

# THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting  
June 6<sup>th</sup>, 2017

There was a Regular Meeting of Council held in the Municipal Council Chambers on Tuesday June 6<sup>th</sup>, 2017. Present were Deputy Mayor Robert A. Johnston, Councillor Dave Bennett, Councillor Glen Campbell and Councillor Jamey Larone. Mayor Kingsbury was absent. Staff present was Suzanne Klatt, CAO/Clerk, Jennifer Barr, Treasurer and Hope Dillabough, Deputy Clerk-Recording Secretary.

## 1. CALL TO ORDER

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

## 2. REQUEST TO TURN OFF ELECTRONIC DEVICES

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

## 3. DECLARATION OF PECUNIARY INTEREST

Councillor Bennett declared pecuniary interest on Item number 4.1 – specifically the Minutes from the May 26<sup>th</sup>, 2017 Special Council Meeting. He also declared pecuniary interest on Item number 10.1.1 Ontario 150 Canada Day Meeting Minutes.

Deputy Mayor Johnston declared pecuniary interest on Item number 12.1 Valley Bluegrass Special Event coverage – Resolution.

## 4. MINUTES

- 4.1 May 2<sup>nd</sup>, 2017 Regular Council Meeting
- May 12<sup>th</sup>, 2017 Special Council Meeting
- May 15<sup>th</sup>, 2017 Special Public Meeting
- May 19<sup>th</sup>, 2017 Special Council Meeting
- May 26<sup>th</sup>, 2017 Special Council Meeting

Moved by Councillor Larone

**RESOLUTION NO. 2017-195**

Seconded by Councillor Campbell

**THAT** Council approves the following Council Meeting Minutes:

- May 2<sup>nd</sup>, 2017 Regular Council Meeting
- May 12<sup>th</sup>, 2017 Special Council Meeting
- May 15<sup>th</sup>, 2017 Special Public Meeting
- May 19<sup>th</sup>, 2017 Special Council Meeting

**Carried**

Moved by Councillor Larone

**RESOLUTION NO. 2017-196**

Seconded by Councillor Campbell

**THAT** Council approves the following Council Meeting Minutes:

- May 26<sup>th</sup>, 2017 Special Council Meeting

**Carried**

**Councillor Bennett declared pecuniary interest on this item and did not vote**

## 5. BUSINESS ARISING FROM MINUTES - None

## 6. TRANSPORTATION / ENVIRONMENTAL SERVICES

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

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

### 6.1 Staff Reports

#### 6.1.1 Casual Public Works Labourer

CAO/Clerk Suzanne Klatt explained there is a need for another Labourer for an additional ten (10) days to continue on with brushing, mainly for flagging purposes.

Chair Bennett suggested sixty (60) days instead of ten (10) as there is a lot of work coming up that needs to be completed. Councillor Larone suggested they move forward with ten days and, in the meantime, look at the cost of the sixty days and bring a proposal back to Council on the June 20<sup>th</sup>, 2017 meeting for consideration. Councillor Campbell agreed and added that a list of duties and projects should be included with the estimated cost.

#### 6.1.2 Winter Sand Tender PW 2017-07

Chair Bennett discussed the requirement for the Winter Sand Tender and that it's time to put it out. There was some discussion regarding the quantity/volume to be put on the Tender. Treasurer Jennifer Barr double checked on the tonnage from last year and suggested the volume be increased to 3000 tonnes.

#### 6.1.3 Fortier Severance – Pinnacle Road Issue

Deputy Clerk Hope Dillabough explained the background of the issue and that a small travelled portion of Pinnacle Road was never properly transferred to the municipality's name and remained on title in the Fortier name. This had been discovered through a survey of the property due to an application for three (3) lot severances. Councillor Larone and Chair Bennett both felt that paying half of the additional survey and title register costs (\$1250.00) was not enough and that Council should pay the entire cost of a maximum of \$2500.00 as it was to the Township's benefit to rectify this situation, not to mention the fact it was not the property owner's fault.

#### 6.1.4 Grass Cutting – Pinnacle Park

Chair Bennett opened this up for discussion. Councillor Campbell felt that it's Horton property and should be cut and maintained. Councillor Larone agreed however didn't see the need to cut once a week, but perhaps every second week. Chair Bennett figured the grass cutting schedule offered the maximum time/hours so it could be modified. CAO/Clerk Klatt mentioned there had been some concerns expressed by adjacent property owners/business owners about Pinnacle Park not getting cut.

#### 6.1.5 Grass Cutting – Soccer Field

Some discussion took place.

#### 6.1.6 Flood Recovery Status

CAO/Clerk Klatt discussed there were some concerns raised following the inquiries of the invitational quotes for the rehabilitation of the private roads to pre-flood conditions. Some of these concerns were the difference of material types on private roads and how volumes for each road would be determined; the condition of the private roads now that the water has receded is in much better shape than initially thought; the cost estimate to supply/apply/grade a lift of same 'material type' to each affected road would be exuberant; and lastly, the difficulty regarding access with large trucks to apply the material. She explained that one of the estimates submitted was in excess of \$100,000.00 and felt the Township could not commit to that. It was noted that the Township Roads Supervisor is currently working summer hours (Four Tens - Friday's off) and is willing to come in on Friday's to work at bringing the roads back to pre-flood conditions. Mrs. Klatt contacted the Ministry of Municipal Affairs to confirm that his overtime amount can be claimed under the provincial funding for disaster relief. Public Advisory Member Rick Lester felt that Council must ensure this is a one-time thing and need to get that information out to the Residents. Chair Bennett agreed and felt it should be stressed that this will be paid for by provincial funding and is occurring due to the 2017 Ottawa River Flood. Councillor Larone felt the parameter has already been set and it was always the township's intent to bring back the private roads to pre-flood condition and also that if the Public Works Superintendent's time is refundable then it makes sense.

The CAO/Clerk also noted the contract for the retrieval of sand bags is now complete.

She also discussed the report received from Jp2g which outlines the culvert and rehabilitation requirements for Storie Road. An invitational quote is being prepared and will be circulated to those who have expressed an interest in bidding as well as be advertised in the local paper. This was slated to occur immediately after the contract for sandbags was complete.

#### 6.1.7 Backhoe Tender

Chair Bennett cautioned that not all of the specifications on the Tender are what the Township needs. He would like to take the opportunity to review it more thoroughly and ensure everything is appropriate to get a competitive bid. The CAO/Clerk had met with Rod Eady, Public Works Superintendent as well as with Chris Kunopaski, Public Works Manager for the Township of Admaston/Bromley to go over the specifications, however she was willing to meet with Chair Bennett also, along with Mr. Eady. Deputy Mayor Johnston confirmed that Chair Bennett, CAO/Clerk Klatt and Public Works Superintendent Rod Eady will review the Tender specifications together.

#### 6.1.8 Grading Private Road Policy

The CAO/Clerk sought clarification regarding the Grading Private Road/Driveway Policy.

### **6.2 NEW BUSINESS**

6.2.1 Chair Bennett brought up the By-Law and Agreement regarding the land rental from Murray McGregor for the construction of Thomson Road. He reminded Council that the portion of land the municipality used must be ploughed and sown by June 30<sup>th</sup>, 2017.

6.2.2 Councillor Larone asked if any Calcium for the roads had been purchased yet. CAO/Clerk Klatt stated they had received a second tender submission and will be looking into it.

### **6.3 OUTSTANDING BUSINESS**

#### 6.3.1 McIntosh & Perry – Project Update/Meeting Minutes – Fraser Road

CAO/Clerk Klatt asked for a written update and provided this to Council. When the Consultants have the preliminary plans ready, they will come and present to Council. Councillor Larone expressed concern with the fact that it said 'asphalt/double surface treatment' as he thought Council said specifically asphalt. Chair Bennett felt certain it was stressed to them it was definitely asphalt.

### **6.4 CORRESPONDENCE - None**

### **6.5 Questions on Reports and Recommendations – Deputy Mayor Johnston**

There were no additional questions on the reports

Moved by Councillor Larone

**RESOLUTION NO. 2017-197**

Seconded by Councillor Bennett

**THAT** Council authorize the hiring of a Casual Public Works Labourer for a period of ten (10) working days to flag for brushing operations'

**AND THAT** Council direct staff to bring forward a proposal to hire a Public Work Labourer for an additional fifty (50) days;

**AND THAT** the report includes a proposed need-based and identifying projects.

**Carried**

Moved by Councillor Campbell

**RESOLUTION NO. 2017-198**

Seconded by Councillor Larone

**THAT** Council receives a copy of the Winter Sand Tender PW-2017-07 for information purposes;

Regular Council Minutes  
June 6<sup>th</sup>, 2017

**AND FURTHER THAT** the tender be advertised in the Renfrew Mercury for Wednesday June 14<sup>th</sup>, 2017.

**Carried**

Moved by Councillor Campbell  
Seconded by Councillor Larone

**RESOLUTION NO. 2017-199**

**WHEREAS** Michael and Janet Fortier have applied for three lot severances on Pinnacle Road which have been approved by Council and one of the conditions was to obtain a survey;

