

THE CORPORATION OF THE TOWNSHIP OF HORTON

REGULAR COUNCIL MEETING FEBRUARY 18TH, 2020

There was a Regular Meeting of Council held in the Township Council Chambers on Tuesday February 18th, 2020. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries and Councillor Lane Cleroux. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer and Nichole Dubeau, Admin/Planning Assistant-Recording Secretary.

Councillor Tom Webster sent his regrets.

1. CALL TO ORDER

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

2. CONFIRMATION OF COUNCIL AGENDA

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2020-39

Seconded by Councillor Humphries

THAT Council adopt the Agenda for the February 18th, 2020 Regular Council Meeting with the addition of Item 7.1.4 Consent Application B62/19 – 2497095 Ontario Inc.

Carried

3. DECLARATION OF PECUNIARY INTEREST

Mayor David Bennett declared pecuniary interest on item 7.3.2 – Staff Report – National Grinding Request.

4. MINUTES

4.1 February 4th – Regular Council Meeting

4.2 February 11th – Special Council Meeting

Moved by Councillor Cleroux

RESOLUTION NO. 2020-40

Seconded by Deputy Mayor Campbell

THAT Council approve the following Minutes:

- February 4th – Regular Council Meeting
- February 11th – Special Council Meeting

Carried

5. BUSINESS ARISING FROM MINUTES – None

6. PUBLIC MEETING

6.1 Public Meeting – Zoning Amendment – Adrian Shouten

There was a Public Meeting held during the Council Meeting at 4:02 p.m.

7. COMMITTEE REPORTS:

7.1 PLANNING COMMITTEE

Public Advisory Member Bob Johnston was present.

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

Brian Whitehead and Catherine Curry from Jp2g Consultants were present.

7.1.1 Consent Application – B79/19 – 2497095 Ontario Inc

Admin/Planning Assistant Nichole Dubeau reviewed the report for council and committee members. Brian Whitehead reviewed the lot addition application and stated that it was separate from the concurrent application for the proposed Right of Way. There was discussion and

it was determined that the lot has frontage on the existing Right-of-Way regardless if the proposed Right-of-Way does not go through.

7.1.2 January 2020 Building Report

Council and Committee members reviewed the report.

7.1.3 Budget Review

CAO/Clerk Hope Dillabough reviewed the budget for council and committee members. She stated that there were no major changes, only the \$10,000 from the Modernization Funds towards Economic Development as decided at the committee level.

7.1.4 Consent Application – B62/19 – 2497095 Ontario Inc

Brian Whitehead reviewed the application. He stated that in order for the Right-of-Way to go through, all 13 neighbouring property owners have to sign off on the existing Right-of-Way and agree on the new proposed Right-of-Way. There are a few residents who still have not given the applicant written consent. He added that they are trying to find solutions that all parties agree with. Mayor Bennett stated his concerns with the application regarding current and future access to properties and future development and wanted the application to ensure all 13 properties were taken care of. Council members agreed to table the application for now.

7.2 GENERAL GOVERNMENT

Public Advisory Members Susan Humphries and Spencer Hopping were present.

7.2.1 2019 Corporate Policy Review – Section IT

CAO/Clerk Hope Dillabough reviewed the report. Public Advisory Member Susan Humphries stated that PDA's are not used or made anymore so it could be removed from the policy. She also questioned a Cyber Security Policy in case of information being hacked and kept away from the Township. CAO/Clerk Hope Dillabough stated that she would look further into that.

7.2.2 Cost of Living Adjustment/Employment By-Law

CAO/Clerk Hope Dillabough reviewed the report.

7.2.3 Cost of Living Adjustment – Fire and Emergency Staff

CAO/Clerk Hope Dillabough reviewed the report.

7.2.4 2019 Investment Summary

Treasurer Nathalie Moore reviewed the report.

7.2.5 Modernization New Software Request

CAO/Clerk Hope Dillabough reviewed the report.

7.2.6 2019 Building Fee Report

Treasurer Nathalie Moore reviewed the report. Councillor Cleroux questioned what the current amount in reserves for the building department was. Treasurer Moore stated that there was \$8,400.

7.2.7 2019 Council Remuneration and Expenses

Treasurer Nathalie Moore reviewed the report.

