

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting
May 2nd, 2017

There was a Regular Meeting of Council held in the Municipal Council Chambers on Tuesday May 2nd, 2017. Present was Mayor Robert Kingsbury, Deputy Mayor Robert A. Johnston, Councillor Dave Bennett, Councillor Glen Campbell and Councillor Jamey Larone. Staff present was Suzanne Klatt, CAO/Clerk, Janet Collins, Public Works Manager and Hope Dillabough, Deputy Clerk-Recording Secretary.

1. CALL TO ORDER

Mayor Kingsbury called the meeting to order at 4:00 p.m.

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

There was no declaration of pecuniary interest

4. MINUTES

- 4.1 April 4th, 2017 Regular Council Meeting
- April 18th, 2017 Public Meeting – Zoning Amendment
- April 24th, 2017 Special Council Meeting

Moved by Councillor Larone

RESOLUTION NO. 2017-171

Seconded by Deputy Mayor Johnston

THAT Council approves the following Council Meeting Minutes:

- April 4th, 2017 Regular Council Meeting
- April 18th, 2017 Public Meeting – Zoning Amendment
- April 24th, 2017 Special Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES - None

Councillor Bennett asked if the Street Sweeping had been done yet. Public Works Manager Janet Collins said that it was not completed yet.

6. TRANSPORTATION / ENVIRONMENTAL SERVICES

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

With the TES Committee Public Advisory Members present, Mayor Kingsbury took the opportunity to wish Janet Collins the best of luck on her new endeavours and expressed appreciation for her years of service in Horton. Ms. Collins thanked Council and Committee for the kind words. Chair of the TES Committee Dave Bennett thanked Ms. Collins for her years of service and appreciates her hard work and wished her good luck. Mayor Kingsbury also took the time to mention the promotion of Hope Dillabough from Admin/Planning Assistant to Deputy Clerk and thanked her for her hard work and expressed confidence in her excelling in her position. Ms. Dillabough thanked Council for giving her this wonderful opportunity to be Deputy Clerk and promised not to disappoint.

Councillor Bennett, Chair of the Transportation/Environmental Services Committee presented the following items for consideration and recommendation.

6.1 Staff Reports

6.1.1 Rehabilitation/Reconstruction – Lime Kiln Road – Business Plan

The Draft Business Plan for the Rehabilitation/Reconstruction of Lime Kiln Road was prepared by Public Works Manager Janet Collins and distributed to the Committee prior to the start of the meeting. Ms. Collins reviewed the Business Plan

with the Committee at length. Chair Bennett stated this was just a draft document and will be utilized as a working document for the committee to review and subsequently come up with a plan to work within the budget. Councillor Larone asked for a timeline for review as a budget standpoint. Chair Bennett said it will be information for review for the next sixty (60) days.

6.2 NEW BUSINESS

6.2.1 Ms. Collins gave the Committee an update regarding the extreme weather/flooding that's occurring within the Township. There is a hole on Pucker Street, however it will be fixed. She had received two phone calls from residents on the Ottawa River for support and will forward that information to the CAO/Clerk. There was a call of a washout on Pastway Road; the Public Works crew went to look at it and it was just a portion of the road lost and it has since been fixed. There was some fill put in on Orin Road and there is a little part of Lime Kiln Road being covered by high water. Ms. Collins said the River waters are still likely to continue rising with the impending weather and the fact that no water has been let go up north through the dams.

6.3 OUTSTANDING BUSINESS

6.3.1 Public Works Manager – Hiring Committee

Councillor Larone spoke of the Hiring Committee that was established as per the Special Council Meeting held on April 24th, 2017. He felt that Susan Humphries is a valuable Public Advisory member and she was left off of the Committee. CAO/Clerk Suzanne Klatt had looked at the policies and told Council she wants to streamline the process in terms of hiring and wants a clear composition of the definition of hiring. There was a precedent set to have Ms. Humphries part of the Hiring Committee and until the actual process is streamlined within the policy, Mrs. Klatt feels the precedent has been set and must be followed. Mayor Kingsbury, Councillor Bennett and Councillor Campbell were in full support of adding Ms. Humphries to the interview team.

Chair Bennett stated that Thompson Hill is in bad need of labour work and feels that Committee should give direction to Ms. Collins to hire someone for a week or two for hand labour and clean up. The CAO/Clerk questioned whether that could be added to the part-time Landfill Attendant position if it's only two weeks. Chair Bennett felt that would be sufficient.