**AND WHEREAS** there is a travelled portion of Pinnacle Road, located at the frontage of Part 4 of the draft survey plan provided by Adam Kasprzak, which, when originally constructed, was never properly changed to reflect municipal ownership and remains to be under the registered title of the Fortier name;

**NOW THEREFORE BE IT RESOLVED** that Council agrees to pay for the cost up to a maximum of \$2,500.00, whichever is lesser to complete the additional survey and legal work to properly put Part 4 into the Township's name and be registered on title, and will come out of the 2017 Roads Operating Budget.

**Carried**

Moved by Councillor Campbell  
Seconded by Councillor Larone

**RESOLUTION NO. 2017-200**

**THAT** Council direct staff to include the grass cutting at Pinnacle Park in their schedule.

**Carried**

Moved by Councillor Larone  
Seconded by Councillor Bennett

**RESOLUTION NO. 2017-201**

**THAT** the Public Works Staff be responsible for grass cutting at the soccer field;  
**AND THAT** the labour costs be charged to the Recreation Operating Budget.

**Carried**

Moved by Councillor Bennett  
Seconded by Councillor Larone

**RESOLUTION NO. 2017-202**

**WHEREAS** in response to the flooding event;

**THAT** Council approves the CAO/Clerk's recommendation to amend the private road strategy to allow for the Public Works Superintendent to grade the private roads on Fridays;

**AND THAT** staff be directed to acquire quotes and order required material types as needed up to and not to exceed ten (10) loads to bring the affected private roads back to pre-flood conditions.

**Carried**

Moved by Councillor Campbell  
Seconded by Councillor Bennett

**RESOLUTION NO. 2017-203**

**THAT** Council receives a copy of Tender PW-08-17 for the Supply of a 2017 Four Wheel Drive Backhoe Loader for information purposes;

**AND FURTHER THAT** the tender be advertised in the Renfrew Mercury following a review and agreement of the Public Works Superintendent and Transportation/Environmental Services Committee Chair and the CAO/Clerk.

**Carried**

Moved by Councillor Bennett  
Seconded by Councillor Campbell

**RESOLUTION NO. 2017-204**

**THAT** Council receive the Project Update/Meeting Minutes for the Fraser Road Reconstruction/Rehabilitation submitted by McIntosh Perry Consulting Engineers Ltd.

**Carried**

Moved by Councillor Campbell  
Seconded by Councillor Larone

**RESOLUTION NO. 2017-205**

**THAT** Council further extend the 2011 Contractor for Road-Side grass cutting for 2017 to Stephen Lewis at an original tender price of \$3,990.00 plus HST.

**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 five (5) call-outs for the month of May. It was also reported that the RFQ for the new Pumper Truck is now ready to go out.

Chief Corbin stated the Fire Department has had their first training session on the PTSD Policy and reiterated to Council that it is a working document. There is a meeting coming up in Cobden with other Fire Departments to go over each municipality's policy and ensure the policies are similar and all encompassing.

Chief Corbin also stated he had submitted the Fire Department's Rules and Regulations to the CAO/Clerk. These Rules and Regulations will be incorporated into the Municipality's Policies and Procedures.

## **7.2 New Business**

## **7.3 Outstanding Business - None**

## **7.4 Correspondence**

The CAO/Clerk Klatt told Council there had been some further correspondence received from a ratepayer regarding the Burning By-law.

## **7.5 Questions on Report and Recommendations – Deputy Mayor Johnston**

There were no additional questions on the reports.

Moved by Councillor Campbell

**RESOLUTION NO. 2017-206**

Seconded by Councillor Bennett

**THAT** Council accept the Fire Chief's Report as presented for June 6<sup>th</sup>, 2017.

**Carried**

Moved by Councillor Bennett

**RESOLUTION NO. 2017-207**

Seconded by Councillor Campbell

**THAT** Council, upon recommendation of the Ad Hoc Fire Committee, direct staff to send out the RFQ for the new Pumper Truck.

**Carried**

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

## **9. DELEGATIONS AND OR PUBLIC MEETINGS**

None

## **10. RECREATION**

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

Kathleen Rogers, Recreation Program Manager was present.

Deputy Mayor Johnston, Chair of the Recreation Committee presented the Ontario Senior of the Year Award to long-time and dedicated Volunteer and Senior Barb Dickson. He thanked her for all of her hard work and valued dedication.

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

## **10.1 Staff Reports**

10.1.1 Ontario 150 Canada Day Meeting Minutes

Recreation Program Manager Kathleen Rogers reviewed her Report.

10.1.2 Recreation Volunteers

Mrs. Rogers reviewed her report.

10.1.3 Canada Day Breakfast

The Recreation Committee reviewed this information.

10.1.4 Country Dance Schedule

The Recreation Committee reviewed this information.

10.1.5 Amazing Race – Breakdown of Costs

The Recreation Committee reviewed this information.

10.1.6 Draft Business Plan – Canada's 150 Short Stories of Horton Fundraiser

Mrs. Rogers reviewed the Draft Business Plan. She mentioned there will not be enough stories ready for Canada Day and perhaps should wait to see what interest there is on Canada Day.

10.1.7 Site Plan – Canada Day

Mrs. Rogers stated she received approval from adjacent property owner Mrs. Eady to use her field for Canada Day. Councillor Campbell suggested booking the Renfrew OPP speed radar sign to set up along Castleford Road during the event.

**10.2 New Business**

10.2.1 Hydroseeding – Soccer Field

CAO/Clerk received a quote for hydroseeding the soccer field for an estimated size of 30,000 sq. ft. which is just the top portion of the field itself. There was discussion to also include the sides of the field to ensure it is all done accordingly. Treasurer Jennifer Barr confirmed there was enough in the budget to spend up to a threshold of \$4000.00 including HST for the project.

10.2.2 Healthy Kids Community Challenge – Healthy Snacks Grant

Mrs. Rogers applied for program funding through the Healthy Kids Community Challenge for a nutrition program. Some components of this program is to provide healthy snacks to kids (soccer kids etc.) as well as provide education to kids about nutrition. She was successful in attaining the grant funding in an amount of \$4,000.00.

**10.3 Outstanding Business**

10.3.1 Farrell's Landing – Fencing

The CAO/Clerk had no update as of yet as new challenges have been presented. She reviewed the current situation with Council.

**10.4 Correspondence - None**

**10.5 Questions on Reports and Recommendations – Deputy Mayor Johnston**

There were no additional questions on the reports

Regular Council Minutes  
June 6<sup>th</sup>, 2017

Moved by Councillor Larone

**RESOLUTION NO. 2017-208**

Seconded by Councillor Campbell

**THAT** Council, upon the recommendation of the Recreation Committee, accept the following:

- Receipt of the Ontario 150 Canada Day Committee Meeting Minutes of May 23<sup>rd</sup>, 2017;
- Allow the Ontario 150 Committee to rent a Cotton Candy and Popcorn Maker from Renfrew Rental which will be paid for by the sponsorship money received;
- Allow the Ontario 150 Committee Chair Tina Hunt to purchase a snow cone make for family events which will be paid for by the sponsorship money received.

**Carried**

**Councillor Bennett declared pecuniary interest on this item and did not vote**

Moved by Councillor Campbell

**RESOLUTION NO. 2017-209**

Seconded by Councillor Bennett

**THAT** Council, upon recommendation of the Recreation Committee, approve the following names to be added to the Horton Recreation Volunteer List to assist with Canada 150 events:

- Sam Belaire
- Tara Beselaere
- Tracy Hunt
- Melanie Bennett
- Sara Duchesne-Mills
- Ellen Eady

**Carried**

Moved by Councillor Larone

**RESOLUTION NO. 2017-210**

Seconded by Councillor Campbell

**THAT** Council receive the Draft Business Plan for Recreation – Celebrating Canada's 150<sup>th</sup> Birthday 150 Short Stories of Horton Fundraiser as information.

**Carried**

**Due to Deputy Mayor Johnston's declaration of pecuniary interest, Councillor Larone was appointed Acting Chairperson for the following:**

Moved by Councillor Campbell

**RESOLUTION NO. 2017-211**

Seconded by Councillor Bennett

**THAT** Council declare the 2017 Valley Bluegrass Festival a Community Special Event in the Township of Horton.

**Carried**

**Deputy Mayor Johnston declared pecuniary interest and did not vote**

Moved by Councillor Bennett

**RESOLUTION NO. 2017-212**

Seconded by Councillor Larone

**THAT** Council accept the quote from Jacob Hultink, Lawncare & Snow Removal, for hydroseeding of the soccer field (estimated at 30,000 sq. ft.) at a cost of \$2,228.36 including HST;

**AND THAT** if Council decides to increase the aforementioned area for hydroseeding purposes, it is agreed to spend up to a threshold of \$4,000.00 including HST.