7.2.8 Horton Hoedown Year-End Balance

CAO/Clerk Hope Dillabough reviewed the report. Treasurer Nathalie Moore stated that she received a \$10,000 donation towards the Hoedown debt, which brought the 2018 debt to just over \$2,000. CAO/Clerk Hope Dillabough stated that she had reached out to the

Chair and Treasurer of the Hoedown committee to have a meeting about the questions from the Hoedown report but has not heard back from them. Mayor Bennett stated that the purchase of additional land to the community centre can be discussed again and moved forward with since the Hoedown debt will be paid off by the end of 2020. A proposal for any land acquisition will have to come forward for Council consideration.

7.2.9 Budget Review

CAO/Clerk Hope Dillabough and Treasurer Nathalie Moore reviewed. They highlighted that the Township would be receiving the OMPF funding again in 2021, new computers, server, as per the Asset Management Plan, will be purchased, and Contracted Services has been increased to accommodate document scanning into our system.

7.3 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE

7.3.1 Chair's Report – February 5th

Councillor Cleroux reviewed the report.

7.3.2 Staff Report – National Grinding Request

Mayor Bennett declared pecuniary interest.

CAO/Clerk Hope Dillabough reviewed the report.

8. CORRESPONDENCE SUMMARY

Council reviewed and discussed the following correspondence:

8.1 INFORMATION CORRESPONDENCE

8.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed.

8.2 ACTION CORRESPONDENCE

8.2.1 Renfrew County Volunteer Search and Rescue Team

CAO/Clerk Hope Dillabough reviewed the request. She stated that Fire Chief Allan Cole provided input from the Renfrew County Chief's Association regarding concerns about insurance, equipment, liability, training, etc. Ms. Dillabough stated that she would like them to come present to council prior to any consideration of support.

Supper Break – 5:45 – 6:15 p.m.

9. BYLAWS

9.1 2020-12 Employment By-Law

9.2 2020-13 Zoning Amendment – Schouten

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2020-41

Seconded by Councillor Humphries

THAT Council enact the following By-Laws:

- 2020-12 Employment By-Law
- 2020-13 Zoning Amendment – Schouten

Carried

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

11. COUNCIL MEMBERS CONCERNS

Councillor Humphries stated his concern with the cost of the Town of Renfrew Recreation agreement and how it will affect the budget. Mayor Bennett stated

that it will be discussed at the next recreation committee meeting and then brought forward during the February 28th Budget Day.

12. MOTION FOR RECONSIDERATION – None

13. RESOLUTIONS

Moved by Councillor Cleroux

RESOLUTION NO. 2020-42

Seconded by Deputy Mayor Campbell

THAT Planning Committee and Council approve Consent Applications B79/19, 2497095 Ontario Inc. (Corey Scheel), upon the following conditions being met:

- A Registered Plan of Survey;
- A Zoning By-Law Amendment is required to rezone the severed lands from Rural (RU) to Limited Service Residential (LSR);
- A lot merger agreement will be required with the Township that registers a notice on title that the two lots (enlarged and severed lots) will always be sold together;
- Favourable comments from Ontario Power Generation are required;
- Applicant provide the Township with a written statement from an engineer to determine the road suitability to accommodate emergency service vehicles.

Carried

Mayor Bennett requested a Recorded Vote.

Yea	Voting	Nay
	D. Bennett	✓
✓	G. Campbell	
✓	L. Cleroux	
✓	D. Humphries	

Moved by Councillor Cleroux

RESOLUTION NO. 2020-43

Seconded by Councillor Humphries

THAT Council receive the January 2020 monthly Building Permit report.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2020-44

Seconded by Deputy Mayor Campbell

THAT Planning Committee and Council agree to table the Consent Application B62/19 – 2497095 Ontario Inc. (Corey Scheel).

Carried

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2020-45

Seconded by Councillor Humphries

THAT Council accept Corporate Policies – Section IT 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. 2020-46

Seconded by Councillor Humphries

THAT the Fire Department staff receives a COLA increase of 2% effective January 1, 2020;

AND THAT in accordance with By-Law 2013-23 Paragraph 6, the Community Emergency Management Coordinator and Alternate remuneration be increased by COLA of 2% effective January 1st, 2020.

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-47

THAT Council receive the Investment Summary for the year ending December 31st, 2019 as information, as submitted by the Treasurer.

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2020-48

THAT upon recommendation of the General Government Committee, Council agree to move forward with the purchase of new software for the municipal office;

AND THAT this be funded from the Modernization Funding Reserve.

