

THE CORPORATION OF THE TOWNSHIP OF HORTON

**REGULAR COUNCIL MEETING
MARCH 15TH, 2022**

There was a Regular Meeting of Council held via Zoom on Tuesday March 15th, 2022. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, Councillor Tom Webster, and Councillor Lane Cleroux. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, Adam Knapp, Public Works Manager, 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 Councillor Webster

RESOLUTION NO. 2022-51

Seconded by Deputy Mayor Campbell

THAT Council adopt the Agenda for the March 15, 2022 Regular Council Meeting.
Carried

5. DELEGATIONS &/or PUBLIC MEETINGS

Evans Church –Request to Cross Millennium Trail & Unopened Road Allowance
Evans Church was present. He reviewed what his intentions were to Council. Council members were in agreeance to allow Mr. Church to install an entrance for farming purposes, after an agreement has been entered into with the Township to cross the Millennium Trail and Unopened Road Allowance, and liability is confirmed. Mr. Church is to set up a meeting with the CAO/Clerk and Public Works Manager to discuss further.

6. MINUTES

- 6.1 February 15th, 2022 – Regular Council
- 6.2 February 22nd, 2022 – Public Budget Meeting
- 6.3 March 8th, 2022– Special Council

Moved by Councillor Humphries

RESOLUTION NO. 2022-52

Seconded by Councillor Cleroux

THAT Council approve the following Minutes:

- February 15th, 2022 – Regular Council
- February 22nd, 2022 – Public Budget Meeting
- March 8th, 2022– Special 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 Staff Report – Right to Disconnect Policy J-16
CAO/Clerk Hope Dillabough reviewed the report.

8.1.2 Staff Report – Credit Card Policy J-17
Treasurer Nathalie Moore reviewed the report. She added that she has sent the policy to the auditors for their review and suggestions.

8.1.3 Staff Report – Accounts Receivable Policy J-18
Treasurer Nathalie Moore reviewed the report. She added that she has sent the policy to the auditors for their review and suggestions.

8.1.4 Staff Report – Health & Safety Update
CAO/Clerk Hope Dillabough reviewed the report.

8.1.5 MLES Fourth Quarter Report
Council reviewed the report.

8.2 PLANNING COMMITTEE

Public Advisory Members Lisa Branje, Bob Johnston, and Bob Cassidy were present.

8.2.1 Planning Report – B99/21 Renfrew Golf Course
Executive Assistant Nichole Dubeau reviewed the report. She stated that the County has changed the consent process which now puts more onus on the Township in the Municipal Report and does not include Council's comments. Council agreed to invite Bruce Howarth, County of Renfrew Planning Manager, to be a delegation to explain the updated process and to Council.

8.2.2 Planning Report – B127/21 Armstrong
Executive Assistant Nichole Dubeau reviewed the report.

8.2.3 Planning Report – B89/21 Pastway
Executive Assistant Nichole Dubeau reviewed the report.

8.2.4 February 2022 Building Report
Council and Committee reviewed the report.

8.2.5 Staff Report – Proposed Increase in Planning Fees – County of Renfrew
CAO/Clerk Hope Dillabough reviewed the report. There was Council and Committee discussion regarding the level of service reflection on the price since responses from the County are already taking much longer than normal. Council members requested that different options be investigated to see if the same service received from the County can be given from somewhere else for a relatively similar cost.

8.2.6 Consent Process Letter – Eric Draper
Eric Draper was present.

Council stated that a meeting with the County will be requested to discuss the length of time the processes take at their office, and a letter will be sent to the County expressing the concern and copy other municipalities

using their services. Mayor Bennett stated that he will bring up the topic at the next County Council Meeting as well.

8.2.7 Staff Report – Request to Build – Eric Draper

CAO/Clerk Hope Dillabough reviewed the report. Council members were in favour of permitting Mr. Draper to start the building permit process after an agreement has been entered into with the Township and Mr. Draper.

8.3 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE

8.3.1 Chair's Report – March 2nd

Public Works Manager Adam Knapp 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 2022-15 Lame Duck Designation – 2022 Municipal Election

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE

12. COUNCIL/STAFF MEMBERS CONCERNS

There were no Council or Staff Members concerns.

13. MOTION FOR RECONSIDERATION – NONE

14. RESOLUTIONS

Moved by Deputy Mayor Campbell

RESOLUTION NO. 2022-53

Seconded by Councillor Humphries

THAT Council accept the delegation from Evans Church as information.

Carried

Moved by Councillor Webster

RESOLUTION NO. 2022-54

Seconded by Councillor Humphries

THAT Council accept the Right to Disconnect policy as presented and recommended 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 Humphries

RESOLUTION NO. 2022-55

Seconded by Councillor Cleroux

THAT Council accept Corporate Policies J-17 and J-18 as presented by Staff;

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

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Webster

RESOLUTION NO. 2022-56

THAT Council approves the CAO/Clerk's recommendation to close the office the morning of Friday April 1st, 2022 for a half day of training to update staff and review health and safety policies and procedures.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-57

THAT Council accept the Municipal Law Enforcement Services Fourth Quarter Reporting as information.

Carried

Moved by Councillor Webster
Seconded by Councillor Humphries

RESOLUTION NO. 2022-58

THAT Council accept the Consent Application B99/21 – Renfrew Golf Course as information.

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-59

THAT Council accept the Consent Application B127/21 – Armstrong as information.

Carried

Moved by Councillor Humphries
Seconded by Councillor Webster

RESOLUTION NO. 2022-60

THAT Council accept the Consent Application B89/21 – Pastway as information.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-61

THAT Council accept the February 2022 Building Report as information.

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2022-62

THAT Council receive the Proposed Increase in Planning Fees from the County of Renfrew as information.

Carried

Moved by Councillor Webster
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-63

THAT Council accept the letter from Eric Draper regarding the Consent Process at the County of Renfrew as information;

AND THAT Council direct the CAO/Clerk to draft a letter to the County of Renfrew regarding the issues and concerns the Township of Horton has as it pertains to the Planning at the County level;

AND FURTHER THAT this letter be circulated to all municipalities in the County of Renfrew who utilize County Planning Authority services.

Carried

Moved by Councillor Humphries
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-64

THAT Council receive the Request to Build from Eric Draper report as information;

AND THAT staff draft an agreement to be brought back to the next Regular Council Meeting on April 5th, 2022.

Carried

Moved by Councillor Webster
Seconded by Councillor Cleroux

RESOLUTION NO. 2022-65

THAT Council accept the TES Committee Chair's report as information.

Carried

Moved by Councillor Cleroux
Seconded by Councillor Webster

RESOLUTION NO. 2022-66

THAT upon recommendation from the TES Committee, Council proceed with Phase 2 of the landfill Site Expansion Feasibility Study per the conclusions and recommendations from the Ministry of Environment, Conservations, and Parks;

AND THAT funding for the study of \$11,565.55 including HST be allocated from the Environmental Reserves.

Carried

Moved by Councillor Webster
Seconded by Deputy Mayor Campbell

RESOLUTION NO. 2022-67

THAT upon recommendation from the TES Committee, Council of the Township of Horton agree to enter into an agreement with the Township of Admaston/Bromley regulating the maintenance and repair of the boundary highways as displayed in Schedule A, Schedule B and Schedule C, over which they have joint jurisdiction in accordance with the Municipal Act, 2001, (S.O. 2001, C.25) Section 29 Boundary Lines, as amended;

AND THAT this be brought forward by By-law at the next Regular Council Meeting.

Carried

Moved by Councillor Webster
Seconded by Councillor Humphries

RESOLUTION NO. 2022-68

THAT Council accept the CAO/Clerk's Information Memo for March 15, 2022.

Carried

Moved by Deputy Mayor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2022-69

THAT Council enact the following By-law:

- 2022-15 Lame Duck Designation – 2022 Municipal Election

Carried**15. IN CAMERA (Closed) SESSION**

Moved by Councillor Humphries
Seconded by Deputy Mayor Campbell

RESOLUTION NO. 2022-70

THAT Council went into a Closed Session Meeting at 6:31 p.m. to discuss the following items pursuant to Section 239(2) (c) and (e) of the Municipal Act;

- (c) A proposed or pending acquisition or disposition of land by the municipality or local board – Concession 7, Part Lot 13, Township of Horton
- (e) Litigation or potential litigation – Legal Opinion – Recreation

Carried

Moved by Councillor Cleroux
Seconded by Councillor Humphries

RESOLUTION NO. 2022-71

THAT Council came out of Closed (In-Camera) Session at 7:00 p.m. and discussed items pursuant to Section 239(2) (c) and (e) of the Municipal Act pertaining to:

- A proposed or pending acquisition or disposition of land by the municipality or local board – Concession 7, Part Lot 13, Township of Horton
- Litigation or potential litigation – Legal Opinion – Recreation

Carried

Moved by Councillor Webster
Seconded by Councillor Humphries

RESOLUTION NO. 2022-72

THAT Council agree not to enter into or engage in a relationship with private parties to act as a financial intermediary as it pertains to sponsorship monies.

Carried

16. CONFIRMING BYLAW

Moved by Deputy Mayor Campbell
Seconded by Councillor Webster

RESOLUTION NO. 2022-73

THAT Council enact By-law 2022-16 – Confirming By-Law.

Carried

17. ADJOURNMENT

Mayor Bennett declared the meeting adjourned at 7:02 p.m.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough