



**THE CORPORATION OF THE TOWNSHIP OF HORTON
COUNCIL MEETING – MARCH 17TH, 2020 – 4:00 P.M.**

1. CALL TO ORDER
2. DECLARATION OF PECUNIARY INTEREST
3. CONFIRMATION OF COUNCIL AGENDA
4. MINUTES FROM PREVIOUS MEETINGS
 - 4.1 February 18th, 2020 – Public Meeting **PG.2**
 - 4.2 February 28th, 2020 – Special Council **PG.3**
 - 4.3 March 3rd, 2020 – Regular Council **PG.5**
5. BUSINESS ARISING FROM MINUTES
6. COMMITTEE REPORTS:
 - 6.1 **TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**
 - **CHAIR WEBSTER**
 - 6.1.1 Chair's Report – March 12th **PG.8**
 - 6.1.2 Award WM 2020-01 Recycling Collection **PG.11**
7. DELEGATIONS &/or PUBLIC MEETINGS – None
8. CORRESPONDENCE SUMMARY
 - 8.1 **INFORMATION CORRESPONDENCE**
 - 8.1.1 CAO/Clerk Information Memo **PG.12**
 - 8.2 **ACTION CORRESPONDENCE – None**
9. BY-LAWS – None
10. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING
11. COUNCIL/STAFF MEMBERS CONCERNS
12. MOTION FOR RECONSIDERATION (debate on motion to reconsider only)
13. RESOLUTIONS
14. IN CAMERA (Closed) SESSION (as required)
 - 14.1 Pursuant to Section 239(2) (e) of the *Municipal Act*,
(e) Litigation or Potential Litigation – Farrell's Landing
15. CONFIRMING BY-LAW 2020-18 **PG.13**
16. ADJOURNMENT

RETURN TO AGENDA

THE CORPORATION OF THE TOWNSHIP OF HORTON

Public Meeting
Zoning Amendment
Adrian Schouten
(Agent: Brian Whitehead)
February 18th, 2020 at 4:00 p.m.

There was a Public Meeting held during the Regular Council Meeting of February 18th, 2020. Present was Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Lane Cleroux and Councillor Doug Humphries. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Receptionist/Clerk-Recording Secretary.

Councillor Tom Webster sent his regrets.

Public Advisory Member Bob Johnston was present.

Public Advisory Members Lisa Branje and Bob Cassidy sent their regrets.

Brian Whitehead and Catherine Curry were also present from Jp2g Consultants.

1. CALL TO ORDER

Mayor David Bennett called the Public Meeting to Order at 4:02 pm.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

3. MAYOR – PURPOSE OF AMENDMENT

Mayor Bennett stated the purpose of the amendment is to rezone the severed lands in Consent File No. B42/18(1), B43/18(2), B44/18(3), and B45/18(4) from Commercial (C) to Residential One (R1) as a condition of consent to permit the severance of four residential lots. All other provisions of the Zoning By-Law shall apply.

4. CAO/CLERK'S REPORT ON NOTICE

i) Reading of Written Comments

CAO/Clerk Hope Dillabough reported that as required by the Planning Act, all property owners within 120 metres were notified of this meeting. Notice of this meeting was sent to twenty-six (26) property owners in addition to ten (10) Provincial and County Agencies. Out of those, there were no written comments received before the prescribed deadline.

ii) PUBLIC PARTICIPATION

Brian Whitehead reviewed the amendment for council and committee members.

a) Questions from Public

There were no questions from the Public.

b) Comments in Support

There were no comments in support from the public.

c) Comments in Opposition

There were no comments in opposition from the public.

5. INFORMATION ON WHO IS ENTITLED TO APPEAL COUNCIL'S DECISION TO THE ONTARIO MUNICIPAL BOARD UNDER SECTIONS 34(11) AND (19) OF O.Reg 545/06.

The CAO/Clerk read out Sections 34(11) and 34(19) in their entirety.

6. COUNCIL MEMBERS COMMENTS

There were no comments.

7. CLOSE MEETING

Mayor Bennett closed the public meeting at 4:07 pm.

THE CORPORATION OF THE TOWNSHIP OF HORTON

Special Council MeetingFebruary 28th, 2020

9:00 a.m.

There was a Special Council Meeting of Council for Budget Review called by the Mayor and held in the Municipal Council Chambers on Tuesday February 28th, 2020. Subject to the Procedural By-law 2019-41 passed under section 238, as per Section 240(a) the Head of Council may at any time call a special meeting. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Tom Webster, Councillor Lane Cleroux and Councillor Doug Humphries. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Admin/Planning Assistant – Recording Secretary.

General Government Committee Members Susan Humphries and Spencer Hopping were also present.

