

THE CORPORATION OF THE TOWNSHIP OF HORTON

Regular Council Meeting

February 19th, 2019

There was a Regular Meeting of Council held in the Township of Horton Council Chambers on Tuesday February 19th, 2019. Present was Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Tom Webster and Councillor Doug Humphries. Staff present was Hope Dillabough, CAO/Clerk, Jennifer Barr, Treasurer, Nathalie Moore, Deputy Clerk/Treasurer, and Nichole Dubeau, Receptionist/Clerk - Recording Secretary.

Councillor Lane Cleroux sent his regrets.

1. CALL TO ORDER

Mayor Bennett called the Meeting to Order at 4:01 pm.

2. MAYOR BENNETT 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

4.1 January 22nd, 2019 – Regular Council Meeting

Moved by Councillor Webster

RESOLUTION NO. 2019-50

Seconded by Deputy Mayor Campbell

THAT Council approves the following Meeting Minutes:

- January 22nd, 2019 Regular Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES - None

6. GENERAL GOVERNMENT COMMITTEE

Deputy Mayor Campbell, Chair of the General Government Committee presented the following items for consideration and recommendation.

Public Advisory Member Susan Humphries was present.

6.1 Business Arising - None

6.2 Finance & Administration

6.2.1 Statement of Revenues and Expenditures

Deputy Clerk/Treasurer Nathalie Moore reviewed the report for Council and stated that the OMPF money should be received in the middle of March. She noted the recreation events that have passed, and the funds have not been received yet, in the office. Councillor Humphries is to check in with Tina Hunt about bringing in revenues for the events, in a more timely manner.

6.2.2 Consolidated Statement of Financial Position

Deputy Clerk/Treasurer Nathalie Moore reviewed the report for council.

6.2.3 Cost of Living Adjustment/Employment By-Law

CAO/Clerk Hope Dillabough reviewed the report for council.

6.2.4 2019 Corporate Policy Review – Section A – Human Resources

CAO/Clerk Hope Dillabough reviewed the report for council. Public Advisory Member Susan Humphries pointed out that a couple of the policies do not refer to a process if something is not followed, and to add a line to refer to the process in Policy A-15. Ms. Dillabough stated that she would make those changes.

6.2.5 Credit Cards for Council Members

CAO/Clerk Hope Dillabough reviewed the report for council.

6.2.6 Pregnancy and Parental Leave – Council Corporate Policy Council -01

CAO/Clerk Ms. Dillabough reviewed the report for council. Mayor Bennett stated that he would like to see the council leave the same as staff, council members agreed; therefore, the leave would be unpaid.

6.2.7 Proposed Dental Coverage Amendment

Deputy Clerk/Treasurer Nathalie Moore reviewed the report for council. Councillors agreed on the 75% coverage.

6.3 Health and Safety

6.3.1 Inspection Reports – Municipal Office

The Municipal Office Inspection Report was presented by Ms. Moore. She pointed out the flooring in multiple offices is starting lift and are a “slips, trips, and falls” hazard. Public Advisory Member Susan Humphries stated that since it has been on the report for a few months that it should be addressed. Treasurer Barr added that the result was to have all the offices carpeted like the front office. Ms. Humphries stated that quotes should be brought in to look at. Councillor Webster stated that some offices were done at the Town and that he could pass along the information to the CAO/Clerk.

6.3.2 Inspection Reports – Public Works Garage

The Public Works Garage Inspection Report was presented by Ms. Moore.

6.3.3 Inspection Report – Community Centre

The Community Centre Inspection Report was presented by Ms. Moore. There was brief discussion regarding the upgrade of tables and that the budgeted funds were still available.

6.4 Human Resources

6.4.1 Acting Fire Chief Appointment

Deputy Mayor Campbell reviewed the report to council and added that Councillor Cleroux was aware of the report coming forward in his absence.

6.5 New Business – None

6.6 Outstanding Business – None

6.7 Correspondence

6.8 Questions on Reports and Recommendations –Mayor Bennett

There were no additional questions on the reports.

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-51

Seconded by Councillor Webster

THAT THAT Council receive the Statement of Revenue and Expenditures and the Consolidated Financial Statement dated February 15th, 2019.

Carried

Moved by Councillor Webster

RESOLUTION NO. 2019-52

Seconded by Councillor Humphries

THAT Council accept Corporate Policies A-06 through A17 (with the exception of A-10 Staffing reviewed and updated in 2018) as reviewed and updated by Staff;

AND FURTHER THAT once a comprehensive review of Section A of the Corporate Policies is deemed complete, it be brought forward by By-Law to be adopted into the Township of Horton’s Corporate Policies.

Carried

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-53

Seconded by Councillor Webster

THAT Council, upon recommendation of the General Government Committee agree to provide Council Members, of this term of Council, with a Township credit card.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2019-54

Seconded by Councillor Webster

THAT Council amends the current dental coverage to move from Level III (Dentures) to 75% effective March 1st, 2019.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2019-55

Seconded by Councillor Webster

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

Carried

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-56

Seconded by Councillor Humphries

THAT Council, upon the retirement of the Fire Chief effective February 28th, 2019, agree to appoint Deputy Fire Chief Allan Cole as Acting Fire Chief;
AND FURTHER THAT he be paid at the Fire Chief's monthly stipend;
AND FURTHER THAT the Fire Chief position be posted internally as per Human Resource Policy A-10.

Carried

7. REPORTS FROM COMMUNITY COMMITTEES & COUNTY COUNCIL

7.1 Renfrew & Area Seniors Home Support

Councillor Webster stated that he was impressed with the board and the programs that were run.

7.2 Community Policing Advisory Committee

Mayor Campbell contacted Christina Mulcahey from McNab/Braeside to see if they would be interested in a meeting. He also contacted OPP Inspector Colin Slight who said he was open to talk again to everyone. Deputy Mayor Campbell mentioned that he still needed to contact the other three municipalities. CAO/Clerk Hope Dillabough added that she could send an e-mail to everyone involved and see about setting something up.

7.3 Health Services Village

Mayor Bennett stated that there was no new business.

7.4 Chamber of Commerce

Councillor Humphries reviewed briefly for council members. He focused on the upcoming Home and Garden show at Mat-e-Way which is 75% sold out already.

7.5 County Council

Mayor Bennett stated that he would like to start sending the County Council agendas to each member so they can look at what is being discussed and they can let Mayor Bennett know which topics they would like to hear about afterwards.

Moved by Councillor Webster

RESOLUTION NO. 2019-57

Seconded by Councillor Humphries

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

Carried

8. CONFERENCE REPORTS – None

9. AD HOC COMMITTEE REPORTS/MINUTES/BUSINESS

- 9.1 Economic Development Ad Hoc Committee**
Councillor Humphries reported that he will be meeting with Community Liaison Officer Shane Lambert to see what other municipalities are doing for their development. Mayor Bennett added that when a list of businesses in the Township is made, he would like to look at it to make sure there are none left out.
- 9.2 Recreation Association Ad Hoc Committee**
Councillor Humphries reported that the committee has been focusing on the Winter Carnival and the Horton Hoedown.
- 9.3 Official Plan Review Ad Hoc Committee**
There was no update.
- 9.4 Ad Hoc Budget Committee**
9.4.1 - Minutes from Public Meeting January 30th, 2019
Deputy Mayor Campbell reviewed the minutes from the meeting. He added that the budget would be passed at the April 2nd regular council meeting.
- 9.5 Transportation/Env. Services Ad Hoc Committee**
9.5.1 – Minutes from Meeting February 12th, 2019
Councillor Webster reviewed the minutes of the meeting for council members. He pointed out that there will be a meeting with Greenview Environmental on March 14th, 2019 at 9:00 a.m.
- 9.6 Ad Hoc Fire Committee**
- 9.7 Ad Hoc Human Resources**
There was no update. Deputy Mayor Campbell stated that he would like to set up a meeting date with Public Advisory Member Susan Humphries, and the CAO/Clerk in the near future.
- 9.8 Questions on Reports and Recommendations – Mayor Bennett**
There were no additional questions on the reports

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-58

Seconded by Councillor Webster

THAT Council accept the following Ad Hoc Committee Minutes:

- Ad Hoc Budget Committee - January 30th, 2019 – Public Meeting
- Ad Hoc TES Committee – February 12th, 2019

Carried

10. CORRESPONDENCE SUMMARY

10.1 Information Correspondence

10.1.1 CAO/Clerk Information Memo

Mayor Bennett went around the table asking Council members for comments. Members briefly reviewed and discussed the information. Mayor Bennett asked that a congratulatory letter be sent to Ottawa Valley Recreational Trail Partners Group regarding the Lieutenant Governor's General Award.

10.2 Action Correspondence

10.2.1 Request for Support – Town of Petawawa Cannabis Resolution

Council members reviewed and agreed to support.

Moved by Councillor Humphries

RESOLUTION NO. 2019-59

Seconded by Councillor Webster

THAT Council accepts the Information Correspondence list as per the CAO/Clerk's Information Memo for February 19th, 2019.

Carried

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-60

Seconded by Councillor Humphries

THAT Council of the Township of Horton support the Town of Petawawa's Resolution passed at their February 4th, 2019 Council meeting which includes a recommendation to contact the Province of Ontario to request amendments to the Cannabis legislation when the Province revisits the legislation in December 2019.

AND THAT this Resolution of Support be forwarded to Premier Doug Ford, MPP John Yakabuski and the Town of Petawawa.

Carried

11. **SUPPER BREAK AT 5:30 P.M.
RECONVENED AT 5:55 P.M.**
12. **DELEGATIONS &/or PUBLIC MEETINGS**
13. **PLANNING & DEVELOPMENT COMMITTEE**
 - 13.1 **Staff Reports** – None
 - 13.2 **New Business** – None
 - 13.3 **Outstanding Business** – None
 - 13.4 **Correspondence** – None
 - 13.5 **Building Permit Report** – None
 - 13.6 **Questions on Reports and Recommendations – Mayor Bennett**
There were no additional questions on the reports.
14. **OUTSTANDING COMMITTEE ISSUES** – None
15. **BY-LAWS**
 - 15.1 2019-013 – Employment By-Law
 - 15.2 2019-13 – Appoint Integrity Commissioner and Closed Meeting Investigator
 - 15.3 2019-14 – Adopt Policy Council-01 Parental and Pregnancy Leave

Moved by Councillor Webster

RESOLUTION NO. 2019-61

Seconded by Councillor Humphries

THAT Council enact the following By-Laws:

- 2019-12 Employment By-Law for Township Officers and Staff
- 2019-13 By-Law to Appoint an Integrity Commissioner and Closed Meeting Investigator
- 2019-14 By-Law to Adopt Corporate Policy Council-01 – Council Pregnancy and Parental Leave – as amended to reflect unpaid leave

Carried

16. **NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING**
17. **COUNCIL MEMBERS CONCERNS**

Councillor Webster mentioned that he visited the CNL facilities and that it was very impressive to see. He added that all the councillors should take the time to make an appointment and go see it. Mayor Bennett mentioned the Thomsonhill Cemetery Board is having a meeting on March 7th and would like some members of council to attend if they could.
18. **MOTION FOR RECONSIDERATION** – None

19. IN CAMERA (CLOSED) SESSION – None

20. NEXT MEETING

20.1 Next Council Meeting will be held Tuesday March 5th, 2019 at 4:00 pm

21. CONFIRMING BY-LAW

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2019-62

Seconded by Councillor Humphries

THAT Council enact By-Law 2019-15 – Confirming By-Law

Carried

22. ADJOURNMENT

Mayor Bennett declared the Meeting to be adjourned at 6:17 pm.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough