



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – APRIL 2<sup>nd</sup>, 2019 - 4:00 P.M.**

*The agenda provides start times for committee meeting. Please note that these times are approximate and serve as a guideline only. We respectfully request all attendees and committee members to be in attendance at least 15 minutes prior to the start time for your respective committee meeting.*

1. **CALL TO ORDER**
2. **MEMBERS, STAFF AND THE PUBLIC REQUESTED TO TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES**
3. **DECLARATION OF PECUNIARY INTEREST**

**\*\*PRESENTATION MAYOR BENNETT TO JOLIE BRISCO\*\***

4. **MINUTES FROM PREVIOUS MEETINGS**
  - 4.1 March 5<sup>th</sup>, 2019 – Regular Council **PG.3**
  - 4.2 March 14<sup>th</sup>, 2019 – Special Council Meeting **PG.7**
5. **BUSINESS ARISING FROM MINUTES**

**6. 4:00 TRANSPORTATION / ENVIRONMENTAL SERVICES**  
Public Works, Waste Management, Lime Stabilization  
*Chair: T. Webster Public Members: M. Humphries, R. Lester, J. Wilson*

- 6.1 **Staff Reports**
  - 6.1.1 Public Works – General Update **PG.8**
  - 6.1.2 2019 TES Schedule of Fee's & Charges **PG.23**
- 6.2 **New Business**
- 6.3 **Outstanding Business**
- 6.4 **Correspondence**
- 6.5 **Mayor Bennett - Questions on Report – Recommendations**

**7. 5:00 PROTECTIVE SERVICES – Fire, Emergency Management**  
*Chair: L. Cleroux*  
*Staff Liaison: Acting Chief A. Cole, CEMC S. Osipenko (as required)*

- 7.1 **Staff Reports**
  - 7.1.1 Monthly Fire Report – March 2019 **PG.26**
- 7.2 **New Business**
- 7.3 **Outstanding Business**
- 7.4 **Correspondence**
- 7.5 **Mayor Bennett - Questions on Report – Recommendations**

**8. 5:30 SUPPER BREAK**

**9. 6:00 DELEGATIONS &/or PUBLIC MEETINGS**

**PUBLIC MEETING – 2019 Budget **PG.28****

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<b>10.</b>	<b>6:30 RECREATION</b> <i>Chair: D. Humphries</i> <i>Public Members: Sharon Bennett, Barb Dickson, Tina Hunt and Ralph Miller</i>	
<b>10.1</b>	<b>Staff Reports</b>	
	10.1.1 Committee Updates - Recreation	<b>PG.34</b>
<b>10.2</b>	<b>New Business</b>	
<b>10.3</b>	<b>Outstanding Business</b>	
<b>10.4</b>	<b>Correspondence</b>	
<b>10.5</b>	<b>Mayor Bennett - Questions on Report - Recommendations</b>	
<b>11.</b>	<b>COUNCIL CORRESPONDENCE SUMMARY</b>	
<b>11.1</b>	<b>Information Correspondence</b>	
	11.1.1 CAO/Clerk Memo	<b>PG.38</b>
<b>11.2</b>	<b>Action Correspondence</b>	
	11.2.1 A Call for Resolutions to Protect the Ottawa River	<b>PG.39</b>
<b>12.</b>	<b>OUTSTANDING COMMITTEE ISSUES</b>	
	12.1 Cemetery Discussion – Mayor Bennett (Requested at last Council Meeting)	
	12.2 Community Improvement Plan Request – 1462 Storyland Rd	<b>PG.45</b>
<b>13.</b>	<b>BY-LAWS</b>	
	13.1 2019-22 – User Fees & Charges	<b>PG.49</b>
	2019-25 – Adopt Section B – Corporate Policies	<b>PG.61</b>
	2019-26 – Strategic Asset Management Policy	<b>PG.62</b>
	2019-27 – Adopt Sums Required for 2019	<b>PG.63</b>
<b>14.</b>	<b>NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING</b>	
<b>15.</b>	<b>COUNCIL MEMBERS CONCERNS</b>	
<b>16.</b>	<b>MOTION FOR RECONSIDERATION (debate on motion to reconsider only)</b>	
<b>17.</b>	<b>IN CAMERA (Closed) SESSION</b>	
<b>18.</b>	<b>NEXT MEETING</b>	
	18.1 Council Meeting Date: <a href="#">April 16<sup>th</sup>, 2019 – 4:00 p.m.</a>	
<b>19.</b>	<b>CONFIRMING BY-LAW 2019-28</b>	<b>PG.64</b>
<b>20.</b>	<b>ADJOURNMENT</b>	

<b>NOTE:</b>	<i>Submissions received from the public, either orally or in writing may become part of the public record.</i>
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**\*\*For a full list of the Section B Corporate Policies – Please contact the Office**

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**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
MARCH 5TH, 2019

There was a Regular Meeting of Council held in the Township Council Chambers on Tuesday February 5th, 2019. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, Charles McDonald, Public Works Manager, and Nichole Dubeau, Receptionist/Clerk-Recording Secretary.

Councillor Lane Cleroux sent his regrets.

**1. CALL TO ORDER**

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

**2. REQUEST TO TURN OFF ELECTRONIC DEVICES**

Mayor Bennett asked Council, Staff and the Public to turn off all electronic devices.

**3. DECLARATION OF PECUNIARY INTEREST – None**

**4. MINUTES**

4.1 February 5th, 2019– Regular Council

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2019-63**

Seconded by Councillor Webster

**THAT** Council approves the following Meeting Minutes:

- February 5th, 2019 – Regular Council

**Carried**

**5. BUSINESS ARISING FROM MINUTES - None**

**6. TRANSPORTATION / ENVIRONMENTAL SERVICES**

Present were Public Advisory Members Rick Lester and Murray Humphries.

Absent was John Wilson.

Councillor Tom Webster, Chair of the Transportation/Environmental Services Committee, presented the following items for consideration and recommendation.

**6.1 Staff Reports**

6.1.1 Recycling Processing Fee – Report

Delegation: Andrew Shouldice, Beaumens

The Public Works Manager, Charles McDonald reviewed the report for council. Mr. Shouldice made a brief presentation to council about the international pricing of items and benefits of the dual stream collection, which Horton has switched to. CAO/Clerk Hope Dillabough confirmed that processing fee would stay at the same updated rate of \$0.26/stop/week for the 2019 year. A By-law will be brought forward to amend that section of the Agreement.

6.1.2 Public Works – General Update

The Public Works Manager, Charles McDonald reviewed the Public Works General Update for Council.

**6.2 New Business – None**

**6.3 Outstanding Business – None**

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#### 6.4 Correspondence – None

#### 6.5 Questions on Reports and Recommendations– Mayor Bennett

There were no additional questions on the reports

Moved by Councillor Webster

**RESOLUTION NO. 2019-64**

Seconded by Councillor Humphries

**THAT** Council accepts the Public Works Managers report as information, as submitted for March 5th, 2019.

**Carried**

### 7. PROTECTIVE SERVICES

Acting Fire Chief Allan Cole was absent.

#### 7.1 Staff Reports

##### 7.1.1 Fire Report – January 2019

CAO/Clerk Hope Dillabough reviewed the report for council. Councillor Webster asked if there was any update on the MTO reporting. Ms. Dillabough stated that the Acting Fire Chief was going to be taking over that, but no updates as of yet. She added that she has reached out to some contacts and see if they are receiving the same resistance regarding information provided by the OPP.

#### 7.2 New Business – None

#### 7.3 Outstanding Business – None

#### 7.4 Correspondence – None

#### 7.5 Questions on Reports and Recommendations – Mayor Bennett

There were no additional questions on the reports

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2019-65**

Seconded by Councillor Humphries

**THAT** Council accept the Acting Fire Chief's Report for March 5th, 2019.

**Carried**

### 8. RECREATION

Community Liaison Officer, Shane Lambert was present. Public Advisory Members present were Barb Dickson, and Tina Hunt.

Absent was Sharon Bennett and Ralph Miller.

#### 8.1 Staff Reports

##### 8.2.1 Committee Updates – Recreation

Community Liaison Officer Shane Lambert reviewed his report. He stated that the Murder Mystery date has been changed because the original date that was picked was Easter Weekend. The new date is May 4<sup>th</sup>. Councillor Webster questioned how the monthly Hoedown Update Reports were going to work. He requested that a written report be submitted in a timely fashion for the recreation part of the council package. Councillor Humphries clarified that Tina Hunt would be giving a verbal update at this meeting and then a spreadsheet will be created to keep track of updates as they happen. User fees were discussed. Public Advisory Member Barb Dickson stated that a survey should be circulated at one of the upcoming euchre nights regarding the price changes to see what people are willing to pay. Mayor Bennett congratulated Community Liaison Officer Shane Lambert on his first Winter

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Carnival and taking on the role of Committee Chair. He added his concern about “wandering keys” for the community centre. CAO/Clerk Hope Dillabough recommended about “starting fresh” and replacing the lock on the door and having new keys to give to the members and possibly have a deposit that will be returned when the hall key is turned back in. Public Advisory Member Tina Hunt gave a verbal update on the Hoedown. The headliners for both nights have been booked and that with openers and local entertainment they are within their entertainment budget. The sponsor letters are being prepared to go out, the website will be done soon, and the Facebook page is live. Tickets will go on sale when the entertainers have been announced. They will be coming forward with a media agreement soon, which is supposed to reach a farther market than last year. Tina added that she submitted the application for the Better Community Challenge Grant and just needs to set dates for the planned activities.

**8.3 New Business – None**

**8.4 Outstanding Business – None**

**8.5 Correspondence – None**

**8.6 Questions on Reports and Recommendations – Mayor Bennett**  
There were no additional questions on the reports

Moved by Councillor Humphries

**RESOLUTION NO. 2019-66**

Seconded by Deputy Mayor Campbell

**THAT** Council accept the Recreation Committee Updates Report as information, as submitted by Community Liaison Officer for March 5th, 2019.

**Carried**

**9. SUPPER BREAK – 5:30 p.m.**  
**RECONVENED –6:00 p.m.**

**10. DELEGATION &/or PUBLIC MEETING**

**11. COUNCIL CORRESPONDENCE SUMMARY**

Council reviewed and discussed the following correspondence:

**11.1 Information Correspondence**

11.1.1 CAO/Clerk Information Memo

Discussion went around the table with information previously distributed.

**11.2 Action Correspondence – None**

Moved by Councillor Webster

**RESOLUTION NO. 2019-67**

Seconded by Deputy Mayor Campbell

**THAT** Council accept the Information Correspondence list as per the CAO/Clerk’s Information Memo for March 5th, 2019.

**Carried**

**12. OUTSTANDING COMMITTEE ISSUES**

12.1 Report – Council Staff Relations Policy

CAO/Clerk Hope Dillabough reviewed the report for council members.

12.2 Report – Office Structure

CAO/Clerk Hope Dillabough reviewed the report for council members.

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### 13. BYLAWS

#### 13.1

- 2019-16 Adopt Section A – Corporate Policies
- 2019-17 Adopt Corporate Policy Council-02 – Council-Staff Relations
- 2019-18 Appoint Fence Viewers

Moved by Councillor Webster

**RESOLUTION NO. 2019-68**

Seconded by Councillor Humphries

**THAT** Council adopt the following By-Laws:

- 2019-16 Adopt Section A – Corporate Policies
- 2019-17 Adopt Corporate Policy Council-02 – Council-Staff Relations
- 2019-18 Appoint Fence Viewers

**Carried**

### 14. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

### 15. COUNCIL MEMBERS CONCERNS

Mayor Bennett informed council members that effective immediately Val Miller has resigned from the Ladies Catering Group as Chair.

### 16. MOTION FOR RECONSIDERATION - None

### 17. IN CAMERA (Closed) SESSION - None

### 18. NEXT MEETING

18.1 Council Meeting Date: March 19<sup>th</sup>, 2019 – 4:00 p.m.

### 19. CONFIRMING BYLAW

Moved by Councillor Webster

**RESOLUTION NO. 2019-69**

Seconded by Councillor

**THAT** Council enact By-law 2019-19 – Confirming By-Law to confirm the proceedings of Council.

**Carried**

### 20. ADJOURNMENT

Mayor Bennett declared the meeting adjourned at 6:30 p.m.

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MAYOR David Bennett

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CAO/CLERK Hope Dillabough

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## THE CORPORATION OF THE TOWNSHIP OF HORTON

**Special Council Meeting**March 14<sup>th</sup>, 2019

4:00 p.m.

There was a Special Council Meeting of Council called by the Mayor and held in the Municipal Council Chambers on Thursday March 14<sup>th</sup>, 2019 Subject to the procedural by-law 2015-53 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 Lane Cleroux, Councillor Doug Humphries and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk.

1. Mayor Bennett called the meeting to order at 4:00 p.m.
2. Members, Staff and the Public requested to turn off all cell phones and electronic devices.
3. There was no declaration of pecuniary interest.
4. Procedural By-Law – Review and Discussion

CAO/Clerk Hope Dillabough reviewed alternative options to implement regarding the Regular Council meeting structure as well as Standing Committees. She also asked questions regarding the number of Public Advisory Members desired for each committee as it would pertain to advertising for new members etc. There was discussion regarding the creation of an Economic Development Committee and dissolving the existing Ad Hoc Committees as the majority of them are no longer required.

