

# THE CORPORATION OF THE TOWNSHIP OF HORTON

## REGULAR COUNCIL MEETING JANUARY 10<sup>TH</sup>, 2023

There was a Regular Meeting of Council held in the Council Chambers on Tuesday January 10<sup>th</sup>, 2023. Present were Mayor David Bennett, Deputy Mayor Tom Webster, Councillor Doug Humphries, and Councillor Daina Proctor. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, Adam Knapp, Public Works Manager, and Nichole Dubeau, Executive Assistant – Recording Secretary.

Councillor Glen Campbell was present at 4:04 p.m.

### 1. **CALL TO ORDER**

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

### 2. **LAND ACKNOWLEDGEMENT**

Mayor Bennett read the Land Acknowledgement in its entirety.

### 3. **DECLARATION OF PECUNIARY INTEREST**

Mayor Bennett declared pecuniary interest on item 8.1.1 – TES Chair's Report – January 4<sup>th</sup>, 2023

### 4. **CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Humphries

**RESOLUTION NO. 2023-01**

Seconded by Deputy Mayor Webster

**THAT** Council adopt the Agenda for the January 10, 2023 Regular Council Meeting.

**Carried**

### 5. **DELEGATIONS &/or PUBLIC MEETINGS**

#### 5.1 Jen Gruntz, Zone 6 Account Manager – MPAC

Jen Gruntz, Zone 6 Account Manager for MPAC was present.

Ms. Gruntz reviewed her presentation for Council. She highlighted on reassessments being postponed due to COVID-19 in order to assist property owners by keeping assessment values at the 2016 rates. The reassessment cycle will resume whenever the Provincial Government decides. She added that assessment increases are phased in equally over 4 years, but decreases are immediate. Treasurer Nathalie Moore stated that MPAC will be coming to the Township for the day on February 2, 2023 for ratepayers to come and ask any questions to MPAC directly. Ms. Moore added that this is something that could happen every quarter.

### 6. **MINUTES**

#### 6.1 December 20<sup>th</sup>, 2022 – Regular Council

Moved by Councillor Campbell

**RESOLUTION NO. 2023-02**

Seconded by Councillor Humphries

**THAT** Council approve the following Minutes:

- December 20<sup>th</sup>, 2022 – Regular Council

**Carried**

### 7. **BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

### 8. **COMMITTEE REPORTS:**

**8.1 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**8.1.1 Chair's Report – January 4<sup>th</sup>, 2023

Mayor Bennett declared pecuniary interest.

Chair Humphries reviewed the report. Public Works Manager Adam Knapp added that he would like to move forward with the HVAC repairs prior to the passing of the 2023 budget. Council members were in agreement to move forward with the repairs. Councillor Proctor requested that Mr. Knapp get a price and supply guarantee for the parts and labour.

8.1.2 Staff Report – GICB Application & Design Stage II

Public Works Manager Adam Knapp reviewed the report.

**8.2 PLANNING COMMITTEE**

Public Advisory Members Lisa Branje and Bob Johnston were present.

Public Advisory Member Murray Gahan sent his regrets.

8.2.1 October – December Building Report

Council reviewed the report.

8.2.2 Planning Files Update

Council reviewed the report. Mayor Bennett stated that the County of Renfrew is looking at implementing their own Lot Development Fees for new lots.

8.2.3 Staff Report – Planning Services Agreement with County of Renfrew

CAO/Clerk Hope Dillabough reviewed the report. Council members agreed to proceed with the agreement.

**8.3 GENERAL GOVERNMENT COMMITTEE**

Public Advisory Member Spencer Hopping was present.

Public Advisory Member Susan Humphries sent her regrets.

8.3.1 Staff Report – Flood Hazard and Identification Mapping

CAO/Clerk Hope Dillabough reviewed the report.

8.3.2 Staff Report – 2022 Election Accessibility Report

Executive Assistant Nichole Dubeau reviewed the report.

8.3.3 5-Year Strategic Plan RFP

CAO/Clerk Hope Dillabough reviewed the report.

8.3.4 2022 Council Remuneration & Expenses

Treasurer Nathalie Moore reviewed the report.

8.3.5 2023 Cost of Living Adjustment

CAO/Clerk Hope Dillabough reviewed the report. Councillor Proctor stated her concerns with residents having a fixed monthly income and should not have a tax levy increase due to Consumer Price Index increases. She added that employees should be getting a raise based on performance and the grid review. She stated she was not in favour for the COLA increase. Mayor Bennett stated that the salaries for the Township were always lower than the surrounding municipalities until the pay equity review done in 2022 and that he was recommending 4% COLA. Public Advisory Member Spencer Hopping stated that finding and retaining municipal staff has become an increased problem in the

County of Renfrew and many employees leave one municipality for another just based on the pay. Councillor Humphries added that the last term of Council was able to maintain the annual budget around 2% and has a small number of staff compared to other municipalities.

#### 8.3.6 2023 Budget Timelines

Treasurer Nathalie Moore reviewed the report.

### **8.4 COMMUNITY COMMITTEES / COUNTY COUNCIL**

#### 8.4.1 Renfrew & Area Seniors Home Support

Councillor Humphries gave a brief update.

#### 8.4.2 Chamber of Commerce

Councillor Humphries gave a brief update.

#### 8.4.3 County Council

Mayor Bennett gave a brief update. CAO/Clerk Hope Dillabough is to forward information to Council received from Bruce Howarth, County of Renfrew Planning Manager, regarding OPA 35.

## **9. CORRESPONDENCE SUMMARY**

### **9.1 INFORMATION CORRESPONDENCE**

#### 9.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed. Councillor Humphries requested that important programs from Ottawa Valley Business be posted on the Township's website and/or Facebook page.

### **9.2 ACTION CORRESPONDENCE – NONE**

## **10. BYLAWS**

- 10.1 2023-01 Borrowing By-law
- 10.2 2023-02 Interim Taxes 2023
- 10.3 2023-03 Appoint Livestock Valuer
- 10.4 2023-04 Appoint Committee of Adjustment

## **11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE**

## **12. COUNCIL/STAFF MEMBERS CONCERNS**

There were no Council or Staff members concerns.

## **13. RESOLUTIONS**

Moved by Councillor Humphries

**RESOLUTION NO. 2023-03**

Seconded by Deputy Mayor Webster

**THAT** Council receive the TES Chair's Report as information.

**Carried**

Moved by Councillor Humphries

**RESOLUTION NO. 2023-04**

Seconded by Councillor Campbell

**THAT** upon recommendation from the TES Committee, Council adopt the T-06 Winter Maintenance and Salt Management policy into the Township's Corporate Policies;

AND THAT this be brought back by by-law for Council enactment.

**Carried**

Moved by Councillor Humphries  
Seconded by Councillor Campbell

**RESOLUTION NO. 2023-05**

**THAT** upon recommendation from the TES Committee, Council agree to extend the landfill material grinding contract with National Grinding Inc. for one (1) year at a total annual cost of \$27,685.00 including HST;

**AND THAT** this be included in the 2023 Operating Budget.

**Carried**

**Mayor Bennett declared pecuniary interest and did not vote.**

Moved by Deputy Mayor Webster  
Seconded by Councillor Proctor

**RESOLUTION NO. 2023-06**

**THAT** Council, upon recommendation from the TES Committee, approve the repair of the Community Centre HVAC system by Valley Ventilation;

**AND THAT** the funding for the repairs estimated at \$7,500 including HST and a \$1,536.60 provisional contingency be funded from the Recreation Reserves;

**AND FURTHER THAT** this be included in the 2023 Budget.

**Carried**

Moved by Deputy Mayor Webster  
Seconded by Councillor Humphries

**RESOLUTION NO. 2023-07**

**THAT** Council agree to proceed with the detailed design and GICB application phases of RFP 2022-01 GICB application and design, totaling \$53,850.15 including HST;

