

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting

OCTOBER 17TH, 2017

There was a Regular Meeting of Council held in the Horton Community Centre Upstairs Hall on Tuesday October 17th, 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, Jennifer Barr, Treasurer and Hope Dillabough, Deputy Clerk- Recording Secretary.

1. CALL TO ORDER

Mayor Kingsbury called the Meeting to Order at 4:00 pm.

2. Mayor Kingsbury asked the Members, Staff and public to turn off all cell phones and electronic devices.

3. DECLARATION OF PECUNIARY INTEREST

There was no declaration of Pecuniary Interest.

4. MINUTES FROM PREVIOUS MEETINGS

Moved by Deputy Mayor Johnston

Resolution No. 2017-346

Seconded by Councillor Larone

THAT Council approves the following Meeting Minutes:

- September 19th, 2017

Carried

5. BUSINESS ARISING FROM MINUTES

Councillor Larone questioned the status of the Recreation User Fees Audit being performed by MacKillican and Associates. Treasurer Jennifer Barr stated they haven't heard anything yet, however when they do, it will likely come back under a Recreation Committee Agenda or an Ad Hoc Budget Committee, whichever works better regarding timeline.

6. GENERAL GOVERNMENT COMMITTEE

Susan Humphries, Public Advisory Member was present.

Councillor Larone, Chair of the General Government Committee presented the following items for consideration and recommendation.

6.1 Business Arising - None

6.2 Finance & Administration

6.2.1 Statement of Revenues and Expenditures

Treasurer Barr briefly reviewed the report and stated there is roughly 25% of the budget remaining.

6.2.2 Consolidated Statement of Financial Position

Treasurer Barr briefly reviewed.

6.2.3 On Serve Network Security Assessment

CAO/Clerk Suzanne Klatt reviewed her report. The assessment of the municipality's IT infrastructure and network security is at no cost and recommends it should be looked at. She also mentioned that it falls in line with the Township's capital planning.

6.3 Health and Safety

6.3.1 Inspection Report- Public Works Garage and Municipal Office

The Inspection Reports were reviewed by Council. Deputy Clerk Dillabough reviewed that the ceiling clean-up work has been completed within the older part of the municipal office building and the next steps are to determine the scope of work for the remainder of the job. There was some discussion regarding the different scopes of work such as construction and electrical. Public Works Manager Charles McDonald is to put together a package regarding the scope of work to be reviewed. Mayor Kingsbury felt it might be worth the Township's while to install plug-ins on Council's desks for their iPads and laptops which would clean up the excessive extension cords.

Councillor Bennett questioned whether the chimney in the garage had been fixed yet. Deputy Clerk Dillabough didn't think so and would notify Mr. McDonald that is still required to be fixed.

6.4 Human Resources - None

6.5 New Business

6.5.1 Councillor Campbell mentioned having spoken with Ron Cobus, owner of R&R Electric. Mr. Cobus wants to have a grand opening of his new shop and would like all of Council to be present. Councillor Campbell is to speak with Mr. Cobus and find out a date that suits both parties.

6.5.2 CAO/Clerk Klatt reviewed with Council that a ratepayer came into the office very irate and physically challenged a member of the staff. Council gave direction to Ms. Klatt to write a letter to the ratepayer stating that their behaviour is not tolerated and they will not be allowed on municipal property. The OPP will also be notified.

6.6 Outstanding Business - None

6.7 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports.

Moved by Councillor Larone

Resolution No. 2017- 347

Seconded by Councillor Campbell

THAT Council receive the Statement of Revenue and Expenditures dated October 11th, 2017.

AND THAT Council receive the Consolidated Financial for period ending October 31st, 2017.

Carried

Moved by Councillor Bennett

Resolution No. 2017-348

Seconded by Deputy Mayor Johnston

THAT Council accepts the CAO/Clerk's report as information and approve the CAO/Clerk to sign a project authorization form to retain ON Serve to do a network security assessment of our operating systems.

Carried

Moved by Councillor Campbell

Resolution No. 2017-349

Seconded by Councillor Larone

THAT Council receive the Health and Safety Inspection Checklists completed for the Public Works Garage and Municipal Office.

Carried

7. REPORTS FROM COMMUNITY COMMITTEES AND COUNTY COUNCIL

7.1 Renfrew & Area Seniors Home Support

Councillor Bennett briefly reviewed.

7.2 Community Policing Advisory Committee

CAO/Clerk Klatt reviewed the speed board information attached in the package, as well as the agreement, new speed board sign quote and the previous invoice from 2008. Ms. Klatt asked for direction on how to proceed. Councillor Bennett would like to find the signed agreement (signed by all parties) and have OPP Inspector Colin Slight come to the table for discussion, to which Councillor Larone agreed. Mayor Kingsbury felt it was time to call a CPAC Committee Meeting. CAO/Clerk Klatt is to contact Christina Mulcahey, Secretary of the Committee, to organize a meeting.

