

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting

JULY 19, 2016

There was a Regular Meeting of Council held in the Municipal Council Chambers on Tuesday July 19th, 2016. Present was Mayor Robert Kingsbury, Deputy Mayor Robert A. Johnston, Councillor Dave Bennett, Councillor Glen Campbell and Councillor Jamey Larone. Staff present was Jennifer Barr, Treasurer, Mackie McLaren, CAO/Clerk, Hope Dillabough, Admin/Planning Assistant and Nikky Dubeau, Receptionist/Clerk.

1. CALL TO ORDER

Mayor Kingsbury called the Meeting to Order at 4:00 pm.

2. Mayor Kingsbury asked the Members, Staff and public to turn off all cell phones and electronic devices.

3. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

Mayor Kingsbury, with Council's approval, welcomed Suzanne Klatt to Horton as CAO/Clerk who was in the audience. He thanked the interview team which was comprised of Council as well as Susan Humphries and Dean Sauriol, CAO/Clerk from Laurentian Valley. Ms. Klatt is currently the CAO/Clerk-Treasurer with the Township of South Algonquin and starts her duties with Horton on September 1, 2016.

Mayor Dumas, from South Algonquin Township, addressed Council and Staff. She congratulated Mr. McLaren on his upcoming retirement and spoke of her admiration for him. She commended Mayor Kingsbury and Council on the interviewing procedure as it was innovative and thorough and she confirmed that Council picked the best candidate. Mayor Kingsbury thanked Mayor Dumas for her address.

4. MINUTES FROM PREVIOUS MEETINGS

Moved by Deputy Mayor Johnston

Resolution No. 2016- 245

Seconded by Councillor Larone

THAT Council approves the following Meeting Minutes:

- June 21st, 2016 Regular Council Meeting Minutes

Carried

5. BUSINESS ARISING FROM MINUTES - None

6. GENERAL GOVERNMENT COMMITTEE

Susan Humphries, Public Advisory Member was absent.

Councillor Larone, Chair of the General Government Committee presented the following items for consideration and recommendation.

6.1 Business Arising - None

6.2 Finance & Administration

6.2.1 Statement of Revenues and Expenditures as of July 16th, 2016

Treasurer Barr reviewed the Statement of Revenues and Expenditures and highlighted a few items. She indicated to Council that the property tax bills would be processed a bit earlier due to the possibility of the postage strike. She mentioned that there was nothing out of the ordinary that she could see in

this statement. She mentioned the debenture money was in for Thomson Road but not reflected in this particular statement. Chair Larone questioned if under the Environmental section if the tipping fees were up to date, which Treasurer Barr said they were.

6.2.2 Consolidated Statement of Financial Position

Report was reviewed by Council.

6.3 Health and Safety

None

6.4 Human Resources

6.4.1 Execute Employment Contract – CAO/Clerk By-Law 2016-54

Chair Larone passed this item on to the Mayor. Mayor indicated this by-law would be passed at this time rather than wait until the end of the meeting with the regular by-laws.

Moved by Councillor Bennett

Resolution No. 2016- 246

Seconded by Councillor Campbell

THAT Council enact the following By-law

- 2016-54 – Appoint a CAO/Clerk

Carried

Mayor Kingsbury read out a letter received from CAO/Clerk Mackie McLaren indicating his resignation as he has reached the end of his term of employment. Mayor Kingsbury said he finds it hard and with a lot of sadness to ask Council to accept Mr. McLaren's resignation letter. He thanked Mr. McLaren for all of his years of service which he has demonstrated with the highest level of integrity. Chair Larone, as Chair of General Government exclaimed that CAO/Clerk McLaren has always operated professionally and has always had the community on his radar. Chair Larone mentioned it was unfortunate that it is coming to an end, and with sadness, thanked Mr. McLaren for his years of service. Deputy Mayor Johnston expressed how long he's known Mr. McLaren and that he has always supported him as Mayor and Councillor and will miss him immensely. Councillor Bennett mentioned it's always been a pleasure working together and he has always given Council 100% guidance on all issues. Councillor Campbell chose to wait and express himself upon Mr. McLaren's retirement.