There were some concerns noted by Council regarding staff time, recording secretaries, timelines, number of Public Advisory members as well as eliminating listed times on the Agendas.

Councillor Webster requested that all Council should personally discuss their favourable options with the CAO/Clerk to help her in determining an option that best suits all of Council. Once this takes place, there should be an additional Special Council Meeting held for another full discussion as there has been no directive given to staff.

Moved by Deputy Mayor Campbell

**Resolution No.2019-70**

Seconded by Councillor Humphries

**THAT** Council enact By-law 2019-20 to confirm the proceedings of the Council of the Township of Horton at the Special Council Meeting held on March 14<sup>th</sup>, 2019.

**Carried**

5. Mayor Bennett declared the meeting to be adjourned at 5:36 p.m.

\_\_\_\_\_  
MAYOR David M. Bennett

\_\_\_\_\_  
CAO/Clerk Hope Dillabough

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## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Public Works General Update	<b>Date:</b>	March 26, 2019
	<b>Council/Committee:</b>	TES (Transportation Environmental Services) Committee
	<b>Author:</b>	Charles McDonald, Public Works Manager
	<b>Department:</b>	Public Works

### RECOMMENDATIONS:

THAT Council accepts the Public Works Managers report as information

### BACKGROUND:

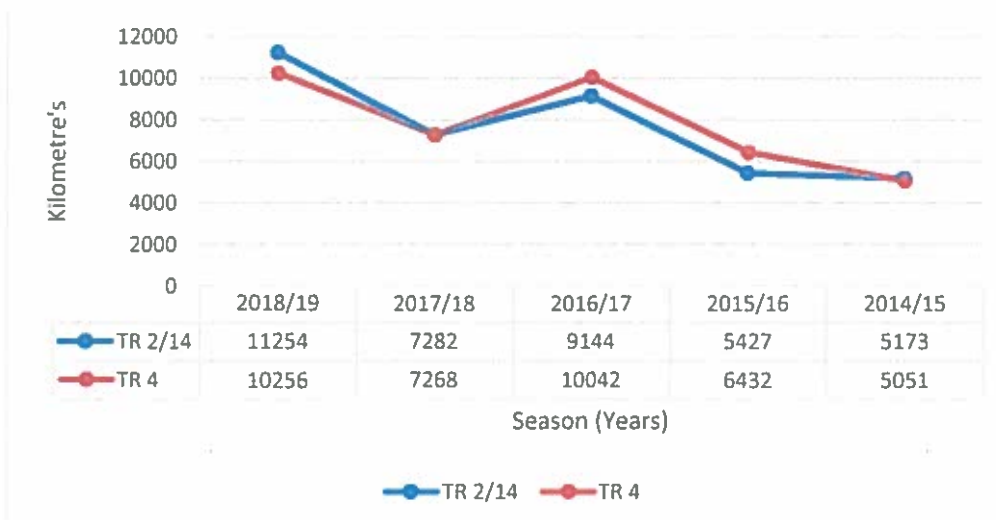
Item #1 – As of March 26, 2019, the Public Works Department has used approximately 3600 tonnes of winter sand, covering a combined 21,501km of road since the first winter event on November 13, 2018. The breakdown between the 2 units is:

Unit	Distance Traveled (km)	Winter Sand Used (tonnes)
TR 04-10 (International)	10,256*	1600
TR 14-19 (Westernstar)	11,245*	2000

*\*Some of this mileage was plowing and winging with no sanding*

It is estimated that there is 100 tonnes of winter sand left of the 3,711.85 tonnes (estimated 180 tonnes in inventory from 2017/18, 3000.00 tonnes obtained in October of 2018, 531.85 tonnes obtained February of 2019) that we started with.

Below is the 5-year trend for truck #4 and truck #2/14 of kilometers traveled for winter operations. For consistency, I used the data that falls between November 1<sup>st</sup> and March 31<sup>st</sup> of each year/winter season:



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There is a definite upwards trend in the number of kilometers traveled as part of the Townships winter operations (plowing and sanding). This has a potentially drastic impact on the life expectancy of our equipment as well as budget implications for materials such as winter sand, salt and fuel.

Item #2 – At the January 15, 2019 TES meeting, Mayor Bennett requested, through the committee, that the Public Works Manager investigate the possibility of having the County of Renfrew take ownership of Lime Kiln Road.

The County has since provided us with a copy of the criteria that would be followed if this request was made formal (see attachment #1). To summarize the criteria, the road in question would have to be identified as an 'Urban Center Connector' or an 'Urban Arterial Extension', as well as have a posted speed limit of 80 km/hr, have an asphalt surface, have traffic volumes of at least 1000 vehicles per day and have a right-of-way width of at least 66 feet (20.12 meters).

The last time the County went through the road rationalization process was in 2013 with the Town of Deep River. In this case, the Town was successful in their attempt. An excerpt of the County Operations Report from October 7, 2013 as well as the formal request from the Town of Deep River can be found in attachment #2.

To make this request formal, there needs to be a Resolution of Council requesting the County consider assuming Lime Kiln Road into the County road network.

**ALTERNATIVES:**

N/A

**FINANCIAL IMPLICATIONS:**

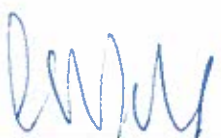
None

**ATTACHMENTS:**

- #1 – Ontario Good Roads Association Road Rationalization Criteria
- #2 – Excerpt from the October 7, 2013 County of Renfrew Operations Report

**CONSULTATIONS:**

Lee Perkins, Director of Public Works & Engineering, County of Renfrew

**Author:** \_\_\_\_\_  
  
 Signature

**Other:** \_\_\_\_\_  
 signature

**Treasurer:** \_\_\_\_\_  
  
 signature

**C.A.O.** \_\_\_\_\_  
  
 signature



## ONTARIO GOOD ROADS ASSOCIATION

500 OTTO ROAD, UNIT 2  
MISSISSAUGA, ONTARIO  
L5T 2L5  
TELEPHONE 905 785-2555  
FAX 905 785-2680

February 1998

# Road Rationalization

## THE CONCEPT OF ROAD RATIONALIZATION

When first established, the "Kings Highway System" provided a major inter-centre connector. A county or regional road system provides this same service on a reduced scale, connecting smaller centres of population and providing a "farm to market" road link. The local road acted as the final link in the system providing access to the abutting properties. These roles have changed very little over time. However, in many areas of the province, significant changes in settlement patterns, population and employment have left some areas with designation of roads that is no longer appropriate. The Province of Ontario has taken the lead in the re-designation of their road system and has begun to shift responsibility for some roads to the local, county and regional levels.

Road service providers are requested to demonstrate accountability for road maintenance services. The efficient and effective delivery of road services is a priority of municipal customers (the road user and taxpayer) and the provincial government. Rationalizing road jurisdiction between a county (region) and local municipalities will ensure that local roads serve primarily a local function and county (regional) roads serve a through traffic function. Another benefit to the transferring of roads is a county (regional) road that is a low priority to the upper tier, once transferred, may become a high priority for the local municipality and see significant improvements over time. Likewise a high volume local road carrying primarily through traffic may receive higher levels of service than the local municipality was able to provide.

The road rationalizing method as shown in this report permits a review of the road system within a county (region). The outcome of the review is a determination of the appropriate jurisdiction of a road or road section.

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## BY-LAWS

Each county or regional municipality has been granted the power under the *Public Transportation and Highway Improvement Act* or its respective regional or county act to establish, maintain, add or remove designated roads from or to the county or regional road system.

The *Public Transportation and Highway Improvement Act* (PTHIA) provides for the establishment of a county road system. The county road systems were established in the early years of this century by by-laws passed by each council. The roads that comprise a county road system established under the PTHIA are county roads whether they are in a town, a village or a township. When the task of determining what alterations have been made to the physical system or when it is desirable to review municipal service delivery, a new system can be designated by a new establishing by-law. In effect, the slate is wiped clean and the road system starts afresh.

## PRINCIPLES OF ROAD RATIONALIZATION

- Upper tier roads, that are primarily transportation corridors, should provide continuous roadway service throughout the county or region.
- Upper tier roads should be capable of being upgraded to a reasonable standard consistent with the service to be provided.
- Upper tier roads should be along the shortest practicable route along existing roads and streets.

## GOAL OF A ROAD RATIONALIZATION STUDY

- To develop a county (regional) road system that reflects the realities of today and beyond.

## TERMS OF REFERENCE

- Conduct a road rationalization study, evaluating criteria prepared by the Ministry of Transportation in its document *Upper Tier Road Classification Criteria*, modifying the criteria based on information as shown in this document.
- Seek efficient and effective delivery of all road services within the county or region.
- Transfer roads to the local municipalities that serve primarily a local function.
- Transfer roads to the county (region) that primarily serve a through traffic (regional) function.

- Consider road condition and compensation throughout the discussion of road transfers.
- Involve the local municipalities in the decision-making process by encouraging feedback and comments.

## METHODOLOGY

The review of every road section within the county and local municipalities will be time-consuming and probably unnecessary. By each local municipality identifying roads that it believes serve a through traffic function will save a time-consuming road-by-road analysis.

- Review the criteria as shown in section entitled *Criteria and the Weights Applied* and modify to meet specific municipal requirements.
- Apply the criteria to all existing county (regional) roads and roads identified by the local municipalities as candidates for upper tier road classification.
- Weight the criteria based on their relative importance.
- Determine "cut-off" weight for inclusion of individual road sections in the county (regional) system.
- Develop a county (regional) road system.
- Determine the standard (i.e. surface condition) that the county (region) will accept or transfer roads.
- Determine impact on local municipalities as well as county or region.
- Present findings to council.

## CRITERIA AND THE WEIGHTS APPLIED

### Criterion 1 *Urban Center Connector*

Connect urban centres to each other or to a King's Highway unless such a service is now provided by a King's Highway.

Weighting Applied = 3

**Criterion 2** *King's Highway/Upper Tier Connector*

Connect major commercial and industrial areas, universities, hospitals, international border crossings and provincial boundaries, etc. to a King's Highway or upper tier road.

Weighting Applied = 2

**Criterion 3** *Heavy Industry Service*

Provide service within 4 km. of consistent major attractors or generators of heavy vehicles.

Weighting Applied = 2

**Criterion 4** *Barrier Service*

Provide service parallel to and across major barriers to free traffic movement such as freeways, watercourses or congested areas.

Weighting Applied = 1

**Criterion 5** *Resort Criterion*

Provide service within 4 km. of a major resort and/or recreational areas.

Weighting Applied = 1

**Criterion 6** *Urban Cell Service*

Provide service in urban areas within the cells formed by the King's Highways and the streets selected by the above criteria, provided that the traffic demand existing on the street is considered predominantly for through traffic.

Weighting Applied = 0

**Criterion 7** *Urban Arterial Extension*

Provide service on those roads which are extensions of urban arterial streets, from the urban limits to the first intersection, where the AADT is below 700 vehicles per day, then connect to an upper tier road or a King's Highway by the shortest route.

Weighting Applied = 3

**Criterion 8 *Rural Cell Service***

Provide service in rural areas within the cells formed by the King's Highways and the roads selected by the above criteria.

Weighting Applied =0

**Criterion 9 *Traffic Speed***

Provide service on roads where the speed limit is 80 km/hr.

Weighting Applied =1

**Criterion 10 *Road Surface***

Provide service on roads with an asphalt surface.

Weighting Applied =0.5

**Criterion 11 *Traffic Volume***

Provide service on roads with current traffic volumes greater than 1000 vehicles per day.

Weighting Applied =0.5

**Criterion 12 *Road Right-of-Way***

Provide service on roads with at least a 66-foot wide right-of-way.

Weighting Applied =1

**APPLICATION GUIDELINES**

Criterion 1 (Urban Centre Connector) and criterion 7 (Urban Arterial Extension) are considered the most important criteria, as upper tier roads should serve as inter-municipal corridors to connect the small urban centres within the county or region. In order to apply criterion 1, a determination of what constitutes an urban centre is required.

**Criterion 1 *Urban Centre Connector***

This criterion is intended to identify roads providing service to and from centres having commercial and possibly industrial development.

Urban centres are areas of concentrated development, not "ribbon" development.

The criterion is not intended to be applied to residential subdivisions that are developing in rural areas. When the residential development grows to a sufficient size, upper tier road service may be considered through the application of all of the criteria.

**Criterion 2** *Kings Highway/Upper Tier Road Connector*

The intent of this criterion is to extend the King's Highway or upper tier road to connect to the facilities mentioned and not to provide for lateral connections between highways/upper tier roads.

Major Institutional/commercial/industrial complexes are areas generating more than 1000 vehicle trips per day.

**Criterion 3** *Heavy Industry Service*

It is not intended that it be an upper tier responsibility to provide service to the entrance of every attractor or generator of heavy vehicles in an area. Rather, it is intended that upper tier service be provided close to the industry and that the distribution within the area of the industry be a lower tier responsibility.

"Close to" means within a distance of approximately 4 km.

"Consistent major attractor or generator", in the case of gravel pits and quarries, is defined as approximately 9 months or more of operation per year.