**AND THAT** this be funded from the Working Funds Reserves;

**AND FURTHER THAT** this be included in the 2023 Budget.

**Carried**

Moved by Councillor Proctor  
Seconded by Councillor Humphries

**RESOLUTION NO. 2023-08**

**THAT** Council receive the October – December Building report as information.

**Carried**

Moved by Councillor Campbell  
Seconded by Deputy Mayor Webster

**RESOLUTION NO. 2023-09**

**THAT** Council receive the Planning Files Update report as information.

**Carried**

Moved by Councillor Humphries  
Seconded by Councillor Campbell

**RESOLUTION NO. 2023-10**

**THAT** Council direct staff to proceed with entering into a Planning Services Agreement with the County of Renfrew;

**AND THAT** this be brought back, at a future meeting, to Council by By-Law for formal adoption.

**Carried**

Moved by Deputy Mayor Webster  
Seconded by Councillor Humphries

**RESOLUTION NO. 2023-11**

**THAT** Council of the Township of Horton direct Staff to draft a Letter of Support to the County of Renfrew confirming Horton's participation in the Flood Hazard and Mapping Funding Application.

**Carried**

Moved by Councillor Humphries  
Seconded by Councillor Proctor

**RESOLUTION NO. 2023-12**

**THAT** Council receives the Post-Election Accessibility Report for the 2022 Township of Horton Municipal Election.

**Carried**

Moved by Deputy Mayor Webster **RESOLUTION NO. 2023-13**  
Seconded by Councillor Proctor  
**THAT** Council of the Township of Horton direct Staff to prepare and issue a Request for Proposal (RFP) for the provision of Consulting services for the development of a 5-year Corporate Strategic Plan.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2023-14**  
Seconded by Councillor Campbell  
**THAT** Council accepts the Council Remuneration Report for the year ending December 31, 2022 as presented.

**Carried**

Moved by Councillor Campbell **RESOLUTION NO. 2023-15**  
Seconded by Councillor Humphries  
**THAT** Council approve a 3% Cost of Living Adjustment for Employees in 2023;

**AND THAT** Community Emergency Management Coordinators be included and receive a 3% COLA Adjustment;

**AND FURTHER THAT** the updated Employment By-Law be brought forward for adoption at the next Regular Council Meeting;

**AND FURTHER THAT** this be included in the 2023 Operating Budget.  
**Councillor Proctor requested a recorded vote.**

	Yea	Nay
<b>D. Bennett</b>		<b>X</b>
<b>T. Webster</b>	<b>X</b>	
<b>G. Campbell</b>	<b>X</b>	
<b>D. Humphries</b>	<b>X</b>	
<b>D. Proctor</b>		<b>X</b>

**Carried on Division.**

Moved by Councillor Humphries **RESOLUTION NO. 2023-16**  
Seconded by Deputy Mayor Webster  
**THAT** Council receive the proposed 2023 Budget timelines as information.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2023-17**  
Seconded by Councillor Proctor  
**THAT** Council receive the reports for Community Committees and County Council as information.

**Carried**

Moved by Deputy Mayor Webster **RESOLUTION NO. 2023-18**  
Seconded by Councillor Proctor  
**THAT** Council accept the CAO/Clerk’s Information Memo for the January 10<sup>th</sup>, 2023 meeting.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2023-19**  
Seconded by Councillor Campbell  
**THAT** Council enact the following By-laws:

- 2023-01 Borrowing By-law
- 2023-02 Interim Taxes 2023
- 2023-03 Appoint Livestock Valuer
- 2023-04 Appoint Committee of Adjustment

**Carried**

**14. IN CAMERA (Closed) SESSION – NONE**

**15. CONFIRMING BYLAW**

Moved by Deputy Mayor Webster  
Seconded by Councillor Campbell

**RESOLUTION NO. 2023-20**

**THAT** Council enact By-law 2023-05– Confirming By-Law.

**Carried**

**16. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 6:28 p.m.

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MAYOR David M. Bennett

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ACTING CLERK Nichole Dubeau