Moved by Deputy Mayor Johnston

Resolution No. 2016- 247

Seconded by Councillor Larone

THAT Council, with regret, accept the resignation from Mackie J. McLaren. The resignation is effective August 31st, 2016, but he will remain as advisor to the CAO/Clerk until October 31st, 2016.

Carried

Mr. McLaren's resignation is effective August 31, 2016, but he will remain on as advisor to the CAO/Clerk until October 31, 2016.

6.5 New Business

6.5.1 Integrity Commissioner and Code of Conduct Policy

CAO/Clerk McLaren and Council reviewed the report. Chair Larone opened up it up to Council asking if it's something to consider. Mayor Kingsbury explained he thinks Council should take some time and research this a bit more. He offered that perhaps someone from the Ombudsman office could come and present some information to Council and then maybe make a decision. Chair

Larone agreed and that they need a clear direction of where to go. This item was tabled.

6.5.2 2017 Budget

Treasurer Barr reviewed the 2017 budget information worksheets and wants direction from Council regarding the offset percentage figure. Chair Larone expressed that in the past they have been sticking with a 2% increase and would like to stay around this figure. Mayor Kingsbury thought 2% was a good benchmark but wants to ensure the OPP costs are covered. Treasurer Barr clarified saying this particular step doesn't involve OPP costs yet as it's just departmental worksheets as a guideline for departments.

6.5.3 Green Municipal Fund

Council reviewed this information. Mayor Kingsbury agreed to move ahead with this initiative.

6.5.4 Enabling Accessibility Fund – Grant Application

Council reviewed information regarding the grant. Staff brought forward a recommendation to install an accessible washroom facility at the boat launch and reslope the area for accessibility purposes. Councillor Campbell and Councillor Bennet both thought it was a good idea and supported the idea.

6.6 Outstanding Business

6.6.4 Financing Thomson Road Overage

Treasurer Barr briefly reviewed and requested direction from Council to where the \$10,000.00 will come from as it was to initially be the gravel program but Council declined. Treasurer Barr indicated it was difficult finding savings in the Public Works Department and that perhaps funds can be taken from the sale of the gravel pit. This would mean just a bit less going into the reserves. A decision is not required to be made until December 31st and will also come up again during budget deliberations.

6.7 Recommendations – Mayor Kingsbury

Moved by Councillor Campbell

Resolution No. 2016- 248

Seconded by Councillor Larone

THAT Council receive the Statement of Revenue and Expenditures dated July 14th, 2016.

Carried

Moved by Councillor Larone

Resolution No. 2016-249

Seconded by Councillor Bennett

THAT Council directs the Committees and Managers to bring in a 2017 operating budget of no more than a 2% increase.

Carried

Moved by Councillor Bennett

Resolution No. 2016- 250

Seconded by Deputy Mayor Johnston

THAT Council direct staff to review the eligibility of a Detailed Roads Needs Study application under the Green Municipal Fund (GMF) two phase application process, and if eligible, submit an Initial Review Form by August 1st, 2016.

Carried

Moved by Deputy Mayor Johnston

Resolution No. 2016- 251

Seconded by Councillor Bennett

THAT Council authorize an application for funding be made under the Community Accessibility Stream of the Federal Enabling Accessibility Fund to provide accessible services to the Horton Boat Launch by providing:

- An accessible toilet/holding tank washroom and;
- An accessible ramp from the parking lot to the boat dock.

At the Horton Boat Launch located at 3746 River Road with an upset limit of \$20,000.00. The Township's share of the project to come from in-kind services, Lot Development Fund and Recreation Department Budget.

Carried

7. REPORTS FROM COMMUNITY COMMITTEES AND COUNTY COUNCIL

7.1 Renfrew & Area Seniors Home Support

Councillor Bennett briefly reviewed.