Landfill sites under the jurisdiction of or serving the upper tier municipality may also be considered as attractors of heavy vehicles and may be serviced by upper tier roads.

**Criterion 4** *Barrier Service*

The intent of this criterion is to alleviate traffic on local roads by providing service parallel to or across barriers to traffic movement where upper tier service is justified. The barrier must be an obstacle to traffic wishing to cross it and it must be feasible to cross (i.e. freeways by interchanges and rivers by bridges)



Service is provided "parallel to" only if there is no other upper tier or provincial road providing that service within a reasonable distance and only along roadways which are used to reach barrier crossings.

**Criterion 5** *Resort Criterion*

The intent of this criterion is to provide upper tier service close to resort/recreational areas or to a lower tier road system that distributes the traffic.

"Close to" means within a distance of approximately 4 km from the edge of the resort development.

A major resort/recreational area is an area generating a minimum of 700 vehicle trips per day during normal season of operation.

**Criterion 6** *Urban Cell Service*

The intent of this criterion is to identify roads in the cell under consideration at the spacing noted. The roads so identified must function predominately for through movement of traffic.

Roads that function as minor collectors for trips with origin and destination within the cell should be rejected.

The cell population density considered in identifying the appropriate spacing should be either the daytime or nighttime population, whichever is greater.

Population Density	Additional service required when spacing of roads is greater than
less than 40 persons/hectare	2000 m
between 40 and 125 persons/ha	1200 m

Criteria 6 and 8 are not included in the original application of criteria but could be used as a rationale for including additional roads or road sections to complete the road network. The reasoning behind excluding these criteria in the original application is due to the good condition of most local roads and the fact the majority of population has access to transportation or transportation services.

**Criterion 7 *Urban Arterial Extension***

The intent of this criterion is to provide for the extension of urban arterial streets into the rural areas to connect with an upper tier road or a King's Highway. Traffic counts should be taken on both sides of the intersection with the upper tier and the extension continued through the intersection, only if both AADTs equal or exceed 700 vehicles per day.

**Criterion 8 *Rural Cell Service***

The intent of this criterion is to provide upper tier service within the cell formed by the application of criteria 1 - 7 inclusive at spacing related to population density within the cells.

Upper tier roads or provincial highways in the subject upper tier or in adjacent upper tiers act as rural cell boundaries.

Population Density	Additional service required when spacing of roads is greater than
less than 1 person/km <sup>2</sup>	no additional service
1 person/km <sup>2</sup>	25 km
between 1 and 4 persons/km <sup>2</sup>	20 km
between 4 and 8 persons/km <sup>2</sup>	15 km
between 8 and 16 persons/km <sup>2</sup>	10 km
greater than 16 persons/km <sup>2</sup>	6 km

**Criterion 9 *Traffic Speeds***

This criterion is intended to identify those roads which have a speed limit of 80 km/h. This is deemed to be a desirable speed limit allowing roads that predominately serve as inter-municipal links in a road network to do so efficiently.

**Criterion 10 *Road Surfaces***

This criterion is intended to identify those roads with an asphalt surface. These roads were deemed to be more appropriate to serve as upper tier roads as this surface material would be more durable to withstand the

greater traffic volumes, heavier vehicles and higher speeds as anticipated on upper tier roads.

#### **Criterion 11 *Traffic Volumes***

This criterion was intended to identify roads with current traffic volumes greater than 1000 vehicles per day.

#### **Criterion 12 *Road Right-of-Way***

The Intent of this criterion is to identify roads with a right-of-way width of 66 feet. It is appropriate to be considered for an upper tier road designation that the road have at least a standard right-of-way.

Apply each of the criteria in section entitled *Criteria and the Weights Applied* to the existing upper tier road system and to local roads identified by each municipality as a provider of through traffic service. Criteria 6 and 8 are not included in the original application of criteria but could be used as a rationale for including additional roads or road sections to complete the road network.

#### **CUT-OFF WEIGHT**

After the criteria have been applied to each road being analyzed, it is possible to determine how much weight each road has accumulated. By setting a minimum weighting of six points, a cut-off threshold is established for including a road in the upper tier system.

This would mean that to qualify for upper tier designation a road must meet either the criteria for urban centre connector or the criteria for urban arterial extension worth 3 points, plus all four criteria for traffic speed, road surface, traffic volume and road right-of-way worth a combined total of 3 points, or another combination of criteria to have a total weight of 6. This becomes the yardstick to be used for recommending the redesignation of roads.

### 3. Staffing

#### (a) Project Engineer

As members of Committee are aware, the Department has had difficulty recruiting this position (which is an integral position in the recently approved Departmental restructuring). The firm of T3 Consulting has been retained by the Human Resources Department to assist with the recruitment. The cost of the recruitment service will be \$20,000.

## RESOLUTIONS

### 4. Request for Road Assumption - Town of Deep River

The Department is in receipt of a resolution (refer to Appendix IX) from the Town of Deep River requesting that the County give favorable consideration to assuming Deep River Road and Ridge Road. The Appendix also contains a map identifying the location of these roadways within the Town of Deep River.

It is interesting to note that both of these roadways had been previously approved for assumption into the County's road infrastructure network; however, on October 28, 1998 there was a resolution endorsed by the County's Operations Committee "..... to delete County Road 72 (Ridge Road) and County Road 73 (Deep River Road) from the County Road System.....". In light of this request, both Ridge Road and Deep River Road were ultimately transferred to the Town. The Town was of the view that they had more autonomy with respect to planning, signage, speed related issues, etc. if these roadways remained with the local municipality.

Notwithstanding the aforementioned history, the Town has now made a formal request for the County to assume both Ridge Road and Deep River Road.

As per past practice, consideration of requests for County Road assumption follows a prescribed process. Historically, the following three principles have been employed in road rationalization reviews:

- Upper tier roads, that are primary transportation corridors, should provide continuous roadway services throughout the County
- Upper tier roads should be capable of being upgraded to a reasonable standard, consistent with the service provided
- Upper tier roads should represent the shortest practical route along existing roads and streets

The Department utilizes the Ontario Good Roads Association (OGRA) Road Rationalization criteria and weighting system (refer to Appendix X) in evaluating assumption requests. This document highlights the 12 criteria and associated weightings to assess whether or not a roadway meets upper tier road standards. It also identifies a cumulative "cutoff" point rating of 6 for the evaluation process.

## Ridge Road/Deep River Road Evaluation

Using the OGRA Road Rationalization process, the two roadways received a total weighted rating of eight (8) points. The details of the evaluation are summarized in Appendix XI. Based on the recommended threshold of a minimum of six (6) points, both roadways would qualify for County Road assumption status.

Since the County does not have regular maintenance operations in the vicinity of these two roadways, it will be necessary to enter into an inter-municipal cost-sharing arrangement with the Town of Deep River with respect to maintenance operations such as winter control, street sweeping, etc. Similar agreements are currently in place with the Town of Arnprior and the Town of Renfrew.

Should the County assume Ridge Road and Deep River Road into its road network, the following summarizes the respective roles and responsibilities of the local municipality and the County:

### County of Renfrew

- approves signage within the right-of-way
- issuance of right-of-way work permits
- control of pedestrian crossings/traffic control signals (in keeping with policies)
- shared responsibility with the Town for storm sewer maintenance/rehabilitation

### Town of Deep River

- sidewalk construction and maintenance
- underground infrastructure (e.g. watermains, sanitary sewers, storm sewers (shared with County))
- maintenance, installation, operation of streetlights
- snow removal (County does not remove snow from its roadways)
- maintenance of Ridge Road boulevard swales (County mows open ditch drainage systems approximately two times per year)
- driveway entrances are the responsibility of the individual property owners
- landscaping features within the right-of-way

Subject to Committee and Council approval to assume Ridge Road and Deep River Road into the County's road system, it is recommended that the effective date for the assumption be April 1, 2014. This will provide sufficient time to develop the required inter-municipal maintenance agreements with respect to these two roadways.

**Recommendations:** THAT this Committee recommend to County Council that the County of Renfrew endorse the assumption of Ridge Road and Deep River Road into the County's road system, subject to the execution of maintenance agreements between the County of Renfrew and the Town of Deep River with respect to maintenance related matters; AND THAT the effective date for the County's assumption of these two roads be April 1, 2014; AND FURTHER THAT a by-law be passed to Amend By-Law 13-01, being a By-Law to Consolidate all By-laws with Respect to Roads and Bridges Included in the County Road System.

# THE CORPORATION OF THE TOWN OF DEEP RIVER



P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0  
Tel: (613) 584-2000 • www.deepriver.ca • Fax: (613) 584-3237



*Cs. D. Darch*

July 2, 2013

Mr. Jim Hutton,  
Chief Administrative Officer/Clerk  
County of Renfrew  
9 International Drive  
Pembroke, ON  
K8A 6W5

Dear Mr. Hutton:

**RE: Assumption of Deep River Road and Ridge Road in the Town of Deep River**

Enclosed please find a certified copy of resolution no. 2013-66 passed by Deep River Council at their regular Council meeting of June 26, 2013.

This resolution expresses Council's interest to the County of Renfrew in furthering the process to determine if it would be a viable option for the Town of Deep River to have the County assume Deep River Road and Ridge Road, in the Town of Deep River.

I trust this is satisfactory. If you require further information, please do not hesitate to contact me.

Sincerely,

Louise McLaughlin, Dipl.M.M.  
Deputy Clerk

Encl.





THE CORPORATION OF THE TOWN OF DEEP RIVER

Meeting Type: Regular Meeting

DATE: June 26, 2013  
RESOLUTION NO.: 2013 66  
AGENDA ITEM NO.: 8.1.2

MOVED BY: *T. Myers*  
SECONDED BY: *Bob McLaren*

WHEREAS the Council of the Town of Deep River is interested in the possibility of having Deep River Road and Ridge Road transferred to the County under the County Road System;

NOW THEREFORE BE IT RESOLVED THAT Council express their interest to the County of Renfrew in furthering the process to determine if it would be a viable option for the Town of Deep River.

DECLARED THE MOTION

- CARRIED
- DEFEATED
- TABLED

*[Signature]*  
MAYOR

	FOR	AGAINST
Daniel Banks		
Ronald Desrochers		
Ian Ingram		
Robert McLaren		
Terry Myers		
Ruth Syme		
David Thompson		

DECLARATION OF CONFLICT OF INTEREST

DISCLOSED HIS/HER INTEREST(S) \_\_\_\_\_

VACATED HIS/HER SEAT \_\_\_\_\_

ABSTAINED FROM DISCUSSION AND DID NOT VOTE ON THIS QUESTION

Certified true copy  
*Louise McLaughlin*  
Louise McLaughlin, Deputy Clerk  
Town of Deep River

RETURN TO AGENDA





**Township of Horton  
COUNCIL / COMMITTEE REPORT**

<b>Title:</b>  2019 TES Schedule of Fee's & Charges	<b>Date:</b>	March 27, 2019
	<b>Council/Committee:</b>	TES (Transportation Environmental Services) Committee
	<b>Author:</b>	Charles McDonald, Public Works Manager
	<b>Department:</b>	Public Works

**RECOMMENDATIONS:**

THAT Council, upon recommendation of the TES Committee, accept the Public Works Manager's recommendation to increase some items identified in the 2019 User Fees for TES based on the change from cubic yards to cubic meters as a unit of measure

**BACKGROUND:**

As part of the 2019 budget deliberations, the Public Works Manager recommended a few changes to the TES schedule of fees and charges. One of those changes was to update the units of measure used within the schedule. A number of items have been measured using cubic yards; when changed to cubic meters, you incur a 30% increase in to the allowable quantity. It was determined that this 30% increase should also be reflected in the rate charged to the users.

The changes are reflected in attachment #1 '2019 Proposed Fees For TES'.

