the January 16, 2014 Committee Meeting. He noted the information correspondence from George Thompson regarding the Landfill Site vouchers and informed Council that Mr. Thompson has been invited to the next Committee meeting to discuss.

Moved by Councillor Jamey Larone

**RESOLUTION NO. 2014-46**

Seconded by Councillor Margaret Whyte

**THAT** Council accepts the Waste Management Committee meeting minutes of the Regular Committee meeting of January 16, 2014. **Carried.**

### **RECOMMENDATIONS**

There were none.

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**4:40 FINANCE COMMITTEE**

Council reviewed the accounts payable listing for January 2014.

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-47**

Seconded by Councillor Margaret Whyte

**THAT** Council approves the January 2014 Accounts Payable Vouchers in the amount of \$261,246.38. **Carried.**

Council reviewed the Finance Report and Tax Arrears report for January 2014.

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-48**

Seconded by Councillor Glen Campbell

**THAT** Council accepts the January 2014 Finance Report. **Carried.**

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-49**

Seconded by Councillor Margaret Whyte

**THAT** Council approves the January 2014 Tax Arrears Report.

**Carried.**

Council reviewed the Statement of Development Charges for 2013

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-50**

Seconded by Councillor Margaret Whyte

**THAT** Council accepts the Statement of Development Charges for the year ending December 31, 2013 as presented.

Department	Balance 1/1/2013	2013 Fees	2013 Interest	2013 Funds Utilized	Balance 12/31/2013
General Eligible Service	13,753.01	3,022.00	72.39	13,805.39	3,042.01
Fire	45,878.02	5,059.49	227.71		51,165.22
Transportation	27,300.43	67,336.01	873.97	4,051.28	91,459.13
Recreation & Parks	5,234.04	6,015.29	142.15	2,544.00	8,847.48
Total Development Charges	92,165.50	81,432.79	1,316.22	20,400.67	154,513.84

**Carried.**

Council reviewed the 2013 Building Fee Report

Moved by Councillor Glen Campbell

**RESOLUTION NO.2014-51**

Seconded by Councillor Jamey Larone

**THAT** Council accepts the Building Fee Report for the year ending December 31, 2013 as presented.

**Township of Horton**

**Carried.**

**Building Fee Report**

**for the Year 2013**

(in accordance with Chapter 23 of the Building Code Act, S.O. 1992)

<b><u>YEAR</u></b>	<b><u>2013</u></b>	<b><u>2012</u></b>	<b><u>2011</u></b>
<b><u>REVENUES</u></b>			
Building Permit Fees	56,831.00	30,824.00	34,566.00
Septic Permit Fees	9,500.00	11,900.00	9,550.00
Other Fees	7,000.00	3,000.00	3,696.00
Total Revenues	73,331.00	45,724.00	47,812.00
<b><u>EXPENDITURES</u></b>			
Wages & Benefits	38,913.43	34,636.95	36,371.56
Mileage/Conference etc.	11,322.81	11,434.15	11,551.80
Office Supplies etc.	416.66	594.45	345.88
Transfer to Reserves	22,678.10		
Total Expenditures	73,331.00	46,665.55	48,269.24
Surplus/Deficit	0.00	-941.55	-457.24

Council reviewed the Treasurers Statement of Council 2013 Remuneration & Expenses

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-52**

Seconded by Councillor Margaret Whyte

**THAT** Council accepts the Treasurer's Statement of Council Remuneration and Expenses for the year ending December 31, 2013 as presented.

**Township of Horton**  
**Treasurer's Statement of Council Remuneration and Expenses**  
**For the Year 2013**

*(costs are net of GST/HST rebate)*

<b><u>Members of Council</u></b>	<b><u>Remuneration</u></b>	<b><u>Benefits</u></b>	<b><u>Conference Expenses</u></b>	<b><u>Travel Expense</u></b>	<b><u>Total</u></b>
EADY, Don - Mayor	18,254.28	1,517.05		142.96	19,914.29
CAMPBELL, Glen - Councillor	10,826.34	1,175.34	1,471.56	43.77	13,517.01
KINGSBURY, Robert - Councillor/A/Mayor	13,538.46	4,375.68	964.78		18,878.92
LARONE, Jamey - Councillor	12,976.34	4,662.68	1,430.51	174.21	19,243.74
WHYTE, Margaret - Councillor	12,586.33	4,631.86	962.70		18,180.89
	68,181.75	16,362.61	4,829.55	360.94	89,734.85

This statement is in accordance with the Municipal Act 2001, S.O. 2001, c. 25 Section 284 and Township By-law 2010-08.

**Carried.**

Council reviewed the Veterinary Services Report and Invoice for 2014.

Moved by Councillor Glen Campbell

**RESOLUTION NO.2014-53**

Seconded by Councillor Margaret Whyte

That Council authorizes payment of \$290.00 for Horton Township's portion of the Renfrew County Veterinary Services fees.

**Carried.**

**5:00 FIRE COMMITTEE**

Chair Whyte reviewed the minutes of the January 8, 2014 Committee meeting.

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-54**

Seconded by Councillor Glen Campbell

**THAT** Council approves Fire Committee Meeting minutes of January 8, 2014.

**Carried.**

**5:05 RECREATION COMMITTEE**

Mayor Eady and Council reviewed the minutes of the January 16, 2014 Committee meeting. He noted the new SOCAN fees that the Township now has to pay and this will be added costs to our events and programs.

CAO/Clerk Mackie McLaren reviewed the minutes of the Beach Sub-Committee meeting of January 14<sup>th</sup> 2014. He noted there will be a Public meeting on June 4<sup>th</sup> 2014 from 7-9 p.m. He also noted that we received 92 questionnaires and 47 were for and 45 against. Some analyzing will be done and presented to the Committee.

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Moved by Councillor Glen Campbell

**RESOLUTION NO.2014-55**

Seconded by Councillor Jamey Larone

**THAT** Council accepts the Recreation Committee minutes of:

- Recreation Committee Mtg – January 16, 2014
- Beach Sub-Committee Mtg – January 14, 2014
- Meeting Notes RE: Community Center Expansion – January 3, 2014.

**Carried.**

**RECOMMENDATIONS**

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-56**

Seconded by Councillor Jamey Larone

That Council on recommendation of the Recreation purchases a security surveillance system from Noron security at a price of \$2,235.00 (includes HST).

**Carried.**

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-57**

Seconded by Councillor Margaret Whyte

That Council on recommendation of the Recreation Committee amends the Fees and Charges to add a fee of \$2.00/person for shinny hockey.

**Carried.**

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-58**

Seconded by Councillor Jamey Larone

That Council on recommendation of the Recreation Committee sets the ticket price of Country Dance tickets at \$10.00/ticket. Further, there will be no discounted advance ticket sales.

**Carried.**

Moved by Councillor Glen Campbell

**RESOLUTION NO.2014-59**

Seconded by Councillor Jamey Larone

That Council on recommendation of the Recreation Committee appoints Mr. Bruce Murdoch as Chair of the Winter Carnival Committee.

**Carried.**

Councillor Larone mentioned that a letter of Thank you should be sent to Mr. Murdoch.

**5:26 PLANNING COMMITTEE**

Mayor Eady reviewed the minutes of the January 14, 2014 Committee meeting.

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-60**

Seconded by Councillor Jamey Larone

**THAT** Council accepts the Planning Committee meeting minutes of:

- Regular Planning Committee - January 14, 2014
- Noise By-law & Fireworks Sub Comm. Mtg – January 16, 22 & 28 2014

**Carried.**

**RECOMMENDATIONS**

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-61**

Seconded by Councillor Margaret Whyte

That Council on recommendation of the Planning Committee authorizes that being consistent with the history of transferring the property to the property owners as set out in By-law 10-1859, that the Township pays 25 percent of the survey costs for the transfer of property to Chad and Jane Newberry.

**Carried.**

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-62**

Seconded by Councillor Margaret Whyte

That Council on recommendation of the Planning Committee supports Consent Application No. B137/13 for John C. Brydges to sever 14.5 ha from his holding in Lot 17 Concession 4 subject to the following conditions:

- Meets MDS requirements
- Consent Agreement
- Lot Development Charge of \$3,728.00

**Carried.**

### **5:36 DELEGATION – Debbie Grantham**

Mayor Eady welcomed Ms. Debbie Grantham to the Council Table. Also present was Glenyce and Charlie Renaud. Ms. Grantham presented Council with a copy of by-law 6-1872 which she suggested closed Farrells Landing Road. This suggestion was based on the wording of the by-law which stated in part "*for the purpose of closing of that portion of the ninth concession at lot number 10 in the Township of Horton lying between the road leading to Farrell's Wharf and the Ottawa and Pembroke Government road*". She noted that the by-law specifically referenced "road leading to Farrell's Wharf" so therefore the road would be closed.

Councillor Larone asked the CAO/Clerk for his interpretation of the by-law wording. Mackie McLaren that based on his initial review, the by-law closed a portion of the 9<sup>th</sup> Concession line that is situated between two roads, one of them being the current Farrells Landing Road. He suggested that he could carry out a review of the by-law which could possibly involve legal and or surveyor input.

Mayor Eady suggested that this research needed to be conducted, even if the cost is at the Township's expense in order to get this situation settled one way or another.

Ms. Grantham presented additional information she wanted to share with Council. She references two by-laws – 7-1851, 8-1853 which seem to indicate that Opeongo Road and/or the Wharf Road could be located in Lot 11 Con 8 or the road allowance between lots 10 and 11 in the ninth concession (current Grantham Road).

Councillor Campbell said he would have to sit down and review the information and map that she presented. He said he appreciated the work she has researched. Councillor Whyte asked if this item should be referred to the Planning Committee.

Mayor Eady said that this information should be investigated by the CAO/Clerk and that he be given authority to use the services of a lawyer, surveyor or planner if required. Council Members agreed.

**6:05 Council recessed for Supper Break and returned at 6:40 with same members present**

### **6:40 HUMAN RESOURCES COMMITTEE**

Chair Whyte reviewed the minutes of the January 24, 2014 Committee Meeting and the January 9, 2014 Safety Committee Meeting.

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-63**

Seconded by Councillor Glen Campbell

That Council accepts the Human Resources Committee meeting minutes of January 24, 2014 and the Safety Co-ordinator's Meeting of January 09, 2014.

**Carried.**

## RECOMMENDATIONS

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

### RESOLUTION NO.2014-64

That Council on recommendation of the Human Resources Committee immediately implements the Employee Assistance Plan (EAP) based on a cost of \$47.40 per employee.

**Carried.**

Moved by Councillor Glen Campbell  
Seconded by Councillor Margaret Whyte

### RESOLUTION NO.2014-65

That Council on recommendation of the Human Resources Committee changes the title of the Finance Manager to Municipal Treasurer/Tax Collector.

**Carried.**

Moved by Councillor Jamey Larone  
Seconded by Councillor Margaret Whyte

### RESOLUTION NO.2014-66

That Council on recommendation of the Human Resources Committee advertises for a second person to canvass an area of Horton Township to sell 2014 dog tags. Further that, the CAO/Clerk interviews the applicants and selects the person.

**Carried.**

Moved by Councillor Jamey Larone  
Seconded by Councillor Margaret Whyte

That Council on recommendation of the Health and Safety Committee approves the installation of a permanent door in the hallway outside the Public Works Managers Office.

Further that Council approves installation of a window closure across the front reception desk, for heat loss prevention, staff safety and privacy in the Municipal office.

Council discussed changing the word "approves" to the word "investigates". After discussion the following amended resolution was put forward:

Moved by Councillor Margaret Whyte  
Seconded by Councillor Jamey Larone

### RESOLUTION NO.2014-67

That Council on recommendation of the Health and Safety Committee investigates the installation of a permanent door in the hallway outside the Public Works Managers Office.

Further that Council investigates installation of a window closure across the front reception desk, for heat loss prevention, staff safety and privacy in the Municipal office.

**Carried.**

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

### RESOLUTION NO.2014-68

That Council on recommendation of the Human Resources Committee accepts the revised HR Policy A-10 – for interview procedure for a part time or student position.

**Carried.**

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

### RESOLUTION NO.2014-69

That Council on recommendation of the Human Resources Committee advertises for a 6 week contract position of labourer/ truck operator; 40 hours per week – flexible hours – no overtime. Rate of pay is \$15.00 per hour with no benefits.

**Carried.**

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## 7:15 HOME SUPPORT

Council reviewed the Home Support reports for January 2014.

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-70**

Seconded by Councillor Jamey Larone

**THAT** Council receives the January 2014 Renfrew and Area Seniors Home Support Inc. Reports.

**Carried.**

### **COMMUNITY POLICING ADVISORY COMMITTEE (CPAC)**

There was no meeting in January 2014.

### **BUILDING REPORT – JANUARY 2014**

Council reviewed the Building Report for January 2014.

Moved by Councillor Jamey Larone

**RESOLUTION NO.2014-71**

Seconded by Councillor Margaret Whyte

**THAT** Council accepts the building report for January 2014.

**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**

There were none to review.

## 7. CORRESPONDENCE SUMMARY

### **INFORMATION CORRESPONDENCE FEBRUARY 4, 2014**

- A. AMCTO – In The Loop – January 2014
- B. G & B Thompson Developments – letter to Council re: LFS vouchers
- C. FCM Communique – Update on Building Canada Fund program
- D. Letter - Petawawa Military Family Resource Centre
- E. East Ferris Municipality's letter to Premier Wynne re: OPP costs
- F. East Ferris Municipality's letter to Premier Wynne re: the Finance Minister's proposed tax increases to provide funding for transit in the GTA
- G. Ottawa Valley Business – January newsletters
- H. AMO: - Councillor Training Workshop Dates  
- AMO's 2014 Pre-budget submission  
- AMO Annual Conference - London, ON - Aug. 17 – 20, 2014
- I. Canada Post – letter re: converting door to door delivery to community mailbox delivery
- J. Renfrew & Area Chamber of Commerce – Jan 2014 Newsletter

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-72**

Seconded by Councillor Glen Campbell

**THAT** Council receive the February 4, 2014 Information Correspondence Summary.

**Carried.**



**ACTION CORRESPONDENCE FEBRUARY 4, 2014**

- A. County of Lambton – requests support for their resolution opposing the requalification of Municipal Building Officials as outlined in the Province’s proposed amendments to O.Reg. 332/12 (Code News 220)

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-73**

Seconded by Councillor Jamey Larone

BE IT RESOLVED THAT the Council of the Township of Horton supports the County of Lambton in their resolution that opposes the proposed fee changes and requalification requirement of Municipal Building Officials under the Ontario Regulation 332/12 and the Ontario Building Code (OBC); and

FURTHER THAT the Council of the Township of Horton request that any amendments to the Ontario Building Code (OBC) include provisions for training opportunities rather than requalification examinations as the means by which building officials remain current of the changes to the OBC; and

FURTHER THAT municipal building officials, as the primary practitioners of the OBC, receive the same treatment as plumbers, electricians, professional engineers and architects with regards to exemption from requalification; and

FURTHER THAT they take into consideration the negative impact and delays that Ontario regulation 332/12 will have on the issuance of permits, inspections and response times to inquiries by municipal building officials; and

FURTHER THAT municipalities and taxpayers be spared the cost of “knowledge and maintenance examinations” under the proposed amendment to the OBC which will cause undue hardship to municipalities through lost productivity, early retirement and costs associated with the 13 categories of examinations required by fully qualified inspectors.

FURTHER THAT this resolution be forwarded to the Ministry of Municipal Affairs and Housing, Ontario building Officials Association, Association of Municipalities of Ontario (AMO) and all Renfrew County municipalities.

**Carried.**

- B. Randy Pettapiece, MPP Perth-Wellington – requests support for his Private Member’s resolution calling on the Government to protect taxpayers from higher property taxes by implementing a comprehensive, long-term solution to reform joint and several liability insurance for municipalities by not later than June 2014, addressing alarming rise in insurance premiums due to rising litigation and claim costs.

Moved by Councillor Margaret Whyte

**RESOLUTION NO.2014-74**

Seconded by Councillor Jamey Larone

That the Council of the Township of Horton supports the Private Member’s resolution of Randy Pettapiece, MPP Perth-Wellington which calls on the Provincial Government to protect taxpayers from higher property taxes by implementing a comprehensive, long-term solution to reform joint and several liability insurance for municipalities by no later than June 2014, addressing alarming rise in insurance premiums due to rising litigation and claim costs.

**Carried.**

- C. Town of Tillsonburg – requests support for their resolution calling on the Ministry of Community Safety and Correctional Services and the Ontario Provincial Police to adhere to the principles outlined at the Community engagement sessions and implement, effective January 01, 2015 the new OPP Municipal Policing Billing Model as presented at the regional engagement sessions.

Council reviewed this request and did not support it.

9. OTHER BUSINESS – SENIOR OF THE YEAR AWARD

Council agreed to place an ad in the Renfrew Mercury Horton Corner section to request nominees for the Senior of the year award.

10. BYLAWS

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

**RESOLUTION NO.2014-75**

**THAT** Council enacts and passes the following By-laws:

- By-law No. 2014-13 – Agreement with Town of Renfrew – Animal Pound
- By-law No. 2014-14 – Execute Recreation Agreement Town of Renfrew
- By-law No. 2014-15 – Jamieson Lane Extension Agreement

11. ADDITIONS TO AGENDA – There were none.

12. COUNCIL MEMBERS COMMENTS / CONCERNS – There were none.

13. REQUEST FOR RECONSIDERATION – There were none.

14. CLOSED MEETING – None

15. CONFIRMING BYLAW

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

**RESOLUTION NO. 2014-76**

**THAT** Council enacts By-law 2014- 16, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on February 4, 2014.

**Carried.**

16. ADJOURNMENT

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

**RESOLUTION NO. 2014-77**

**THAT** Council adjourn this Regular Council Meeting at 7:42 p.m.

**Carried.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO/CLERK