

THE CORPORATION OF THE TOWNSHIP OF HORTON

**Council Meeting**

December 15, 2015

There was a Council Meeting held in the Municipal Council Chamber on Tuesday December 15, 2015. 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, Janet Collins, Public Works Manager and Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Mayor Kingsbury called the Meeting to Order at 4:05 pm.

2. MEMBERS, STAFF AND THE PUBLIC REQUESTED TO TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES.

Mayor Kingsbury asked Members of Council and Staff to silence all cell phones and electronic devices.

3. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Members of Council or Staff.

4. MINUTES FROM PREVIOUS MEETINGS

Mayor Kingsbury asked the Members to review the following Meeting minutes:

- 4.1 Regular Council – December 1<sup>st</sup> 2015
- 4.2 Public Meeting (Brown/Kane Zoning) – December 1<sup>st</sup> 2015
- 4.3 Council Training – December 7<sup>th</sup> 2015
- 4.4 Meeting of Former HR Committee – December 8<sup>th</sup> 2015

Moved by Councillor Campbell

**Resolution No. 2015-341**

Seconded by Councillor Larone

That Council approves the following Meeting Minutes:

- Regular Council Meeting December 1, 2105
- Public Meeting December 1, 2015
- Council Training on Asset Management December 7, 2015, and
- Meeting of the former HR Committee December 8, 2105

**Carried**

5. BUSINESS ARISING FROM MINUTES

Councillor Larone asked when the report will be available on the readiness of the extension to Humphries Road. Mayor Kingsbury said it will be available for the January 5, 2016 Council Meeting.

Deputy Mayor Johnston asked why he was not included in the HR meeting held December 8<sup>th</sup>, as he was the former Chair of the Committee. Councillor Larone, Chair of the General Government Committee said he had no background on HR issues and invited Susan Humphries, Public Member and Mayor Kingsbury to provide him with information.

Mayor Kingsbury informed the Members that there was one outcome from that meeting. There should be an Ad-Hoc Committee formed to lead to process to fill the CAO/Clerk's position prior to his retirement in October 2016.

Moved by Councillor Larone  
Seconded by Councillor Bennett

**Resolution No. 2015-342**

That Council create an Ad-Hoc Committee consisting of Mayor Kingsbury, Chair Larone, Susan Humphries, Public Liaison Member and the CAO/Clerk to explore the process to fill the soon to be vacant CAO/Clerk position.

**Carried.**

Councillor Bennett asked if all Council Members would be involved in the interview process. Mayor Kingsbury said yes.

6. 4:12 GENERAL GOVERNMENT

Present was Chair Larone, all Council Members and Susan Humphries, Public Advisor

6.1 Business Arising

There was no business arising discussed.

6.2 Staff Reports

6.1.1 Financial Reports

Jennifer Barr, Treasurer reviewed the Financial Statements as of November 30. She spoke to several issues that she had noted on the report.

Susan Humphries asked if there was going to be a line by line review of the finances or during the budget review. Ms. Barr said that was a possibility at the next Budget Meeting if the members so wished.

6.1.2 Appointment of Integrity Officer

Mackie McLaren, CAO/Clerk reviewed his report and recommendation on the need to appoint an Integrity Commissioner effect January 1, 2016.

6.1.3 Closed Meeting Investigator

Mackie McLaren, CAO/Clerk reviewed his report and recommendation on the need to extend the contract with our Closed Meeting Investigator which contract expires December 31, 2015.

6.1.4 Purchase of Laptops and I-pads for Council members

The CAO/Clerk reviewed a report on the expenditure of the \$5,000 (\$800 per unit) upset limit on the purchase of laptops and I-pads for Council Members to be used with the paperless agenda package format that commenced December 1, 2015.

6.1.5 2016 Insurance Renewal

Jennifer Barr, Treasurer reviewed a report and recommendation on the renewal of the 2016 Municipal Insurance Package. Councillor Larone asked if the building and equipment values have a relationship to the values in the Asset Management Plan. Ms. Barr said the values are different as they are for different purposes. Councillor Larone asked when the last time the Insurance program was tendered. Ms. Barr said two years ago. She added that it is recommended you advertise every 5 years.

6.1.6 Health & Safety Inspection Sheets

The members reviewed the health and safety inspection sheets completed by staff on the Municipal Office, Fire Hall, Public Works Garage and Community Centre buildings. There was comment from the members that the report on the

Community Centre Buildings was too detailed and included many maintenance items that were not health or safety issues.

