

The Corporation of the Township of Horton
PUBLIC WORKS & PLANNING COMMITTEE
JOINT MEETING

Monday, October 26, 2015 at 9:00 a.m.

There was a Public Works/Planning Committee meeting held in the Municipal Council Chambers on Monday, October 26th, 2015. Present were Chair Jamey Larone (Planning Committee), Mayor Robert Kingsbury and Chair Dave Bennett (Public Works Committee). Committee Members present were John Wilson, Bob Lockwood, Murray Humphries and Rick Lester. Staff present was Mackie McLaren, CAO/Clerk, Janet Collins, Public Works Manager and Christina Mulcahey, Administrative/Planning Assistant. Absent were Planning Committee members David Brown and Mae Craig.

1. CALL TO ORDER

Chair Larone called the meeting to order at 9:00 a.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest made by Committee members or staff.

3. MINUTES

Committee reviewed the Public Works/Planning Committee minutes from September 28, 2015.

4. BUSINESS ARISING FROM MINUTES

None

5. DELEGATIONS

None

6. STAFF REPORTS / INFORMATION

6.1 Janet Bradley, Borden Ladner Gervais LLP, Comments

CAO/Clerk reviewed the report he prepared. He stated at the last meeting the members requested input from the Township Lawyer on Mayor Kingsbury's proposal. He indicated that our lawyer supports the policy that was put on the table with some minor changes. The Committee reviewed her comments. Chair Bennett asked where we stand if the County does not approve the condition. CAO/Clerk said normally the County would accept what the Township sets out for conditions with some minor changes at times. Chair Bennett asked if an applicant appealed the condition on the severance approval to the Ontario Municipal Board who defends and pays. CAO/Clerk said the Township would be responsible in defending our condition at our cost. John Wilson suggested we make sure the proper steps are in place when we create the policy so that we can defend it before the OMB if required.

Mayor Kingsbury suggested sending the Lawyers comments to our Planning Support at the County for their review and comments. The Members agreed.

6.2 DRAFT Severance Charge for Road Improvements Policy

Janet Collins reported that staff drafted two policies for review. One draft follows the lawyer's comments on the proposal and the second draft includes more comments from the committee members. She noted that both draft policies will require an agreement. Janet made note of the differences in the two draft, indicating that the second draft also permits the Township to use the funds collected from lots on one road to be used on another. Chair Larone said he understood that the funds would be used directly for specific roads and not township wide. John Wilson asked what exactly the \$5,000 payment would be for. Mayor Kingsbury said the funds would be used to upgrade the road. Janet Collins said in Draft Policy #2 there are some definitions in particular 'improvements' which provide a synopsis of work that could be done. The homeowner pays \$5,000 and in addition would be responsible for, and need to complete ditching, if required, at their cost.

Chair Larone said some of these issues will have to be addressed at the Planning Level Committee.

Janet Collins said the Committee should decide on two issues at this point in order to further the policies and request information from the County and Township Solicitor:

- (1) Does the Committee want a lump sum fee of \$5,000?
- (2) Is the fee going to be for all severances, or just roads in need of improvement?

Chair Bennett said it should be all roads as all roads within the Township require upgrades. Mayor Kingsbury suggested we should only identify and collect the fee on the problem roads.

CAO/Clerk said suggested the Members consider increasing the Lot Development Charges instead of this new Policy. This would include all roads. Mayor Kingsbury said that the whole \$5,000 would not all go towards roads as the Lot Development Fee is divided up amongst other departments.

Janet Collins asked the CAO/Clerk if we have confirmed with the Lawyer if the Township could even apply this policy/fee to all severances on all roads. He will confirm.

John Wilson suggested that we do not review and comment on severance applications until we have developed this policy. CAO/Clerk will research. Chair Larone suggested putting a time line to our decision. Spring 2016 as a final date was suggested.

Bob Lockwood suggested the fee be a ratio depending on the condition of the road.

Murray Humphries noted that not very many municipalities permit five (5) severances like we do and that may be part of our issue today.

Mayor Kingsbury said the CAO/Clerk has some research work to do and when he comes back with answers we should be able to move forward on making a decision on the policy.

Research / answers include:

- CAO/Clerk will send comments from the committee to the County and to Methot and Schouten who have submitted severance applications or are about to submit application;
- CAO/Clerk will ask the County if they would “park” the severance applications they received from Horton until we decide on the policy wording;
- Staff will report on the number of severances we have had over the past five (5) years to see if there are any trends;
- CAO/Clerk will find out what other municipalities Lot Development charges are; and
- He will check with our lawyer if we can apply this policy on all roads throughout the township.

The Committee agreed the Lot Development Charge is not the answer for this situation.

Rick Lester summed up the discussion today indicating that the committee is leaning towards:

- \$5,000 on all problem roads
- lesser amount for roads that do not need work, and
- we bank the money until the work is needed.

6.3 Asphalt Costs

Janet Collins reviewed a report she prepared following the last meeting on Asphalt costs per tonne and per m³ with the Committee. She will revisit the County cost as there may be a mathematical error in her conversions, and confirm with Committee next meeting.

7. **OUTSTANDING BUSINESS**

None

8. **CORRESPONDENCE**

None

9. **OTHER BUSINESS**

10. **NEXT MEETING**

The Committee agreed to meet November 19th 2015 at 9:00 a.m.

11. **ADJOURNMENT**

Chair Larone declared the meeting adjourned at 10:25 a.m.

CHAIR

CAO/Clerk