

# THE CORPORATION OF THE TOWNSHIP OF HORTON

## REGULAR COUNCIL MEETING JULY 21<sup>st</sup>, 2020

There was a Regular Meeting of Council held at the Horton Community Centre on Tuesday July 21<sup>st</sup>, 2020. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, Councillor Lane Cleroux, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Admin/Planning Assistant-Recording Secretary.

### 1. CALL TO ORDER

Mayor Bennett called the meeting to order at 4:00 p.m. He thanked Deputy Mayor Campbell for chairing the last meeting due to his absence.

### 2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

### 3. CONFIRMATION OF COUNCIL AGENDA

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2020-136**

Seconded by Councillor Humphries

**THAT** Council adopt the Agenda for the July 21<sup>st</sup>, 2020 Regular Council Meeting.

**Carried**

### 4. MINUTES

4.1 July 7<sup>th</sup>, 2020 – Regular Council

Moved by Councillor Webster

**RESOLUTION NO. 2020-137**

Seconded by Councillor Cleroux

**THAT** Council approve the following Minutes:

- July 7<sup>th</sup>, 2020 – Regular Council

**Carried**

### 5. BUSINESS ARISING FROM MINUTES – None

### 6. DELEGATIONS &/or PUBLIC MEETINGS – None

### 7. COMMITTEE REPORTS:

#### 7.1 GENERAL GOVERNMENT

Public Advisory Members Susan Humphries and Spencer Hopping were present.

##### 7.1.1 Corporate Policy Review – Section J

CAO/Clerk Hope Dillabough reviewed the report.

##### 7.1.2 Corporate Policy Review – Section T

CAO/Clerk Hope Dillabough reviewed the report.

##### 7.1.3 OPP Calls for Service (CFS) Billing Summary Report

CAO/Clerk Hope Dillabough reviewed the report. Mayor Bennett questioned if the Community Policing and Advisory Committee would be coming back with the OPP Inspector. CAO/Clerk Hope Dillabough stated that she had not heard anything, but she could invite the new Inspector, Dawn Ferguson, to a Council meeting to introduce herself and discuss the potential reconvening of the CPAC committee.

##### 7.1.4 Renfrew Agriculture Society Funding Request

Treasurer, Nathalie Moore reviewed the report. Council members agreed to send a letter of support of the Renfrew Agriculture Society to MP of Renfrew-Nipissing-Pembroke, Cheryl Gallant, MPP of

Renfrew-Nippissing-Pembroke, John Yakabuski, and the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs

7.1.5 Financial Departmental Report & Statement

Treasurer, Nathalie Moore reviewed the report. She added that she was approached by the Spring Hockey Chair about renting ice time through the summer. Council members were in agreeance that the refunds from the tournaments that were cancelled because of Covid-19 should be received first before further expenses are incurred, therefore no ice shall be rented.

7.1.6 MLES April – June 2020 Quarterly Summary

CAO/Clerk Hope Dillabough reviewed the report.

7.1.7 Award Tender PW 2020-05 Cotieville Road Rehabilitation

CAO/Clerk Hope Dillabough reviewed the report.

7.1.8 Asset Management Plan Review & Update

CAO/Clerk Hope Dillabough reviewed the report.

**7.2 PLANNING COMMITTEE**

Public Advisory Members Lisa Branje and Bob Cassidy were present.

Public Advisory Member Bob Johnston sent his regrets.

7.2.1 Consent Application – B03/20 – 629995 Ontario Inc.

CAO/Clerk Hope Dillabough reviewed the report. Council members expressed their concerns with the creation of the lot however they will implement the recommendations from the Geotechnical Study into the Consent Agreement with the Township. Council requested that Slope Stability Assessment and Geotechnical Study are also registered on title with the lot and that the owner complete a Lot Grading and Drainage Plan to maintain the integrity of Municipal infrastructure and assets.

7.2.2 Consent Application – B05/20 – Donovan & Laura Mick

Admin/Planning Assistant Nichole Dubeau reviewed the report.

7.2.3 March – June 2020 Building Report

Council reviewed the report.

**8. CORRESPONDENCE SUMMARY**

**8.1 INFORMATION CORRESPONDENCE**

8.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed. Council congratulated Fire Chief Cole and the Fire Department for being awarded Jenny's Heroes grant for equipment replacement. Mayor Bennett added that he appreciates the extra work Chief Cole has been doing since his appointment.

**8.2 ACTION CORRESPONDENCE – NONE**

**9. BYLAWS – NONE**

**10. NOTICE TO FILE MOTION FOR NEXT COUNCIL**

Councillor Cleroux requested that the Township's lot development charges be added to the September Council agenda for discussion. CAO/Clerk Hope Dillabough is to contact other municipalities to see at what time they require their lot development fees paid, if they require them.

**11. COUNCIL/STAFF MEMBERS CONCERNS**

CAO/Clerk Hope Dillabough stated that she is developing a policy to be added to the current hall rental agreement for renters to ensure the responsibility is on the renter to follow the Covid-19 rules. She added that there will be no rentals for the month of August and will wait to see what the Province decides come September. Council members decided that the volunteers and recreation committee should discuss what they are comfortable with when events are allowed.

