

THE CORPORATION OF THE TOWNSHIP OF HORTON

**REGULAR COUNCIL MEETING**

FEBRUARY 1, 2011

There was a Meeting of the Council of the Township of Horton held in the Municipal Council Chambers on Tuesday February 1, 2011. Present were Mayor Don Eady, Councillor Robert Kingsbury, Councillor Jamey Larone, Councillor Margaret Whyte and Councillor Glen Campbell. Staff present was Municipal Infrastructure Manager Jeff Schruder, Mackie McLaren CAO/Clerk, and Kathleen Rogers Clerk/Receptionist.

1. CALL TO ORDER

Mayor Don Eady called the meeting to order at 4:00 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by the council members.

3. MINUTES OF:

REGULAR COUNCIL MEETING – JANUARY 11, 2011

PUBLIC MEETING – MCGONIGAL ZONING AMENDEMENT – JANUARY 11, 2011

Moved By Councillor Margaret Whyte

**Resolution No. 11- 028**

Seconded By Councillor Robert Kingsbury

That Council approves the following Council Meeting Minutes:

- Regular Council Meeting – January 11, 2011
- Public Meeting – January 11, 2011

**Carried**

4. BUSINESS ARISING FROM MINUTES

There was no new business arising from the minutes.

5. ITEMS TO BE ADDED TO THE AGENDA AND APPROVE AGENDA

Moved by Councillor Jamey Larone

**Resolution No. 11-029**

Seconded by Councillor Margaret Whyte

That Council add the following items to the Agenda and approves the February 1, 2011 Council Meeting Agenda.

- Change to Committee Meeting Format
- Discussion on Procedural By-law

**Carried.**

6. COMMITTEE REPORTS:

4:20 PUBLIC WORKS COMMITTEE

- MINUTES OF: - PUBLIC WORKS COMMITTEE MEETINGS:
- JANUARY 10, 2011

Chair Glen Campbell reviewed the Public Works Meeting Minutes.

Chair Campbell reviewed and clarified that we are putting in the application for the Build Canada Grant in regards to the Pinnacle Road Repair and the unspent funds with the Government for \$400,000.00 and then if we receive approval we will review the plans. Councillor Larone supports that Public Works should review severances before they come to the Planning Committee.

Councillor Larone supports money allocated for the Build Canada Grant with recommendations.

It was asked if a letter had been sent to Bob Johnston yet regarding Humphries Road. CAO/Clerk said yes.

Mayor Eady asked if Municipal Infrastructure Manager Jeff Schruder had any thoughts on preparing an asset binder. Yes he replied that he will be updating the 2010 data.

Councillor Whyte asked if we should table the expenditure of the extra \$137,000.00 to complete the proposed Build Canada Grant, Pinnacle Road project. Mayor Eady said the budget process will discuss options on how to cover this amount.

- JANUARY 24, 2011 MINUTES OF: - PUBLIC WORKS COMMITTEE MEETINGS

Chair Glen Campbell inquired about the status of snow plow truck # 3. Jeff Schruder reported that 2 mechanics had looked at the transmission, it has been taken to Ottawa. \$350.00 part for transmission is needed. The cost of the clutch and pressure plate is \$ 600.00. Councillor Kingsbury asked if there was a recommendation concerning this truck. If it is going to be used as a third truck and not just as a spare, there should be a recommendation to consider. He said he voted to keep the old tuck as a backup vehicle not as a 3<sup>rd</sup> regular truck on the road when we purchased our new tandem truck last year.

Chair Campbell's concerns with use of the third vehicle were with the safety on the roads and repair and maintenance of the trucks.

Mayor Eady has asked for an inventory of all of our vehicles and the uses of all vehicles.

Moved by Councillor Glen Campbell  
Seconded by Councillor Jamey Larone

**Resolution No. 11-030**

That Council approves the minutes of Public Works Committee meetings of January 10 and January 24, 2011.

**Carried**

Moved by Councillor Glen Campbell  
Seconded by Councillor Jamey Larone

**Resolution No. 11-031**

That the Council of the Township of Horton, on recommendation of the Public Works Committee authorizes staff to arrange a meeting with the Council and staff of the Township of McNab-Braeside to discuss a traffic control problem at the intersection of Lochwinnoch and Early Roads at the McNab-Braeside and Horton Town line.

- MUNICIPAL MANAGER REPORTS – January 2011  
Municipal Infrastructure Manager Jeff Schruder presented his reports.

- RECOMMENDATIONS

Moved by Councillor Jamey Larone  
Seconded by Councillor Margaret Whyte

**Resolution No. 11-032**

That Council receives the Infrastructure Manager and Public Works Superintendent reports for January 2011.

**Carried**

4:35 WASTE MANAGEMENT COMMITTEE

- MINUTES OF: JANUARY 20, 2011 WMC MEETING

Chair Jamey Larone reviewed the Minutes of the January 20, 2011 Waste Management Meeting. There was concern over the disposal and collection of fluorescent tubes. These bulbs cannot be dropped off at the Township Landfill site but can be taken to the local Canadian Tire store. Mayor Don Eady said there is a store in Pembroke that will reclaim them for a fee of .97 cents per bulb and it is suggested that Glen Arthur, in Arnprior had a better contact

which took them for .72 cents per bulb. Councillor Campbell contacted Westburne Ruddy for disposal contacts.

Mayor Eady said we should write to Stewardship Ontario to see if they would consider subsidizing this product.

CAO/Clerk Mackie McLaren questioned whether we should refuse disposal at our landfill and request that people take the bulbs to Canadian Tire for disposal. Councillor Larone asked the CAO/Clerk if any other Municipalities were addressing this issue. Mr. McLaren said that several municipalities have a program set up.

#### RECOMMENDATIONS

Moved by: Councillor Jamey Larone

**Resolution No. 11-033**

Seconded by: Councillor Glen Campbell

That Council approves the minutes of January 20, 2011 Waste Management Committee Meeting.  
**Carried**

#### 4:45 FIRE COMMITTEE – MINUTES OF JANUARY 19, 2011

Chair Margaret Whyte reviewed the Fire Meeting Minutes  
Councillor Campbell asked if we had new quotes on a Thermal Imaging Camera as previous quotes were between \$8700.00 and \$13,000. He feels that prices have dropped. He will research again. It is standard practice for Fire Departments to have Thermal Imaging Cameras now.

Moved by: Councillor Margaret Whyte

**Resolution No. 11 –034**

Seconded by: Councillor Glen Campbell

That Council approves the minutes of January 19, 2010 Fire Committee Meeting

**Carried**

#### 4:50 FINANCE COMMITTEE

- FINANCE REPORT – JANUARY 2011 – (PLEASE NOTE THAT NOT ALL JANUARY INVOICES AND REVENUE WILL BE REFLECTED IN THIS REPORT)

Acting Treasurer Jennifer Barr reported that she is reconciling 2010 expenses and should be finished by the end of next week. She is also working on 2011.  
Mayor Don Eady requested a Budget Meeting with Jennifer Barr, Councillor Jamey Larone, CAO/Clerk Mackie McLaren and himself to be held on Feb 10, 2011.

- TAX ARREARS REPORT – JANUARY 2011

CAO/Clerk Mackie McLaren reported that one property is up for tax sale this April.

Jennifer Barr reported that she has seen a trend in more outstanding taxes.

Councillor Larone asked what payment options the Township offers.  
CAO/Clerk reported that you may pay by Cash, Cheque, Pre-Authorized Payments and online Banking or through their Banking Institution.  
It was asked if there was anything new that could be done to help ratepayers. Mrs. Barr said that the tax letter could be reviewed as it is ten years old.

Moved by Councillor Robert Kingsbury

**Resolution No. 11-035**

Seconded by Councillor Glen Campbell

That Council receive the January 2011 Tax Arrears Report and the January 2011 Financial Reports.

**Carried**

**-PURCHASE REFRIGERATOR FOR STAFF/ COUNCIL KITCHEN**

Mayor Don Eady requested that we purchase a standard Fridge for the staff room in the Municipal Office Building as the present fridge is too small and has barely enough room for water and is not big enough if the staff wishes to bring lunches to work. Council agreed that this was a necessity. Councillor Margaret Whyte said that we should go ahead and purchase a fridge under \$1000.00.

Moved by Councillor Margaret Whyte  
Seconded by Councillor Jamey Larone

**Resolution No. 11-036**

That Council authorize quotes be received for an “apartment” size refrigerator for the staff lunch room in the Municipal Office.

**Carried**

**- REMUNERATION SCHEDULE – COUNCIL**

Councillor Kingsbury wishes to be paid two times per calendar year. Councillors Larone, Campbell, Whyte and Mayor Eady would like to receive monthly payments with quarterly expenses. Councillor Margaret Whyte asked Jennifer Barr if it was easier to have a monthly pay system set up for them. Jennifer said that it could be easily set up and that they would get paid at the end of each month. CAO/Clerk Mackie McLaren asked if this was the only option available. Mrs. Barr noted that when you look at the financials you will have to remember that Councillor Kingsbury is only getting paid twice a year while the others are being paid monthly.