Carried

Moved by Councillor Cleroux
Seconded by Councillor Humphries

RESOLUTION NO. 2020-49

THAT Council accepts the Building Fee Report for the year ending December 31, 2019 as presented.

2019 BUILDING FEE REPORT

(in accordance with Chapter 23 of the Building Code Act, S.O. 1992)

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
REVENUES						
Building Permit Fees	46618.00	45,576.00	39,991.00	48,625.30	62,074.00	67,332.70
Septic Permit Fees	7660.00	9,060.00	7,460.00	13,200.00	12,500.00	10,300.00
Other Fees	1900.00	2,700.00	5,900.00	2,500.00	6,050.00	6,900.00
Transfer from Reserves	7259.67	13,465.69	14,307.62	991.51	0.00	1,500.00
Total Revenues:	63437.67	70,801.69	67,658.62	65,316.81	80,624.00	86,032.70
EXPENDITURES						
Wages & Benefits	60849.39	67,155.96	63,017.48	64,828.02	69,198.82	70,124.55
Mileage/Conference etc.	162.82	274.78	658.83	35.67	233.56	88.19
Office Supplies etc.	650.46	545.95	1,127.31	453.12	1,316.77	1,447.15
Building maintenance	1775.00	2,825.00	2,855.00	0.00	0.00	0.00
Transfer to Reserves		0.00	0.00	0.00	9,874.85	14,372.81
Total Expenditures:	63437.67	70,801.69	67,658.62	65,316.81	80,624.00	86,032.70
Surplus/Deficit:	0.00	0.00	0.00	0.00	0.00	0.00

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-50

THAT Council accepts the Treasurer's Statement of Council Remuneration and Expense for the year ending December 31, 2019 as presented.

2019 STATEMENT OF COUNCIL REMUNERATION AND EXPENSES

(costs are net of GST/HST rebate)

<u>MEMBERS OF COUNCIL</u>	<u>REMUNERATION</u>	<u>BENEFITS</u>	<u>CONFERENCE EXPENSES</u>	<u>TRAVEL EXPENSE</u>	<u>TOTAL</u>
BENNETT, Dave - Councillor/Mayor	19,994.76	6,493.06	1,033.95		27,521.77
CAMPBELL, Glen - Councillor/D Mayor	17,499.96	1,769.76	511.04		19,780.76
CLEROUX, Lane - Councillor	17,499.96	1,769.76	526.17		19,795.89
HUMPHRIES, Douglas - Councillor	17,499.96	1,769.76	841.76		20,111.48
WEBSTER, Tom - Councillor	17,819.96	1,792.32	2,475.57		22,087.85
	<u>90,314.60</u>	<u>13,594.66</u>	<u>5,388.49</u>	<u>0.00</u>	<u>109,297.75</u>

This statement is in accordance with the Municipal Act 2001, S.O. 2001, c. 25 Section 284 and Township By-Law 2018-53 plus annual COLA adjustments.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-51

THAT Council accept the Horton Hoedown Year-End Balance report as information.

Carried

Moved by Councillor Cleroux
Seconded by Deputy Mayor Campbell

RESOLUTION NO. 2020-52

THAT Council accept the Transportation and Environmental Services Committee Chair's Report as information.

Carried

Moved by Councillor Cleroux
Seconded by Councillor Humphries

RESOLUTION NO. 2020-53

THAT upon recommendation from the TES Committee, Council agree to move forward with a proposal with Jp2g for a 40,000 cubic meter expansion to the active waste area at the Horton Landfill Site.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-54

THAT Council approve the additional invoice received from National Grinding with an additional nine (9) hours of grinding at \$450.00 per hour, plus HST totaling to \$4,576.50;

AND THAT this be funded from the Environment Reserves.

Carried

Mayor Bennett declared pecuniary interest and did not vote.

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2020-55

THAT Council accept the Information Correspondence list as per the CAO/Clerk's Information Memo for

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2020-56

THAT Council accept the letter from James Palubiski regarding a Volunteer Search and Rescue Team as information.

Carried**14. IN CAMERA (Closed) SESSION – None****15. CONFIRMING BYLAW**

Moved by Deputy Mayor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2020-57

THAT Council enact By-law 2020-14 – Confirming By-Law

Carried**16. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 7:18 p.m.

 MAYOR David Bennett

 CAO/CLERK Hope Dillabough