

THE CORPORATION OF THE TOWNSHIP OF HORTON

**REGULAR COUNCIL MEETING
SEPTEMBER 21ST, 2021**

There was a Regular Meeting of Council held via Zoom on Tuesday September 21, 2021. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Executive Assistant – Recording Secretary.

1. CALL TO ORDER

Mayor Bennett called the meeting to order at 4:00 p.m. He performed roll call for council members.

	Present	Absent
Mayor Bennett	X	
Deputy Mayor Campbell	X	
Councillor Cleroux		X
Councillor Humphries	X	
Councillor Webster	X	

2. LAND ACKNOWLEDGEMENT

Mayor Bennett read the Land Acknowledgement in its entirety.

3. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

4. CONFIRMATION OF COUNCIL AGENDA

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2021-217

Seconded by Councillor Webster

THAT Council adopt the Agenda for the September 21st, 2021 Regular Council Meeting, as amended with the addition in Section 15.1 – Closed Session item.

Carried

5. DELEGATIONS &/or PUBLIC MEETINGS

5.1 4:00 pm – Zoning By-law Amendment – Adrian Schouten

Councillor Lane Cleroux was present at 4:05 p.m.

6. MINUTES

6.1 September 7th, 2021 – Public Meeting

6.2 September 7th, 2021 – Regular Council

Moved by Councillor Humphries

RESOLUTION NO. 2021-218

Seconded by Councillor Webster

THAT Council approve the following Minutes:

- September 7th, 2021 – Public Meeting
- September 7th, 2021 – Regular Council

Carried

7. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

8. COMMITTEE REPORTS:

8.1 GENERAL GOVERNMENT COMMITTEE

Public Advisory Members Susan Humphries and Spencer Hopping were present.

8.1.1 Financial Departmental Report & Statement

Treasurer Nathalie Moore reviewed the report. She highlighted that staff is working on their departmental 2022 budgets and they are hoping to have them completed for Committee and Council review soon.

8.1.2 OPP Billing Report – April – June

Council Members briefly reviewed.

8.1.3 MLES Reporting – April – June

Council Members briefly reviewed.

8.1.4 Staff Report – Accessibility Advisory Committee Term of Reference

Executive Assistant Nichole Dubeau reviewed the report. She stated that if Council had any comments or recommendations for changes to the Terms of Reference to forward them to her. Public Advisory Member Susan Humphries questioned how committee members are chosen and if they are needed. Ms. Dubeau stated that as of right now the committee is comprised of municipal representatives but that they are looking for new public members.

8.1.5 Staff Report – Municipal Hours for Christmas 2021

CAO/Clerk Hope Dillabough reviewed the report. Councillor Cleroux questioned if the Landfill Site hours would reflect the statutory holidays. Ms. Dillabough stated that amended Landfill hours would be advertised, and that Council members will have contact information in case of emergencies. Mayor Bennett stated that staff should receive one of the three days paid by the Township instead of using their own time to boost staff moral and de-stress.

8.1.6 Staff Report – Statutory Holidays Amendment – Corporate Policy E-02

CAO/Clerk Hope Dillabough reviewed the report. There was brief discussion regarding what surrounding municipalities had in their policies for staff. Staff is to bring back a comparison report of statutory holidays and floating days from other municipalities.

8.1.7 Staff Report – 2022 Budget Timelines

Treasurer Nathalie Moore reviewed the report.

8.1.8 Staff Report – Award Auditor RFP

Treasurer Nathalie Moore reviewed the report.

9. CORRESPONDENCE SUMMARY**9.1 INFORMATION CORRESPONDENCE**9.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed.

9.2 ACTION CORRESPONDENCE – NONE**10. BYLAWS**

- 10.1 2021-42 Site Plan Agreement – 1293043 Ontario Inc. (Renfrew Self Storage)
- 10.2 2021-44 Zoning By-law Amendment – Schouten
- 10.3 2021-45 Adopt Amended Corporate Policy E-02

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE**12. COUNCIL/STAFF MEMBERS CONCERNS – NONE**

13. MOTION FOR RECONSIDERATION – NONE**14. RESOLUTIONS**

Moved by Deputy Mayor Campbell **RESOLUTION NO. 2021-219**
Seconded by Councillor Humphries
THAT Council accept the Financial Departmental Report & Statement as information.

Carried

Moved by Councillor Humphries **RESOLUTION NO. 2021-220**
Seconded by Councillor Webster
THAT Council accept the OPP Billing Report for April – June 2021 as information.

Carried

Moved by Councillor Cleroux **RESOLUTION NO. 2021-221**
Seconded by Deputy Mayor Campbell
THAT Council accept the MLES Reporting for April – June 2021 as information.

Carried

Moved by Councillor Webster **RESOLUTION NO. 2021-222**
Seconded by Councillor Humphries
THAT Council accept the Accessibility Advisory Committee Term of Reference Report as information.

Carried

Moved by Councillor Cleroux **RESOLUTION NO. 2021-223**
Seconded by Councillor Humphries
THAT Council authorize the closure of the Municipal Office from December 24th to December 31st, 2021;

AND THAT Staff will make application for leave out of their banked vacation and/or overtime to be off;

AND FURTHER THAT Council give Staff one paid day off throughout this break to recognize their efforts through COVID19.

Carried

Moved by Deputy Mayor Campbell **RESOLUTION NO. 2021-224**
Seconded by Councillor Humphries
THAT Council amend Corporate Policy E-02 Statutory and Paid Holidays to reflect the new Federal Statutory Holiday ‘National Day for Truth and Reconciliation’;

AND THAT Council also agree to amend Corporate Policy E-02 Statutory and Paid Holidays to reflect Remembrance Day;

AND FURTHER THAT Council direct Staff to provide comparator information as it pertains to floating holidays and statutory paid holidays for further discussion.

Carried

Moved by Councillor Webster **RESOLUTION NO. 2021-225**
Seconded by Councillor Humphries
THAT Council accept the proposed 2022 Budget timelines as information.

Carried

Moved by Councillor Humphries **RESOLUTION NO. 2021-226**
Seconded by Councillor Webster
THAT Council agrees to award the Township of Horton’s Joint Request for Proposal for External Auditing Services to MacKillican & Associates;

AND THAT the Township appoint MacKillican & Associates for a three-year term with the option to renew for a further two-year term as mutually agreed upon by both parties;

AND FURTHER THAT this will come forward by By-Law

Carried

Moved by Councillor Cleroux

RESOLUTION NO. 2021-227

Seconded by Councillor Webster

THAT Council accept the CAO/Clerk's Information Memo for September 21st, 2021.

Carried

Moved by Councillor Cleroux

RESOLUTION NO. 2021-228

Seconded by Councillor Webster

THAT Council adopt the following By-laws:

- 2021-42 Site Plan Agreement – 1293043 Ontario Inc. (Renfrew Self Storage)
- 2021-44 Zoning By-law Amendment – Schouten
- 2021-45 Adopt Amended Corporate Policy E-02

Carried

15. IN CAMERA (Closed) SESSION

Moved by Councillor Humphries

RESOLUTION NO. 2021-229

Seconded by Councillor Webster

THAT Council went into a Closed Session Meeting at 5:05 p.m. to discuss the following items pursuant to Section 239(2) (b) and (e) of the Municipal Act;

- (b) Personal matters about and identifiable individual, including municipal or local board employees – Staff Retention Report
- (e) Litigation or potential litigation – Renfrew Health Village

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2021-230

Seconded by Councillor Webster

THAT Council came out of Closed (In-Camera) Session at 5:43 p.m. and discussed items pertaining to:

- (b) Personal matters about and identifiable individual, including municipal or local board employees – Staff Retention Report
- (e) Litigation or potential litigation – Renfrew Health Village

Carried

16. CONFIRMING BYLAW

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2021-231

Seconded by Councillor Humphries

THAT Council enact By-law 2021-46 – Confirming By-Law.

Carried

17. ADJOURNMENT

Mayor Bennett declared the meeting adjourned at 5:44 p.m.