

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting

FEBRUARY 21ST, 2017

There was a Regular Meeting of Council held in the Municipal Council Chambers on Tuesday February 21st, 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 Nichole Dubeau, Receptionist/Clerk-Recording Secretary.

1. CALL TO ORDER

Mayor Kingsbury called the Meeting to Order at 4:03 pm.

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

3. DECLARATION OF PECUNIARY INTEREST

4. MINUTES FROM PREVIOUS MEETINGS

Moved by Councillor Bennett

Resolution No. 2017-54

Seconded by Councillor Campbell

THAT Council approves the following Meeting Minutes:

- January 17th, 2017 Regular Council
- February 3rd, 2017 Special Council

Carried

5. BUSINESS ARISING FROM MINUTES

None

6. GENERAL GOVERNMENT COMMITTEE

Susan Humphries, Public Advisory Member was present.

6.1 Business Arising

6.1.1 Dwayne Johnston- Valley Bytes- Presentation

Mr. Johnston reviewed the letter he brought in for the council members. He explained who has switched to the exchange e-mails, he stated mostly all business and government entities are using it, what it does, and the benefits of using it compared to a personal or business e-mail account. CAO/Clerk Ms. Klatt requested clarification about the positions of the people versus their names as an e-mail address, the back-up and archive of e-mails, and the privacy of the e-mails. Mr. Johnston reassured that e-mails were kept private, and the councillors would have names as e-mails instead of "councillor 1 and 2 etc." whereas staff has positions. Mr. Johnston also explained that the e-mails cannot be viewed by staff but will be archived so they can be accessed later on for events or discussions that are ongoing. Mayor Kingsbury stated that he thought it would be a good idea to implement. This is the practice at most offices and throughout the County.

6.2 Finance & Administration

6.2.1 Statement of Revenues and Expenditures as of Feb. 14th, 2017

Treasurer Barr reviewed the reports and pointed out some numbers that were credits because they were recorded in the wrong year

6.2.2 Consolidated Statement of Financial Position

Treasurer Barr reviewed the report and took questions from members of Council.

6.2.3 2016 Development Fees Statement

Treasurer Barr reviewed the report and took questions from members of Council.

6.2.4 2016 Building Fee Report

Treasurer Barr reviewed the report and took questions from members of Council.

6.2.5 2016 Council Remuneration and Expenses

Treasurer Barr reviewed the report and took questions from committee members and Council.

6.2.6 Tele-Communication System

CAO/Clerk Klatt reviewed the report and recommended the purchase of a new tele communications system which includes new telephones and a backup for the telephone system. She briefed Council on the recommendations received to stay with the same provider.

6.2.7 2017 OCIF Project Report

Treasurer Barr reviewed the report. She stated that they were waiting for the roads study to be completed in order to decide which road to utilize it on, but also mentioned that Council could decide to save it for a couple of years.

6.2.8 Cost of Living Adjustment/Employment By-Law

Treasurer Barr and CAO/Clerk Klatt reviewed the report together. Mayor Kingsbury mentioned that The County of Renfrew is increasing their boot allowance to \$275 for their employees. Councillor Larone stated that the boot allowance should be looked at every two years for our employees, they spend at least 10 hours a day in their boots and they should be a good and comfortable pair which can cost an upwards of \$200. Councillor Bennett added that our allowance should be comparable to the County's because we are not close to theirs. He added that the employees most likely need a new pair of boots every year because of the wear and tear and a good pair of boots costs around \$240. Ms. Barr mentioned that the average for municipalities around the area are \$200, Admaston-Bromley, Bonnechere Valley, and Whitewater Region all give a \$200 allowance. Council members proposed to change the boot allowance for full time employees to \$250 and \$140 for part time employees.

The CAO/Clerk asked Council to include under article 4 "the meeting remuneration rate for each Special Council meeting, Committee meeting or Regular Council meetings attended after the normal office working hours 35hr/wk" to ensure the By-Law reflects the existing practice which is found in a resolution. Councillor Bennett questioned the practice and it was answered that staff get paid at time and a half after their regular working hours whereas the CAO/Clerk and the Public Works Manager do not get compensated past 40hr/wk. Councillor Bennet stated this should be reviewed.

6.3 Health and Safety

6.3.1 Inspection Report- Public Works Garage and Municipal Office

The Inspection Reports were reviewed by Council. Mayor Kingsbury directed the CAO/Clerk to look into the Garage report where some of the inspections did not follow what was being asked. Ms. Klatt clarified to council that there has been someone in to look at the front door of the office and a fuse is blown during the last power outage and the fuse has been ordered. It was identified

that there is a wiring problem with the door therefore causing the fuse to blow every time the generator is in use. Mayor Kingsbury mentioned that something should be looked at in the storage room for the heavy lifting of boxes for staff.