**ALTERNATIVES:**

None

**FINANCIAL IMPLICATIONS:**

None

**ATTACHMENTS:**


#1 – 2019 Proposed Fee's for TES

**CONSULTATIONS:**

None

**Author:**   
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer:**   
signature

**C.A.O.:**   
signature

TOWNSHIP OF HORTON  
 2019 PROPOSED FEES AND CHARGES WORKSHEET (CURRENT BYLAW 2018-49)

DEPARTMENT & TYPE	RATE	PROPOSED RATE CHANGE	NOTES
<b>SCHEDULE B - WASTE SITE FEES</b>			
<b>(Vehicles are to be assessed by the Attendants at the Landfill Site, and tipping fees must be paid prior to dumping load.)</b>			
Special Opening of Site (accompanied by an attendant - minimum 1 hour charge)	\$40.00		
Garbage Tags (sold at office)	\$2.00		
Garbage Bags taken to Landfill Site	\$2.00 per bag or Tag Attached		
Metal - white goods (Freon must be removed and fridge tagged)	No Charge		
Half-ton vehicle, or Half-ton trailer, or Passenger Van	\$20.00		
Half-ton vehicle or Passenger with Half-ton trailer	\$40.00		
One-Ton Vehicle	\$40.00		
Tandem axle dump trucks	\$14.00/cubic yard	\$18.00 / cubic meter	
Tri-axle dump trucks	\$14.00/cubic yard	\$18.00 / cubic meter	
Tractor trailer trucks	\$14.00/cubic yard	\$18.00 / cubic meter	
Roll-off bins	\$14.00/cubic yard	\$18.00 / cubic meter	
Garbage packer load - half load or more	\$300.00		
Garbage packer load - half load or less	\$150.00		
<b>Contaminated Soil - as per Sec. 5 of O. Reg 153/04</b>	\$50.00/cubic yard	\$65.00 / cubic meter	McNab - 117/cubic meter; Great Mada - 50/cubic meter; Whitewater - 25/cubic meter; Mad Valley - 33/cubic meter; Admaston - 29/cubic meter
Construction/Demolition/Fire Clean Up - Unsorted	\$300.00 plus \$15.00/cubic yard	\$300 plus \$20.00 / cubic meter	
Construction and demolition - separated	\$14.00/cubic yard	\$18.00 / cubic meter	
Construction and demolition - mechanically ground	\$12.00/cubic yard	\$16.00 / cubic meter	
Passenger Tire up to 16"	Free or \$3.00 with attached rim		
Tires 17" to 24.5"	Free or \$9.00 with attached rim		
All Tires over 24.5"	Free or \$25.00 with attached rim		
Over 6'	Free or \$25.00 with attached rim		
Blue Box (Mini)	\$3.00	Eliminate or restock?	
Blue Box	\$6.00		
Composters	\$40.00	Eliminate or restock?	
Restocking Fee (Purchased of more than 5)	\$0.15		

RETURN TO AGENDA

**TOWNSHIP OF HORTON**  
**2019 PROPOSED FEES AND CHARGES WORKSHEET (CURRENT BYLAW 2018-49)**

DEPARTMENT & TYPE	RATE	PROPOSED RATE CHANGE	NOTES
<b><u>SCHEDULE "H" TRANSPORTATION</u></b>			
All operator and cost recovery rates are subject to the following:	1. "Regular Hours of Work" shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy. Summer hours may apply.		
	2. "Outside Regular Hours" of work shall mean any hours worked beyond those hours defined as Regular Hours of Work.		
	3. "Emergency" means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rates is three time the regular rate.		
Entrance Permits (One Time Inspection) \$350.00 deposit refunded after final inspection	\$150.00	increase deposit to \$750 if a culvert is required	Actual cost for the installation of an entrance w/ culvert is \$800 to \$1000 depending on the length of culvert. \$100 is more inline with surrounding municipalities
Additional Inspections for Entrance Permits	\$100.00		
Tile Drain and Utility Road Crossing Permit	\$500 deposit plus Fees to Reover Reasonable Costs of the Municipality for works.		
Sale of Used Culverts/Work Requests etc.	Cost Recovery	Eliminate	
Private Road & Driveway Grading (Policy T-01)	\$120/hr incl. operator (plus HST)		
<b>All municipal equipment shall be operated by municipal employees at the unit rate + cost recovery for the operator</b>			
Excavator (Township use only)	\$82.00/hr plus operator		
Grader	\$87.00/hr plus operator		
Half Ton (Township use only)	\$28.00/hr plus operator		
Loader/Backhoe (Township use only)	\$50.00/hr plus operator		
Tandem Axle Dump Truck (Township use only)	\$80.00/hr plus operator		
Water Truck (Township use only)	\$80.00/hr plus operator		
Chipper Rental (Township use only)	\$45.50/hr plus operator		
Public Works Manager	Cost Recovery		
Public Works Superintendent	Cost Recovery		
Equipment Operator	Cost Recovery		
Labourer	Cost Recovery		

RETURN TO AGENDA



**Township of Horton  
COUNCIL / COMMITTEE REPORT**

<b>Title:</b>  Monthly Fire Report	<b>Date:</b>	April 2 <sup>nd</sup> , 2019
	<b>Council/Committee:</b>	Fire Committee
	<b>Author:</b>	J.A. Cole, Acting Fire Chief
	<b>Department:</b>	Fire

**CALL OUTS/RESPONSES:**

As at March 27, 2019 there were no Responses/Requests for Services

**MEETINGS:**

None

**TRAINING/WORKSHOPS/:**

Reminder of Essentials of Municipal Fire Protection for Fire Service Leaders Seminar. April 23, 2019

Hosted by Pembroke Fire Department. Course Content delivered by OFMEM.

In house training continuing. This month focusing on SP-103 Wildland Firefighting techniques.

**CORRESPONDENCE:**

None

**OLD BUSINESS/OUTSTANDING ISSUES:**

New Pumper Build on schedule. We are in constant contact with dealer and manufacturer at this stage to ensure nothing gets missed out of the specifications.

Training Room/EOC Kitchen Reno completed. New counter top installed, sink and faucets operational. The entire reno cost (approximately) was the cost of a counter top (supplied at below cost) one sink and one kitchen faucet. The rest consisted of donated cabinetry and doors. Horton Firefighters Association donated a new fridge to the cause.

**FIRE PREVENTION/INSPECTION:**

Burning Permits

11 Open Air Burning Permit Applications received in March.

8 Permits issued as good to burn as per the By-Law

2 Permits denied – 1st due to application to burn in a R-1 Zone and 2<sup>nd</sup> one where homeowner did not want to burn within confines of the By-Law.

At time of report – 1 application to be reviewed.

2 verbal complaints received by phone stating displeasure with the by-law as it inconvenienced them and how they wanted to burn.

**RETURN TO AGENDA**

Fire Prevention

Friendly Reminder that effective April 1, 2019 and until October 31, 2019 a Level 1 Burning Ban is in place in the township as per the requirements of By-Law 2016-23.

Press release issued in regards to spring clean-up and burning of debris.

We will be following up with a second release reminding ratepayers that the Burning Ban is now in place.

Inspection

One inspection completed at Teen Challenge Ottawa Valley in March.

Met with Property Manager for the site and went over in detail the requirements for compliance with the FPPA1997 and the Fire Code. We will be working closely with the owner and the Horton Building Official to ensure the occupants of the facility are safe and the applicable codes are followed during and after the renovation work.

**NEW BUSINESS:**

Offshore Ice/Water Rescue Agreement with Arnprior FD. We are hoping to get this back on track once we receive confirmation of applicable funding through the approved budget and with confirmation from Council to proceed. (just waiting on Budget confirmation)

We are in preliminary stages with a revamp of the existing E&R By-Law for review by Council. The last reiteration of this By-Law was in 2010 so it is due for review.

At the time of the kitchen renovations at the Horton Community Centre we had asked for the old Vulcan 6 Burner Commercial Gas Stove/Oven to be donated to the Fire Department. Unfortunately, due to venting requirements we are unable to use this stove in the Fire Hall kitchen. We would like to declare this item surplus and are looking for some direction as to next steps.

Author: J. Allan Cole  
signature

Other: \_\_\_\_\_  
signature

Treasurer:   
signature

C.A.O.   
signature

The Corporation of the Township of Horton  
**AD HOC BUDGET PUBLIC MEETING**  
**AGENDA**

Tuesday April 2, 2019 @ 6:00 p.m.  
(Location – 2253 Johnston Road)

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **CHAIR – PURPOSE OF PUBLIC MEETING TO PRESENT 2019 DRAFT BUDGET**
4. **CAO/CLERK’S REPORT ON NOTICE**
5. **DELEGATIONS**  
None.
6. **STAFF REPORTS / INFORMATION**
  - 6.1 PSAB Budget Report
  - 6.2 2019 Budget Presentation
7. **PUBLIC PARTICIPATION**
  - 7.1 Questions from the Public
8. **COUNCIL MEMBERS COMMENTS/QUESTIONS**
9. **RECOMMENDATIONS**
  - 9.1 THAT the recommendations be forwarded to Outstanding Committee Issues of the March 29, 2019 Council Meeting to adopt the 2019 budget as presented.
10. **NEXT MEETING**
11. **ADJOURNMENT**

**RETURN TO AGENDA**



**Township of Horton  
COUNCIL / COMMITTEE REPORT**

<b>Title:</b>  2019 FULL ACCRUAL BUDGET (PSAB)	<b>Date:</b>	March 27, 2019
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Nathalie Moore
	<b>Department:</b>	Finance

**RECOMMENDATIONS:**

THAT the Council for the Township of Horton adopts the Ontario Regulation 284/09 Report for the 2019 Budget, as printed and circulated.

**BACKGROUND:**

Ontario Regulation 284/09 under the Municipal Act, states that a municipality may adopt a budget that excludes amortization expenses, post-employment benefits and solid waste landfill closure and post-closure expenses, provided that the municipality prepares a report about the exclusions and adopt the report by resolution. The report is hereto attached.

The impact of PSAB on the budget does not change the amount of taxes needed to be raised each year. The PSAB budget includes amortization requirements versus the transfer to and from capital and reserves currently in the budget.

The implementation of full accrual accounting in accordance with PSAB is not an accounting exercise, it is a management exercise and the information should be used for capital investment planning. The goal is to have municipalities set aside funds for future replacement of its infrastructure and estimates of when they will need to be replaced.

**FINANCIAL IMPLICATIONS:**

None.

**CONSULTATIONS:**

None.

**RETURN TO AGENDA**



Author: Nathab Moore  
signature

Other: \_\_\_\_\_  
signature

Treasurer: Dianna McAn  
signature

C.A.O. [Signature]  
signature

**Attachment #1 to 2019 PSAB Report****ONTARIO REGULATION 284/09 REPORT****2019 BUDGET – PSAB BASIS****OVERVIEW**

Ontario Regulation 284/09 under the Municipal Act, states that a municipality may adopt a budget that excludes amortization expenses, post-employment benefits and solid waste landfill closure and post-closure expenses, provided that the municipality prepare a report about the exclusions and adopt the report by resolution.

**2019 Budget – Tax Rate Purposes**

The 2019 Budget incorporates a 2019 tax levy of \$2,361,408. This budget will adopt 2019 tax rates for taxation purposes based on a modified accrual basis similar to previous years. Under this budget, amortization was not included as expenditure while capital expenditures and debt principle were included. Post-employment benefit expenses and solid waste landfill closure/post closure expenses were also not included. Revenue included transfers from reserves while expenditures included transfers to reserves.

**2019 Budget – PSAB Basis**

Under a PSAB based budget, capital expenditures and debt principal are not included as expenditures, while amortization expenses are included. Transfers into reserves and withdrawals out of reserves are also not included in the budget as expenditures and revenues respectively, but are considered Financing and Transfers on the Schedule of Financial Activities. The net value between debt principal, capital expenditures and amortization will result in a transfer to/from equity in tangible capital assets on the Schedule of Financial Activities. The dollar difference for 2019 is \$142,752.

**POST-EMPLOYMENT BENEFITS EXPENSE**

Post-Employment Benefits Expenses are not applicable to our Municipality.

**LANDFILL SITE CLOSURE AND POST-CLOSURE EXPENSE**

As of December 31, 2018, the Municipality will have an estimated balance of \$304,285 in a Reserve for Solid Waste Disposal. The Municipality currently has

**RETURN TO AGENDA**

one active land fill site. Although the Township does not have a specific reserve for landfill site closure, there is sufficient dollars available in the Solid Waste Disposal Reserve and the Working Funds Reserve based on the current estimated landfill site liability amount of \$120,000. Council should continue to transfer funds into this Reserve until reaching the estimated liability value of \$120,000 plus the replacement value of the department's infrastructure assets.

### **AMORTIZATION EXPENSE AND RESERVES**

For the 2019 year, the Township included capital expenditures in the budget while amortization expenses were excluded. Amortization expenses attribute to the capital cost of an asset over its life span. However, amortization expenses does not include replacement values, therefore transfers to reserves should include forecasted replacement values.

In 2019, a total of \$ 1,942,494 was budgeted for new capital expenditures within the Operating Budget.

In 2019, a total of \$ 58,775 will be withdrawn from reserves in the Operating Budget and a total of \$ 653,091 will be withdrawn from reserves in the Capital Budget. Consequently, for the 2019 year, transfers to reserves for Capital asset replacement are \$ 346,288. In the past, the Township has utilized transfers to reserves, reserve funds and current year capital expenditures to replace existing tangible capital assets such as equipment, fleet and road construction. For 2019, the amount being withdrawn from reserves is more than the contributions being made into reserves.

Based on current estimates for the 2019 year, amortization expenses will amount to approximately \$ 821,021.

### **CONCLUSIONS**

To avoid a large increase in the tax rate the Township should continue to make reserve contributions each year, over and above any reserve withdrawals. The Asset Management Plan will assist Council in making long term financial strategy decisions. Council should adopt a 10 year capital forecast annually.

It is projected in the Long Term Financial Strategies to increase the annual levy by 3.5% to continue to add COLA of 2% to reserves and also increase the gravel and hard top maintenance programs to extend the life of our road network. Projected funding gap as of 2028 is \$ 1,708,989.