Chair Larone asked if the maintenance items identified in the Community Centre report would be resolved through the Maintenance Sub-Committee of Recreation. Councillor Bennett said as chair of the maintenance sub-committee, he will ensure that these items will be brought forward.

#### 6.1.7 First Aid & CPR Recertification

The Members reviewed the report prepared by the Recreation Program Manager which called on all staff members plus 2 recreation volunteers be recertified in First-Aid, CPR – level 3 and AED (defibrillator). The current certification expired this past summer.

Mayor Kingsbury asked what part of the budget the funds would come from for this recertification. Ms. Barr said the fee of \$100 per employee would come from each Department's training budget.

#### 6.1.8 2014 Federal Gas Tax – Municipal Audit Findings & Action Items

The Treasurer reviewed her report on recent audit findings by AMO on Gas Tax Rebates. 10% of the 444 municipalities in Ontario will be audited each year in a random audit. She anticipated that Horton will be audited at some point in the future. She reviewed the issues found and described if we have the same issue or if we conformed.

#### 6.1.9 2014 FIT Indicators

The Treasurer reviewed the FIT indicators produced by the Kingston Office of Municipal Affairs using our 2014 Financial Information Return (FIR). She described what each item indicated and where we were weak. She responded to numerous questions from the Members.

#### 6.1.10 2016 Budget Update

Ms. Barr informed the Members that she had hoped to present the long term consolidated tax strategies for tonight's meeting but it wasn't possible. However she now had the reduced budgets from each Department that was requested by Council. She presented the revised Department budgets in the information she included in the meeting package. She pointed out she still needs to prepare the 10 year Reserve Budget, 10 year Capital Budget and 10 year Long Term Strategies.

The Treasurer pointed out that the cost of COLA to the budget i.e. increases in contract, annual commitments, salaries etc. amounts to a 2.19% increase. The increase for OPP is 4.8% itself. She noted that if Council did not increase the budget higher than 4.8% the operating budget would have to absorb the 2.19% costs and that could only be possible by reduced service levels.

Ms. Barr noted that growth in assessment will provide an additional \$67,900 in taxation. \$12,100 of this amount would be attributed to the OPP increase leaving \$55,800 that should be put into reserves rather than used to reduce the increased OPP costs. She suggested that 95% of the \$55,800 be placed in Road Infrastructure Reserves and 5% be placed in Fire Reserves for the future pumper purchase.

Chair Larone discussed the impacts of the 2.19% and the assessment growth. He added that the percentage between the Road and Fire reserves could be different than suggested. Mayor Kingsbury agreed in the direction from the Treasurer. He said we have the Township needs to budget for. We should set the 4.8% OPP increase aside and raise what is needed to operate the municipality.

Chair Larone reviewed 3 scenarios the Treasurer would be asked to provide on the budget. He also said there was direction from Council required on reducing capital items to a management number.

Mayor Kingsbury noted that the Fire Budget contains wages for 2 additional fire fighters. Increasing the fire fighters has not been discussed or approved by Council. Therefore the cost should not be considered in this budget. The Members discussed the purchase of a fire pumper that was included by the Department in 2016. Estimated cost is \$410,000 which \$290,483 is in reserves which leaves \$119,517 to be raised by taxation in 2016. In addition there is \$10,000 for water storage. Mayor Kingsbury asked when the pumper is due for replacement. The CAO/Clerk said the truck was a 1995 model that would have to be replaced by 2020 (25 years). Councillor Bennett said it will take approximately 3 years from order to receipt of a new pumper – 18 months alone for the chassis. Mayor Kingsbury asked if there would not be an opportunity to look for a good used pumper. Councillor said they are not out there at this time. Chair Larone asked if we could delay this for 2 years which was agreed to be the members.

Councillor Bennett asked why there is no consideration on debenturing the shortfall for the fire pumper. The funds directed to the reserve to purchase the pumper should cover the debenture payment without raising the taxes. We should review this with the Fire Chief. The Treasurer suggested that the Chief should submit a report on the need for a Fire Pumper Truck. Chair Larone agreed.

Chair Larone asked if Council would give direction to the Treasurer to prepare scenarios with the \$129,000 removed from the Fire Capital Budget for 2016.

The Members agreed to hold the next meeting to review the draft budget on Thursday January 21, 2016 at 4 pm.

### 6.3 New Business

#### 6.3.1 OHS Training Obligations extend to elected officials

The CAO/Clerk informed Council that the County has determined that Councillors are considered “employees” and therefore are required to complete the supervisors on line computer training provided by the Ontario Health and Safety Association. A link to the training program was provided. It was determined that Deputy Mayor Johnston and Councillor Larone require this training. The other members have received this training. Mayor Kingsbury asked the two Members to complete the training and provide the office with a copy of their training certificate.

### 6.4 Outstanding Business

There was no outstanding business discussed.

### 6.5 Recommendations

Moved by Councillor Larone  
Seconded by Councillor Bennett

**Resolution No. 2015-343**

That Council receive the December 15, 2015 Financial Reports.

**Carried**

Moved by Deputy Mayor Johnston  
Seconded by Councillor Campbell

**Resolution No. 2015-344**

That the Council of the Township of Horton pass a by-law to engage Robert Rantz to act as the Integrity Officer for the Township at an hourly rate of \$75.00 while conducting an investigation.

**Carried**

Moved by Councillor Larone  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-345**

That Council pass a by-law to extend the appointment of Robert Rantz as Horton's Closed Meeting Investigator for 2016 and 2017.

**Carried**

Moved by Councillor Bennett  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-346**

That Council accepts the 2016 insurance renewal from MIS Municipal Insurance Services Ltd. In the amount of \$49,221.00.

**Carried**

Moved by Councillor Campbell  
Seconded by Councillor Bennett

**Resolution No. 2015-347**

That Council receive the December Health and Safety inspection sheets.

**Carried**

Moved by Councillor Larone  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-348**

That Council authorize the training of all Township employees plus two Recreation Volunteers in Frist Aid, CPR Level C and AED.

**Carried**

Moved by Councillor Larone  
Seconded by Councillor Bennett

**Resolution No. 2015- 349**

That the Treasurer be directed to provide the following 2016 tax levy scenarios:

1. Levy increase covering OPP cost increases only with growth inclusive.
2. Levy increase covering OPP cost and the estimated COLA increase of \$42,225 with growth inclusive.
3. Levy increase covering OPP cost increases, estimated COLA increase of \$42,225 using growth attributed to OPP household count increase of \$12,100 and the balance of the growth being transferred 95% to Roads Infrastructure Reserve and 5% to Fire Reserve.
4. And further that the 3 scenarios defer \$129,517 for the Fire Pumper and Storage until the Fire Chief provides further information.

**Carried**

Council recessed at 5:43 for supper break.

Council returned to the Meeting at 6:10 with all Members and Staff present.

7. 6:10 REPORTS FROM COMMUNITY COMMITTEES & COUNTY COUNCIL

7.1 Renfrew & Area Seniors Home Support

Councillor Bennett provided a verbal report. They are in need of drivers. On target financially, fundraising going well. Christmas Luncheon at Golden Age Activity Centre on December 18. Tickets \$12.

7.2 Community Policing Advisory Committee

Councillor Larone provided a verbal report. CPAC met last evening. Crime stats

are consistent. Analytical work carried out by officers to predict problem areas. Next Meeting is February 22, 2016 in Whitewater Region.

7.3 Health Services Village

Mayor Kingsbury provided a verbal report. Norm Lemke, who was only brought in for 1 year as resigned effective December 31 after 5 or 6 years of service. The group has advertised for a Part Time Fundraiser to run 1 or 2 large events per year. They are meeting their financial commitments to the Doctors they have brought in.

7.4 Chamber of Commerce

Deputy Mayor Johnston provided a verbal report. The Chamber met this morning. They are following up on 2016 memberships. They are a participant in the Taste of the Valley as a fundraiser. Newcomers' night went well.

7.5 County Council

Mayor Kingsbury provided a written report which he read. Warden Emon re-elected for 2016 term by 1 vote to challenger Reeve Walter Stack of Arnprior. Committees have been formed and he is a member of the same committees as last year.

Moved by Councillor Larone  
Seconded by Councillor Campbell

**Resolution No. 2015-350**

That Council receive the Reports from Community Committees and County Council.

**Carried**

8. 6:30 CONFERENCE REPORTS

There were no conference reports to receive.

9. SUPPER BREAK

Supper break was held earlier in the meeting.

10. 6:00 DELEGATIONS &/or PUBLIC MEETINGS

6:00 No Delegation

6:15 No Delegation

11. 6:30 PLANNING & DEVELOPMENT

Present was Chair Bennett, all Members of Council and Advisory Members Mae Craig, Bob Lockwood and John Wilson. Absent was David Brown.

11.1 Business Arising

There was no business arising discussed by the Members.

11.2 Staff Reports

11.2.1 Rand Elliott Entrance onto Pinnacle Road

Chair Campbell reviewed a report prepared by the Public Works Manager. Ms. Collins advised that Mr. Elliott had a report prepared by a local engineering firm. This report included recommendations on the alignment of the severance access road onto Pinnacle Road. MTO will have to approve the design, but she added that MTO requested the design work.

John Wilson questioned what was the difference between a "Letter of Advice" and an "Engineering Report". He said the resolution requested an engineering report

while the report states it is a letter of advice. Ms. Collins said the Committee wanted an engineer to set out a design that would be safe and meet MTO's requirements. She said we have received this from the engineer. Mr. Wilson suggested that we request a letter once the work is completed that it was completed to the satisfaction of the engineer and MTO.

Mayor Kingsbury noted that Mr. Elliott was in the audience. He asked Mr. Elliott if he had any comments. Mr. Elliott said the design was prepared in consultation with MTO and Jp2g. It seems to satisfy MTO's concerns.

Councillor Larone suggested we have clarification if the "letter of advice" is acceptable. Ms. Collins referred to the resolution which requested the design. The request was only for ingress and egress and did not include ditching or other matters. Deputy Mayor Johnston noted the letter of advice was signed by a professional engineer (P.Eng.) and that was sufficient for him. Councillor Bennett said the design is to satisfy MTO as the proposed entrance is close to Highway 60. All other permits i.e. entrance, culvert dimensions etc. are approved by the Township.

#### 11.2.2 Extend Robert & Lorraine Winters Agreement

Chair Campbell reviewed the CAO/Clerk's report on the Winter's request for an extension to the time they have to have the old farm house removed. The agreement requires removal within 90 days of the issuance of the Occupancy Permit. They have now occupied their new residence. They want to slowly remove the old house to salvage what they can of the log structure and some interior finishing. The winter season will make this difficult and they asked for an extension to June 30, 2016.

#### 11.3 New Business

##### Severances

- Handford

Chair Campbell presented two severance applications for Jim and Nina (Beth) Handford. The CAO/Clerk reviewed the applications and the County Planning Report. Councillor Bennett was concerned with the layout of the driveway from Highway 60 back to the retained parcel. The laneway is shown as 40m wide at Hwy 60 but after 20m narrows back to 12m wide. He suggested this is poor planning. The 40m frontage at the road should be maintained all the way back to the retained land. Other members expressed their support of the application.

- Kasaboski

Chair Campbell presented the severance application for a lot addition severance for Ronald and Shirley Kasaboski. The CAO/Clerk reviewed the application and the County Planning Report. He noted that this application is the result of Planning Committee's requirement that they apply for a lot addition severance rather than rezone the vacant lot to permit a garage to be constructed.

- York

Chair Campbell presented the severance application for a severance for Kenneth and Jewel York. The CAO/Clerk reviewed the application and the County Planning Report. Mayor Kingsbury asked if the two roads in front of this property (Lochwinnoch Road and Early Road) would qualify for the developer's upgrade if that policy was in place. There was no response to his question.

Zoning Amendments

- Handford

The Members reviewed an application to amend the zoning by-law for Jim and Nina Handford which was requested by MTO as part of their review of the severance applications set out above.

- Fuller

The Members reviewed an application to amend the zoning by-law for John and Rebecca Fuller to remove the rural Exception Zone on his property which was identified by the County Planning Staff during their review of 3 consent applications he started in 2013.

11.4 Outstanding Business

There was no outstanding business discussed.

11.5 Building Report

Members reviewed the building report as at November 30, 2015.

11.6 Recommendations

Moved by Deputy Mayor Johnston  
Seconded by Councillor Campbell

**Resolution No. 2015- 351**

That Council, on recommendation of the Planning Committee, provide comments to the County of Renfrew recommending the following comments be included in their response on Rand Elliott's future consent application for commercial severances in the vicinity of Pinnacle Road and Highway 60.

1. That the entrance be designed with two 3.0m wide (minimum lanes, in addition to 1.0m of shouldering and rounding beyond the travelled lane), and complete with a minimum turning radius of 8.6m between the entrance and Pinnacle Road.
2. That the entrance be located at least 55m distance from the white stop bar at the Pinnacle Road/Highway 60 intersection.
3. Entrance to be at 90° to Pinnacle Road.

Further That Council direct staff to:

4. Undertake brushing be within both roadside ditches and up to 110m distant of the proposed entrance on Pinnacle Road.
5. Prepare a by-law to adopt a speed limit of 40 km/hr from the intersection of Hwy 60, extending northwesterly 165m on Pinnacle Road.

**Carried on Division**  
**Councillor Bennett Opposed.**

Moved by Councillor Campbell  
Seconded by Councillor Bennett

**Resolution No. 2015- 352**

That Council agree to extend Section 4 in the Agreement between Robert and Lorraine Winters from "within 90 days of the granting of the occupancy permit for the new single detached dwelling" to June 30, 2016 to permit them time to dismantle their former residence in a manner that they can salvage the logs and interior finishing.

**Carried**

Moved by Councillor Larone  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-353**

That Council recommend approval of consent applications B99/15(1) and B100/15(2) for Jim and Nina (Beth) Handford to sever two agricultural fields from their holding in Part of Lots 18 and 19 Concession 1 subject to the following conditions:

1. That the applicants enter into a consent/development agreement
2. That the consent agreement includes a clause that the two parcels would be linked together in any future transactions, essentially considering the lots as one.
3. That the lots be rezoned to prohibit any buildings or structures.

Lot development fees are not applicable as the properties will be rezoned to prohibit residential use.

**Carried**

Moved by Deputy Mayor Johnston  
Seconded by Councillor Campbell

**Resolution No. 2015-354**

That Council recommend approval of consent application B125/15 for Ronald and Shirley Kasaboski for a lot addition severance to join a 0.51 ha lot to their holding in Parts of Lots 21 and 22 Concession 5 subject to the following conditions.

1. enter into an agreement to ensure that both parcels of land are to be considered as one and will be conveyed together in all future transactions.

**Carried**

Moved by Councillor Bennett  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-355**

That Council recommend the approval of consent application B119/15 for Kenneth and Jewel York to sever 5 ha from their holding in Lot 1 Concession 8 subject to the following conditions:

1. That the applicant enter into a Consent Agreement.

**Carried on Division.**

**Opposed: Councillor Larone**

Moved by Councillor Bennett  
Seconded by Councillor Campbell

**Resolution No. 2015-356**

That the Council of the Township of Horton receive the following applications to amend Zoning By-law 2010-14:

- James and Nina Handford; and
- John Fuller

Further Council requests the County Planning Staff prepare the required Public Notices and draft by-laws.

**Carried**

Moved by Councillor Larone  
Seconded by Deputy Mayor Johnston

**Resolution No. 2015-357**

That Council receive the November 30, 2015 Building Permit Report.

**Carried**

12. AD-HOC COMMITTEE REPORTS/MINUTES/BUSINESS

12.1 Economic Development Ad Hoc Committee

Chair Bennett reported. Spencer Hopping, Member was present. No Meeting since the first meeting. He is preparing a report on businesses within the Township. The Committee is working with 1 party now.

12.2 Private Road Grading Ad Hoc Committee

Chair Bennett reported. The Members have met twice and he suggested that after one more meeting they will be making a presentation to Council.

12.3 Open Air Burning By-law Ad Hoc Committee

Mayor Kingsbury reviewed. The committee has met once and the next meeting is scheduled for January 7, 2016 at 7:00 pm.

Moved by Deputy Mayor Johnston  
Seconded by Councillor Campbell

**Resolution No. 2015- 358**

That Council approve the minutes of the Fire Open Air Burning By-law Review meeting by the Ad-Hoc Committee dated December 9, 2015.

**Carried**

12.4 Recreation Association Ad Hoc Committee

Chair Johnston reviewed. No meeting date has been set but anticipates a meeting in the new year. He plans to include all volunteers along with the Mayor and Treasurer.

12.5 Developer Upgrade on Municipal Infrastructure Committee – Next meeting date

Mayor Kingsbury reviewed. The solicitor has drafted a sample agreement form. A date needs to be determined for the next Committee Meeting. The date of January 12, 2016 at 4 pm was suggested. Staff was requested to confirm this date with the public members.

13. CORRESPONDENCE SUMMARY

13.1 Information Correspondence – Items A-D

Item A	County of Renfrew	Fire Communication Memorandum
Item B	Algonquins of Ontario	Ratification vote dates announced on Proposed Land Claim Agreement Principle
Item C	Borden Ladner Gervais	Comments on Bill 73 – Smart Growth for our Communities Act, 2015
Item D	Stephen & Linda Whitney	comments on fee to develop on certain roads and consents along “problem” roads.

Members reviewed the Information Correspondence.

