

THE CORPORATION OF THE TOWNSHIP OF HORTON
REGULAR COUNCIL MEETING
DECEMBER 01, 2015

There was a Meeting of the Council of the Township of Horton held in the Municipal Council Chambers on Tuesday December 01, 2015. Present were Mayor Robert Kingsbury, Deputy Mayor Robert A. Johnston, Councillor Dave Bennett and Councillor Jamey Larone and Councillor Glen Campbell. Staff present was CAO/Clerk Mackie McLaren, Treasurer Jennifer Barr, Public Works Manager Janet Collins and Christina Mulcahey Administrative/Planning Assistant.

1. CALL TO ORDER

Mayor Kingsbury called the meeting to order at 4:01 p.m.

Mayor Kingsbury noted that Council is working in a new agenda format this evening and asked for patience from the public members.

2. REQUEST TO TURN OFF ELECTRONIC DEVICES

Mayor Kingsbury asked Council, Staff and the Public to turn off all electronic devices.

3. DECLARATION OF PECUNIARY INTEREST

Deputy Mayor Johnston declared on Agenda item 6.1.2

4. MINUTES

Council reviewed the following meeting minutes:

- Regular Council meeting – November 3rd 2015
- Special Council meeting – November 9th 2015
- Planning Committee meeting – November 10th 2015
- Recreation Committee meeting – November 12th 2015
- Special Council meeting – November 16th 2015
- Joint Public Works & Planning Committee – November 19th 2015
- Public Works Committee – November 19th 2015

Councillor Larone asked for clarification on Page 7 – under Fire Committee Mayor Kingsbury did not invite Councillor Bennett it was an invitation from the Fire Committee. Page 12 – Terms of Reference, Councillor Larone wanted to confirm bi-monthly not bi-weekly.

Mayor Kingsbury asked if CAO/Clerk had called Mr. Milt Stevenson yet. CAO/Clerk said no.

Councillor Larone asked about the parking lot drainage at the Community Center. Councillor Bennett said it will be discussed at the next meeting.

Councillor Bennett made a comment on the in floor heating system at the Community Center. Mayor Kingsbury said there has been no correspondence received yet. Councillor Campbell confirmed that we will be seeking quotes for this. Councillor Bennett said yes, however we do not know if we are receiving the grant or not.

Councillor Bennett asked if there has been any correspondence from TransCanada Pipeline. CAO/Clerk said the only grant to apply for currently this year is the Emergency one for \$20,000 and we have applied for this. Mayor Kingsbury said he was very disappointed that an offer did not come to the Township.

Regular Council Minutes
December 01, 2015

Moved by Councillor Larone

RESOLUTION NO. 2015-328

Seconded by Deputy Mayor Johnston

THAT Council approves the following Council Meeting minutes:

- Regular Council meeting – November 3rd 2015
- Special Council meeting – November 9th 2015
- Planning Committee meeting – November 10th 2015
- Recreation Committee meeting – November 12th 2015
- Special Council meeting – November 16th 2015
- Joint Public Works & Planning Committee – November 19th 2015
- Public Works Committee – November 19th 2015

Carried.

5. BUSINESS ARISING FROM MINUTES

There was no business arising at this time.

RECOMMENDATIONS FROM MINUTES

Moved by Councillor Bennett

RESOLUTION NO. 2015-329

Seconded by Councillor Larone

THAT Council on recommendation of the Planning Committee support B108/15 and B109/15 Consent Application for 629995 Ontario Inc (Draper) upon the following conditions:

Lot Development Charge and Consent Agreement.

Carried.

Moved by Councillor Larone

RESOLUTION NO. 2015-330

Seconded by Deputy Mayor Johnston

THAT Council on recommendation of the Planning Committee receive the zoning amendment application for Gary and Karen Carty to reduce their lot frontage from 40 metres, as required in By-law 2010-14, to the actual 5 metre frontage that they have on Whitton Road and requests the County Planning staff to prepare the draft by-law and public notices.

FURTHER THAT, Council waive the \$600 zoning application fee as this property should have been included as part of the amendment set out in by-law 2013-50.

Carried.

6. 4:05 TRANSPORTATION / ENVIRONMENTAL SERVICES

Present were Public Members Murray Humphries, Rick Lester and John Wilson.

