

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting
October 3rd, 2017

There was a Regular Meeting of Council held in the Municipal Council Chambers on Tuesday October 3rd, 2017. Present were 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, Treasurer Jennifer Barr, Public Works Manager Charles McDonald 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 September 5th, 2017 Regular Council Meeting

Moved by Councillor Bennett

RESOLUTION NO. 2017-331

Seconded by Councillor Campbell

THAT Council approves the following Council Meeting Minutes:

- September 5th, 2017 Regular Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES

Mayor Kingsbury questioned the status of the dangerous tree removal at the municipal office. Charles McDonald, Public Works Manager, stated it will likely be removed mid to late October.

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 Tender Award – PW 2017-16 – Humphries Road Drainage

Public Works Manager Charles McDonald reviewed his report.

6.1.2 Tender Award – PW 2017-17 – Lime Kiln Road – Granular Material

Mr. McDonald reviewed his report. Councillor Larone questioned the agreement pertaining to the sale of the Township's gravel pit. Mr. McDonald had contacted the owner of the pit and at this time there is no trucking available to proceed, however there will be in the future. CAO/Clerk Klatt mentioned that Mr. McDonald should write a letter to the owner or have him come as a delegation to discuss options to use the gravel for other roads and not specifically for Lime Kiln Road.

6.2 NEW BUSINESS

6.2.1 Fraser Road Rehabilitation Project Update

Mr. McDonald updated the Committee on the project status and that it could be done within 3-4 weeks, weather permitting. Chair Bennett suggested the next time a road is being reconstructed, the Township should send a letter to residents notifying them

what work will be done with an attached timeline for their information. Mr. McDonald also mentioned there were some minor additional consulting fees for the purpose of preconstruction services and part-time contract administrative work for this project.

6.2.2 Johnston Road Rehabilitation Project Update

Mr. McDonald reviewed the Johnston Road Project Update. There has been one Tender package picked up at the office thus far, and several electronic copies have been sent.

6.2.3 Replacement of Tandem Axle Truck #2

Mr. McDonald reviewed the fleet and determined truck #2 should be replaced. The replacement was originally within the 2017 budget; however the Tender/RFQ has not been completed or sent out. The Treasurer has redistributed it within the 2018 budget. Mr. McDonald is to prepare a report and bring back to the Committee for review.

6.2.4 Backhoe Update

Mr. McDonald stated the backhoe should be delivered mid-October.

6.2.5 Proposed Scales at Landfill

Councillor Larone would like detailed information to come back to the table in a report format for their review. It was discussed that the Public Works Manager will meet with Chair Bennett to discuss types of scales, view and discuss with other municipalities who own scales and bring back a detailed report for review.

6.2.6 Previously Buried Tires at Landfill Site

Mr. McDonald sought clarification on the buried tires at the landfill site and questioned what the next steps moving forward would be. Councillor Larone explained that in the 1990's, it was the Ministry of Environment's direction to properly bag the tires and subsequently bury them so there would be no fire hazards etc. It is Council's intention to look into this and eventually have them removed off-site. Staff was directed to contact Emily Tieu from MOECC.

6.2.7 Installation of Poles (Hydro Poles) at Landfill Site

Mr. McDonald sought clarification on this item. Chair Bennett stated there is a resolution authorizing the previous Public Works Manager to purchase the poles and discussed the reasoning behind the idea. Mr. McDonald is to review the Minutes and the resolution.

6.2.8 Windblown Waste Material at Landfill Site

There was some discussion regarding how this issue has been handled in the past. It was determined that Chair Bennett, Councillor Larone and Mr. McDonald are to take a tour and see how the Town of Arnprior controls their windblown waste material.

6.3 OUTSTANDING BUSINESS

6.3.1 CAO/Clerk Klatt wanted to ensure that the sandbags picked up from the 2017 Flood are required to be inside the footprint of the landfill in time for the next inspection. Chair Bennett and Mr. McDonald are to address this.

6.3.2 Chair Bennett mentioned to Committee that he spoke with a ratepayer, who resides on Johnston Road, that had previously come to a Council meeting to discuss an issue. The issue is drainage on his property and Mr. McDonald along with Chair Bennett will review.

6.3.3 CAO/Clerk Klatt indicated there would be two recommendations brought forward that came from the TES Committee that met the evening of October 2nd, 2017.

6.4 CORRESPONDENCE

6.4.1 Correspondence re: Cemetery at 3716 Burnstown Road

CAO/Clerk Klatt reviewed the correspondence. Treasurer Barr checked to see what occurred in previous years and there had been a \$100.00 payout. There was Council consensus to pay Ms. Nolan \$100.00 for maintenance of the cemetery.

6.5 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports

Moved by Councillor Campbell
Seconded by Councillor Larone

RESOLUTION NO. 2017-332

THAT Council upon the recommendation of the Transportation and Environmental Services Committee, accept the Public Works Manager's report and award RFQ PW-2017-16 Engineering Consulting Services for a drainage plan of Humphries Road to McIntosh Perry in the amount of \$32,620 + HST.

Carried

Moved by Councillor Bennett
Seconded by Deputy Mayor Johnston

RESOLUTION NO. 2017-333

THAT Council, upon the recommendation of the Transportation and Environmental Services Committee, accept the Public Works Manager's report and award RFQ PW-2017-17 – Granular Materials & Other Work to B.R. Fulton Construction Ltd. in the amount of \$136,175.00 plus HST.

Carried

Moved by Councillor Larone
Seconded by Councillor Bennett

RESOLUTION NO. 2017-334

THAT Council, upon recommendation of the Transportation and Environmental Services Committee, approve the additional engineering consulting fees of McIntosh Perry Consulting Engineers Ltd. of \$6,249.00 excluding HST for the purpose of preconstruction services and part-time contract administration work for the Fraser Road Rehabilitation/Reconstruction project.

AND THAT this will come out of the Fraser Road project fund.

Carried

Moved by Councillor Larone
Seconded by Deputy Mayor Johnston

RESOLUTION NO. 2017-335

THAT the TES Committee approves the Minutes of October 2, 2017.

AND THAT the TES Committee accepts the Public Works Manager's report and recommend that Council approve the following roads under the 2018 Road Graveling Program for Garden of Eden Road from Pinnacle Road to top of Pigeon Hill – 4500 tonnes of Granular 'M' within the allotted budget if funds available.

AND FURTHER THAT the funding comes from Gas Tax, Development Charges and taxation.

Carried

Moved by Councillor Campbell
Seconded by Councillor Larone

RESOLUTION NO. 2017-336

THAT the TES Committee recommend that Council approve the Public Works Manager's recommendation and direct staff to prepare an RFQ for the engineering of Thompsonhill Hamlet;

AND THAT it be funded from surplus revenue from aggregate royalties;

AND THAT the balance be further funded by temporarily borrowing from the equipment reserve in 2017 to allow the project to proceed and the funds be replaced in 2018.

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 six call-outs for September: Fire alarm activation, False alarm x 2, Lock door rescue, Brush burning, Suppression (which got cancelled).

7.1.2 RFQ – Fire 2017-01 Evaluation

The Fire Chief provided his evaluation summary to the Committee and recommended a meeting be scheduled to thoroughly review together. The meeting was set for October 19th, 2017 at 7:00 p.m.

7.2 New Business - None

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. 2017-337

Seconded by Councillor Campbell

THAT Council accept the Fire Chief's Report as presented for October 3rd, 2017.

Carried

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

9. DELEGATIONS AND OR PUBLIC MEETINGS

None

10. RECREATION

Public Advisory Members present were Sharon Bennett, Barb Dickson, Tina Hunt and Ralph Miller. 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 Health and Safety Inspection Reports (Hall & Rink)

Kathleen Rogers, Recreation Program Manager, reviewed the Health and Safety Inspection Reports. The CAO/Clerk suggested she review the maintenance items listed with the Public Works Manager. Councillor Bennett would like to see the maintenance items listed developed in a different format separate from the Health and Safety checklist items.

10.2 New Business

10.2.1 Business Plan – Township Soccer Program 2018 - Proposal

Tina Hunt, Public Advisory Member, reviewed the proposal.

10.2.2 Business Plan – Township Flag Football Program 2018 – Proposal

Tina Hunt, Public Advisory Member, reviewed the proposal. Councillor Campbell thanked Ms. Hunt for all of her hard work as well as thanked KOA Campground for allowing them the use of their field for the 2017 soccer and flag football programs. There was council consensus to invite the owners of KOA to the Township's Volunteer Appreciation Dinner in December.

10.2.3 Finish 2018 Budget, 10 year Capital, Fees & Charges By-Law (Discussion)

Treasurer Barr reviewed the Recreation 10 year Capital. Councillor Bennett felt there will be capital expenditures for the soccer field, such as a chain link fence etc. \$5000.00 was estimated for capital. Committee decided to have the Exterior Stone Work replaced with Bar renovations for \$25,000.00 for 2018 and put an additional line for Exterior Stone work for \$25,000.00 for 2020.

There was discussion regarding the change in fees for the decoration rate within the Fees and Charges By-law. There was Committee consensus to raise the fee from \$50.00 to \$100.00. Staff was also directed to research other hall rental fees in the County for comparison purposes.

10.2.4 Rink Attendants – Volunteers/Hire Seasonal Staff (Discussion)

Councillor Bennett felt it was necessary to hire Seasonal Staff, to which the Committee agreed.

10.2.5 Millennium Trail Maintenance and Patrolling (Discussion)

Public Works Manager Charles McDonald reviewed his meeting with a concerned Township resident who raised concerns of portions of the Millennium Trail. There was some discussion regarding Mr. McDonald and Councillor Campbell doing a thorough assessment of the trail to determine what needs to be done. Treasurer Barr stated there is a three-party agreement with the Town of Renfrew, Horton Township and the Snogoers Club, which should be reviewed prior to any assessment performed.

10.3 Outstanding Business

10.3.1 Soccer Field – Update

Councillor Bennett updated the Committee on the status of the Soccer Field. The drains and catch basins are in, six new loads of top soil was trucked in. He was hopeful that within a week it should be finished and hydroseeded. Chair Johnston thanked Councillor Bennett for all of his hard work and time spent on this project.

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. 2017-338

Seconded by Councillor Campbell

THAT Council, upon recommendation of the Recreation Committee, receive the Health and Safety Inspection Checklists for the Community Centre and the Rink facility.

Carried

Moved by Councillor Larone

RESOLUTION NO. 2017-339

Seconded by Deputy Mayor Johnston

THAT Council receive and accept the Horton Township Soccer Program 2018 Proposal as submitted by Tina Hunt.

Carried

Regular Council Minutes
October 3rd, 2017

Moved by Councillor Larone

RESOLUTION NO. 2017-340

Seconded by Councillor Campbell

THAT Council receive and accept the Horton Township Flag Football Program 2018 Proposal as submitted by Tina Hunt.

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 Councillor Larone

RESOLUTION NO. 2017-341

Seconded by Councillor Bennett

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for October 3rd, 2017.

Carried

11.2 Action Correspondence - None

12. OUTSTANDING COMMITTEE ISSUES

12.1 Staff Report – Strategic Planning

CAO/Clerk Klatt reviewed her report.

Moved by Councillor Campbell

RESOLUTION NO. 2017-342

Seconded by Councillor Larone

THAT Council approves the CAO/Clerk's recommendation and adopt the Community Based Economic Development Plan as revised.

Carried

12.2 Meeting with Rick O'Connor, City of Ottawa

A new date was picked for Council to have a meeting with Rick O'Conner, Clerk of the City of Ottawa. The date is scheduled for November 14th, 2017 at 6:00 p.m.

13. BYLAWS

13.1 2017-58 Authorize Agreement – B.R. Fulton Construction – Granular Material for Lime Kiln Road

2017-59 Authorize Agreement – McIntosh & Perry Consulting Engineers – Drainage Plan – Humphries Road

Moved by Councillor Larone

RESOLUTION NO. 2017-343

Seconded by Councillor Bennett

THAT Council enact By-Laws:

- 2017-58 – By-Law to Authorize an Agreement with B.R. Fulton Construction Ltd. for the supply of Granular Material for Lime Kiln Road;
- 2017-59 – By-Law to Authorize an Agreement with McIntosh & Perry Consulting Engineers for a Drainage Plan for Humphries Road.

Carried

14. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

15. COUNCIL MEMBERS CONCERNS

Councillor Campbell felt that Council should be reminded that Staff, in general, is only ever fulfilling their respective role within the municipality and that includes trying to provide the best information and advice possible.

16. MOTION FOR RECONSIDERATION

17. IN CAMERA (CLOSED) SESSION

Moved by Councillor Bennett

RESOLUTION NO. 2017-344

Seconded by Councillor Larone

THAT Council went into a Closed Session Meeting at 7:55 p.m. pursuant to Section 239(2) (e) of the *Municipal Act*;

- Litigation or potential litigation – Farrell's Landing Update

Carried

Council came out of Closed Session at 8:10 p.m.

18. NEXT MEETING

18.1 Council Meeting Date – Tuesday October 17th, 2017 at 4:00 p.m.

19. CONFIRMING BYLAW

Moved by Councillor Campbell

RESOLUTION NO. 2017-345

Seconded by Councillor Bennett

THAT Council enacts By-law 2017-60, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on October 3rd, 2017.

Carried

20. ADJOURNMENT

Mayor Kingsbury declared the meeting adjourned at 8:10 p.m.

MAYOR Robert Kingsbury

CAO/CLERK Suzanne Klatt