1. Call to Order

Mayor Bennett called the meeting to order at 9:00 a.m.

2. Confirmation of Agenda

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2020-58

Seconded by Councillor Humphries

THAT Council adopt the Agenda for the February 28th, 2020 Special Council Meeting-Budget Review.

Carried**3. Declaration of Pecuniary Interest**

There was no declaration of pecuniary interest.

Mayor Bennett thanked everyone for their hard work towards the budget in each department. He also thanked staff for their commitment and efficiency while working on the budget and for keeping council involved and up to date on everything as it progressed.

4. TES Committee

Public Advisory Member Rick Lester was present.

Murray Humphries and Tyler Anderson sent their regrets.

CAO/Clerk Hope Dillabough reviewed the budget for the TES Committee. She highlighted on the 2% COLA for staff and the additional 5% levy increase due to the figure inputted for the curbside recycling. She stated that until the tender results are received, the increase for the department is unknown so they must budget for an increase in cost to be safe. There was brief discussion on where additional money could be pulled from in order to keep the levy percentage increase lower. There was discussion regarding road reconstruction and rehabilitation for 2020. This topic is brought back to the committee for decision on which road(s) will be completed in 2020.

5. Recreation Committee

Public Advisory Member Barb Dickson was present.

Ralph Miller and Sharon Bennett sent their regrets.

CAO/Clerk Hope Dillabough reviewed the budget for the 5-year Recreation Committee. She added that the biggest part of the budget is the new Recreation Agreement with the Town of Renfrew, but it is up to council and committee if they want to move forward with it. She touched on the salaries line that was left in in case council wishes to hire a part-time person, or it can go towards a summer student position. Ms. Dillabough added that a Recreational Master Plan should be done this year as it would be beneficial for the Township and the Recreation Department.

RETURN TO AGENDA

6. General Government Committee

CAO/Clerk Hope Dillabough reviewed the budget for the General Government Committee. She highlighted the Library Fund with changes to the fees. Council members agreed that it be discussed

7. LUNCH BREAK – 12:00 – 1:10 p.m.

8. Protective Services Committee

Fire Chief Allan Cole was present.

Public Advisory Member John Purdon sent his regrets.

CAO/Clerk Hope Dillabough and Fire Chief Allan Cole reviewed the budget for the Protective Services Committee.

9. Confirming By-Law 2020-15

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2020-59

Seconded by Councillor Humphries

THAT Council enact By-Law 2020-15– Confirming By-Law

Carried

Mayor Bennett requested that councillors stated their feedback on having a “budget day” instead of multiple meetings. All councillors had positive reviews and found it effective and efficient. Councillor Webster added that it felt more like a team effort and everyone was on the same page and not left out.

8. Adjournment

Mayor Bennett declared the meeting to be adjourned at 1:32 p.m.

MAYOR David M. Bennett

CAO/Clerk Hope Dillabough

THE CORPORATION OF THE TOWNSHIP OF HORTON

REGULAR COUNCIL MEETING
MARCH 3RD, 2020

There was a Regular Meeting of Council held in the Township Council Chambers on Tuesday March 3rd, 2020. Present were Mayor David Bennett, Councillor Doug Humphries, Councillor Lane Cleroux and Councillor Tom Webster. Staff present was Adam Knapp, Public Works Manager and Hope Dillabough, CAO/Clerk-Recording Secretary.

Deputy Mayor Campbell sent his regrets.

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

3. CONFIRMATION OF COUNCIL AGENDA

Moved by Councillor Webster

RESOLUTION NO. 2020-60

Seconded by Councillor Cleroux

THAT Council adopt the Agenda for the March 3rd, 2020 Meeting.

Carried

4. MINUTES

4.1 February 18th, 2020 – Regular Council

Moved by Councillor Cleroux

RESOLUTION NO. 2020-61

Seconded by Councillor Humphries

THAT Council approve the following Minutes:

- February 18th, 2020 – Regular Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES – None

6. COMMITTEE REPORTS:

6.1 RECREATION COMMITTEE

6.1.1 Chair's Report – Committee Meeting February 21, 2020

Chair Humphries reviewed the report.

6.2 PROTECTIVE SERVICES COMMITTEE

6.2.1 Chair's Report – February 13th, 2020

Chair Cleroux reviewed the report.

6.3 COMMUNITY COMMITTEES / COUNTY COUNCIL

6.3.1 Renfrew & Area Seniors Home Support

Mayor Bennett quickly reviewed updates as Councillor Webster was unable to be present at the last meeting.

6.3.2 Community Safety & Wellbeing Plan Committee

Deputy Mayor Campbell was absent, therefore CAO/Clerk updated Council that unfortunately the last meeting scheduled was missed due to a Township budget meeting.