7.3 Health Services Village
No update.

7.4 Chamber of Commerce
No update

7.5 County Council
Mayor Kingsbury stated all information has been put in Council's mailboxes.

Moved by Councillor Campbell

Resolution No. 2017-350

Seconded by Deputy Mayor Johnston

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

Carried

8. CONFERENCE REPORTS

Treasurer – Municipal Finance Officer's Association of Ontario Annual Conference

The conference report was reviewed.

9. AD-HOC COMMITTEE REPORTS/MINUTES/BUSINESS

9.1 Economic Development Ad-Hoc Committee
No update.

9.2 Recreation Association Ad-Hoc Committee
No update.

9.3 Official Plan Review Ad Hoc Committee
No update

9.4 Ad Hoc Budget Committee

There was consensus to have the meeting on November 3rd, 2017 at 1:00 p.m.

9.5 Transportation and Environmental Services Ad Hoc Committee
No Update

9.6 Ad Hoc Fire Committee
There is a meeting set for October 19th at 7:00 p.m. to review the Tender summaries provided by the Fire Chief.

9.7 Ad Hoc Human Resources Committee
No update

9.8 Recommendations from Ad-Hoc Committees – Mayor Kingsbury
None

10. CORRESPONDENCE SUMMARY

10.1 Information Correspondence Summary

Council reviewed the following Information Correspondence Summary:

10.1.1 CAO/Clerk Information Memo

Council briefly reviewed the information.

Moved by Councillor Larone

Resolution No. 2017-351

Seconded by Councillor Campbell

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for October 12th, 2017.

Carried

10.2 Action Correspondence - None

There was no Supper Break.

11. DELEGATIONS and/or PUBLIC MEETINGS

There were no Delegations and/or Public Meetings.

12. PLANNING & DEVELOPMENT COMMITTEE

Public Advisory Members present were David Brown and John Wilson.

Regrets: Mae Craig and Bob Lockwood

Councillor Campbell, Chair of the Planning Committee presented the following items for consideration and recommendation.

12.1 Staff Reports

12.1.1 Zoning Amendment – Waive Fees RE: Duplex Dwelling

Deputy Clerk Dillabough reviewed her report. She clarified for the committee that Mr. Cobus was interested in a semi-detached dwelling, not a duplex, which has a vertical separation, not a horizontal separation. Councillor Bennett reviewed the background of why the area of Cotieville was zoned Residential-One (R1) with no multi-residential component to it in addition to the lot sizes that are quite small. There was some discussion regarding a Comprehensive Zoning By-law review which will not occur until the Official Plan gets passed. There was council consensus to not waive the fee for the potential Zoning By-Law Amendment application. Ms. Dillabough reminded the Committee that the Applicant still reserves the right to apply for a Zoning Amendment and pay the fee himself, if he decides to move forward.

12.2 New Business - None

12.3 Outstanding Business

12.4 Correspondence - None

12.5 Building Report

The Committee reviewed the Building Permit Report for September 2017.

12.6 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on any of the items.

Moved by Councillor Campbell

Resolution No. 2017-352

Seconded by Councillor Larone

THAT Council accept the September 2017 Building Report.

Carried

13. OUTSTANDING COMMITTEE ISSUES

14. BY-LAWS

15. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING - None

16. COUNCIL MEMBERS CONCERNS

17. MOTION FOR RECONSIDERATION

18. IN CAMERA (CLOSED) SESSION

Moved by Deputy Mayor Johnston

Resolution No. 2017-353

Seconded by Councillor Larone

THAT Council went into a Closed Session Meeting at 5:50 p.m. pursuant to Section 239(2) (b) and (e) of the *Municipal Act*:

- Litigation or potential litigation – Farrell's Landing update;
- Personal Matters about an identifiable individual – Fundraising Proceeds Reporting;
- Personal Matters about an identifiable individual – Performance Evaluations Update.

Carried

Council came out of closed at 6:39 p.m.

19. NEXT MEETING

The Next Council Meeting is Tuesday November 7th, 2017 at 4:00 p.m.

20. CONFIRMING BY-LAW

Moved by Councillor Campbell

Resolution No. 2017-354

Seconded by Councillor Bennett

THAT Council enact By-law 2017-61– Confirming By-law

Carried

21 ADJOURNMENT

Mayor Kingsbury declared the Meeting to be adjourned at 6:40 pm.

MAYOR Robert Kingsbury

CAO/Clerk Suzanne Klatt