Moved by: Councillor Margaret Whyte  
Seconded by: Councillor Glen Campbell

**Resolution No. 11 –037**

That Council authorize that a monthly payment option (based on 1/12<sup>th</sup> of the annual remuneration) be available to Council Members for their remuneration

**Carried**

**JANUARY 25, 2011 LETTER FROM RAY & REGINA PUHALSKI RE:  
BUILD CANADA GRANT TO IMPROVE PINNACLE ROAD.**

Mayor Don Eady commented on a letter received from Ray & Regina Puhalski concerning the borrowing of funds to secure a grant. They expressed concern that there is already a debt to pay off. Mayor Eady said there is going to be a Provincial election this year. We don't have to use the Grant until 2016. It is a big advantage to use it if we have the opportunity. All of Council is very seriously committed to paying down the debt.

Councillor Kingsbury noted that seeing as the letter named him personally, he would like to respond. He noted that he was very disappointed at not being consulted by the Puhalski's following the meeting about any statement that he made so he could clarify it before a formal letter needed to be sent. He hopes that common sense will prevail.

Mayor Eady noted that Mr. Pinet will be available after February 14 to assist us with drafting the request to use the unspent Build Canada Grant.

- 5:20 RECREATION COMMITTEE  
- MINUTES OF: JANUARY 20, 2011 RECREATION COMMITTEE  
MEETING  
- EAVESTROUGH AT COMMUNITY CENTRE

Chair Margaret Whyte reviewed the minutes of the January 20, 2011 Recreation Committee Meeting.

Mayor Don Eady commented on the cement pad for the Rink, he would like to see some in-kind donations as it is very important for us to get the cement pad so that the structure can then be used 52 weeks of the year. We have \$600,000.00 invested presently. He noted that we have a wonderful group of volunteers in Horton that have worked and are presently working to raise enough money to pay for the Rink Cover.

Chair Margaret noted that our Winter Carnival is Feb 26, 2011 she would like to see all of Council present to serve breakfast. She invited them to make themselves available.

- RECOMMENDATIONS

Moved by: Councillor Margaret Whyte  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –038**

That Council approves the January 27, 2011 Recreation Committee Meeting Minutes.

**Carried**

Moved by: Councillor Margaret Whyte  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –039**

That Council, on the recommendation of the Recreation Committee approves the recommendations of the Infrastructure Committee concerning the Community Centre property and buildings.

**Carried**

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –040**

That Council, on the recommendation of the Recreation Committee agrees not to renew the Community Centre advertising the “Big Print” telephone books.

**Carried**

5:20 PLANNING COMMITTEE  
MINUTES OF:

- REGULAR PLANNING COMMITTEE MEETING- JANUARY 21, 2011

Chair Robert Kingsbury reviewed the Planning Committee meeting Minutes. Councillor Kingsbury asked the CAO/Clerk if Mr. Barry Johnston had gotten back to him. CAO/Clerk Mackie McLaren said yes he did and we identified the licenced area of the gravel pit and the zone line. He will need a zoning amendment. His number one choice is to put the garage near the weight scales.

-RECOMMENDATIONS

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Glen Campbell

**Resolution No. 11 –041**

That Council approves the following Planning Committee minutes:

- Regular Planning Committee Meeting- January 18, 2011

**Carried**

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Margaret Whyte

**Resolution No. 11 –042**

That Council on recommendation of the Planning Committee recommends approval of Consent Applications B11/10 and B12/10 for Richard and Becky Hollingsworth subject to the following conditions:

- consent agreement
- development charges for both lots
- joint driveway between the two lots
- planning justification report recommendations 4 a, b and c be included in the consent agreement

- The applicant cleans out the ditch on Humphries Road adjacent to the two severances and to install the ditch at the property line.

**Carried**

5:35 HUMAN RESOURCES COMMITTEE  
MINUTES OF: HR COMMITTEE MEETING – JANUARY 13, 14 AND 16, 2011

Chair Robert Kingsbury reviewed the Human Resources Meeting Minutes. Councillor Margaret Whyte asked if there is a payroll package available to track the leave. Councillor Jamey Larone wanted to know if holidays are based on seniority. CAO/Clerk said yes they are.

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Margaret Whyte

**Resolution No. 11 –043**

That Council accepts the minutes of the January 24, 2011, Human Resources Committee meetings.

**Carried**

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –044**

That Council on recommendation of the Human Resources Committee agrees to continue the \$5/hour increase in pay for Rose Curley, Administrative until January 31, 2011 for her assistance to the Acting Treasurer with training of our Municipal Software Program. Further Bill Yantha is to receive overtime over 40 hours per week.

**Carried**

5:40 HOME SUPPORT- JANUARY 2011 REPORT  
Chair Robert Kingsbury reviewed the minutes.

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Glen Campbell

**Resolution No. 11 –045**

That Council receive the January, 2011 Renfrew Seniors Home Support Report.

**Carried**

5:45 CPAC – JANUARY 2011 REPORT

There was no report as the first meeting for 2011 will be held Feb 7<sup>th</sup> at 10:00A.M. Councillor Glen Campbell will attend.

5:50 BUILDING REPORT

- JANUARY 2011 CBO REPORTS  
No permits were issued in January 2011.

5:55 LIME STABILIZATION COMMITTEE  
MINUTES OF JANUARY 25, 2011 LIME STABILIZATION MEETING

Chair Robert Kingsbury reported on the January 25, 2011 Lime Stabilization Meeting Minutes. Councillor Kingsbury reported that we needed to have a third spread of septage and Mayor Don Eady suggested we did not need a third spread as it wasn't called for in the Fall. Councillor Kingsbury said that The Ministry has suggested that if we have a third spreading of septage in the spring and one in the fall we will have a more complete report.

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –046**

That Council approves the minutes of the January 25, 2011 Lime Stabilization Committee meeting.

**Carried**

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Margaret Whyte

**Resolution No. 11 –047**

That Council accept the recommendation of the Lime Stabilization Committee to carry out a third spread of treated septage in the fall of 2011 prior to the drafting of the final report.

**Carried**

6:00 EMERGENCY PLAN PREPAREDNESS COMMITTEE  
VERBAL REPORT FROM JANUARY 13, 2011 TRAINING SEMINAR  
Councillor Jamey Larone reported on the recent training seminar in Eganville. All members of Council attended. He stated that they learned a lot on emergency preparedness. There are things that we can use in the home and within the Township. Councillor Kingsbury noted he has been to a few seminars in the past and there are several changes required for the future like the need for identifying an Information Officer. The Main Command Post will be at the Fire Hall. Information will be relayed to the Council & Press in the Council Chambers. Mayor Don Eady reported that things are in good order and that a meeting needs to be planned. He now feels a lot more comfortable in his duties as the head of Council.

Council recessed for Supper Break at 6:10 P.M. and Resumed at 6:40 P.M. with all Members present.

7. CORRESPONDENCE SUMMARY

**INFORMATION CORRESPONDENCE**  
SUMMARY SHEET – JANUARY 11, 2011

A. CANADIAN FORCES BASE PETAWAWA – INVITATION TO MAYOR EADY TO ATTEND HOMECOMING CEREMONY 2011 ON FEBRUARY 18, 2011

Mayor Don Eady asked for Council's approval to attend the CFB Petawawa Homecoming. Councillor Campbell declined the Mayors request to attend. He noted that he would attend if the Mayor himself was not available. All of Council was in favour of this. Mayor Eady did not vote.

Moved by: Councillor Margaret Whyte  
Seconded by: Councillor Jamey Larone

**Resolution No. 11 –048**

That Council Authorize Mayor Eady to attend Camp Petawawa Homecoming.

**Carried**

B. RENFREW COUNTY VETERINARY SERVICES COMMITTEE- 2011 FEE SCHEDULE

CAO/Clerk reported that we have sent one member each year. The Township contributes \$250.00 support on behalf of the Agriculture Community.

Moved by: Councillor Robert Kingsbury  
Seconded by: Councillor Margaret Whyte

**Resolution No. 11 –049**

That Council authorizes payment of the Renfrew County Veterinary Services Invoice in the amount of \$250.00 as outlined in their 2011 Schedule of Fees.

**Carried**

C. RENFREW COUNTY FUNDERS' FORUM – FEB. 17, 2011

CAO/Clerk noted that he and Rose Curley and Margaret Whyte would be attending.

D. CHAMBER OF COMMERCE – JANUARY 2011 NEWSLETTER- ANNUAL MEETING PREREGISTRATION IS REQUESTED

Mayor Don Eady and Councillor Jamey Larone will attend.

E. OTTAWA VALLEY BUSINESS – NEWSLETTERS - JANUARY 2011

CAO/Clerk wanted to know if council still wanted this information put into the package. Councillor Larone said that yes he would like it to remain in the package.

F. RAY & REGINA PUHALSKI – LETTER – JANUARY 25, 2011

This was discussed earlier in the meeting.

Moved by: Councillor Glen Campbell

**Resolution No. 11 –050**

Seconded by: Councillor Margaret Whyte

That Council receive the February 01, 2011 Information Correspondence Summary.

**Carried**

**ACTION CORRESPONDENCE**

SUMMARY SHEET – JANUARY 11, 2011

There was no Action Correspondence.

8. ACCOUNTS PAYABLE

- ACCOUNTS PAYABLE LISTING – DECEMBER 2010 AND JANUARY 2011 (THERE ARE STILL OUTSTANDING INVOICES FOR THE TIME PERIODS)

Moved by: Councillor Glen Campbell

**Resolution No. 11 –051**

Seconded by: Councillor Robert Kingsbury

That the Council accepts the interim Accounts Payable reports for December 2010 and January 2011.

**Carried**

9. OTHER BUSINESS

There was no other business.

10. DELEGATIONS:

7:00 P.M. - BRUCE MCINTYRE

Mayor Don Eady introduced Mr. Bruce McIntyre to the Council and Staff. Mr. McIntyre is the Media Events / Grants Coordinator for the County of Renfrew. He has done this for the past 7 years. He can assist us with Research and Grants and he will do entire grants if timing allows. He will operate on a first come first serve basis. He submits between 30 to 40 grants per year. Four times per year he will submit Trillium Grant requests. He will submit for the County first, then local governments and then he will assist Volunteers groups if his time permits. He noted that there were not a lot of grants available for 2011. Job Creation Projects; there are none for this year. He noted that there is a Funders Forum, Thurs Feb 17, 2011 and this is a great source of information. Mr. McIntyre also suggested checking various sites of Banks and Insurance Companies and Mountain Equipment co-op for grants and donations.

Councillor Larone asked about an Accessibility Plan. Mr. McIntyre noted that we would have to identify Buildings, Municipal Offices and Community Centre. Identify what you have done and what needs to be done. Identify accessibility of ramps to get people on the ice surface.

Mayor Eady asked Mr. McIntyre if we made a list of 10 Programs that would be of Interest to Horton Township, would he be able to help us. Mr. McIntyre said to make a list and submit them to him via email and he would help us. Councillor



Larone asked if Bruce had any application records that he could share with us. Mr. McIntyre said yes and he will submit a list to Mackie McLaren the CAO/Clerk.

11. RESOLUTIONS: -

Moved by: Councillor Margaret Whyte

**Resolution No. 11 –052**

Seconded by: Councillor Robert Kingsbury

That the Council of the Township of Horton agrees to move the Regular March Council Meeting from March 1<sup>st</sup> to March 3<sup>rd</sup> at 4:00 pm as one Member is vacation and two are at the ROMA/OGRA convention.

**Carried**

12. BY-LAWS:

There were no new By –Laws to consider.

13. REPORT FROM COUNTY  
HEARTWISE PROGRAM

Mayor Don Eady said that the Heart Wise Program is running at St. Josephs High School. People walk through the halls on Tuesdays and Thursdays from 5:30 p.m. to 7:30 p.m. Mayor Eady and Councillor Kingsbury are taking part.

Mayor Eady said that he is getting to know his committees with the County.

14. REPORT ON HEALTH SERVICES VILLAGE

Mayor Eady reported that they are working on fundraising to pay for the Doctor Incentive Program offered over a six year period. They are making sure that all new doctors are a good fit for our community.

15. ADDITIONS TO AGENDA

COMMITTEE MEETING FORMATS

CAO/Clerk Mackie McLaren noted that almost every day of the week there are meetings and he would like council to consider having up to four committee meetings in one day and try to hold all committee meetings over the two days in the month.

PROCEDURAL BY-LAW

Mayor Eady suggested that following the New Councillor Training sessions in late January, there is a need to review our Procedural By-law. This will be reviewed in the near future.

16. COUNCIL MEMBERS CONCERNS

Councillor Glen Campbell concerned that truck #3 expenses are already high for 2011. We don't have a back up truck, should this truck only be used for back up or as a front line plow truck? Councillor Kingsbury suggested that this be taken back to the Public Works Committee for discussion.

17. REQUEST FOR RECONSIDERATION

No requests were made.

18. CLOSED MEETING

There was no closed meeting.

19. CONFIRMING RESOLUTION

Moved by Councillor Robert Kingsbury  
Seconded by Councillor Jamey Larone

**Resolution No. 11-053**

That Council pass this confirming resolution to cover any actions or directions given during the open portion of this Council meeting which are minor in nature and which were not set out in By-law or Resolution.

**Carried**

20. ADJOURNMENT

Moved by Councillor Margaret Whyte  
Seconded by Councillor Glen Campbell

**Resolution No. 11-054**

That Council adjourn this Regular Council Meeting at 7:52 p.m.

**Carried**

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Mayor

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CAO/Clerk