6.4 CORRESPONDENCE

6.4.1 Delegation – Greg Chateauvert

Greg Chateauvert, resident of Humphries Road, was present for a delegation regarding drainage and ditching near his property. His land is being affected by water coming to the back of his property as the rain water doesn't run in the ditch down the hill. He's unsure of how it's ending up on his property or where in fact it is draining to. He offered to dig a dry well and bore some holes to help with drainage but would like to get to the bottom of the issue. Chair Bennett thanked Mr. Chateauvert for coming and said that the Committee and staff were well aware of what the problems are and will do their best to come up with some solutions. Chair Bennett said they will let Mr. Chateauvert know within 120 days.

6.5 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports

Moved by Councillor Larone

Seconded by Councillor Campbell

RESOLUTION NO. 2017-172

THAT the Chair of General Government/Human Resources request that Council approve his recommendation to include the Public Advisory Member for Human Resources Susan Humphries as part of the hiring committee for the Public Works Manager Position.

Carried

Regular Council Minutes
May 2nd, 2017

Moved by Councillor Bennett

RESOLUTION NO. 2017-173

Seconded by Deputy Mayor Johnston

THAT in accordance with Township of Horton Policy A-10 Staffing, Council instruct the CAO/Clerk or representative and the Department Manager to interview and select an employee to fill the part time landfill site attendant position, and Council shall be informed of the selection.

AND THAT this position be added as labourer for an additional 10 days to assist the Public Works Department with outstanding labour related tasks effective upon hire.

Carried

Moved by Councillor Larone

RESOLUTION NO. 2017-174

Seconded by Councillor Campbell

THAT in accordance with Township of Horton Policy A-10 Staffing, Council instruct the CAO/Clerk or representative and the Department Manager to interview and select the student(s) position, and Council shall be informed of the selection.

Carried

7. PROTECTIVE SERVICES

Fire Chief Randy Corbin was present.

Deputy Mayor Johnston, Chair of the Protective Services Committee presented the following items for consideration and recommendation.

7.1 Staff Reports

7.1.1 Fire Chief's Report

Randy Corbin, Fire Chief reviewed his report. There were two (2) call-outs that ended up being in Whitewater Region.

Mrs. Klatt discussed the Request for Quotation for the Pumper truck. A copy was given to all of council which included all of the revisions and updates from the Ad Hoc Fire Committee Meeting. She told the Committee that it was the Treasurer's suggestion to include the actual tender to be made part of the agreement which will be attached to the by-law. She felt that the Committee should have a meeting and go through it one more time with the involvement of the Treasurer. The meeting was scheduled for June 5th, 2017 at 7:00 p.m.

7.2 New Business

7.2.1 Deputy Mayor Johnston discussed with the Committee about the correspondence he's been getting from a ratepayer regarding the Burning By-law. Mayor Kingsbury and the Fire Chief both felt the by-law is working. Before the by-law was passed, there was significant advertising, public meetings and comments were reviewed. It was suggested that the CAO/Clerk write the complainant a letter to advise of the process that occurred to pass the by-law and that Council feels the by-law is working within the best interests of the municipality.

7.3 Outstanding Business - None

7.4 Correspondence - None

7.5 Questions on Report and Recommendations – Mayor Kingsbury

There were no additional questions on the reports.

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-175

Seconded by Councillor Campbell

THAT Council accept the Fire Chief's Report as presented for May 2nd, 2017.

Carried

- 8. SUPPER BREAK – 5:30 p.m.
RECONVENED – 6:00 p.m.**

9. DELEGATIONS AND OR PUBLIC MEETINGS

6:00 Public Meeting

There was a Public Meeting held for a Zoning By-Law Amendment for Mike Fortier.

10. RECREATION

Present were Public Advisory Members Sharon Bennett, Barb Dickson, Tina Hunt and Ralph Miller. Danielle McGregor was absent.

Kathleen Rogers, Recreation Program Manager was present.

Deputy Mayor Johnston, Chair of the Recreation Committee presented the following items for consideration and recommendation.

10.1 Staff Reports

10.1.1 Recreation Manager's Report

Recreation Program Manager Kathleen Rogers reviewed her Report.

There was some discussion regarding the rental of the Renfrew Fair Booth and what the raffle prizes would be this year. Barb Dickson said they have a quilt to raffle off. Councillor Bennett felt that whatever Committee decides to have as the big raffle prize, it should be justifiable and not lose any money on it. Chair Johnston directed Mrs. Rogers to do some research on prizes and if Committee Members have any suggestions to contact her.

10.1.2 Kitchen Stove/Ovens and Hood Inspection

Mrs. Rogers reviewed her report. The CAO/Clerk had talked to Jim from North Country and the status was that he had ordered the part and was going to install it to help with the heat on the stove. Councillor Bennett said that particular part doesn't regulate the actual heat; it just keeps the flame going. He mentioned that he could retain the name of a professional chef to give the ladies' catering some education on the stove.

10.1.3 Friends of Recreation Community Group

CAO/Clerk Klatt reviewed her report. This 'group' would be a community group who is responsible for lottery licensing by agreeing to be a sponsor. She mentioned she wasn't bringing this forward at this time, but wanted to open up the conversation as well as give the Committee some time for consideration. She did recommend to the Committee to allow herself and the Recreation Program Manager attend the training sessions held by the Alcohol and Gaming Commission of Ontario (AGCO).

10.1.4 Community Rink Pigeons

CAO/Clerk Klatt reviewed her report. Chair Johnston suggested using the existing boxes that are already installed but not wired in yet. CAO/Clerk Klatt is to call for quotes to fix what's existing and get the receptacles working.

10.1.5 Beach Volleyball

Mrs. Rogers reviewed her report. CAO/Clerk Klatt referenced the Fees and Charges By-Law which says the rate for Volleyball is \$30.00 per person however the resolution will be for \$140.00 per team.

10.2 New Business

10.2.1 Hold Harmless Agreement – Removal of Trees – CN Trail

CAO/Clerk reviewed her report and the background of the issue. Councillor Bennett said that he had explained to Mr. Visinski that the Hold Harmless Agreement has no real worth when it comes to liability if he's got a paid employee there to remove the trees. He felt there were more issues that needed to be addressed before anything occurs. The CAO/Clerk offered to write a letter to Mr. Visinski with the information discussed and the item was considered.

10.2.2 Ontario 150 Committee Meeting Minutes – April 11, 2017

Chair of the Ontario 150 Committee Tina Hunt briefly reviewed the minutes. The next committee meeting will be held on Monday May 8th, 2017 at 7:00 p.m.

Recreation Committee Chair Johnston thanked Tina Hunt for all of her hard work and the Committee for the new, fresh ideas.

10.3 Outstanding Business

Chair Johnston brought up the status of the soccer field and how the progress has been at a standstill due to weather and there is nothing that can be done. He also stressed that the entire job could not have been done for \$18,000.00 and wanted that known. Councillor Bennett said there is roughly 15 hours of machine time left however it needs to dry up first before anything more gets done. He said in retrospect, there should have been a business plan for this project and have only one person leading it, rather than three. Both of the previous quotes received include the sod and labour after the grade work which included drainage as completed.

Ms. Hunt brought up an alternate plan for the Soccer Field in case it wasn't ready for the May 24th Start Date. The owners of KOA Campground offered the use of their land for the soccer if need be. Chair Johnston questioned whether there would be any liability issues. The CAO/Clerk said that the Township's liability insurance follows us therefore we are covered. Chair Johnston expressed gratitude to Ms. Hunt for finding an alternative. The Committee all agreed that it was the best choice for now and to pay the \$500.00 one-time fee to KOA for use of their property.

10.4 Correspondence - None

10.5 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-176

Seconded by Councillor Larone

THAT Council, upon the recommendation of the Recreation Committee, accept the Recreation Program Manager's Report as presented on May 2nd, 2017.

Carried

Moved by Councillor Bennett

RESOLUTION NO. 2017-177

Seconded by Councillor Campbell

THAT the CAO/Clerk, the Recreation Program Manager and one (1) member of the Recreation Committee attend the upcoming Municipal Lottery Licensing Training Session on Friday May 12th, 2017 in Renfrew and that the interested individuals be encouraged to attend an information session during the evening at Mateway on Thursday May 11, 2017 at 7:00 p.m. for any Charities, Non-Profit Groups, or the General Public.

AND FURTHER THAT the Fire Department be advised that this session is worthwhile to anyone already approved for lottery licencing or groups that would like to learn more about the process and see if their charity qualifies.

Carried

Moved by Councillor Bennett

RESOLUTION NO. 2017-178

Seconded by Deputy Mayor Johnston

Regular Council Minutes
May 2nd, 2017

THAT Council, upon the recommendation of the Recreation Committee, approve the request from Recreation Volunteer Tina Hunt to organize a Beach Volleyball League.

WHEREAS By-Law 2017-20 Fees and Charges states that Volleyball fees are \$30.00 per person;

BE IT RESOLVED THAT Council approves the fee of \$140.00 per team for 2017;

BE IT FURTHER RESOLVED THAT Council approve that \$40.00 per team goes to Camp Quality and the remaining proceeds go to Horton Recreation.

Carried

Moved by Councillor Larone

RESOLUTION NO. 2017-179

Seconded by Councillor Campbell

THAT Council, upon the recommendation of the Recreation Committee, receive the Ontario 150 Committee Minutes from April 11th, 2017 as information.

Carried

Moved by Councillor Campbell

RESOLUTION NO. 2017-180

Seconded by Deputy Mayor Johnston

THAT Council, upon the recommendation of the Recreation Committee, direct Tina Hunt to approach KOA Campground c/o Angela Burgess to use their grounds for Horton Recreation Soccer for a fee of \$500.00 for 2017 until the Horton soccer field is ready.

Carried

11. COUNCIL CORRESPONDENCE SUMMARY

Council reviewed and discussed the following correspondence:

11.1 Information Correspondence

11.1.1 CAO/Clerk Information Memo

Council reviewed the Information items.

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-181

Seconded by Councillor Bennett

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for May 2nd, 2017.

Carried

11.2 Action Correspondence

11.2.1 Minister of Seniors Affairs – June – Seniors' Month

Moved by Councillor Campbell

RESOLUTION NO. 2017-182

Seconded by Councillor Bennett

WHEREAS Seniors' is an annual province-wide celebration;

WHEREAS Seniors have contributed and continue to contribute immensely to the life and vibrancy of this community;

WHEREAS Seniors continue to serve as leaders, mentors, volunteers and important and active members of the community;

WHEREAS their contributions past and present warrant appreciation and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community;

WHEREAS the knowledge and experience seniors pass on to us continues to benefit all;

THEREFORE BE IT RESOLVED that the Council of the Township of Horton do hereby proclaim June 1st-30th, 2017 Seniors' Month and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

Carried

11.2.2 Resolution of Support – Township of Adjala-Tosorontio

RE: Canada's 150th Birthday

Moved by Councillor Larone

RESOLUTION NO.: 2017-183

Seconded by Deputy Mayor Johnston

Regular Council Minutes
May 2nd, 2017

WHEREAS July 1st, 2017 is Canada's 150th Birthday;
BE IT RESOLVED THAT in recognition of Canada's 150th Birthday, the federal and provincial governments be requested to waive the taxes payable on the purchase of a Canadian Flag or Canada 150th Anniversary Flag for the year 2017;
AND FURTHER THAT this resolution be forwarded to the Prime Minister of Canada, the premier of Ontario and to the Township of Adjala-Tosorontio in support.

Carried

11.2.3 Resolution of Support – Lanark County

RE: Request for Provincial Support – Opioid Strategy

There was no Mover or Seconder for this Resolution of Support.

12. OUTSTANDING COMMITTEE ISSUES

12.1 Staff Report – Health and Safety Update

CAO/Clerk Klatt reviewed her report. All staff are now up-to-date on Health and Safety Training it was suggested to close the office again for one day in the fall for further training on certain items.

Moved by Councillor Larone

RESOLUTION NO. 2017-184

Seconded by Councillor Bennett

THAT Council accepts the Health and Safety Training update report as information;
AND THAT Council approves the CAO/Clerk recommendation to schedule closing the Municipal Office on Tuesday October 31st, 2017 for a full day of training to update staff on Bill 132 (Sexual Violence and Harassment Action Plan Act), review sections G01-G06 of our HR Policy (accident reporting, municipal forms and policies), a presentation from Christine Jolicoeur on workplace safety sheets and update the accessibility training and policy.

Carried

13. BYLAWS

13.1 2017-31 – Zoning By-Law Amendment - Fortier

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-185

Seconded by Councillor Campbell

THAT Council enact By-Law 2017-31 – Zoning By-Law Amendment – Fortier.

Carried

14. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

15. COUNCIL MEMBERS CONCERNS

16. MOTION FOR RECONSIDERATION

17. IN CAMERA (CLOSED) SESSION

18. NEXT MEETING

18.1 Council Meeting Date – Tuesday May 16th, 2017 at 4:00 p.m.

19. CONFIRMING BYLAW

Moved by Councillor Campbell

RESOLUTION NO. 2017-186

Seconded by Councillor Larone

THAT Council enacts By-law 2017-32, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on May 2nd, 2017.

Carried

20. ADJOURNMENT

Mayor Kingsbury declared the meeting adjourned at 8:00 p.m.

MAYOR

CAO/CLERK