7.2 Community Policing Advisory Committee

Mayor Kingsbury said there has been no meeting yet, however in the package there are the weekly news reports as well as the Calls Summary reports.

7.3 Health Services Village

Mayor Kingsbury advised that he wasn't able to attend the meeting, however the one doctor that was recruited and paid to come to Renfrew ended up taking a position in Pembroke so the money will be refunded.

7.4 Chamber of Commerce

Deputy Mayor Johnston advised there was nothing to report.

7.5 County Council

Mayor Kingsbury advised there was nothing to report. There were no meetings scheduled for the month of July.

8. CONFERENCE REPORTS

There were no conference reports to receive.

9. AD-HOC COMMITTEE REPORTS/MINUTES/BUSINESS

9.1 Economic Development Ad-Hoc Committee

9.1.1 Date for next Committee Meeting

Councillor Bennett, Chair of the Economic Development Ad-Hoc Committee, mentioned they will likely schedule a meeting in the Fall.

9.2 Recreation Association Ad-Hoc Committee

9.2.1 Report on Meeting held July 14th, 2016

Deputy Mayor Johnston, Chair of the Recreation Association Ad-Hoc Committee stated they worked at revising the constitution and thinks it needs to go to another meeting. Next follow up meeting is July 27th and it should be wrapped up by then.

9.3 Developer Upgrade on Municipal Infrastructure Committee

9.3.1 Minutes of June 28th, 2016

Councillor Bennett, Chair of the Developer Upgrade on Municipal Infrastructure Committee reviewed the minutes. He indicated the Committee is moving ahead but there is a bit of a struggle to decide what they can do and how they can do it. It should come down to one last meeting before coming to Council.

9.3.2 Minutes of Sub Committee July 6th, 2016

Chair Bennett reviewed the minutes.

9.3.3 Date for next Committee Meeting

Chair Bennett stated likely October.

9.4 Hiring Process for CAO/Clerk

9.4.1 Minutes of June 28th, 2016

Councillor Larone thanked members of the hiring committee.

9.4.2 Dissolve Ad-Hoc Committee

There is no longer a need to have the committee, therefore it should be dissolved.

9.5 Transportation and Environmental Services Ad Hoc Committee

9.5.1 Minutes of June 28th, 2016

Councillor Bennett, Chair of the Transportation and Environmental Services Ad Hoc Committee reviewed the minutes. He indicated the plastics are now ground up. Councillor Larone mentioned that other municipalities have approval to stockpile shingles outside of the envelope and asked if we could do the same with plastics. Chair Bennett said it's possible but the Township would have to change the Certificate of Approval requirements.

9.6 Official Plan Review Ad Hoc Committee

9.6.1 Minutes of June 28th, 2016

Councillor Larone, Chair of the Official Plan Review Ad Hoc Committee reviewed the minutes and updated Council that there will be a Public Meeting on August 23rd at the Horton Community Centre hosted by the County of Renfrew regarding the Official Plan.

9.7.2 Minutes of July 12th, 2016

Minutes were reviewed.

9.7.3 Date for next Committee Meeting: July 27th, 2016 at 2:00 p.m.

9.9 Recommendations from Ad-Hoc Committees – Mayor Kingsbury

Moved by Deputy Mayor Johnston

Resolution No. 2016- 252

Seconded by Councillor Larone

THAT Council receive the Reports & Minutes from the following Ad-Hoc Committees:

- Developer Upgrade on Municipal Infrastructure – June 28th, 2016
- Developer Upgrade on Municipal Infrastructure Sub Committee – July 6th, 2016
- Hiring Process for CAO/Clerk position – June 21, 2016
- Transportation and Environmental Services – June 28th, 2016

- Official Plan Review – June 29th and July 12th, 2016

Carried

Moved by Councillor Larone

Resolution No. 2016-253

Seconded by Councillor Campbell

THAT Council dissolve the following Ad-Hoc Committees:

- Hiring Process for CAO/Clerk

Carried

Moved by Councillor Bennett

Resolution No. 2016-254

Seconded by Councillor Larone

THAT Council, on recommendation of the Transportation and Environmental Services Ad Hoc Committee, authorize a Request for Proposal (RFP) for Landfill Consulting Services for monitoring and reporting requirements for our landfill site.

Carried

SUPPER BREAK – 5:30 P.M.

RECONVENED AT 6:00 P.M.

10. CORRESPONDENCE SUMMARY

10.1 Information Correspondence Summary

Council reviewed the following Information Correspondence Summary:

10.1.1 OPP – Calls for Service Billing Summary Report

10.1.2 OPP – Calls for Service – FRAUD - Information

10.1.3 OMAFRA – Investing in Public Infrastructure

10.1.4 AMO – Members' Update – Infrastructure Canada – Phase 2 Infrastructure Funding Agreements Cross Country Status

10.1.5 Cunningham Swan – Legal Matters Summer 2016 Issue

10.1.6 Enbridge – Project Zero Campaign

CAO/Clerk McLaren reviewed information. The Township of Horton's Fire Department was randomly selected to hand out \$5600.00 worth of smoke and carbon monoxide alarms. Councillor Larone congratulated the Fire Department.

10.2 Action Correspondence Summary - None

Moved by Councillor Bennett

Resolution No.: 2016-255

Seconded by Councillor Campbell

THAT Council receive the Information Correspondence Summary.

Carried

SUPPER BREAK – 5:42 P.M.

RECONVENED AT 6:10 P.M.

11. DELEGATIONS and/or PUBLIC MEETINGS

11.1 Ron and Diana King – Outdoor Wood Furnace

Ron and Diana King were present. Mr. King explained their proposal regarding the installation of an outdoor wood furnace (smokeless) and he also provided two support letters received from neighbours.

Mayor Kingsbury opened the floor for comments. Councillor Bennett exclaimed he is not in favour of this as he is standing by the setbacks indicated in the policy and there is a reason for them. Councillor Campbell understands both sides but it always comes down to what is put in as fuel and that cannot be guaranteed. Mayor Kingsbury reiterated reasoning behind the policy and apologized for not being able to help Mr. King out. Councillor Bennett offered that if Mr. King wanted to put in an engineered building with a Chimilea he can write another proposal to Committee with supporting documentation and the Committee then might consider it.

12. PLANNING & DEVELOPMENT COMMITTEE

Present were Public Members David Brown, Mae Craig, Bob Lockwood and John Wilson.

12.1 Staff Reports

12.1.1 Site Plan Agreement – 629995 Ontario Inc. (Draper

Chair Campbell reviewed the CAO/Clerk's report. CAO/Clerk McLaren indicated to Committee that it's a basic storage building for Mr. Draper's own business.

Councillor Larone understands the site plan shows what's anticipated for today, but questioned future use such as fuel storage, heat source, septic etc.. Councillor Bennett expressed that signage, lighting and parking in addition to other things should be on the site plan, as it's likely a Contractor's shop, there should be a septic.

CAO/Clerk McLaren, after speaking with Chief Building Official Dennis Fridgen via telephone, there is no heat source on the drawings, it's a dry storage building. Septic is not a requirement and it's a slab on grade. Councillor Larone and Mayor Kingsbury both expressed they want to specifically ask Mr. Draper these outstanding questions.

This item was tabled until further information is gathered.

12.1.2 Camping Trailers used as Summer Residences

Chair Campbell reviewed the report in detail including background details. CAO/Clerk McLaren also reviewed background information including the complaints received. Councillor Larone questioned how trailers are assessed in regards to property taxes. Treasurer Barr explained that it's quite difficult if there is no building permit issued, also unless MPAC stops specifically to assess that property there will likely be no tax dollars. Deputy Mayor Johnston expressed that if there are limitations in the Zoning By-law then this issue should be enforced. Mayor Kingsbury recommended a letter be sent along with sections of the Zoning By-law to the two trailer properties indicating that complaints were received and request that they comply. If they do not comply, follow up with the By-Law Officer. Chair Campbell requested Mr. McLaren to obtain more information and research regarding trailers on properties for residential use from other municipalities and bring it back to Committee for consideration. Council agreed.

12.1.3 Septage Separation Distance

Chair Campbell reviewed report and the mapping information. CAO/Clerk McLaren indicated this was just for informational purposes.

12.3 Outstanding Business

12.3.1 Registration for Ontario East Municipal Conference Sept. 13-16

Council and Staff discussed who would be attending this Conference.

12.4 Correspondence

12.4.1 Information Sheet on Proposed Updated County of Renfrew Official Plan Five Year Review (Amendment No. 25)

Chair Campbell indicated this will all likely be reviewed again at the Official Plan Open House at the Horton Community Centre on August 23rd hosted by the County of Renfrew.

12.5 Building Report

The members reviewed the June 2016 Building Permit Report.

12.6 Recommendations

Moved by Councillor Bennett

Resolution No. 2016-256

Seconded by Councillor Campbell

THAT the following Council Members and Staff be authorized to attend the 2016 Ontario East Municipal Conference:

- Suzanne Klatt
- Jennifer Barr
- Hope Dillabough
- Bob Kingsbury
- Bob Johnston
- John Wilson

Carried

Moved by Councillor Larone

Resolution No. 2016-257

Seconded by Deputy Mayor Johnston

THAT Council receive the June 2016 Building Report

Carried

13. OUTSTANDING COMMITTEE ISSUES

13.1 Staff Report – Speed Limit Reduction on Storyland Road

CAO/Clerk McLaren reviewed the report. Councillor Larone supports this request as he lives in the area and sees speeding as an issue all of the time. Councillor Bennett expressed concern regarding big trucks heading up the hill, that it may be a safety issue in the Winter if they don't have enough speed to make it to the top of the hill. Mayor Kingsbury suggested to move the reduction to the top of the hill.

Moved by Councillor Larone

Resolution No. 2016-258

Seconded by Councillor Bennett

THAT the Council of the Township of Horton request the County of Renfrew lower the speed limits on Storyland Road between Chapeski Lane and 700 Storyland Road from 80 to 60 kilometers per hour.

Carried

13.2 Staff Report – New Horizons for Seniors Program - Funding

Administrative/Planning Assistant Hope Dillabough reviewed her report.

Moved by Deputy Mayor Johnston

Resolution No. 2016-259

Seconded by Councillor Larone

THAT Council of the Township of Horton direct staff to submit an application for funding under the New Horizons for Seniors Program Community Based Projects for the purpose of engaging seniors in the community, supporting the social participating and inclusion of seniors as well as providing capital assistance for expanding existing community programs for seniors.

Carried

14. BY-LAWS

14.1 By-law 2016-53 – Site Plan Agreement – 629995 Ontario Inc (Draper)

Tabled

By-law 2016-54 – Appoint CAO/Clerk

Already passed at the beginning of the meeting.

15. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

There were no notices filed.

16. COUNCIL MEMBERS CONCERNS

None

17. MOTION FOR RECONSIDERATION

There was no motion for reconsideration.

18. IN CAMERA (CLOSED) SESSION

None

19. NEXT MEETING

The Next Council Meeting is Tuesday September 6th, 2016 at 4:00 p.m.

20. CONFIRMING BY-LAW

Moved by Councillor Campbell

Resolution No. 2016-260

Seconded by Councillor Bennett

THAT Council enact By-law 2016-55– Confirming By-law

Carried

21. ADJOURNMENT

Mayor Kingsbury declared the Meeting to be adjourned at 7:20 pm.

MAYOR

CAO/Clerk