The Members commented on Item D a letter from Stephen and Linda Whitney concerning the proposed policy to require developers to contribute towards improvement of road infrastructure when severances are applied for that front on roads deemed to be below an acceptable standard. They also suggested that severances not be supported on roads with poor infrastructure. Mayor Kingsbury said that in addition to the 6 severances noted in the letter there will be 10. This would amount to a contribution of \$50,000 if the proposal of \$5,000 per lot is approved. Plus there would be increased taxation to cover additional road improvements. Councillor Larone said he supports the suggestion of a Public Meeting on the issue of developers’ contribution. He added that

we do have a large infrastructure funding gap that needs to be funded somehow. Mayor Kingsbury said not going along with the proposed policy would be foolhardy.

13.2 Action Correspondence – Item A

Item A            Municipality of Neebing            Consultation on the Police Services Act calling for non-uniformed officers for day to day policing and uniformed officers for high level criminal investigations or matters requiring expertise or specialized equipment

The Members reviewed a request from the Municipality of Neebing which requested support of municipalities for their idea of a two tier policing service. Members did not support this request.

14. OUTSTANDING COMMITTEE ISSUES

From Previous Meeting(s)

There were no outstanding issues brought forward from previous meetings.

15. BY-LAWS

15.1 By-law 2015-58 Closed Meeting Investigator & Integrity Officer

Moved by Deputy Mayor Johnston  
Seconded by Councillor Larone

**Resolution No. 2015-359**

That Council enact By-law 2015-58 to appoint a Closed Meeting Investigator and to appoint an Integrity Officer.

**Carried**

16. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

No notices were filed

17. COUNCIL MEMBERS CONCERNS

Councillor Bennett informed Council that they had approved \$50,000 for changing the culverts on Thomson Road this fall. Two culverts require additional work that he didn't anticipate and he needs to add \$15,000 or \$20,000 to this cap. The work on these two culverts can be carried out this year because of the late start to the winter. This will leave only 2 shallow cross road culverts to be replaced next year. He added that he had hoped to repair certain culverts by adding to the end, but when they were exposed, the entire culvert had to be replaced.

Councillor Larone noted that he is drafting a business plan using the business template and hopes to make a presentation at a meeting in January.

Jennifer Barr, Treasurer said she questioned why there was a need to place a cap on the project when the \$50,000 cap was approved by Council. She noted then and reminded Council that there is a 2015 budget amount of \$244,785 for the Thomson Road project. There was sufficient budget to have proceeded with all the culvert replacements without a cap and now there is a request to increase the cap which was not necessary at all.

The following resolution was presented:

Moved by Councillor Bennett  
Seconded by Councillor Larone

**Resolution No. 2015-360**

That Council authorize the completion of the culvert replacement project on Thomson Road as weather permits. There is sufficient funding of \$244,785 included in the 2015 budget for this project. Further Section 3.17 of By-law 2005- 08 (Procurement By-law) permits time sensitive works.

Discussion

Councillor Larone said when moving forward with the remaining works in the future he would support a full tender on the completion of this project. We have accomplished a lot this fall, but we need the transparency that a tender provides.

Deputy Mayor Johnston suggested we saved \$200,000 - \$300,000 this fall by replacing the culverts using "day labour". If we can complete the work on a day labour plan and if the Procurement By-law permits, we should continue.

Councillor Bennett said that the under road structures are looked after. Then it is only the base and pavement remaining to be completed. This is easier to administer. He agreed that there was considerable savings by doing day labour.

Mayor Kingsbury said a review of the new draft of the Procurement By-law is required to ensure that day labour is permitted.

Councillor Bennett said that day labour is an accepted method of procuring construction work. It is carried out throughout the County.

Councillor Campbell said if there was savings he would like to see a report on the estimate for the project and the savings produced by day labour.

**Mayor Kingsbury called for a vote:  
Opposed Councillors Campbell and Larone.**

**Carried on Division.**

18. MOTION FOR RECONSIDERATION (debate on motion to reconsider only)

There was no request for reconsideration.

19. IN CAMERA (Closed) SESSION

There was no requirement to proceed to a closed meeting.

20. NEXT MEETING

20.1 Council Meeting Date: **January 5<sup>TH</sup>, 2016 @ 4:00 P.M.**

21. CONFIRMING BY-LAW 2015-59

Moved by Councillor Campbell  
Seconded by Councillor Larone

**Resolution No. 2015-361**

That Council enact By-law 2015-59 to confirm the proceedings of the December 15, 2015 Council Meeting.

**Carried**

22. ADJOURNMENT

Mayor Kingsbury declared the Meeting to be adjourned at 8:15 pm.