**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.

Regular Council Minutes  
June 6<sup>th</sup>, 2017

Moved by Councillor Bennett

**RESOLUTION NO. 2017-213**

Seconded by Councillor Larone

**THAT** Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for June 6<sup>th</sup>, 2017.

**Carried**

## **11.2 Action Correspondence**

### 11.2.1 Support Resolution – Municipality of East Ferris

Moved by Councillor Larone

**RESOLUTION NO. 2017-214**

Seconded by Councillor Bennett

**THAT** Council of the Township of Horton supports Resolution 2017-174 passed by the Council of the Municipality of East Ferris regarding a letter from Cheryl Gallant, Member of Parliament pertaining to the Trudeau Liberals removing the tax-exempt portion of remuneration paid to local officials from their 2017 Federal Deficit Budget;

**AND FURTHER THAT** copies of this resolution be forwarded to the Premier of Ontario, Kathleen Wynne, Local Member of Parliament Cheryl Gallant and to the Municipality of East Ferris in support.

**Carried**

### 11.2.2 Highway of Heroes – Tree Planting Challenge

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

### 11.2.3 Resolution of Support – New Driver Sign

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

## **12. OUTSTANDING COMMITTEE ISSUES**

### 12.1 Valley Bluegrass Special Event Coverage - Resolution

This resolution was passed during the Recreation portion of the Meeting. Deputy Mayor Johnston had declared pecuniary interest.

### 12.2 Tax Rate By-Law

Treasurer Jennifer Barr stated that even though the County has not passed their tax rate by-law, she is going ahead and passing the Township of Horton's tax rate by-law. There is a creation of a new tax rate of multi-residential that affects the County, however it does not affect the Township as it doesn't exist in Horton.

Moved by Councillor Bennett

**RESOLUTION NO. 2017-215**

Seconded by Councillor Campbell

**WHEREAS** the Regular Council Meeting of May 16<sup>th</sup>, 2017 was cancelled due to flooding;  
**BE IT RESOLVED THAT** Council approve the amendment of the Agenda to include Item #12.3 for the Treasurer to bring forward and present the Statement of Revenue and Expenditures up to June 6<sup>th</sup>, 2017.

**Carried**

### 12.3 Statement of Revenue & Expenditures as of June 6<sup>th</sup>, 2017

Treasurer Jennifer Barr reviewed the Statement of Revenue and Expenditures. She stated there is roughly 58% of the budget remaining. There is 52% left of the Public Works fleet management budget remaining. She notified council that the Asset Management was definitely delayed due to the flood and will be difficult to catch up in the next few months.

Moved by Councillor Larone

**RESOLUTION NO. 2017-216**

Seconded by Councillor Campbell

**THAT** Council accept the Statement of Revenue and Expenditures effective June 6<sup>th</sup>, 2017 as presented and the Consolidated Statement of Financial Position to June 30<sup>th</sup>, 2017.

**Carried**



### 13. BYLAWS

- 13.1 2017-35 By-Law to Authorize Agreement with McIntosh Perry  
2017-36 By-Law to Authorize Agreement with Greenview Environmental  
2017-37 By-Law to Adopt PTSD Policy G-07  
2017-38 Tax Rate By-Law

Moved by Councillor Bennett

**RESOLUTION NO. 2017-217**

Seconded by Councillor Larone

**THAT** Council enact the following By-Laws:

- 2017-35 By-Law to Authorize Agreement with McIntosh Perry
- 2017-36 By-Law to Authorize Agreement with Greenview Environmental
- 2017-37 By-Law to Adopt PTSD Policy G-07

**Carried**

Moved by Councillor Larone

**RESOLUTION NO. 2017-218**

Seconded by Councillor Campbell

**THAT** Council enact By-Law 2017-38 Tax Rate By-Law

**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 June 20<sup>th</sup>, 2017 at 4:00 p.m.

### 19. CONFIRMING BYLAW

Moved by Councillor Campbell

**RESOLUTION NO. 2017-219**

Seconded by Councillor Bennett

**THAT** Council enacts By-law 2017-39, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on June 6<sup>th</sup>, 2017.

**Carried**

### 20. ADJOURNMENT

Deputy Mayor Johnston declared the meeting adjourned at 7:37 p.m.

---

DEPUTY MAYOR Robert Johnston

---

CAO/CLERK Suzanne Klatt