**TOWNSHIP OF HORTON**  
**#4 - 2019 BUDGET SUMMARY - FOR PUBLIC BUDGET MEETING**  
**APRIL 2, 2019**

	<u>2016</u> <u>BUDGET</u>	<u>2017</u> <u>BUDGET</u>	<u>2018</u> <u>BUDGET</u>	<u>2019</u> <u>PROPOSED</u>	<u>%</u> <u>Variance</u> <u>over 2018</u>	<u>Value</u> <u>Variance</u> <u>over 2018</u>
GENERAL GOV'T	-1,793,787	-1,845,921	-1,921,710	-2,026,615	5.5%	-104,905
<i>Notes: Includes Growth Est of \$30,069 and 3.11% Levy , Increase Dental to Level IV \$450</i>						
<i>OMPF \$???, Insurance Increase of \$4,915 for Cyber Coverage, Increase Computer \$3,000</i>						
<i>Reduction for Student \$4,151, Reduction (Deferral) in Scanning Documents \$6,500, Reduction Bldg Mnt. \$6,000</i>						
PROTECTION	442,085	476,390	482,174	497,516	3.2%	15,342
<i>Note: OPP Billing Increase is \$10,267 plus depletion of OPP reserve of \$5,000 is .07% levy increase.</i>						
TRANSPORTATION	811,717	833,296	885,667	971,512	9.7%	85,845
<i>Notes: Includes a seasonal employee from 24 weeks to permanent \$44,132,</i>						
<i>Johnston Road Debenture Increase \$31,787, Road Side Mnt and Winter Mnt Each \$5,000 Increase</i>						
<i>Matl's Reduction \$2,000, Gravel Mnt \$6,000 Reduction, Bldg Mnt \$14,000 Reduction</i>						
<i>Storm Sewer Reduction \$2,000</i>						
ENVIRONMENT	238,530	218,651	221,079	217,974	-1.4%	-3,105
<i>Overall Reduction to Offset Roads Seasonal to Permanent</i>						
RECREATION	140,566	150,097	161,584	162,728	0.7%	1,144
<i>Notes: Projects Dependant Upon Funding - Tables/Chairs, Soccer Fencing</i>						
<i>Increase to Advertising \$1,000, New Cycling Event Net Revenue \$2,000, Reduction in Debt \$6,306</i>						
<i>Increase for Student \$4,151 (from General Government), Boat Launch Reduction \$2,500</i>						
HEALTH SERVICES	30,739	32,537	33,366	33,837	1.4%	471
PLANNING	300	0	1,000	400	-60.0%	-600
FIRE	129,850	134,950	136,840	142,648	4.2%	5,808
<i>Note: \$5,000 Increase in Wages, \$3,000 Increase for Water Rescue Agreement,</i>						
<i>\$1,500 Increase for Extrication Agreement, Overall Reduction Including New Revenue \$3,692</i>						
BUILDING	0	0	0	0	100.0%	0
(SURPLUS) / DEFICIT	0	0	0	0	<b><u>Total Levy Increase</u></b> <b><u>After Growth 3.11%</u></b>	
<i>Notes: Total Departmental Insurance Coverage Increase of \$3,057, Growth Covers 2% Wage COLA</i>						<b><u>1% Levy Increase is =</u></b> <b><u>\$22,611</u></b>

<u>Budget Considerations</u>	<u>Levy % Change</u>
10 Yr Financial Plan - adopted	
December 2017	3.5
Johnston Rd Debenture	1.4
OPP Increase	0.07
	<u>4.97</u>



**Township of Horton  
COUNCIL / COMMITTEE REPORT**

<b>Title:</b>  COMMITTEE UPDATES RECREATION	<b>Date:</b>	April 2nd, 2019
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Shane Lambert Community Liaison Officer
	<b>Department:</b>	Recreation

**RECOMMENDATIONS:**

THAT the Recreation Committee and Council members accept this report as information.

**Upcoming Events:**

Easter Egg Hunt April 20th (Clair Rouble)

Murder Mystery (May 4<sup>th</sup>) - Chris Kyte will have the poster and tickets ready for printing Tuesday May 5<sup>th</sup>. Cast is 88% full just waiting for the last couple of confirmations. Script and scene is set.

**Horton Hoedown**

Line up has been announced

**Friday**

- Bobby Wills
- Owen Barney
- Rain Water Whisky

**Saturday**

- Tebey
  - Brea Lawrenson
  - Big City Lights
  - Ransom
  - Timberline
- One more band to be confirmed for Saturday

Tickets go on sale Friday, March 29, 2019 at 8am

Lots of traffic on social media accounts

Announcement and poster reached over 6000 people on Facebook

Sponsorship letters are going out one bronze sponsor paid already

With multiple others coming in shortly for all levels

Below money out so far and estimated prices

**RETURN TO AGENDA**

Item	Budget	Estimate	To Date
Special Event Insurance	0		
Staff/Volunteer Shirts	500		
Advertising	4000		260.24
Forms/Contracts	100		
Mail/Envelopes	100		
Licenses/Permits	359.95		
Bar Stocking	9020		
Bar Tickets	70		
Fencing/Barricades	3069		
Bar Construction	0		
Security/Police/FA	7500		
Fire Bar Share			
Bracelets	215		
Production Manager	2000	2000	500
Production Staff	3300		
Local Talent	1000	1000	
Opening Acts	10000	8650	
Main Performers	23000	25000	12500
Performers food/bev	1500		
Hotel Rooms	2100		
Equipment Rentals	15000		
Stage Rentals	in equip rental		
Fire Extinguishers	0		
KOA Electrical	5000		

Includes beer tent music

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Tent Rental	0		
Radio Rental	525		
Equipment Transportation	0		

Star and Bell Media are providing us with a very generous package in exchange for 280 weekend tickets and 20 VIP tickets. Value of advertising package way exceeds value of tickets being provided.

### Soccer

Registrations Continue to come in. Mostly via online applications. Registration night tentatively set for April 17<sup>th</sup> @ the Community Centre at 6:30 pm To date we have 47 Registered.

### Outdoor Rink:

Had a positive year in terms of ice condition. Usage was generally up. Will need to come up with a better system to track and promote rentals to the public in a more consistent and timely fashion. Bird Exclusion Program will be starting soon (pending weather). Orkin will get back to me regarding set up.

### Quilt Raffle Tickets

Horton Quilters are asking for us to get the tickets out sooner, to help with the ticket sales. Are we going to add other prizes to the draw like we did last year?

### Economic Development

I attended the Renfrew County EC 101 Workshop along with other staff and council members on March 21<sup>st</sup>. What was apparent was the importance of a BRE (Business Retention & Expansion) I recommend that the Horton EC Committee take a long look at this process. A BRE produces more jobs compared to bringing in new companies. This will be Vital to discuss this with the EC team (committee and Public Members). I will be attending along with Dave Bennett and Doug Humphries the Teeny Tiny Summit on April 4<sup>th</sup> in Calabogie.

### Recreation User Fees and Charges

#### Bar:

Beer \$4.50

Water/Pop \$1

Special Beer \$5.50

Special Drinks \$6.00

Liquor \$4.50

Hall Decoration Rental: \$40.00

Outdoor Rink:\$65/hour

#### Euchre

Had been \$5.00 – Barb Dickson was to survey participants

Committee recently questioned if it could be considered a 'preferred donation'. CAO/Clerk comments that it's still considered a fee and subject to HST with the 'donation' label.

**RETURN TO AGENDA**



**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

**Author:** Shane Lambert - via e-mail.  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer:**   
signature

**C.A.O.:**   
signature



# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of March 29, 2019

INFORMATION provided **NOT** included in the  
Regular Council meeting package of April 2, 2019

### **INFORMATION EMAILED**

1. FCM – Federal Budget 2019
2. AMCTO – 2019 Federal Budget Update
3. AMO Policy Update – Federal & Provincial Transit Funding
4. AMO Policy Update – Things You Need to Know
5. Health Unit Revisions
6. OPP Weekly News
7. Ottawa Valley Business News- March 19, 2019
8. Renfrew County Stewardship Program
9. Calendars

**RETURN TO AGENDA**

March 29, 2019

Dear Mayor Bennett, Deputy Mayor Campbell and Councillors,

Congratulations on your election to the Council of the Township of Horton. We wish you well as you take on the stewardship of your municipality together with the ensuing responsibilities and challenges.

We are writing to follow up on the letters that we sent to you last fall during the campaign. In our September letter, we asked you to consider urging your Council to take action on the following issues:

1. **Pass a resolution to oppose Canadian Nuclear Laboratories' nuclear waste proposals as they currently stand for Chalk River and Rolphton, Ontario, and**
2. **Oppose the importation of nuclear waste to Chalk River from other locations.**

We urge you to join the 135 municipal councils from Sheenboro to Montreal on the Quebec side of the Ottawa River who have passed resolutions questioning CNL's nuclear waste proposals. East Hawkesbury has adopted a resolution in opposition to CNL's current Chalk River AND Rolphton proposals. Both Alfred and Plantagenet's and Clarence Rockland's resolutions have opposed more radioactive waste being brought to Chalk River for storage or disposal.

We write again to highlight our grave concerns regarding these ill-conceived plans and to provide more current information regarding the above proposals for your consideration.

#### **Why we object to current plans at Chalk River and Rolphton, ON**

These projects could result in the radioactive contamination of the Ottawa River, the source of drinking water for millions of Canadians. Both proposals have been denounced by retired nuclear scientists, citizens' groups and First Nations. Neither of these proposals is in compliance with International Atomic Energy Agency (IAEA) standards and should **NOT** be approved.

Other key points include:

**Protection of the Ottawa River:** Radioactive materials with half-lives of thousands of years should **NEVER** be situated near major waterways or near the surface where the biosphere cannot be fully protected from contamination. IAEA standards require that long-lived radioactive wastes be disposed of far from water bodies and in stable rock below the earth's surface.

**RETURN TO AGENDA**

**Liability:** It is important to note that CNL will have no liability in the event that there are problems in the future with either the NSDF or with the entombed reactor. Canadian taxpayers would bear full financial responsibility and the horrific consequences of radioactive contamination of the Ottawa River for future generations.

**Transportation of nuclear waste:** Recently, CNL announced that in the future over 2,000 shipments of low-, intermediate- and high-level radioactive waste will be making their way via our highways from the Whiteshell nuclear reactor in Manitoba to Chalk River. Their plan is to consolidate all federally owned radioactive waste at Chalk River. It is anticipated that there will be more radioactive waste coming from other locations as well

We hope your Council will oppose the transport of radioactive and other lethal wastes on highways through our communities until a safer plan and location can be found for managing these wastes.

For more background on these issues, see below:

#### **BACKGROUND: NUCLEAR WASTE PLANS IN THE OTTAWA VALLEY**

#### **In conclusion, we ask you to:**

1. raise with your Council the issues of the NSDF at Chalk River, the Rolphton decommissioning proposal and the plan to transport nuclear waste to Chalk River.
2. join us in calling for CNL's responsible management of Canada's radioactive waste in facilities that comply with IAEA standards which are designed to manage radioactive waste in the best possible way. Our resources must be protected by a state-of-the-art facility for radioactive nuclear waste storage or disposal at a location at least 25 kilometres from the Ottawa River.
3. work towards having your Council pass resolutions to oppose CNL's proposals for Chalk River and Rolphton as they currently stand and oppose the importation of nuclear waste to Chalk River from other locations.

Please forward any resolutions your Council may adopt to Johanna Echlin, Old Fort William Cottagers' Association/OFWCA, ([j.echlin@sympatico.ca](mailto:j.echlin@sympatico.ca)). OFWCA will be forwarding all resolutions received from municipalities to the Canadian Nuclear Safety Commission during the next public comment period. Two sample resolutions can be found as attachments to this email.

We also recommend that your Council write to your MP and MPP to express opposition and request that they represent the views of your municipality in their respective levels of government.

**RETURN TO AGENDA**

Please note that we are not taking issue with CNL's ongoing work, but only with where and how the nuclear radioactive waste is managed. We strongly believe that building a state-of-the-art facility would provide greater safeguards against radioactive contamination of our drinking water, be a greater stimulus to the local economy, and increase the number of long-term jobs.

If you would like to discuss this matter further or would like more information from independent experts, we would be pleased to assist you. For further information, please refer to the links at the end of this email.

Thank you for taking action on these vital issues. We look forward to hearing from you.

Yours sincerely,

Chris Cavan and Valerie Needham,  
Old Fort William Cottagers' Association  
[chris.cavan@rogers.com](mailto:chris.cavan@rogers.com)   [needhav@algonquincollege.com](mailto:needhav@algonquincollege.com)

On behalf of:

Concerned Citizens of Renfrew County and Area (CCRCA)  
Coalition Against Nuclear Dumps on the Ottawa River (CANDOR)  
Old Fort William Cottagers' Association (OFWCA)  
Petawawa Point Cottagers' Association (PPCA)

## **BACKGROUND: NUCLEAR WASTE PLANS IN THE OTTAWA VALLEY**

### **Near Surface Disposal Facility at Chalk River, Ontario**

The Harper government radically restructured Atomic Energy of Canada Limited (AECL) in 2015, creating a subsidiary called Canadian Nuclear Laboratories (CNL) and contracting a multinational consortium (CNEA) to operate the subsidiary. We would point out that SNC Lavalin, currently in the news, is one of the four members in this consortium operating CNL.

The contract with the consortium to manage and operate CNL includes the requirement to "seek the fastest, most cost-effective means" to dispose of radioactive waste which has been accumulating at Chalk River and other federal nuclear sites during the past 70 years. CNL's proposed solution is to build an 'engineered' containment mound that is located less than a kilometre from the Ottawa River. CNL has claimed that only "low-level" radioactive waste will be disposed of in this mound, however this "low-level" radioactive waste includes some **very long-lived radioactive material such as radioactive uranium, plutonium, cesium, strontium, iodine and tritium that will remain hazardous for more than 100,000 years**. Also, much of the low-level waste would be mixed with intermediate-level waste, raising concerns

**RETURN TO AGENDA**

about how CNL will dispose of this radioactive material as it would be virtually impossible to separate.

CNL will receive more than **\$600 million dollars of taxpayers' money** to construct the mound.

According to CNL's current plans, this mound would:

- be 65 to 80 feet high and cover an area of 27 acres.
- contain one million cubic metres of radioactive nuclear waste that will be contained in a 'geomembrane' and covered over by a combination of sand, stone, gravel and top soil.
- contain radioactive and other wastes transported from decommissioned nuclear sites across Canada.
- be located directly over an active earthquake zone above porous and fractured rock.
- be constructed beside a small lake which drains directly into the Ottawa River through a small creek.

CNL claims that there is scientific certainty that the 'geomembrane' and its earthen covering would endure for hundreds of years. However, independent scientists contracted by the Ottawa Riverkeeper assert there is a lack of evidence to support this claim.

CNL plans to leave portions of the mound open to the elements for over 50 years until the entire structure is covered over. During that time, radioactive material would mix with precipitation creating a continuous volume of contaminated water that would be very difficult to capture and treat, despite the existence of a water treatment plant that could not remove all radioactive material such as tritium.

This **contaminated water would be released into the soil and ground water and make its way back to the Ottawa River**. In addition, **climate change** brings unpredictable, catastrophic weather that could also cause permanent radioactive contamination of the Ottawa River. Last September alone, there were four devastating tornadoes in one day in Ontario and Quebec along the Ottawa River.

**Retired AECL senior nuclear scientists have raised many serious concerns regarding this proposal** in comments submitted regarding CNL's Draft Environmental Impact Statement as part of the environmental assessment that is ongoing. For example, in his submission (<https://www.ceaa-acee.gc.ca/050/documents/p80122/119034E.pdf>), retired scientist Dr. J.R. Walker states that the NSDF proposal "employs inadequate technology and is problematically located" and "does not meet regulatory requirements with respect to the health and safety of persons and the protection of the environment." He points out **eleven times** that the wastes will be hazardous for more than 100,000 years and are therefore completely inappropriate for disposal in a facility above the ground.

**Decommissioning of the Nuclear Reactor at Rolphton, Ontario**

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In addition to the Chalk River site, CNL is also planning an equally unacceptable radioactive decommissioning project at Rolphton, Ontario. This site is a mere **100 metres from the Ottawa River**.

CNL plans to entomb the defunct nuclear reactor without properly dealing with the radioactive water which would continue to leach into the Ottawa River through foundation cracks and the fractured rock underneath it. CNL's Project Description itself states: "There is the potential for radionuclide releases to groundwater from the in-situ decommissioned reactor and radionuclide migration to the Ottawa River."

This plan is referred to as "in situ" and involves covering over the existing facility with grout and concrete, contrary to standards set by the International Atomic Energy Agency (IAEA). These actions would **make Rolphton a permanent nuclear waste disposal facility**.

In his response to the Draft Environmental Impact Statement (<https://www.ceaa-acee.gc.ca/050/documents/p80121/121343Epdf>), Dr. Walker points out that entombing radioactive waste lacks credibility and fails to address Canada's international obligations. He quotes at length from the IAEA regarding the "inappropriateness of entombment."

#### LINKS FOR FURTHER READING

1. [Sign the petition to protect the Ottawa and Winnipeg Rivers from radioactive waste](#)

This petition has nearly 1,500 signatures and contains more detailed information for your interest. Please pass on this petition to others who may be interested in this critical issue.

2. [www.ccnr.org/GE\\_SNC\\_CKUT\\_2019.mp3](http://www.ccnr.org/GE_SNC_CKUT_2019.mp3)

An eleven-minute interview by Sheila Ferrando of Dr. Gordon Edwards on CKUT McGill Radio, March 15, 2019, regarding the NSDF at Chalk River and SNC-Lavalin.

3. [Hot Garbage Grifters: SNC-Lavalin's Plans to Turn Nuclear Waste into Long-Term Gold](https://theenergymix.com/2019/03/10/hot-garbage-grifters-snc-lavalins-plan-to-turn-nuclear-waste-into-long-term-gold/) <https://theenergymix.com/2019/03/10/hot-garbage-grifters-snc-lavalins-plan-to-turn-nuclear-waste-into-long-term-gold/> March 10, 2019 Paul McKay The Energy Mix

Corporations such as SNC-Lavalin are tapping into the billions of dollars in funds that have been set aside for decommissioning old nuclear reactors and "managing" the radioactive waste that remains dangerous for hundreds of thousands of years.

4. [Ten Things to Know about Radioactive Waste Management in Canada](https://concernedcitizens.net/2018/11/15/dix-choses-a-savoir-sur-la-gestion-des-dechets-radioactifs-au-canada/) <https://concernedcitizens.net/2018/11/15/dix-choses-a-savoir-sur-la-gestion-des-dechets-radioactifs-au-canada/> (English translation provided at this link)

5. [Radioactive waste: Unacceptable Burdens on Future Generations](https://www.sierraclub.ca/en/radioactive-waste-unacceptable-burdens) <https://www.sierraclub.ca/en/radioactive-waste-unacceptable-burdens>

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Dr. Ole Hendrickson, Sierra Club Canada Foundation, posted on February 12, 2019

**Articles from mainstream media:**

1. [Canada has a dirty big nuclear secret at Chalk River](#)

Editorial by Eva Schacherl, Ottawa Citizen - April 23, 2018

2. [Scientists decry plan for Ontario nuclear-waste site](#)

Shawn McCarthy, Globe and Mail - June, 2017

3. [Taxpayers are getting a bad deal](#)

Iain Sherriff-Scott, The Hill Times – July 17, 2017

4. [What You should Know about Nuclear Waste in Ottawa – Gatineau](#)

<https://ecologyottawa.ca/2018/07/06/what-you-should-know-about-nuclear-waste-in-ottawa-gatineau-ga/>

Astrid Hieblinger Rempel, Ecology Ottawa, posted July 6, 2018

**Fact sheets produced by Concerned Citizens of Renfrew County and Area**

[Ten things Canadians need to know about the Chalk River Mound](#)

[Ten More things to know about the Chalk River Mound](#)

[Why is there so much plutonium in the wastes at Chalk River?](#)

[How would the NSDF leak? let us count the ways](#)

[Nine quick facts about the crazy plan to entomb a nuclear reactor beside the Ottawa River](#)

**Attachments: Two resolutions for your consideration**

**MRC Pontiac Resolution**

**Chalk River and Rolphton Resolution**



# Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Community Improvement Plan Request 1462 Storyland Road	<b>Date:</b>	April 2 <sup>nd</sup> , 2019
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Hope Dillabough, CAO/Clerk
	<b>Department:</b>	Planning/Administration

### RECOMMENDATIONS:

**THAT** Council agree to deem the property located at 1462 Storyland Road a Brownfields property;

**AND THAT** as per the Township of Horton’s Community Improvement Plan for Brownfields, Council approves the request submitted by Tom Orr Developments, owner of the property to access the following provisions of the plan:

- Section 4.2.1 – Planning Application and Building Permit Fee Grant Program
- Section 4.2.3 – Tipping Fees Grant Program


### BACKGROUND:

At the March 19<sup>th</sup>, 2019 Council Meeting, a request was submitted to apply for grants under the Township’s Community Improvement Plan for Brownfields. This document is attached for reference. At that meeting, it was suggested that Council take some time to review the documents and this item be brought forward at the following Council Meeting.


**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** The Treasurer has provided the following comment regarding the grant applied for the Tax incentive program. Past municipal practice was not to utilize Section 4.2.4 Tax Incentive Program.

**CONSULTATIONS:** Treasurer Barr

**Author:**   
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer:**   
signature

**C.A.O.**   
signature

RECEIVED

MAR - 1 2019

Tom Orr Developments  
6772447 Canada Inc  
92 Bingham Dr  
Horton, Ontario K7V 3Z8

March 1, 2019

Ms. Hope Dillabough  
CAO/Clerk  
Township of Horton  
2253 Johnston Road  
Renfrew, Ontario K7V 3Z8

Dear Ms. Dillabough

RE: Brownfield Rehabilitation of 1462 Storyland Road  
Former Sunshine Café Property

My Company is now the owner of the former Sunshine Café property located at the intersection of Chenux Road and Storyland Road in Horton Township. I am commencing the process to rehabilitate the property. I estimate there will be 350 tonnes of fuel contaminated soil and additional contaminated building materials to be removed to the Horton Landfill Site. This work will commence with the removal of the "half load" requirements later this Spring.

I have started the property remediation process today with applications submitted for a building renovation permit and a septic permit to replace the existing septic tank.

As you may be aware, contaminated earth was previously removed from this site, in fact the need to clean up the contaminated soil was the catalyst for the implementation of the Community Improvement Plan passed in 2008. However, additional contaminated soil has been found on the property.

Pursuant to Section 4.2 of the Township's Community Improvement Plan for Brownfields, I apply for the following grants:

Sections 4.2.1 – Planning Application and Building Permit Fee Grant Program,

I submitted the Building Permit application to renovate the existing main building, to remove the store and restaurant rooms, renovate the existing apartment in the second

floor, and convert the first floor into private storage. The application was accompanied with two sets of drafted plans.

I also submitted a Septic Permit application to remove and replace the existing 6,000 litre septic tank. An inspection of the tank revealed a badly damaged lid, while an inspection of the tile field found it to be in near "new" condition. A permit for a new weeper tile bed was issued in the 2000's and it received little use since that time.

I respectfully request a grant for the cost of the permits under the authority in this section.

#### 4.2.2 – Development Charges Grant Program

The Township's Development Charge by-law sets out a Development Charge for certain renovation circumstances. This renovation project may or may not trigger a Development Charge, but if the work does trigger a Charge, I respectfully request a grant to cover this Charge under the authority of this section.

#### 4.2.3 – Tipping Fees Grant Program

As set out above, clean up of the contaminated soil on this property was carried out in 2009. Unfortunately, when a follow up inspection for the Record of Site Condition was completed, additional contaminated earth was found around the former pump island, and it is still there. I estimate 300 tonnes of soil will have be removed. Additional testing under a Phase II environmental site assessment will be carried out to ensure that all contaminated soil has been removed

Further, the presence of mould has been found in the building. This mould must be removed as part of the building renovations in order to comply with health and safety regulations and delivered to your landfill site. I respectfully apply for a grant to reimburse the cost of the Landfill Site tipping fees.

AND

#### 4.2.4 Brownfield Financial Tax Incentive Program

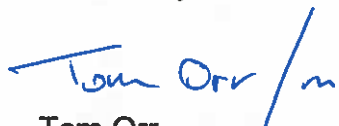
The renovation and full time use of this property will result in increased property tax. The Plan includes an of 75% reduction in Municipal Taxes in year 1, 50% in year 2 and 25% in the 3<sup>rd</sup> year. There is an additional opportunity under the Plan to apply to the Ontario Minister of Finance for matching relief of Educational Taxes. This incentive commences after the successful completion of the remediation project.

I hereby apply for taxation relief once the project has been completed and property remediated as set out in the Plan. In addition, I request the Township apply to the Minister of Education for a matching relief of the Education Taxes.

As set out in the Community Improvement Plan, submission of invoices or fees paid is required before the grant(s) will be issued. As invoices and fees are received, they will be forwarded to the Township. I respectfully request that in the interim, assurances be given by Council that my applications for grants and taxation relief under the Plan will be approved.

I would be pleased to meet with you and/or Planning Committee to set out my plans and discuss the By-law.

Yours truly,

A handwritten signature in blue ink that reads "Tom Orr" followed by a stylized flourish.

Tom Orr  
6772446 Canada Inc.

**THE CORPORATION OF THE  
TOWNSHIP OF HORTON**

**BY-LAW NO 2019-22**

**BEING A BY-LAW TO ESTABLISH TARIFF OF  
FEES FOR THE TOWNSHIP OF HORTON FOR  
SERVICES.**

**WHEREAS** Councils of local municipalities are empowered by Section 391 of the Municipal Act, R.S.O. 2001 to establish by-laws. Without limiting sections 9, 10 and 11, those sections authorize a municipality to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control. 2006, c. 32, Sched. A, s. 163 (1).

**AND WHEREAS** Section 69 of the Planning Act, R.S.O. 1990, as amended, provides that the Council of a Municipality may by by-law prescribe a tariff of fees for planning matters;

**AND WHEREAS** Section 35 of the Municipal Act, R.S.O. 2001 permits a municipality to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

**AND WHEREAS** the Corporation of the Township of Horton deems it necessary and desirable to regulate the construction and alteration of entranceways, private roads, or other facilities that permit access to Township Roads and to provide for the issuing of permit related thereto;

**AND WHEREAS** Part X, Section 100(4) of the Ontario Environmental Protection Act provides that a municipality designated by regulations has the right to compensation from the owner of a pollutant and the person having control of the pollutant for all reasonable cost and expense incurred in acting under subsection (1);

**AND WHEREAS** the Corporation of the Township of Horton deems it desirable to adopt a schedule of Fees for inspections and other services provided by the Fire Department of the Municipality;

**NOW THEREFORE** the Council of the Corporation of the Township of Horton deems it expedient to enact a by-law to establish a tariff of fees as follows:

- 1) The fees and charges set out on the attached Schedules are hereby imposed and ratified. Set out as follows:

Building and Septic Fees	Schedule "A"
Waste Site Fees	Schedule "B"
Planning Fees	Schedule "C"
Draft Agreement for Planning	Schedule "D"
Administration/Miscellaneous Fees	Schedule "E"
Recreation Fees	Schedule "F"
Fire Department Fees	Schedule "G"
Transportation Fees	Schedule "H"

- 2) All fees and charges set out in this by-law shall be payable prior to the provision of the service unless an agreement in writing is made to the contrary and approved by a municipal official.

**RETURN TO AGENDA**



- 3) In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.
- 4) Council does hereby delegate to the CAO/Clerk and/or the Finance Manager of The Township of Horton, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.
- 5) This By-law shall come into force and effective upon passing.

**THAT** upon recommendation of the Treasurer and approval of Council, all Fees and Charges established in this By-law may be adjusted annually on the 31st of December in each year commencing on the 31st of December 2019, in accordance with Statistics Canada Consumer Price Index and rounded up to the nearest dollar in Schedules A, B, C, D, E, F, G and H and/or cents in Schedule A;

**BE IT FURTHER ENACTED**, that all By-Laws or parts thereof, and all or any Resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

**AND BE IT FURTHER ENACTED**, that this by-law comes into effect April 1, 2019 unless otherwise stated.

**AND BE IT FURTHER ENACTED**, that by-law 2018-49 be repealed.

Read a First and Second Time this 19<sup>th</sup> day of March, 2019.

Read a Third Time and Passed this 19<sup>th</sup> day of March, 2019.

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MAYOR David M. Bennett

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CAO/Clerk Hope Dillabough

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "A" to By-Law 2019-22**

**BUILDING AND SEPTIC FEES**

(All permits must be paid for and in the owner's possession within 30 days of being notified by the municipality or the permit may be revoked.)

<b><u>Type</u></b>	<b><u>Fee</u></b>
Minimum Fee	\$ 100.00
Residential Building	.55/sq.ft.
Farm Building	.20/sq. ft. min \$100.00
Decks	\$ 100.00
Accessory Bldg/Garages	.40/sq.ft.
Additions to Residential Buildings	.55/sq.ft.
Mobile Home	.25/sq. ft.
Alterations & Renovations	.55/sq. ft.
Swimming Pool	\$ 100.00
Commercial/Industrial Buildings/Additions	.40/sq.ft.
Demolition	\$ 100.00
Transmitter Tower – 30 feet and under and include Windmill	\$ 2,000.00
Transmitter Tower – over 30 feet and include Windmill	\$ 5,000.00
Solar Panel (With Council's Approval)	Per Property Class
Commencing Construction without a Permit	Twice Building Fee
Outdoor Wood Burning Appliance	\$ 100.00
Additional Inspection	\$ 100.00
Additional Inspection after 4 Years of Permit Issued	\$ 400.00
Occupancy Permit or Final Inspection	\$ 100.00
Change of Use	Applicable Rate plus \$200.00
Plumbing & Repair	Included in fees above
Consent Application Fees (septic comments)	\$ 100.00/application
Revision or Renewal of Permit	\$ 100.00
Cancellation of Permit	80% Refund at application stage 60% Refund if Permit Issued
Compliance Letter	\$ 100.00
Class 2 (grey water)	\$ 300.00
Class 3 (cess pool)	\$ 300.00
Class 4 (leaching or filter bed)	\$ 400.00
Class 5 (holding tank)	\$ 350.00
Engineered System	\$ 350.00

**RETURN TO AGENDA**

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "B" to By-Law 2019-22**

**WASTE SITE FEES**

(Vehicles are to be assessed by the Attendants at the Landfill Site,  
and tipping fees must be paid prior to dumping load.)

<b><u>Type</u></b>	<b><u>Fee</u></b>
Special Opening of Site (Accompanied by an attendant – minimum 1-hour charge)	\$ 40.00
Garbage Tags (sold at office)	\$ 2.00
Garbage Bags taken to Landfill Site	\$ 2.00/bag or attach Garbage Tag purchased at office
Metal – White Goods (Freon must be removed and Fridge must be tagged)	No charge
Half-Ton Vehicle, or Half-Ton Trailer or Passenger Van	\$ 20.00
Half-Ton Vehicle or Passenger Van with Half-Ton Trailer	\$ 40.00
One-Ton Vehicle	\$ 40.00
Tandem Axle Dump Trucks	\$ 18.00/cubic meter
Tri-Axle Dump Trucks	\$ 18.00/cubic meter
Tractor Trailer Trucks	\$ 18.00/cubic meter
Roll-Off Bins	\$ 18.00/cubic meter
Garbage Packer Load – (half load or more)	\$ 300.00
Garbage Packer Load – (half load or less)	\$ 150.00
Soil Contaminated with Fuel Oil	\$ 65.00/cubic meter
Construction/Demolition/Fire Clean Up - Unsorted	\$ 300.00 per load plus \$20.00/cubic meter
Construction and Demolition - Separated	\$ 18.00/cubic meter
Construction and Demolition – Mechanically Ground	\$ 16.00/cubic meter
Passenger Tire up to 16"	Free or \$3.00 with attached rim
Tires 17" to 24.5"	Free or \$9.00 with attached rim
Tires Over 24.5"	Free or \$25.00 with attached rim
Over 6'	Free or \$25.00 with attached rim
Blue Box - Large	\$ 6.00
Restocking Fee (Purchases of more than 5 items)	15%

**RETURN TO AGENDA**

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "C" to By-Law 2019-22**

**PLANNING FEES**

<b><u>Type</u></b>	<b><u>Fee</u></b>
Zoning Amendment Application	\$ 200.00 plus County of Renfrew Application fee
Official Plan Amendment Application	\$ 200.00 plus County of Renfrew Application fee
Minor Variance Application	\$ 450.00
Site Plan Control Application	\$ 500.00
Site Plan Control Offences	\$ 1,000.00 per incident
Subdivision Development Application	\$1,000.00 with a \$5,000.00 deposit for Professional Cost Recovery (up to the agreement stage)
Planner – Hourly Rate	Cost Recovery
Lawyer – Hourly Rate	Cost Recovery
Engineer – Hourly Rate	Cost Recovery
Engineering Technician – Hourly Rate	Cost Recovery
Planning Technician – Hourly Rate	Cost Recovery
Secretary – Hourly Rate	Cost Recovery
Special Council Meeting	\$ 350.00
Zoning Compliance	\$ 60.00
Planning Comment – Hourly Rate	\$ 50.00
Subdivision Compliance Report	\$ 50.00
Zoning By-law Text and Schedules	\$ 50.00
Sale of Land	Appraisal plus costs.
Severance Application	\$ 200.00

**Agreement for Draft Plan of Subdivision, Certain Severance Applications, Zoning By-law Amendments on Specific Questions or Concerns raised by the Owners is Schedule "D" to By-law 2019-22.**

**CORPORATION OF THE TOWNSHIP OF HORTON  
Schedule "D" to By-Law 2019-22**

AGREEMENT FOR DRAFT PLAN OF SUBDIVISION/CERTAIN SEVERANCE  
APPLICATIONS/ZONING BY-LAW AMENDMENTS/CERTAIN OMB HEARINGS  
AND ON SPECIFIC QUESTIONS OR CONCERNS RAISED BY THE OWNERS

**THIS AGREEMENT MADE** in duplicate this \_\_\_ day of \_\_\_\_\_, 20 .

**B E T W E E N:**

\_\_\_\_\_

Hereinafter called the "OWNERS"

OF THE FIRST PART

**A N D:**

THE CORPORATION OF THE TOWNSHIP OF HORTON

Hereinafter called the "CORPORATION"

OF THE SECOND PART

**WHEREAS** the Owners are seeking to obtain approval for a \_\_\_\_\_

\_\_\_\_\_ with the Corporation:

**AND WHEREAS** in order to undertake such review it will be necessary for the Corporation to employ the services of its Lawyer, Planner, Engineer, and Township personnel, and the Owners have agreed to reimburse the Corporation for the fees incurred for retaining such professional advice whether or not such proposal is proceeded with.

**NOW THIS INDENTURE WITNESSETH** that in consideration of the premises and the sum of ONE (\$1.00) DOLLAR now paid by the Corporation to the Owners, the Owners hereby covenant and agree with the Corporation that notwithstanding whether the above noted proposal receives approval and is proceeded with, the Owners shall pay to the Corporation an amount equal to all Planning, Engineering and Legal Fees, and all administrative costs and disbursements incurred by the Corporation for reviewing the proposal, for advice with regard to the proposal, for the preparation of any agreements in connection therewith and for the supervision of any part of the site to which to proposal relates: and the Owners shall deposit with the Corporation the sum of \_\_\_\_\_ prior to the signing of this Agreement on account of such fees and disbursements. Copies of the account of such fees and disbursement shall be delivered to the Owners forthwith upon receipt of such accounts from the Corporation's Planners, Engineers and Solicitors. Said amount will be deducted from the deposit. The Owners agree that there will be no interest paid on account of any deposit held by the Corporation under this agreement.

When the total professional fees and disbursements equal the deposit, all work of the Township shall stop on the project until the Owner deposits a further \_\_\_\_\_ to cover additional fees and disbursements. The deposit shall thereafter be increased in increments of \_\_\_\_\_ until the decision is final or the work is completed as the case may be. The Owner agrees to have on deposit upon registration of any Plan of Subdivision, Five Thousand Dollars (\$5,000.00) to cover engineering, legal and planning fees which may accrue after such registration.

The Owners and/or the Corporation may stop work on the proposal at any time by notifying the Corporation and/or the Owners in writing to this effect. In the event that work is stopped by the Owners and/or the Corporation, the Owners are responsible for all fees and expenses incurred to the date at which written notice was given.

When the proposal has been reviewed and completed or rejected or stopped and all such accounts rendered, the Corporation shall refund to the Owners the remainder of the deposit.

THIS AGREEMENT shall ensure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns.

THE AGREEMENT shall not derogate from any requirements, financial or otherwise, established by agreements pursuant to Section 41, 51 or 53 of the Planning Act, R.S.O. 1990, c.P. 13.

IN WITNESS WHEREOF, the Corporation has hereunto affixed its Corporate seal duly attested to by the hands of its proper signing officers duly authorize in that behalf. The Owners have hereunto affixed its Corporate seal duly attested to the hands of its proper signing officers duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED )  
 )  
 )  
 ) \_\_\_\_\_  
 ) per:  
 )  
 )  
 ) THE CORPORATION OF THE  
 ) TOWNSHIP OF HORTON  
 )  
 ) \_\_\_\_\_  
 ) MAYOR  
 )  
 ) \_\_\_\_\_  
 ) CAO/CLERK

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "E" to By-Law 2019-22**

**ADMINISTRATION FEES**

<b><u>Type</u></b>	<b><u>Fee</u></b>
Septic Search	\$ 50.00
Photocopy	\$ .25/copy
Tax Certificate	\$ 35.00
Duplicate Tax Receipt or Tax Bill	\$ 5.00
Map - County	\$ 5.00 (plus HST)
Map - Township	\$ 10.00 (plus HST)
Request for Information - Application	\$ 5.00 (plus HST)
Request for Information – Search Time	\$ 15.00/¼ hour (plus HST)
Request for Information – Record Preparation	\$ 15.00/¼ hour (plus HST)
Integrity Commissioner Review (Staff No Charge)	\$ 150 per grievance, 50%, returned if successful
Lottery License (Valley Heritage Radio fees waived in lieu of free Horton Corner Advertising)	3% of prize value
Facsimile – Transmit	\$ 2.00 (plus HST)
Facsimile – Receive	\$ 2.00 (plus HST)
Admin Fee under Line Fences Act	\$ 200.00 (plus HST) plus a \$ 300.00 deposit
Returned Payment Charge	\$ 25.00 (plus HST)
Township Flag	\$ 45.00 (plus HST)
Township Golf Shirt	\$ 25.00 (plus HST)
Township Coffee Mug	\$ 6 each of 2 for \$10 (plus HST)
Tax Sale Tender Package	\$ 25.00 (plus HST)
Tax Sale Process	\$ 150.00 (plus HST) plus costs
CAO/Clerk	Cost Recovery (plus HST)
Treasurer/Tax Collector	Cost Recovery (plus HST)
Deputy Clerk	Cost Recovery (plus HST)
Clerk Receptionist	Cost Recovery (plus HST)
Custodial	Cost Recovery (plus HST)
Dog Licenses – Before March 31 <sup>st</sup>	\$ 20.00 first dog \$ 25.00 second dog
Dog Licenses – After March 31 <sup>st</sup>	\$ 25.00 first dog \$ 30.00 second dog
Replacement Tag	\$ 5.00
Kennel License	\$ 60.00 plus \$5.00 tag per dog
Civic Address Number Fee	\$ 75.00