6.4 Human Resources - None

6.5 New Business - None

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- 55

Seconded by Councillor Campbell

THAT Council approve staff to have Township assigned emails for each Council member at a cost of \$240 per year

Carried

Moved by Councillor Larone

Resolution No. 2017-56

Seconded by Deputy Mayor Johnston

THAT Council receive the Statement of Revenue and Expenditures dated February 14th, 2017

AND THAT Council receive the Consolidated Financial for period ending February 28th, 2017

Carried

Moved by Councillor Bennett

Resolution No. 2017-57

Seconded by Deputy Mayor Johnston

THAT Council accepts the Statement of Development Charges for the Year ending December 31st, 2016 as presented.

Carried

Moved by Deputy Mayor Johnston

Resolution No. 2017-58

Seconded by Councillor Bennett

THAT Council accepts the Building Fee Report for the year ending December 31st, 2016 as presented.

Carried

Moved by Councillor Campbell

Resolution No. 2017-59

Seconded by Councillor Larone

THAT Council accepts the Treasurer's Statement of Council Remuneration and Expenses for the year ending December 31st, 2016 as presented.

Carried

Moved by Councillor Larone

Resolution No. 2017-60

Seconded by Councillor Campbell

THAT Council accepts the recommendations of the CAO/Clerk to update the telecommunication system at the municipal office/public works garage at a cost of \$3,988.38 plus applicable taxes;

AND THAT Council accepts the recommendations of the Treasurer to finance this purchase and the UPS Battery Back up from the General Government Equipment Reserve;

AND THAT Council approves the purchasing of a UPS Battery Back Up in case of power failure at an additional cost of \$980 plus applicable taxes;

AND FURTHER THAT commencing with the 2018 budget, the Transfer to General Government Equipment Reserve be increased by \$1,500.00.

Carried

Moved by Deputy Mayor Johnston
Seconded by Councillor Larone

Resolution No. 2017-61

THAT Council submits the Ontario Community infrastructure Fund (OCIF) Funding Application, Schedule "B", for the year 2017, to be held in Reserves (50,000)

Carried

Moved by Councillor Bennett
Seconded by Councillor Larone

Resolution No. 2017-62

THAT the draft Employment By-law be forwarded to Council for their consideration and approval

Carried

Moved by Councillor Campbell
Seconded by Councillor Larone

Resolution No. 2017-63

THAT Council receive the Health and Safety Inspection Checklist 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 and mentioned the minutes are more current than they have been. He also stated that they are in need of driver's for the agency to take people back and forth from the hospital and that Golden Age Activity Centre received the grant for the POW-WOW event .

7.2 Community Policing Advisory Committee

No update.

7.3 Health Services Village

No update.

7.4 Chamber of Commerce

Deputy Mayor Johnston briefly reviewed and mentioned some upcoming dates; Breakfast Networking on March 28th, Annual Home Garden and Leisure Show from April 21st -22nd , and Community Awards on June 1st.

7.5 County Council

No update.

Moved by Councillor Bennett
Seconded by Councillor Larone

Resolution No. 2017-64

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

Carried

8. CONFERENCE REPORTS

Council reviewed Public Works Manager's Landfill Operator Training conference report.

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 Developer Upgrade on Municipal Infrastructure Committee
No update.

9.4 Transportation and Environmental Services Ad Hoc Committee
No update.

9.5 Official Plan Review Ad Hoc Committee
No update.

9.6 Budget Committee

9.6.1 Next Meeting: March 31st, 2017 at 1:00 p.m.

9.7 Recommendations from Ad-Hoc Committees – Mayor Kingsbury

Moved by Councillor Campbell

Resolution No. 2017-65

Seconded by Councillor Bennett

THAT Council receive the Conference Report submitted by the Public Works Manager Janet Collins.

Carried

10. CORRESPONDENCE SUMMARY

10.1 Information Correspondence Summary

Council reviewed the following Information Correspondence Summary:

10.1.1 CAO/Clerk Information Memo

Mayor Kingsbury went around the table asking for Council members for comments. Members briefly reviewed the information. CAO/Clerk Klatt mentioned that the township received the grant for the rehabilitation of Johnston Road and the Community Futures grant for Strategic Planning Development. Councillor Campbell and Mayor Kingsbury made a special thanks to staff for the work and time they put into applying for grants for the township. Every Council member concurred and individually stated their gratitude to staff contribution and efforts towards the grant applications.

Moved by Councillor Campbell

Resolution No. 2017-66

Seconded by Councillor Bennett

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for February 21st, 2017

Carried

10.2 Action Correspondence
None

SUPPER BREAK – 5:20 P.M.
RECONVENED AT 6:05 P.M.

11. DELEGATIONS and/or PUBLIC MEETINGS
None

12. PLANNING & DEVELOPMENT COMMITTEE
Present were Public Members David Brown, Mae Craig, Bob Lockwood and John Wilson.

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

12.1 Staff Reports - None

12.2 New Business

12.2.1 Consent Application B83/16 – Arthur and Christine Vander Ploeg

Chair Campbell reviewed the Consent Application for a lot severance. Deputy Mayor Johnston questioned where the property to be severed was located and mentioned if it was on an open or closed municipal road way. Chair Campbell said that according to the map it looked like it was on municipal open road ways, but to add it as a condition to the severance for clarification.

12.3 Outstanding Business - None

12.4 Correspondence - None

12.5 Building Report

There were no Building Permits for January 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. 2017-67

Seconded by Councillor Larone

THAT Planning Committee and Council approve Consent Application B83/16 upon the following conditions being met:

- A Registered Plan of Survey;
- Abandon previous File No.: B53/2007
- A Consent Agreement to be entered into with the Township;
- The severed lot meet the minimum lot area requirement of 4050 metres
- Frontage is on developed municipal road, not unopened road allowance

Carried

Mayor Kingsbury asked the Planning Committee members to stay for one more topic that pertains to planning. He requested and Council agreed to move from Closed Session to Open Session the following item on the Closed Agenda

Update regarding the Ontario Municipal Board re: appeal from Walker and Cathy Eady (OMB Hearing: February 22nd, 2017) Pursuant to Section 239(2)(e) of the *Municipal Act*, Litigation or potential litigation – Ontario Municipal Board
–moved to open session

Mayor Kingsbury addressed Council and the public members regarding the status of the aforementioned severances, and elaborated on his position and prepared the following resolution.

Moved by Councillor Campbell

Resolution No. 2017-68

Seconded by Councillor Larone

WHEREAS Council has met to discuss and review case #PL160789 before the Ontario Municipal Board

AND WHEREAS Council withheld comments to the County of Renfrew deeming the severances on hold due to concerns of the road infrastructure not being able to sustain the proposed development on Humphries road;

AND WHEREAS Council has attempted but has not been successful in drafting a policy addressing infrastructure deficits due to increased development

BE IT RESOLVED THAT Council for the Township of Horton agrees to provide the attached favorable comments to the County of Renfrew as it pertains to files B20/16(1) B21/16(2) B22/16(3).

Carried

13. OUTSTANDING COMMITTEE ISSUES - None

14. BY-LAWS

14.1 2017-13 – Employment By-law for Township Officers and Staff

Moved by Councillor Campbell
Seconded by Councillor Larone

Resolution No. 2017-69

THAT Council enact By-law 2017-13 – Employment By-law.

Carried

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

16. COUNCIL MEMBERS CONCERNS

17. MOTION FOR RECONSIDERATION

Moved by Councillor Larone
Seconded by Councillor Campbell

Resolution No. 2017-70

THAT Council rescind Resolution No. 2017-23

AND FURTHER THAT Council agrees to purchase the revised Municipal Promotional Package received from Valley Heritage Radio which consists of 70 second ads priced at \$500 plus applicable taxes and funds will be taken from the department which generates the advertisement.

Opposed by Deputy Mayor Johnston and Councillor Bennett
Carried on Division

18. IN CAMERA (CLOSED) SESSION

Moved by Councilor Campbell
Seconded by Councilor Bennett

Resolution No. 2017-

THAT Council went into a Closed Session Meeting at 6:47 p.m. pursuant to Section 239(2) (c) of the *Municipal Act*; Pursuant to Section 239(2)(c) of the *Municipal Act*; Proposed or pending acquisition or disposition of land by the municipality – Tax Sale Property

Carried

Council came out of closed at 7:10 p.m.

There was consensus to direct Staff to re-advertise the Tax Sale Property (47-46-000-010-24200-0000), as is, within the two (2) year limitation.

19. NEXT MEETING

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

20. CONFIRMING BY-LAW

Moved by Councillor Campbell
Seconded by Deputy Mayor Johnston

Resolution No. 2017-72

THAT Council enact By-law 2017-14– Confirming By-law

Carried

21 ADJOURNMENT

Mayor Kingsbury declared the Meeting to be adjourned at 7:15 pm.

MAYOR

CAO/Clerk