6.1 Staff Reports

6.1.1 Off Road Vehicle Bylaw

Janet Collins reviewed her report. John Wilson asked if this was a new bylaw or just an updated bylaw. CAO/Clerk said it is a new bylaw as the Province has passed a new regulation to permit 2x2 and side by side ATV's on roads if the local municipality passes a bylaw. He asked if there were any time restraints on when they can operate. CAO/Clerk said no. Chair Bennett said this is the first time we have looked at this. Murray Humphries supported the recommendation in the report. Janet Collins said the Highway Traffic Act dictates the rules of the road and she doesn't believe we can restrict the time of use. Chair Bennett said we could confirm and bring back to another meeting. Mayor Kingsbury suggested some more research be put into this bylaw. Janet Collins will bring out the noise bylaw as well. She will see if we can restrict the hours they can travel. Councillor Campbell asked about the CN Trail and if the ATVs can go on the trail or what the restrictions are. Janet Collins said we have not made restrictions yet as there is an agreement with the Sno-Goers.

She strongly suggests that the Recreation Committee review the agreement with the Sno-Goers in the future. It is a separate entity itself but still has to conform to our noise bylaw. CAO/Clerk said that would be separate and we could do that today, say no ATVs on the CN Trail.

Mayor Kingsbury asked if there have been any complaints in the past. CAO/Clerk said no.

Staff will report back on this issue.

6.1.2 Humphries Road Assumption (R. Johnston Development)

(Deputy Mayor Johnston declared pecuniary interest and did not partake in the discussion)

Chair Bennett said Mr. Johnston is asking the Township to commence the winter and summer maintenance on the road now. Rick Lester asked about the liability. The Township does own the property. Mayor Kingsbury said Mr. Johnston does have insurance to cover the roadway. John Wilson said the word "maintenance" is misconceiving. He understands the ploughing and grading of the road. Janet Collins said the wording comes from the agreement itself.

Councillor Larone said he would like to see the finality of this. We have no background or history. He read through the original agreement. There was no documentation provided to prove the criteria has been met per the agreement. No one certified to sign off on this has done so. We need to engage an engineer to provide a report so everyone knows that the road is what it should be moving forward.

Councillor Campbell agreed with Councillor Larone. The Public Works Committee reviewed this road previously and at the time some of the reporting was lapsed. There has been a lot of progress made on the road but he doesn't know at what intervals it was overseen.

Rick Lester said he was part of that committee that said there should be a report done on the road. It is unfair to send staff down to do this either. This is a road assumption for a sitting Councillor and there are a lot of people watching this situation. He would like to see an engineer come in a look at the road. It will cost the township money but it will be done right.

Councillor Larone said Council and Committee can select the criteria that we want an engineer to sign off on. Determining the thickness of the material etc. He is suggesting it finally move forward.

Janet Collins reviewed a letter of November 26th 2012 from Stantec Engineering on a cost estimate to inspect the road.

Mayor Kingsbury asked if this would be the same requirement if it wasn't a council member. In the past, we have accepted what the Public Works Superintendent has said. He said Council should be able to rely on our staff as we have before.

Councillor Larone said we have improved roads such as Garden of Eden, Pinnacle, etc where there has been engineering. We are about to assume this road and he read the agreement. He is not trying to change the agreement but the climate has changed over the years. At the end of the day, if there was an engineers report it would feel more comfortable.

Janet Collins said there was a report prepared by the previous Infrastructure Manager. Also in July 2014 there was discussion on deficiencies as well by the Public Works Committee.

Mayor Kingsbury said he is confident that Mr. Johnston wouldn't ask the township to assume the road if it wasn't in the condition to do so.

Chair of Public Works Dave Bennett said the agreement is 8 years old. We have employed a Public Works Manager. There has been no statement from the Public Works Manager at all stating that the road does or does not meet standards. If the case is that it does not meet standards, then we would move forward as we should. Nowhere in the agreement does it say that we need an engineer to approve the road. If there are written deficiencies then it gives Mr. Johnston the chance to address them. Councillor Bennett said we are not assuming the road this evening. We are only assuming the maintenance. There are no safety issues on the road at this time. He thinks it is only fair to try and follow the agreement. It is time for the Township to accept looking after the winter ploughing and summer grading. We can work towards what we need to do to assume the road in the future.

Councillor Larone asked for clarification from the CAO/Clerk. When the work started, Mr. Johnston assumed the liability of the road. The Township legally owns the road but do not own the liability on the road until we assume the work. Even to do road maintenance, where do we stand? CAO/Clerk referred to section 6 and 7 of the agreement in response to these questions.

John Wilson asked if the Public Works Manager has signed off on Clause No. 8. Janet Collins she said she provided a full report on the deficiencies to the Committee in the past. There are some acceptable deficiencies such as road not in center of allowance. The Committee went through quite an extensive report. If we take on the maintenance of the road, other information can be gathered to satisfy Council.

Janet Collins suggested that we defer this to the next meeting. An extensive report can be done to bring forward.

Councillor Campbell said when the road was being developed; Mr. Johnston had come to the committee in the past to see if the road was ready for assumption. At that time there were some deficiencies. A proper report was prepared at that time. He said as far as Liability of the road, he is glad to see there is coverage there.

Chair Bennett does want to say there are flaws in the agreement, but it is much better than the agreement it was based on. Previously, in all prior Councils, the Roads Superintendent had approved the roads and that was all that was required. He read Clause 8 and that's all it says in the agreement. The developer has fulfilled Clause 8. When the township is to assume the road, Clause 9 comes into effect. We are only following an agreement here.

Councillor Larone said he still wants to see an engineer report on the road before there is a township vehicle on the road doing winter or summer maintenance.

The members requested a further report from staff. This item will be placed at the start of the next Council meeting.

6.1.3 Free Bag Tags & Free Bag Drop at LFS

Janet Collins reviewed her report. She noted that currently we do not charge for any bags at the landfill site. John Wilson suggested having one free bag tag instead of none. Councillor Campbell would not like to see it go to no bag tags. Mayor Kingsbury said yes, we do need to charge at the landfill site as we are already paying for garbage being picked up at curbside.

7. SUPPER BREAK at 5:35

8. 6:00 DELEGATIONS AND OR PUBLIC MEETINGS

PUBLIC MEETING – Brown Kane Zoning Amendment (Separate Minutes)

DELEGATION - Mr. John Wilson – I choose RVH Campaign
Council received a verbal presentation from John Wilson (from Money Concepts) on “I Choose RVH” Campaign to expand the Hospital in Renfrew.

6.1.4 Waste Management 2015 Monthly Status Report

Janet said this is an ongoing report. The members reviewed.

6.1.5 2016 Environmental Operating and 10 Year Capital Budgets

Jennifer Barr said this was directed back from the Finance Committee. She said this committee is pretty well on line. There is nothing that jumps out to her in particular.

There was discussion on shipping plastics this year. Members agreed to proceed as we presently intend to.

6.1.6 2016 Environmental Fees and Charges Bylaw

Mrs. Barr said unless there is a recommendation with any changes, the fees will stay the same. CAO/Clerk said there has been some debate on the Unsorted Construction and Demolition waste fee. Is the \$300 charge a onetime charge or charged on every load that comes in from a property clean up. There was discussion and staff looked for clarification. Chair Bennett said it would be added to the fee per load, not a onetime load. Members agreed.

6.2 New Business

Chair Bennett asked Janet Collins for an update on the equipment. She stated that the tender for the surplus truck did not receive any bids therefore she recommends that council extend the deadline. Council agreed to extend the tender to date closer to the next meeting. She gave a brief review of some of the work that has been done on the trucks.

Construction Update: Chair Bennett said Lime Kiln Road work is now complete. Thomson Road big culvert has been completed and the rest will be completed hopefully before the end of December. Humphries Road has both parts now completed for the Winter. Garden of Eden Road, there is two culverts been put in within our expenditure but still needs some minor work. Councillor Campbell asked if there was guiderails on Thomson Road. Chair Bennett said signage has been put up for the winter.

6.3 Outstanding Business

CAO/Clerk reported Dave MacDonald was the successful candidate to fill the temporary truck operator position that ends April 30th 2016. He noted that Mr. MacDonald works for Fulton Construction as an operator during the construction season.

RESOLUTIONS

Moved by Councillor Bennett

RESOLUTION NO. 2015-331

Seconded by Councillor Campbell

THAT Council reduces “free” Bag Tags provided free via annual mail out, from three (3) to two (2).

FURTHER THAT the 2015 fee of \$2.00 per bag remain at \$2.00 for the 2016 year.

Regular Council Minutes
December 01, 2015

FURTHER THAT any individual garbage bags entering the landfill site must have bag tags attached or they are subject to the tipping fees commencing January 1st 2016.

FURTHER THAT Council continues to provide one (1) “free” Landfill Voucher in 2016 to dispose of up to ½ ton load of refuse. **Carried.**

Moved by Councillor Larone

RESOLUTION NO. 2015-332

Seconded by Councillor Bennett

THAT Council on recommendation of the joint Public Works/Planning Committee direct staff to prepare a draft policy per the Township Lawyer’s comments.

AND THAT staff engage the solicitor to prepare an agreement accordingly.

AND THAT the fee per severance be \$5,000.

AND THAT this policy be implemented on all gravel roads within the Township and other roads as deemed in need of improvement.

FURTHER THAT both the fee and policy shall be reviewed annually. **Carried.**

Moved by Councillor Larone

RESOLUTION NO. 2015-333

Seconded by Deputy Mayor Johnston

THAT Council create an Ad-Hoc Committee consisting of members of the Planning Committee and Public Works Committee to draft a policy for review and consideration by Council on Developer Upgrade of Municipal Infrastructure. **Carried.**

Moved by Councillor Larone

RESOLUTION NO. 2015-334

Seconded by Deputy Mayor Johnston

THAT Council extends the date to receive bids on the 2000 Sterling Truck to January 5th 2016. **Carried.**

9. 7:05 PROTECTIVE SERVICES

Fire Chief Randy Corbin was present.

9.1 Staff Reports – None

9.2 New Business – Sea Container

Moved by Councillor Bennett

RESOLUTION NO. 2015-335

Seconded by Councillor Campbell

THAT the Fire Department wishes to purchase a used Sea Container to house a pump to be located at the Boat Launch;

AND FURTHER THAT Council adopted the 2015 Operating and Capital Budgets which included a Pump House to be financed from Development Charges in the amount of \$10,600;

AND FURTHER THAT three quotes were received by the Fire Chief to purchase a Sea Container instead of constructing a building;

AND FURTHER THAT an invitation tender process is not required due to the principle value being less than \$5,000;

AND FURTHER THAT Council authorize the purchase a Sea Container from Cassidys Cardboard and Container in the amount of \$4,750.00 plus HST.

Carried.

9.3 Date for Open Air Burning Bylaw review Ad-Hoc Committee
Members agreed to meet December 9th at 7pm.

At this time Chief Corbin said he would like to go ahead and purchase the Fire Service Telephone Dispatch Software for phones. Mrs. Barr said it is a new item however there is sufficient room in the budget. Chief Corbin noted it is a single source purchase so there won't be other quotes available. When dispatch sets off pagers, it signals the app on cellphone that there is a fire and where it is. This allows members of the fire department to text if they can respond or not or if they will be late etc. It is a great communication application for the fire department to have. Councillor Campbell asked if the trial run worked well, Chief Corbin said yes and the feedback from the department has been great as well. Councillor Bennett said this has been needed for a long time and it will be money well spent.

Moved by Deputy Mayor Johnston
Seconded by Councillor Campbell

RESOLUTION NO. 2015-336

THAT Council authorizes the single source purchase within the 2015 and 2016 Fire Department budget for Fire Service Telephone Dispatch Software from Fluent Information Management Systems at a cost of \$1,500.

Carried.

10. 7:20 RECREATION

Present were Public Members Barb and Arnold Dickson and Sharon Bennett. Staff present was Kathleen Rogers, Recreation Program Manager.

10.1 STAFF/MEMBER REPORTS – None

10.2 NEW BUSINESS – None

10.3 OUTSTANDING BUSINESS

- Front Entrance Eve Trough - There is no solution for this yet as there hasn't been time to research
- Parking Lot Drainage - No paper work until the next meeting
- Country Dance – Dec 18th 2015 – Arnold stated who was playing. They have to clarify some dates for the beginning of the year.
- In floor heating – waiting to see if this will be under grant monies, if not we will have to tender. Jennifer Barr will call Cheryl Gallants office to see if there is any information available.
- Boat launch bathrooms – Councillor Bennett said we can't go ahead
- Zamboni repair – Councillor Bennett said he can schedule Monday or Tuesday to take it Renfrew so that volunteers can work on it indoors. There is a small leak in the water tank.
- Rink attendants schedule – It appears that there are enough volunteers that we do not need to advertise.
- Culture talks – Kathleen noted she attended a group session. She gave a verbal report. The purpose is to promote culture in Renfrew County.
- Recreation Association – CAO/Clerk asked if the Committee themselves would discuss on their own rather than discussing here at the Council meeting. Chair Johnston said they may have to call a meeting with all the volunteers as well and explain the situation to them. The Mayor could attend. Mrs. Barr said she would attend as well. This is to start the discussion. Chair Johnston requested an Ad-Hoc Committee be created with Mayor Kingsbury, himself, Jennifer Barr, and volunteers to meet sometime in January.
- Cleaner/Caretaker – Councillor Bennett said he attempted to get in touch with the Caretakers and he didn't have time to do so. He will bring forward

to the next meeting. Whether or not they are going to continue the services is the question.

- Kitchen Door – Roll Up – Dave said he had to change to a fire door type of system that had some strength to it. He does have three quotes out for it but no responses yet.

RECOMMENDATIONS

Moved by Deputy Mayor Johnston
Seconded by Councillor Bennett

RESOLUTION NO. 2015-337

THAT Council forms an Ad-Hoc Committee consisting of Mayor Kingsbury, Chair Robert A. Johnston, the Recreation Committee Members and the Treasurer to consider forming a Horton Recreation Association as an arm's length group, separate from Council.

Carried on Division.
Opposed: Councillor Larone.

11. CORRESPONDENCE SUMMARY

Council reviewed the following correspondence.

11.1 Information Correspondence

- Minister of Natural Resources and Forestry – Black Bear Management
- Energy East Project Update – Supplemental Project Information
- Septage Treatment – Invite to discuss
- Economic Development for our Region – Email
- Ontario One Call – Special Members Meeting
- Major speed Limit Update – County Roads
- Heads up Alert – Connecting Links Program
- Heads up Alert – OGRA Board of Directors Holds Annual Advocacy Day
- AMO Communications – What happened at Queens Park Today

11.2 Action Correspondence

- Champlain Township - Review of the new OPP Billing Model Resolution

Moved by Deputy Mayor Johnston
Seconded by Councillor Larone

RESOLUTION NO. 2015-338

THAT Council of the Township of Horton support a resolution passed by Champlain Township dated November 11th 2015 which calls on the Minister of Community Safety and Correctional Services to review and reconsider the new OPP Billing model and implement a more equitable formula including an in-depth review of the current expenditures in order to reduce the cost per household.

Carried.

12. OUTSTANDING COMMITTEE ISSUES

There were none at this time.

13. BYLAWS

Moved by Deputy Mayor Johnston
Seconded by Councillor Larone

RESOLUTION NO. 2015-339

THAT Council enact the following bylaw:

- 2015-56 – Kane (Brown) Zoning Amendment

Carried.

14. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

There was no request to file a motion.

15. COUNCIL MEMBERS CONCERNS

Mayor Kingsbury asked Council how they felt on the meeting format this evening.

Deputy Mayor Johnston asked if declaring pecuniary interest means you cannot speak. CAO/Clerk said you cannot speak. As for the Committees, he hopes that the Public Members will still speak up in front of Council members as they did in the normal committee meetings.

Councillor Larone said there is a learning curve to the new system. With time it will improve. There will be hiccups however he likes the new system.

Councillor Bennett thought everything went well. He had some concern. He wanted to see more paperwork in front of them to be able to discuss the concerns. Discussions cannot be longer than the time frame.

Councillor Campbell said he hopes to see the Public members still speak up at the Council meetings.

Jennifer Barr said she likes to see the paperless meetings as it saves money. She would like to see more staff reports come forward from Managers.

16. MOTION FOR RECONSIDERATION – None

17. IN CAMERA (CLOSED) SESSION – None

18. NEXT MEETING

18.1 Council Meeting Date: December 15th 2015 @ 4:00 p.m.

19. CONFIRMING BYLAW

Moved by Councillor Larone
Seconded by Councillor Bennett

RESOLUTION NO. 2015-340

THAT Council enacts By-law 2015-57, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on December 1, 2015.

Carried.

20. ADJOURNMENT

Mayor Kingsbury declared the meeting adjourned at 8:30 p.m.