**RETURN TO AGENDA**



**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "F" to By-Law 2019-22**  
**RECREATION FEES**

<u>Community Hall Rental</u>	<u>Fee</u>
Hourly Rental	\$ 25.00 (plus HST)
Half Day (2 to 4 hours; ends by 5 pm)	\$ 100.00 (plus HST)
Half Day Conference Room (2 to 4 hours; ends by 5 pm)	\$ 75.00 (plus HST)
Full Day (5 to 8 hours; ends by 5 pm)	\$ 150.00 (plus HST)
Full Day Conference Room (5 to 8 hours; ends by 5 pm)	\$ 125.00 (plus HST)
Funeral Reception	\$ 100.00 (plus HST)
Fundraising - Township	No Charge
Evening (after 6 pm)	\$ 225.00 (plus HST)
Castletford/Balsam Hill/Lochwinnoch Women's Inst's.	\$ 100.00 (plus HST)
Township of Horton Church Group	One free rental per year
Decoration Rental (evening prior to rental, booked after Jan 1 2018)	\$ 40.00 (plus HST)
<u>Community Hall Fees</u>	<u>Fee</u>
Use of Kitchen (Includes Stove but Not Dishwasher)	\$ 100.00 (plus HST)
Dish Rental	\$ 2.50 per place setting (plus HST)
Corkage Fee	\$ 4.00/bottle (plus HST)
Alcohol – (Beer/Liquor per unit)	\$ 4.50 (includes HST)
Alcohol – (Cooler/Wine/Craft Beer per unit)	\$ 5.50 (includes HST)
Alcohol – (Other Specialty Drinks)	\$ 6.00 (includes HST)
Pop/Water (per unit)	\$ 1.00 (includes HST)
Damage/Cleaning Deposit (returned if hall is OK after)	\$ 500.00 (Prepaid VISA)
Event Advertising – Community Board	\$ 25.00 (plus HST)
<u>Ice Rental</u>	<u>Fee</u>
Adult Shinny Season Pass or Season Pass	\$ 25.00/person (plus HST)
Shinny Hockey	\$ 2.00/person (includes HST)
Hourly Ice Rental	\$ 65.00 (plus HST)
Family Skate/Public Skating	Donation
Broomball	\$ 35.00/person (plus HST)
Recreational Ice Hockey (per person/per season)	\$100.00 Adult is plus HST
Rink Board Advertising (sign owner provides)	\$500.00 setup (plus HST) \$250.00 annual after (plus HST)
<u>Other Recreation Fees</u>	<u>Fee</u>
Boat Launch (Season Pass) <i>(Residents are allowed two free launches per season in order to launch and pick up at beginning and end of season.)</i>	\$ 45.00 Non Resident \$ 35.00 Resident
Boat Launch (Day Pass)	\$ 8.00
<b>(All boat launch passes will be plus HST effective January 1, 2019)</b>	
Boat Launch – Fine If No Pass	\$ 30.00
Euchre (per person/per evening)	\$ 4.00 (includes HST)
Dance Admission	\$ 10.00 (includes HST)
Volleyball (per person)	\$ 30.00 (plus HST)
Aerobics/Zumba/Fitness/Shuffle Board/Individual Sports (per person/class)	\$ 5.00 (plus HST)
Pickle Ball	\$3.00/Class \$20.00/Season (Punch Card System) (plus HST)
Flag Football	\$ 30.00
Advertising in Horton Corner (Private Events Only)	Cost Recovery (plus HST)
Dance Lessons	Rate as per annual agreement
Soccer Registration	\$60.00/person
Catering Fees	Established by Committee - Varied (plus HST)
Fundraising Events	Established by Committee – Varied (meals plus HST)
Horton Hoedown	Established by Committee (plus HST)

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "G" to By-Law 2019-22**  
**FIRE DEPARTMENT FEES**

Item	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set fine
1	Set, Maintain or allow an Open Air Fire during Fire Season	2.1 (a)	\$450.00
2	Set, Maintain or allow an Open Air Fire without a Permit	2.1 (b)	\$450.00
3	Burn Prohibited Materials	2.1 (c)	\$250.00
4	Impede visibility public thoroughfare	2.1 (d)	\$250.00
5	Set or maintain Open Air Fire R1 Zone	2.1 (e) (i)	\$250.00
6	Set or maintain Open Air Fire MHP Zone	2.1 (e) (i)	\$250.00
7	Set or maintain Open Air Fire LSR Zone	2.1 (e) (i)	\$250.00
8	Set or maintain an oversize Open Air Fire	2.1 (e) (ii)	\$250.00
9	Set or maintain an Open Air Fire within 10 meters of a building or wooded area	2.1 (e)(iii)	\$250.00
10	Set or maintain an Open Air Fire within 5 meters of flammable material	2.1 (e)(iv)	\$250.00
11	Burn restricted materials, no special permission	2.1 (f)	\$450.00
12	Burn grass or leaf litter	2.2	\$250.00
13	Burn Household Waste or Prohibited Materials in a Burn Barrel or Incinerator	2.3	\$250.00
14	Burn materials in a Burn Barrel or Incinerator in Fire Season	2.3 (a)	\$250.00
15	Burn Household Waste or Prohibited Materials in an Outdoor Furnace	2.4 (a)	\$450.00
16	Set or maintain Open Air Fire underage supervision	3.1 (a)	\$250.00
17	Set or maintain Open Air Fire no fire control measures on site	3.1 (b)	\$250.00
18	Set or maintain Open Air Fire non approved times	3.1 (c)	\$250.00
19	Set or maintain Open Air Fire adverse burning conditions	3.1 (d)	\$250.00
20	Campfire not set or maintained in an Approved Pit	3.2	\$250.00
21	Set or maintain an Open Air Fire during a level 1 (yellow rating) fire ban	4.2	\$450.00
22	Set or maintain an Open Air Fire during a level 2 (red rating) fire ban	4.3 (a)	\$450.00
23	Set, maintain or allow any Campfires during a level 2 (red rating) fire ban	4.3 (b)	\$450.00
24	Set, maintain or allow any fire in any Burn Barrel or Incinerator during a level 2 (red rating) fire ban.	4.3 (c)	\$450.00

**RETURN TO AGENDA**

### Schedule of Fees

1. Fees to respond to and investigate a complaint in regard to a possible violation under Section 2.0 about Open Air Fire/Bonfire
  - a. Fee of \$75.00 per response payable by the permit holder or person setting, maintaining or allowing such fire to be lit if the complaint is substantiated
  - b. Fee of \$75.00 per response payable by the complainant if the complaint is not substantiated
    - (i) Fee may be waived at the discretion of the investigator if in their opinion the complaint was reasonable and made in good faith but investigation showed no violation under any section of this by-law had occurred.
2. Cost Recovery Fees:
  - a. Dispatch of Fire-fighters - (to be calculated at \$25 per hour for a minimum of 2 hours per fire fighter responding to the scene and calculated on one half hour increments thereafter).
  - b. Dispatch of Fire Response vehicles actively involved in an emergency response. - First hour (or part thereof) \$450.00 per vehicle, each additional half hour \$225.00 per vehicle.
  - c. Actual costs incurred by the Township for additional firefighting support from other outside agencies.
  - d. Actual costs incurred by the Township to replace consumables.
  - e. A 15% Administration charge shall be added to the Cost Recovery Fees calculated in clauses 2 a., 2 b., 2 c. and 2 d. set out above.

**CORPORATION OF THE TOWNSHIP OF HORTON**  
**Schedule "H" to By-Law 2019-22**

**TRANSPORTATION FEES**

All operator and cost recovery rates are subject to the following:

1. "Regular Hours of Work" – "Regular Hours of Work" shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy. Summer hours may apply.
2. "Outside Regular Hours" – "Outside Regular Hours" of work shall mean any hours worked beyond those hours defined as Regular Hours of Work. Regular Hours of Works rate is one and half times the regular rate.
3. "Emergency Rate" – "Emergency" means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three times the regular rate.

**Note: All cost recovery rates below are deemed to be at the regular hours of work rate unless outside regular hours or emergency rates apply.**

<b><u>Type</u></b>	<b><u>Fee</u></b>
Entrance Permits (One Time Inspection) (Security Deposit of \$350, Increase to \$750.00 If a Culvert is Required, Deposit Returned After Final Inspection)	\$ 150.00
Additional Inspections for Entrance Permits	\$ 100.00
Tile Drain and Utility Road Crossing Permit	\$ 500.00 deposit plus Fees to Recover Reasonable Costs of the Municipality for works.
Sale of Used Culverts/Work Requests etc.	Cost Recovery
Private Road & Driveway Grading	As Per Policy T-01

**Note: All municipal equipment shall be operated by municipal employees at the unit rate plus cost recovery rates stated below.**

Excavator	\$ 82.00/hr plus operator
Grader	\$ 87.00/hr plus operator
Half Ton	\$ 28.00/hr plus operator
Loader/Backhoe	\$ 50.00/hr plus operator
Tandem Axle Dump Truck	\$ 80.00/hr plus operator
Water Truck	\$ 80.00/hr plus operator
Public Works Manager	Cost Recovery
Public Works Superintendent	Cost Recovery
Machine Operator	Cost Recovery
Labourer	Cost Recovery
Chipper Rental	\$ 45.50/hr plus operator

**RETURN TO AGENDA**

# THE CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2019-25

### BEING A BY-LAW TO ADOPT SECTION B OF THE TOWNSHIP'S CORPORATE POLICIES

**WHEREAS** The Council for the Corporation of the Township of Horton deems it expedient to establish policies;

**WHEREAS** The Municipal Act S.O. 2001, c 25, Section 5(3), as amended provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by by-law;

**AND WHEREAS** Council desires to adopt a fully reviewed Section B of the Corporate Policies;

**NOW THEREFORE** the Council of the Corporation of the Township of Horton hereby **ENACTS AS FOLLOWS:**

1. **THAT** the Council of the Corporation of the Township of Horton adopt Section B of the Township of Horton's Corporate Policies hereto attached as Appendix "A".
2. **THAT** this By-Law shall come into force and take effect immediately upon the passing thereof.
3. **THAT** this By-law shall not be interpreted to contradict or violate any statute or regulation of the Province of Ontario.
4. **BE IT FURTHER ENACTED**, that all By-Laws or parts thereof, and all or any Resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

READ a first and second time this 2<sup>nd</sup> day of April, 2019.

READ a third time and passed this 2<sup>nd</sup> day of April, 2019.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**CORPORATION OF THE TOWNSHIP OF HORTON****BY-LAW NO. 2019-26****BEING A BY-LAW TO ADOPT CORPORATE POLICY TCA-03  
STRATEGIC ASSET MANAGEMENT POLICY**

**WHEREAS** Section 11 of the Municipal Act, 2001, as amended, authorizes a municipality to pass by-laws respecting the financial management of the municipality;

**AND WHEREAS** Council desires to adopt Policy TCA-03 in accordance with Ontario Regulation 588/17;

**AND WHEREAS** Council desires to adopt a Strategic Asset Management Policy to be used as a tool to mitigate financial risk while engaging stakeholders and being transparent and accountable.

**NOW THEREFORE** the Council of the Corporation of the Township of Horton hereby **ENACTS AS FOLLOWS:**

1. **THAT** the Council of the Corporation of the Township of Horton adopt the Policy TCA-03 hereto attached as Appendix "A".
2. **THAT** this By-Law shall come into force and take effect immediately upon the passing thereof.

READ a first and second time this 2<sup>nd</sup> day of April, 2019

READ a third time and finally passed this 2<sup>nd</sup> day of April, 2019

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW 2019-27

### BEING A BY-LAW TO PROVIDE FOR THE ADOPTION OF THE ESTIMATES FOR SUMS REQUIRED FOR THE YEAR 2019

**WHEREAS** *Section 290 of the Municipal Act, 2001*, provides that the Council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality including amounts sufficient to pay all debts of the municipality falling due within the year; amounts required for any Board, Commission or other body, and;

**WHEREAS** *Section 291(1) of the Municipal Act, 2001*, provides that before a budget can be adopted or amended, under Section 290, the municipality shall give public notice of its intention to adopt or amend the budget at a council meeting specified in the notice.

**NOW THEREFORE** the Council of the Township of Horton hereby enacts as follows:

1. THAT the municipality has published public notice of its' intent to adopt 2019 budget estimates in the local newspaper on Thursday, March 14<sup>th</sup>, 2019.
2. THAT Council adopts the Township of Horton 2019 consolidated budget requiring the sum of Two Million Three Hundred Sixty-One Thousand and Four Hundred Eight Dollars (\$2,361,408) as the estimate of the property tax levy required during the year 2019 for all purposes of the Corporation of the Township of Horton.
3. THAT this By-Law shall come into full force and take effect upon the passing thereof.

**BE IT FURTHER ENACTED**, that all By-Laws or parts thereof, and all or any Resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

READ a first and second time this 2<sup>nd</sup> day of April 2019.

READ a third and final time and passed this 2<sup>nd</sup> day of April 2019.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough



# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2019-28

### A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF HORTON AT THE REGULAR COUNCIL MEETING HELD APRIL 2<sup>ND</sup>, 2019

**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 2<sup>nd</sup> day of April, 2019 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 2<sup>nd</sup> day of April, 2019.

READ a third time and passed this 2<sup>nd</sup> day of April, 2019.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**