6.2.3 Health Services Village

There was no update.

6.3.4 Chamber of Commerce

Councillor Humphries reviewed that Tom Sidney is the new President.

RETURN TO AGENDA

6.3.5 County Council

Mayor Bennett reviewed the issue of the potential download of County culverts to lower-tier municipalities and that Council needs to consider sending a response on how they feel. There was Council consensus to direct staff to write a letter to the Director of Public Works and Engineering Lee Perkins with the concerns raised. CAO/Clerk Dillabough will follow up with Council.

7. CORRESPONDENCE SUMMARY

Council reviewed and discussed the following correspondence:

7.1 INFORMATION CORRESPONDENCE

7.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed.

7.2 ACTION CORRESPONDENCE

8. DELEGATIONS &/or PUBLIC MEETINGS -none

9. CONFERENCE REPORTS

10. BYLAWS

10.1 2020-16 Adopt Corporate Policies Section IT

Council reviewed the by-law.

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING – None

12. COUNCIL/STAFF MEMBERS CONCERNS

Public Works Manager Adam Knapp discussed the emergency repairs that were required to be done to the Grader and the Excavator. Additionally, he brought up the latest repairs that were done on Truck #12 that already far exceeded budget for 2020. Mr. Knapp had verbally recommended to the TES Committee that Truck #12 should be replaced in 2020 due to the rising maintenance costs and its unreliability. There was consensus for Staff to bring back more information to the TES Committee for consideration of potentially trading in and sole sourcing due to the urgency and nature of the situation.

13. MOTION FOR RECONSIDERATION – None

14. RESOLUTIONS

Moved by Councillor Webster

RESOLUTION NO. 2020-62

Seconded by Councillor Cleroux

THAT Council accept the Recreation Committee Chair's Report for February 21st, 2020 as information.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2020-63

Seconded by Councillor Webster

THAT Council accept the Protective Services Committee Chair's Report for February 13th, 2020 as information.

Carried

RETURN TO AGENDA

Moved by Councillor Cleroux
Seconded by Councillor Webster

RESOLUTION NO. 2020-64

THAT Council receive the reports for Community Committees and County Council as information.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-65

THAT Council accept the CAO/Clerk's Information Memo for March 3rd, 2020.

Carried

Moved by Councillor Webster
Seconded by Councillor Humphries

RESOLUTION NO. 2020-66

THAT Council enact the following By-Law

- 2020-16 Adopt Corporate Policies Section IT

Carried

15. IN CAMERA (Closed) SESSION – none

16. CONFIRMING BYLAW

Moved by Councillor Humphries
Seconded by Councillor Webster

RESOLUTION NO. 2020-67

THAT Council enact By-law 2020-17 – Confirming By-Law

Carried

17. ADJOURNMENT

Mayor Bennett declared the meeting adjourned at 4:50 p.m.

MAYOR David Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA



Township of Horton COUNCIL / COMMITTEE REPORT

Title: TES Committee – Chair’s Report	Date:	March 17 th , 2020
	Council/Committee:	Council
	Author:	Nikky Dubeau, Admin/Planning Assistant
	Department:	TES

RECOMMENDATIONS:

THAT Council accept the TES Committee Chair’s Report as information.

BACKGROUND:

Delegation – Raina Newberry & Troy Murdock – Storie Road

CAO/Clerk Hope Dillabough stated that MP John Yakabuski made an announcement pertaining to flood mitigation and prevention measures. Ms. Dillabough felt there may be future opportunity for funding. Ms. Newberry is to send a copy of the petition she got signed from her neighbours, to each Councilor, the Mayor and, the Director of Public Works at the Township of McNab/Braeside to get them to start moving on their end. Committee agreed that the Township will wait to hear more information about the funding announcement and to see what the Township of McNab/Braeside is willing to do.

Cotieville Road/Whitton Road Rehabilitation Comparisons

Committee decided that Cotieville Road be completed in 2020 since it was scheduled for 2019 and did not get completed and do the groundwork and preparation of Whitton Road so it can be resurfaced in 2021.

Moved by Murray Humphries

Seconded by Rick Lester

THAT the TES Committee recommend to Council to proceed with the Cotieville Road rehabilitation as a Capital Project for 2020 and perform preliminary work on the portion of Whitton Road in house.

AND THAT the resurfacing of Whitton Road be completed in 2021.

Carried

Truck #12 Replacement

The committee agreed that the International was the best truck for the Township’s use. CAO/Clerk Hope Dillabough stated that the Roads Building Reserves and Equipment Reserves would be used for the purchase, and once Truck #12 is sold the money will be put back into Roads Reserves. The Committee agreed that the truck be advertised for sale on Gov Deals and Kijiji with a minimum bid amount of \$25,000.

RETURN TO AGENDA

Moved by Rick Lester

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council that the maintenance and repair of Truck #12 is unsustainable, and the truck has proven to be an inefficient and unreliable fleet vehicle;

AND THAT as per section 2.14 of the Township's Procurement By-Law which states, subject to the nature, importance or urgency of the requirement, the pertinent authority shall decide the method of source selection;

FURTHER THAT it is Staff's recommendation that the Township sole source the International from Rush Truck Center;

AND THAT Truck #12 be deemed surplus and advertised on Gov Deals and Kijiji with a minimum bid of \$25,000;

AND FURTHER THAT this be funded from the Roads Equipment Reserve and Roads Building Reserve;

AND THAT upon the sale of Truck #12, the funds be placed back into the Roads Building Reserve.

Carried

Slip-In Water Tank Tender

Committee members agreed that the tank is needed for the new truck.

Moved by Murray Humphries

Seconded by Rick Lester

THAT the TES Committee recommend to Council to allow staff to purchase a new slip-in water tank in 2021 for the new Truck #4 replacement;

AND THAT the existing tank be declared surplus after purchase;

AND THAT the tender for the slip-in water tank be released in late 2020 for purchase in early 2021.

Carried

Tandem Truck #4 Tender Replacement

The tender will be released after the budget has been passed.

Ontario Grant Funding Data Call

Representatives of RPRA were reached out to, to see if there were any funding alternatives or a way to expedite the Blue Box funding to match our needs more accurately as a result of Beaumans reclamation facilities unexpected closure. They are aware of the closure but offered no alternatives to increase funding or expedite the process. The Township will see the funding increase in 2021 from the events of 2019. The Townships 2019 Data Call information has been submitted. Joe Hall of Redi Recycling was asked if he was aware of any funding alternatives, he was aware of to assist the Township and he isn't aware of any either.

RETURN TO AGENDA

Recycling Tender – WM 2020-01

The Committee was in agreeance that the tender be awarded to EMTERRA Environmental.

Moved by Rick Lester

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to award Tender WM 2020-01 Recycling Collection to EMTERRA Environmental.

Carried

New/Other Business

Public Works Manager, Adam Knapp stated that after searching for parts for the excavator and grader, the only parts are available at Strongco, so they will be fixing both machines in the coming weeks.

ALTERNATIVES: N/A


FINANCIAL IMPLICATIONS: N/A

CONSULTATIONS: N/A

Author: 
signature

Other: 
signature

Treasurer: 
signature

C.A.O.: 
signature

CHECKLIST FOR OPENING TENDERS
The Corporation of the Township of Horton

Description – Recycling Collection Services

Deposit Required – Yes

TENDER NO. WM 2020-01

Present for Opening: Hope Dillabough, Adam Knapp, Tom Webster, David Bennett

Name of Tenderer	Was envelope sealed? yes/no	Is the envelope addressed to the CAO/Clerk?	Amount of Tender including HST	Amount of Deposit (10%) of First One Year Term	Tender Accepted or Rejected
EMTERRA Environmental	YES	YES	\$ 546,124.04	\$ 11,782.31	Accepted
Canadian Waste Management	YES	YES	\$ 712,375.94	\$ 19,997.50	Accepted
			\$		
			\$		
			\$		
			\$		
			\$		
			\$		

RETURN TO AGENDA



THE CORPORATION OF THE TOWNSHIP OF HORTON Memo from the CAO/Clerk as of March 13th, 2020.

INFORMATION provided **NOT** included in the
Regular Council meeting package of March 17th, 2020.

INFORMATION EMAILED

1. AMO Draft Proposal and Provincial Policy Statement Posted
2. AMO Ontario's Flooding Strategy Released
3. County Council Hosts Eastern Ontario Paramedic Services
4. County Economic Development Newsletter - March 2020
5. County Work Schedule- Algonquin Forest
6. Bonnechere Manor Charity Breakfast
7. OGRA Welcomes the 2020/2021 Board of Directors.
8. PPS Municipal Decision Notification Letter - February 28, 2020
9. Renfrew & Area Seniors' Home Support Minutes - Feb 20, 2020
10. Ottawa Valley Business News – March 3, 2020
11. Calendars

RETURN TO AGENDA

CORPORATION OF THE TOWNSHIP OF HORTON**BY-LAW NO. 2020-18****A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF HORTON
AT THE COUNCIL MEETING HELD MARCH 17TH, 2020**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Horton at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Horton enacts as follows:

1. That the actions of the Council at the meeting held on the 17th day of March, 2020 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Horton are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Horton to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 17th day of March, 2020.

READ a third time and passed this 17th day of March, 2020.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA