

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting
November 7th, 2017

There was a Regular Meeting of Council held in the Horton Community Centre Upstairs Hall on Tuesday November 7th, 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

Councillor Bennett declared Pecuniary Interest on Item # 9 – Delegation – Judy Ewart from Senior's Home Support.

4. MINUTES

4.1 October 3rd, 2017 Regular Council Meeting

Moved by Councillor Campbell

RESOLUTION NO. 2017-355

Seconded by Deputy Mayor Johnston

THAT Council approves the following Council Meeting Minutes:

- October 3rd, 2017 Regular Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES

There was no business arising from the Minutes.

6. TRANSPORTATION / ENVIRONMENTAL SERVICES

Present was Public Advisory Member Rick Lester.

Public Advisory Members John Wilson and Murray Humphries were absent.

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

6.1 Staff Reports

6.1.1 Thompsonhill Roads Assessment

Public Works Manager Charles McDonald reviewed his report and the proposals that were received by McIntosh Perry Consulting Engineers and Jp2g Consultants and provided his recommendation to Council to accept the proposal from McIntosh Perry. Chair Bennett felt that the scope of work provided in the proposals didn't provide enough detail and didn't think it was as thorough as originally intended of Council. Mr. McDonald reviewed that he felt the proposal was sufficient and that it is just the preliminary scope of work and the geotechnical study will detail exactly what will need to be done moving forward. Mayor Kingsbury agreed with the Chair and wanted the proposal to be expanded to ensure all is encompassed, as it currently doesn't involve any underground infrastructure for example. Mr. McDonald understood the initial direction from Council was to assess the roadway, not the infrastructure (sewer lines) as the plan was to do that portion of it themselves with a camera and flush the lines. Chair Bennett and Mayor Kingsbury reiterated that it was Council's intention that the scope of work was to include items such as underground infrastructure and alignment issues, although had not verbalized it in detail. CAO/Clerk Suzanne Klatt offered that if there was a change in the scope of work, there would have to be revisions and a new Request for Proposal be sent out. She

added that the initial Council request did not state underground detail as part of the scope but Council had agreed to the need and that the Public Works Manager should camera the line. Mayor Kingsbury felt Mr. McDonald now understands Council's intention and he can move forward.

6.1.2 "Free" Bag Tags

Mr. McDonald reviewed his report. Councillor Larone felt there hasn't been a lot of background work done by the Committee such as data collection to justify the change in the amount of bag tags; therefore he would like to remain as status quo. Mayor Kingsbury also wanted to see more data and the effect it would have on property owners if they were to remove the 'free' bag tags. There was Council consensus to leave it as is for 2018.

6.1.3 Johnston Road Rehabilitation

Mr. McDonald reviewed his report and reviewed Greenview Environmental's recommendations. Mayor Kingsbury felt that the Township is not ready to proceed at this time and the scope of work needs to be reviewed therefore the Tender should not be awarded. Chair Bennett spoke of a contact from the Ministry of Transportation(MTO) he conversed with regarding the specifications implemented in the scope of work, provided by the TAC health and safety guidelines, pertaining to the requirement of a road widening because of the licenced 'A' Pit located on Johnston Road. He felt the Township should be exempt from this and should seek support from the Ministry of Transportation. There was some discussion regarding making contact with the Minister of Transportation and request a meeting. Treasurer Jennifer Barr suggested we vet it through the Township's Municipal Advisor through the Ministry of Municipal Affairs and Housing first. CAO/Clerk Suzanne Klatt agreed to contact the Ministry but requested clarification on the intent of the meeting. It was to ask that MTO confirm that none of our municipal roads nor most county roads are built to the requested standard for this project and the TAC requirement being applied to this project due to the pits on Johnston Road(and most are unopened pits) is prohibitive to the municipality. Mr. McDonald suggested holding a meeting with Greenview Environmental to discuss the possibility of relaxing the TAC guidelines and revisit the geotechnical study that was performed. Mayor Kingsbury agreed and also suggested Mr. McDonald speak with the owners of the pit to determine its life span. Mr. McDonald is to contact Greenview Environmental to schedule a TES Committee meeting.

6.2 NEW BUSINESS - None

6.3 OUTSTANDING BUSINESS - None

6.4 CORRESPONDENCE

6.4.1 Correspondence re: Blue Box Transition – Joe Hall

The correspondence was reviewed.

6.5 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports

Moved by Councillor Bennett

RESOLUTION NO. 2017-356

Seconded by Deputy Mayor Johnston

THAT Council will not award RFT PW#2017-15 Rehabilitation/Reconstruction of Johnston Road due to the fact that all tenders received exceeds the budgeting and funding allocations for Johnston Road.

AND THAT a change of scope be brought forward for Council consideration to approve a new tender for 2018.

Carried

7. PROTECTIVE SERVICES

Fire Chief Randy Corbin and Deputy Fire Chief Allan Cole were 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 October: False alarm x 2, House filled with smoke (chimney plugged) and four callouts for wind, downed trees and sparking hydro wires. He also stated they have received 18 requests for Fire Permits so far. Mayor Kingsbury stated to the Committee that they will be proceeding with a review of the Open Air Burning By-law for 2018 and should pick a date.

Chief Corbin stated there were over 225 kids who came to the Halloween Fire Party at the Fire Hall. Mayor Kingsbury thanked the Fire Department for holding the Halloween evening for the kids and said they did a great job. Deputy Mayor Johnston thought it was such a great opportunity for the kids. Chief Corbin said it's a great and safe place for kids to be on Halloween and they get to learn a little about fire prevention also.

7.2 New Business - None

7.3 Outstanding Business - None

7.4 Correspondence

7.4.1 Eastway Fire & Rescue Vehicles – Correspondence

Deputy Fire Chief Cole quickly reviewed the correspondence and asked for guidance. CAO/Clerk Klatt indicated that due to two companies not meeting the specifications and the other company has withdrawn their proposal, the Fire Department can re-Tender the existing Tender without issue. There were suggestions of posting it through the Ontario Fire Marshal's website as well as the Ontario Fire Chief's forum.

7.5 Questions on Report and Recommendations – Mayor Kingsbury

There were no additional questions on the reports.

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-357

Seconded by Councillor Bennett

THAT Council accept the Fire Chief's Report as presented for November 7th, 2017.

Carried

Moved by Councillor Campbell

RESOLUTION NO. 2017-358

Seconded by Councillor Larone

THAT Council approve to not award RFQ Fire 2017-01 based on the basis that required specifications as requested within the Tender were not met;

AND THAT Council approve the Fire Chief to resubmit a Tender and accept only submissions that reflect technical requirements.

Carried

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

9. DELEGATIONS AND OR PUBLIC MEETINGS

Judy Ewart, Executive Director from Renfrew and Area Seniors' Home Support made a presentation to Council to discuss what the service entails and what communities they support. Since 1987, Renfrew and Area Seniors' Home Support has been providing a variety of services to assist seniors and adults with disabilities

to age well at home. Some of the services provided are: Friendly visiting, telephone security checks, grocery delivery, intervention and assistance, frozen meals, transportation as well as home maintenance. She stated throughout the five municipalities they service, they have 36 clients from Horton Township.

Mayor Kingsbury thanked Ms. Ewart for her presentation.

10. RECREATION

Barb Dickson, Public Advisory Member was present. Kathleen Rogers, Recreation Program Manager, was present.

Public Advisory Members absent were Tina Hunt, Sharon Bennett and Ralph Miller.

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

10.1 Staff Reports - None

10.2 New Business

Kathleen Rogers, Recreation Program Manager, reviewed she has provided the CAO/Clerk with a template of a concussion policy that needs to be adopted into our policy framework which is required for future funding opportunities for sports and recreation.

CAO/Clerk Klatt also mentioned that Ms. Rogers did provide a report regarding the upcoming craft fair and the Canada 150 book, of which both will be coming forward to the next Recreation Committee Meeting.

10.3 Outstanding Business

10.4 Correspondence

10.4.1 RPT – Sale of Beach Property Gentry Real Estate Services Limited

CAO/Clerk Klatt reviewed the letter from Fred Crouch of Gentry Real Estate Services Limited. It had been Council's original plan to have someone outside of the Horton/Renfrew area to sell this lot and Ms. Klatt is looking for direction. There was consensus to allow Ms. Klatt to engage a few realtors from outside of the area and have them come to a meeting to discuss with council how they feel they can sell the property.

10.5 Questions on Reports and Recommendations – Mayor Kingsbury

There were no additional questions on the reports

Moved by Deputy Mayor Johnston

RESOLUTION NO. 2017-359

Seconded by Councillor Bennett

THAT Council, upon recommendation of the Recreation Committee, receive the report regarding the expiration of the sale agreement pertaining to the Beach property and provide staff with further direction how to proceed with the sale.

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 Bennett

RESOLUTION NO. 2017-360

Seconded by Councillor Campbell

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for November 7th, 2017.

Carried

11.2 Action Correspondence

11.2.1 Town of Lakeshore – Provincial Flood Insurance Program

CAO/Clerk reviewed this Resolution sent from the Town of Lakeshore to all municipalities in Ontario.

Moved by Councillor Larone

RESOLUTION NO. 2017-361

Seconded by Councillor Campbell

THAT Council of the Township of Horton support the Town of Lakeshore's resolution passed on October 10th, 2017 pertaining to urging the Government of Ontario to create a Provincial Flood Insurance Program, to cover those individuals, families and businesses who are unable to secure flood insurance for their properties.

AND THAT a copy of this resolution be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Patrick Brown, Leader of the Progressive Conservative Party, and the Honourable Andrea Horwath, Leader of the New Democratic Party.

Carried on Division

Opposed by Councillor Bennett and Deputy Mayor Johnston

12. OUTSTANDING COMMITTEE ISSUES - None

13. BYLAWS

13.1 2017-62 Authorize Contract with Brian Dedo

Moved by Councillor Bennett

RESOLUTION NO. 2017-362

Seconded by Councillor Larone

THAT Council enact By-Laws:

- 2017-62 – By-law to Authorize a Contract with Brian Dedo with respect to the covering, levelling, and compaction of refuse at the Horton Landfill Site.

Carried

14. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

15. COUNCIL MEMBERS CONCERNS

Mayor Kingsbury mentioned that there will be a Grand Opening at Ron and Ray Cobus' new Shop on Garden of Eden Road, Thursday November 9th, 2017 at 4:00 p.m. and all of Council is invited.

Councillor Larone asked Ms. Klatt for an update regarding the irate property owner discussed at the previous Council Meeting. Ms. Klatt had sent a registered letter to the property owner and subsequently that property owner came into the office claiming he had not received anything. Ms. Klatt brought him to her office and explained the letter and situation in detail indicating he was not allowed on municipal property as the township has zero tolerance for harassment and threats made to staff. He was given a complaint form, as per the Township's Complaint Policy, that he could formalize his complaint in writing and submit it via email, fax or mail. Deputy Mayor Johnston and Councillor Bennett both visited the property owner and explained they understand his frustration however his behaviour was unacceptable regardless of the situation. Councillor Bennett asked about the "timeline" for being banned from the municipal office. The CAO/Clerk Suzanne Klatt based her letter with no timeline due to past practice at Horton and precedents that had been established. She suggested it would be prudent for Council to take this opportunity to review the harassment policy. She will bring forward suggestions for policy revisions including recommendations on timelines. She will research if based on severity what other municipalities have in place. She mentioned 1 year or Council

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may want to consider for a length of Council term to not tie the hands of another Council to that decision.

16. MOTION FOR RECONSIDERATION

17. IN CAMERA (CLOSED) SESSION

Moved by Councillor Campbell

RESOLUTION NO. 2017-363

Seconded by Deputy Mayor Johnston

THAT Council went into a Closed Session Meeting at 7:30 p.m. pursuant to Section 239(2) (b) and (c) of the *Municipal Act*;

- Personal Matters about an Identifiable Individual including Municipal Employees – Performance Evaluations Update;
- A Proposed or pending acquisition or disposition of land by the municipality – Tax Sale Property.

Carried

Council came out of Closed Session at 8:48 p.m.

Moved by Councillor Larone

RESOLUTION NO. 2017-364

Seconded by Councillor Bennett

THAT Council accept the CAO/Clerk's report on recreation restructuring as presented and its recommendations as reviewed in closed.

THAT Council direct the CAO/Clerk to implement the strategic realignment as it pertains to the Recreation Department aimed at restructuring its workforce to gain efficiencies, cost savings and realign services to incorporate strategic planning and economic development strategies.

Carried

18. NEXT MEETING

18.1 Council Meeting Date – Tuesday November 21st, 2017 at 4:00 p.m.

19. CONFIRMING BYLAW

Moved by Councillor Campbell

RESOLUTION NO. 2017-365

Seconded by Councillor Bennett

THAT Council enacts By-law 2017-63, a by-law to confirm proceedings of the Council of the Township of Horton at the Regular Council meeting held on November 7th, 2017.

Carried

20. ADJOURNMENT

Mayor Kingsbury declared the meeting adjourned at 8:55 p.m.

MAYOR Robert Kingsbury

CAO/CLERK Suzanne Klatt