**12. MOTION FOR RECONSIDERATION – None****13. RESOLUTIONS**

Moved by Councillor Webster

**RESOLUTION NO. 2020-138**

Seconded by Deputy Mayor Campbell

**THAT** Council accept Corporate Policies – Section J as reviewed and updated by Staff;

**AND FURTHER THAT** it be brought forward by By-Law to be adopted into the Township of Horton's Corporate Policies.

**Carried**

Moved by Councillor Cleroux

**RESOLUTION NO. 2020-139**

Seconded by Councillor Humphries

**THAT** Council accept Corporate Policies – Section T as reviewed and updated by Staff;

**AND FURTHER THAT** it be brought forward by By-Law to be adopted into the Township of Horton's Corporate Policies.

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2020-140**

Seconded by Councillor Cleroux

**THAT** Council accept the OPP Calls for Service (CFS) Billing Summary Report as information.

**Carried**

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2020-141**

Seconded by Councillor Humphries

**THAT** Council accept the Financial Departmental Report & Statement as information.

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2020-142**

Seconded by Councillor Cleroux

**THAT** Council accept the MLES April – June 2020 Quarterly Summary as information.

**Carried**

Moved by Councillor Humphries

**RESOLUTION NO. 2020-143**

Seconded by Deputy Mayor Campbell

**THAT** Council agree to award the Cotieville Road Rehabilitation Tender PW 2020-05 to Bonnechere Excavating Incorporated for the total amount of \$234,586.43, including HST;

**AND THAT** this be financed from Gas Tax Funds and the Roads Infrastructure Reserve.

**Carried**

Moved by Councillor Webster**RESOLUTION NO. 2020-144**Seconded by Councillor Humphries

**THAT** Council direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the development of an upgraded Asset Management Plan and Capacity Building;

**AND FURTHER THAT** the Township of Horton commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Create an Asset Management Plan compliant with current regulations; and
- Obtain Asset Management software, including implementation, capable of planning, analysis and reporting for asset management operating and capital budgeting purposes.

**AND FURTHER THAT** the Township of Horton commits \$10,000.00 from its budget toward the costs of this initiative.

**Carried**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2020-145**Seconded by Councillor Webster

**THAT**, upon recommendation of the General Government Committee, Council direct staff to issue a Request for Proposal – Asset Management Plan with the following conditions:

- That the RFP include a review and update of the Asset Management Plan while meeting the O.Reg 588/17 regulations up to a minimum of 2021 with additional pricing to include meeting the O.Reg 588/17 regulations up to 2023 and 2024;
- That the RFP include an option for the provision of Asset Management software, including implementation, capable of planning, analysis and reporting for asset management capital budgeting purposes.

**Carried**Moved by Councillor Cleroux**RESOLUTION NO. 2020-146**Seconded by Deputy Mayor Campbell

**THAT** Planning Committee and Council approve Consent Application B03/20, 629995 Ontario Inc, Eric Draper, upon the following conditions being met:

- A Registered Plan of Survey;
- A detailed study by a qualified geotechnical engineer is completed and is favourable;
- Applicant must enter into Consent Agreement with the Township which will include the recommendations and implementation of the slope stability assessment and the geotechnical study, and that it be registered on title;
- Lot Development fee of \$3824.00 be paid;
- Favourable MDS1 Calculations;
- A lot grading and drainage plan be performed by a qualified engineer, with recommendations to be implemented in the Consent Agreement and be adhered to by the developer and while maintaining the integrity of municipal infrastructure and assets.

	Yea	Nay
Mayor Bennett		X
Deputy Mayor Campbell	X	
Councillor Cleroux	X	
Councillor Humphries	X	
Councillor Webster		X

**Mayor Bennett requested a recorded vote.**

**Carried**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2020-147**Seconded by Councillor Webster**THAT** Planning Committee and Council approve Consent Application B05/20, Donovan & Laura Mick, upon the following conditions being met:

- A Registered Plan of Survey;
- Applicant must enter into Consent Agreement with the Township;
- Lot Development fee of \$3824.00 be paid for the lot created;
- Favourable MDS1 Calculations;
- Favourable comments from the Ministry of Transportation;
- Zoning By-law amendment to prohibit livestock on the severed lands.

**Carried**Moved by Councillor Webster**RESOLUTION NO. 2020-148**Seconded by Councillor Humphries**THAT** Council accept the March – June Building Report as information.**Carried**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2020-149**Seconded by Councillor Humphries**THAT** Council accept the CAO/Clerk's Information Memo for July 21<sup>st</sup>, 2020.**Carried****14. IN CAMERA (Closed) SESSION – None**Moved by Councillor Webster**RESOLUTION NO. 2020-150**Seconded by Deputy Mayor Campbell**THAT** Council went into a Closed Session Meeting at 6:06 p.m. to discuss the following items pursuant to Section 239(2) (e) of the Municipal Act;

- (e) Litigation or Potential Litigation – Farrell's Landing

**Carried**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2020-151**Seconded by Councillor Cleroux**THAT** Council came out of Closed (In-Camera) Session at 6:56 p.m. and discussed items pertaining to Litigation or Potential Litigation – Farrell's Landing**Carried****15. CONFIRMING BYLAW**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2020-152**Seconded by Councillor Webster**THAT** Council enact By-law 2020-33 – Confirming By-Law**Carried****16. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 6:56 p.m.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough