



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – NOVEMBER 2<sup>nd</sup>, 2021 – 4:00 P.M.  
VIA ZOOM**

[Click here to go to Horton's YouTube Page](#)

*NOTE: This meeting will be sparsely attended, due to social distancing protocols that have been recommended by the federal and provincial governments. Members of Council and Staff will call in to the meeting and take part via video conference. Members of the Public, Media and other staff are requested not to attend. However, the meeting will be recorded with a replay stored on the Township's website for future viewing. Please contact the CAO/Clerk if you have any questions or require additional information.*

**1. CALL TO ORDER & ROLL CALL**

**2. LAND ACKNOWLEDGEMENT**

*"As we gather today, I would like to acknowledge, on behalf of Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin People and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years."*

**3. DECLARATION OF PECUNIARY INTEREST**

**4. CONFIRMATION OF COUNCIL AGENDA**

**5. DELEGATIONS &/OR PUBLIC MEETINGS – NONE**

**6. MINUTES FROM PREVIOUS MEETINGS**

6.1 October 19<sup>th</sup>, 2021 – Regular Council

**PG.3**

**7. BUSINESS ARISING FROM MINUTES**

**8. COMMITTEE REPORTS:**

**8.1 PLANNING COMMITTEE**

▪ **CHAIR CLEROUX**

8.1.1 Building Report – September 2021

**PG.6**

8.1.2 Consent File B55/21 – Fred Hansma & Debbie Shepperd

**PG.7**

8.1.3 Amendment to Site Plan Agreement – Derek McGrimmon & Jennifer Sholea

**PG.19**

**8.2 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**

▪ **CHAIR WEBSTER**

8.2.1 Chair's Report – October 6<sup>th</sup>, 2021

**PG.23**

**8.3 COMMUNITY COMMITTEES / COUNTY COUNCIL**

8.3.1 Renfrew & Area Seniors Home Support

D. Humphries

8.3.2 Community Safety & Wellbeing Plan Committee

G. Campbell

8.3.3 Health Services Village

D. Bennett

8.3.4 Chamber of Commerce

D. Humphries

8.3.5 County Council

D. Bennett

**RETURN TO AGENDA**

**9. CORRESPONDENCE SUMMARY****9.1 INFORMATION CORRESPONDENCE**

9.1.1 CAO/Clerk Information Memo

**PG.26****9.2 ACTION CORRESPONDENCE – NONE****10. BY-LAWS**

10.1 2021-54 McGrimmon &amp; Sholea Site Plan Amendment

**PG.27****11. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING****12. COUNCIL/STAFF MEMBERS CONCERNS****13. MOTION FOR RECONSIDERATION (debate on motion to reconsider only)****14. RESOLUTIONS****15. IN CAMERA (Closed) SESSION (as required)**

15.1 Pursuant to Section 239(2) (c) of the Municipal Act,

- (c) A proposed or pending acquisition or disposition of land by the municipality or local board – Concession 7, Part Lot 13, Township of Horton

**16. CONFIRMING BY-LAW 2021-55****PG.31****17. ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
OCTOBER 19<sup>TH</sup>, 2021

There was a Regular Meeting of Council held via Zoom on Tuesday October 19, 2021. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Executive Assistant – Recording Secretary.

**1. CALL TO ORDER**

Mayor Bennett called the meeting to order at 4:01 p.m. He performed roll call for council members.

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

**2. LAND ACKNOWLEDGEMENT**

Mayor Bennett read the Land Acknowledgement in its entirety.

**3. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**4. CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Webster

**RESOLUTION NO. 2021-246**

Seconded by Deputy Mayor Campbell

**THAT** Council adopt the Agenda for the September 21<sup>st</sup>, 2021 Regular Council Meeting.

**Carried**

**5. DELEGATIONS &/or PUBLIC MEETINGS**

5.1 4:00 pm – County of Renfrew – Overview of Services – Warden Robinson  
County of Renfrew representatives Warden Debbie Robinson, CAO Paul Moreau, Director of Development and Property Craig Kelley, and Director of Corporate Services Jeff Foss were present.

Warden Debbie Robinson thanked Mayor Bennett for his involvement and commitment at the County Council and Committee level. She gave a summary of the background of the Service Delivery Review, including the reconstruction of the Administrative Building and changes to the Human Resources and Planning Departments. Director of Corporate Services Jeff Foss explained the changes that the Human Resources Department has completed in the last year, including adding a new member to their team to make available to all municipalities in the County for their HR needs. Director of Development and Property Craig Kelley explained that their department is modernizing to be more electronic. He added that a Junior Planner and GIS Specialist will be hired in the New Year and municipality's Zoning By-laws will be reviewed shortly to reflect the changes made in the Official Plan Amendment 31. He also thanked Mayor Bennett for the continued support with the Algonquin Trail. Council members thanked the County for their time and commitment.

5.2 6:00 pm – Committee of Adjustment

**RETURN TO AGENDA**

**6. MINUTES**

- 6.1 October 5<sup>th</sup>, 2021 – Regular Council
- 6.2 October 13<sup>th</sup>, 2021 – Special Council

Moved by Councillor Webster

**RESOLUTION NO. 2021-247**

Seconded by Councillor Humphries

**THAT** Council approve the following Minutes:

- October 5<sup>th</sup>, 2021 – Regular Council
- October 13<sup>th</sup>, 2021 – Special Council

**Carried**

**7. BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**8. COMMITTEE REPORTS:****8.1 GENERAL GOVERNMENT COMMITTEE**

Public Advisory Member Susan Humphries was present.

Public Advisory Member Spencer Hopping sent his regrets.

**8.1.1 Financial Departmental Report & Statement**

Treasurer Nathalie Moore reviewed the report. She highlighted that the final payment of the OMPF funds has been received and the balance of the second Covid-19 payment has also been received.

**8.1.2 Staff Report – Reconciliation Education**

CAO/Clerk Hope Dillabough reviewed the report.

**8.1.3 Staff Report – Policy E-01 Review**

CAO/Clerk Hope Dillabough reviewed the report. She added that Public Advisory Member Spencer Hopping e-mailed her suggesting adding “by the discretion of the CAO/Clerk”. Some other items were suggested to provide further clarification.

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

Discussion went around the table with information previously distributed. Council members congratulated CAO/Clerk Hope Dillabough on her Executive Diploma in Municipal Management and Equipment Operator Dave Radke on completing the Ontario Good Roads Association’s Snow School for Mechanics course.

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

- 10.1 2021-51 Appoint Auditor
- 10.2 2021-52 Adopt Amended Corporate Policy E-01

**11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE****12. COUNCIL/STAFF MEMBERS CONCERNS – NONE****13. MOTION FOR RECONSIDERATION – NONE**

**RETURN TO AGENDA**

**14. RESOLUTIONS**

Moved by Councillor Webster **RESOLUTION NO. 2021-248**  
Seconded by Deputy Mayor Campbell  
**THAT** Council accept the Financial Departmental Report & Statement as information.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2021-249**  
Seconded by Councillor Webster  
**THAT** Council accept the 4 Seasons of Reconciliation Report as information.

**Carried**

Moved by Councillor Cleroux **RESOLUTION NO. 2021-250**  
Seconded by Councillor Humphries  
**THAT** Council accept Corporate Policy E-01 as reviewed and updated by Staff;

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

**Carried**

Moved by Councillor Webster **RESOLUTION NO. 2021-251**  
Seconded by Councillor Cleroux  
**THAT** Council accept the CAO/Clerk's Information Memo for October 19<sup>th</sup>, 2021.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2021-252**  
Seconded by Councillor Cleroux  
**THAT** Council adopt the following By-laws:

- 2021-51 Appoint Auditor
- 2021-52 Adopt Amended Corporate Policy E-01, as amended

**Carried****15. IN CAMERA (Closed) SESSION – NONE****16. CONFIRMING BYLAW**

Moved by Deputy Mayor Campbell **RESOLUTION NO. 2021-253**  
Seconded by Councillor Cleroux  
**THAT** Council enact By-law 2021-53 – Confirming By-Law.

**Carried****17. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 5:12 p.m.

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 MAYOR David M. Bennett

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 CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**

Township Of Horton

**SEPTEMBER 2021 BUILDING REPORT**

Month	No. of Permits	2021 Value of Permits	2020 Value of Permits	2019 Value of Permits	Renos/Add Comm/Res	Garages/Storage Bldg Comm/Res	New Res	New Comm	Demos	Total SQ. FT	Stop Work Orders Issued
January	0	\$ -	\$ 310,000	\$0							
February	6	\$ 785,000	\$ -	\$604,000	1	4	1			3,370	0
March	5	\$ 1,340,000	\$ 40,000	\$375,000	1	1	3		1	11,683	0
April	12	\$ 2,291,300	\$ 1,150,000	\$636,000	4	3	5		2	18,513	0
May	9	\$ 1,391,000	\$ 1,176,000	\$820,000	4	3	2		1	15,165	0
June	6	\$ 348,000	\$ 956,000	\$863,000	2	3	1			4,463	0
July	3	\$ 540,000	\$ 938,000	\$890,000	2		1			4,723	0
August	6	\$ 1,355,000	\$ 775,500	\$198,000	1	2	3			13,245	0
September	11	\$ 1,021,000	\$ 707,000	\$695,000	1	8	2			12,250	0
October			\$ 724,500	\$740,000							
November			\$ 400,000	\$360,000							
December			\$ 162,000	\$0							
<b>TOTALS</b>	<b>58</b>	<b>\$ 9,071,300</b>	<b>\$ 7,339,000</b>	<b>\$6,181,000</b>	16	24	18	0	4	83,412	0

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Consent Application B55/21 Fred Hansma & Debbie Shepherd	<b>Date:</b>	November 2, 2021
	<b>Council/Committee:</b>	Council/Planning Committee
	<b>Author:</b>	Nikky Dubeau, Executive Assistant
	<b>Department:</b>	Planning

### **RECOMMENDATIONS:**

That Planning Committee and Council approve Consent B55/21, Fred Hansma and Debbie Shepherd, upon the following conditions being met:

- A Registered Plan of Survey;

### **BACKGROUND:**

See attached package provided by the County of Renfrew.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** County of Renfrew

**Prepared by:** Nikky Dubeau, Executive Assistant

**Reviewed by:** Hope Dillabough, CAO/Clerk

**RETURN TO AGENDA**



**NOTICE OF AN APPLICATION FOR CONSENT  
(Land Severance)  
Section 53(5)(a) of the Planning Act and O. Reg. 197/96**

**TAKE NOTICE** that the County of Renfrew has received an application for consent under Section 53(1) of the Planning Act for the following lands:

Application Number:	<b>B55/21</b>
Location of Subject Lands:	<b>Part of Lots 4 &amp; 5, Concession 2</b>
Municipality:	<b>Township of Horton</b>
Name of Applicant:	<b>Fred Hansma &amp; Debbie Shepperd</b>

**PURPOSE AND EFFECT:**

The purpose and effect of the application is to sever a 1.618 ha. (4 acre) parcel of land to be added to an adjacent 0.84 ha. (2.07 acre) parcel of land owned by Paul & Dianne Isaacs to enlarge their existing residential lot. A key map showing the approximate location of the proposed consent is on the reverse of this notice.

**OTHER RELATED INFORMATION:**

Pursuant to the Planning Act, this Notice of Application for Consent shall be given to *every landowner within 60 metres of the subject land and to prescribed persons and public bodies.*

**TO MAKE SUBMISSIONS:**

If you wish to make a written submission, please ensure that your letter/email contains your name, address, telephone number/email address and planning concerns/objections, and that it is addressed to the Secretary-Treasurer of the Land Division Committee of the County of Renfrew, 9 International Drive, Pembroke, Ontario K8A 6W5.

**NOTE:** *One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.*

*If a person or public body that files an appeal of a decision of the Land Division Committee of the County of Renfrew in respect of the proposed consent does not make written submissions to the Land Division Committee of the County of Renfrew before it gives or refuses to give a provisional consent, the Ontario Land Tribunal (OLT) may dismiss the appeal.*

**NOTICE OF DECISION:**

If you wish to be notified of the decision of the Land Division Committee of the County of Renfrew in respect of the proposed consent, you must make a written request to the Secretary-Treasurer of the Land Division Committee of the County of Renfrew. Such request should contain your name, address, telephone number/email address.

Please refer to the application number in all correspondence and communications.

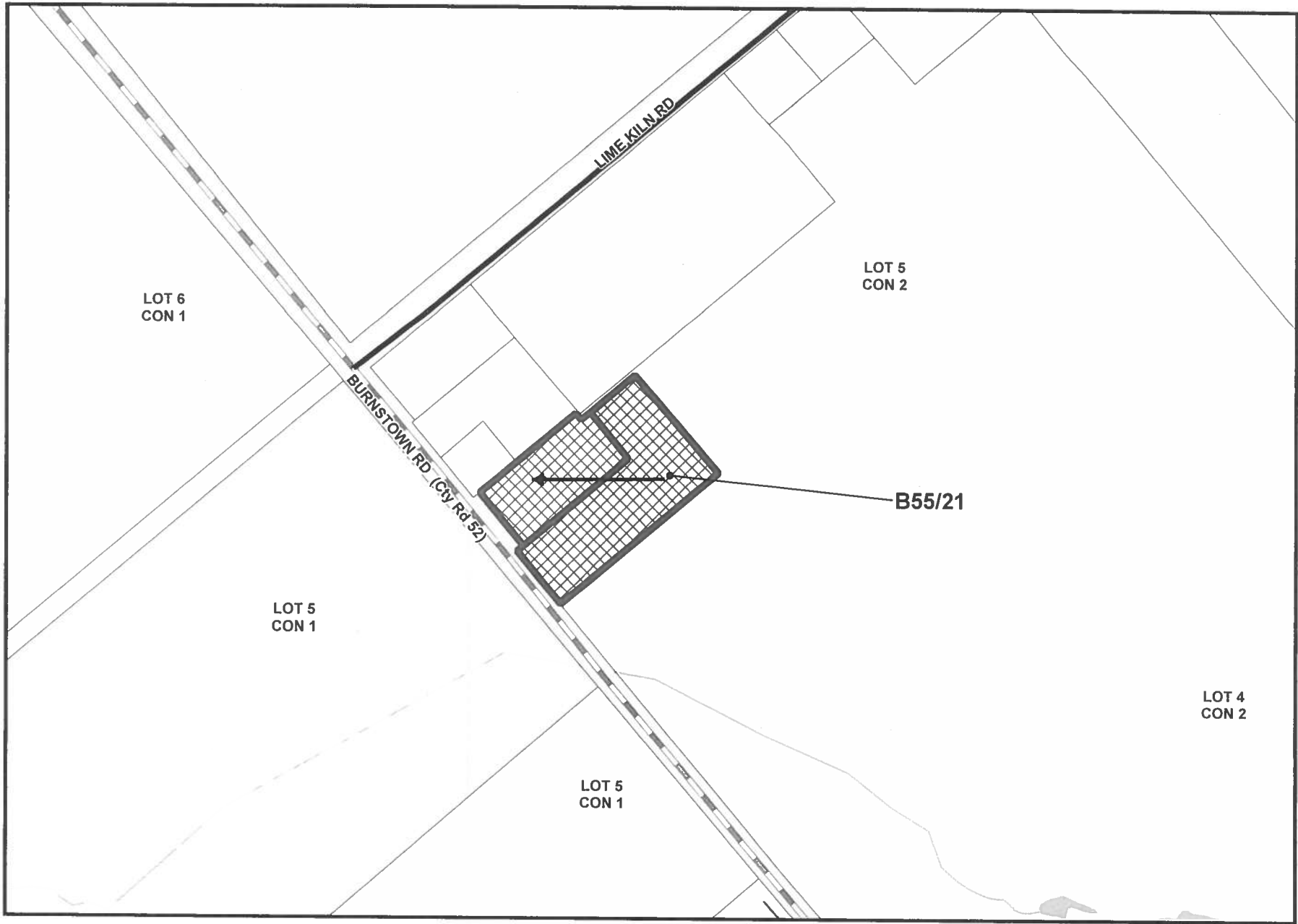
**ADDITIONAL INFORMATION:**

Additional information concerning this consent application is available for public inspection during office hours at the offices of the Development and Property Department of the County of Renfrew, 9 International Drive, Pembroke, Ontario or you may contact the Secretary-Treasurer of Land Division by telephone at (613) 735-3204 or toll-free 1-800-273-0183. Office Hours are Monday to Friday 8:00 a.m. to 4:00 p.m.

Dated at the County of Renfrew this 12<sup>th</sup> day of July, 2021.

**RETURN TO AGENDA**





1 centimeter = 50 meters

**KEY MAP**

Township of HORTON

**RETURN TO AGENDA**



**Development & Property  
Department  
CONSENT PLANNING REPORT  
TO THE COUNCIL OF THE  
TOWNSHIP OF HORTON**

**PART A - BACKGROUND**

1. FILE NO.: **B55/21**
2. APPLICANTS: Fred Hansma & Debbie Shepherd
3. MUNICIPALITY: Township of Horton  
(Geographic Twp of Horton )
4. LOT: Part Lots 4 & 5    CON.: 2    STREET: Burnstown Road
5. PURPOSE: Lot Addition to abutting lands owned by Paul and Dianne Isaacs

	<u>Severed</u>	<u>Retained</u>	<u>Lot Being Added To</u>
6. <u>OFFICIAL PLAN OF THE COUNTY OF RENFREW</u> Official Plan Designation(s):	Rural	Rural EP	Rural
7. <u>ZONING BY-LAW OF THE TWP OF HORTON</u> (2010-14) Zone (s):	Rural (RU)	Rural (RU) EP	Rural (RU)

8. SITE PERFORMANCE STANDARDS:

	<u>Proposed Lot Area</u>	<u>Zoning By-law Requirement</u>	<u>Proposed Lot Frontage</u>	<u>Zoning By-law Requirement</u>
Severed	1.618    ha	<b>4050    m<sup>2</sup></b>	65    m	<b>40    m</b>
Total, if Lot Addition	2.458    ha	<b>4050    m<sup>2</sup></b>	129.8    m	<b>40    m</b>
Retained	60.142    ha	<b>10    ha</b>	854.29    m	<b>40    m</b>

9. SEVERANCE HISTORY

Number of new lots from original holding (1971)

8 Previous severances: B265/71, B140/16(1), B141/16(2), B142/16(3), B143/16(4), B29/14, B121/09 & B86/18

**RETURN TO AGENDA**

10. BUILT-UP AREA                      Yes                       No

### **PART B – COMMENTS**

#### **1. CONFORMITY WITH OFFICIAL PLAN**

- (a) The proposal conforms with the Official Plan, based on the information available to this Department.
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.)
- Under Section 13.3(2), favourable comments are received from the County of Renfrew Public Works and Engineering Department.
- (c) The proposal does not meet the intent of the Official Plan because,

#### **2. CONFORMITY WITH ZONING BY-LAW**

- (a) The proposal appears to meet the requirements of the Zoning By-law.
- (b) The severed/retained portion/overall proposal would contravene the By-law because,

#### **3. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**

No Concerns     Concerns

Explanation of Concerns:

No issues

#### **4. GENERAL PLANNING COMMENTS**

As identified in Part B – Section 3 of this report, there are no Provincial land use planning issues.

This application for a lot addition proposes to enlarge a property that was created by Consent File B143/2016(4) and enlarged by Consent File B86/2016. This application would increase the current parcel size from 0.8 hectares to 2.458 hectares. As a result of the lot addition, there is an increase in road frontage from 64.8 metres to 129.8 metres.

**RETURN TO AGENDA**

The severed, enlarged and retained lots have frontage on Burnstown Road which is a County Road.

Our information indicates that there is a Bell easement along the front of the retained lands, on Burnstown Road. The application will be forwarded to Bell Canada for review. Favourable comments are required.

Our information indicates that there is a Hydro easement along the front of the lot to be enlarged, on Burnstown Road.

**Comments Received:**

Township of Horton

Favourable comments were received. No issues with the proposed lot addition. A registered plan of survey is required as a condition.

Hydro One Networks Inc.

No comments or concerns.

County of Renfrew Public Works Department

Favourable comments were received.

Bell Canada

Favourable comments were received.

**5. RECOMMENDATIONS**

- (a) Planning concerns have NOT been identified in this report. Therefore, consent may be appropriate if supported by Council and the agencies.
- (b) There are some planning concerns which Council should deal with as follows, before deciding whether to support the consent.
- (c) The proposal may be acceptable when the following matters are addressed and resolved:
- (d) Conditions to the giving of consent should be considered for the following:
- Registered Plan of Survey:
  - Zoning By-law Amendment:
  - Minor Variance:
  - Private Road Agreement:
  - Development Agreement:
  - Site Plan Control Agreement:
  - Notice on Title:

**RETURN TO AGENDA**

- Shoreline Road Allowance Closure / Acquisition:
- Other: Standard lot consolidation requirement

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

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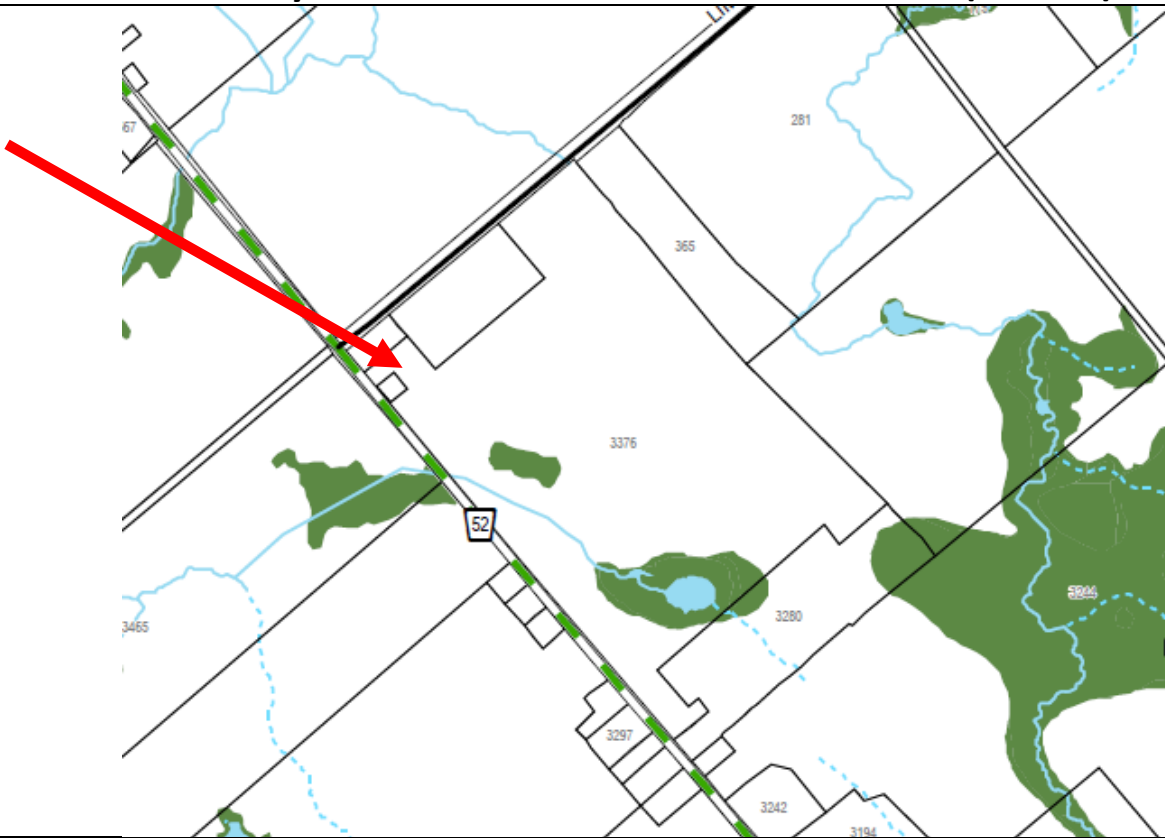
Date: October 12, 2021

Prepared By: Lindsey Bennett-Farquhar, MCIP, RPP  
County Planner

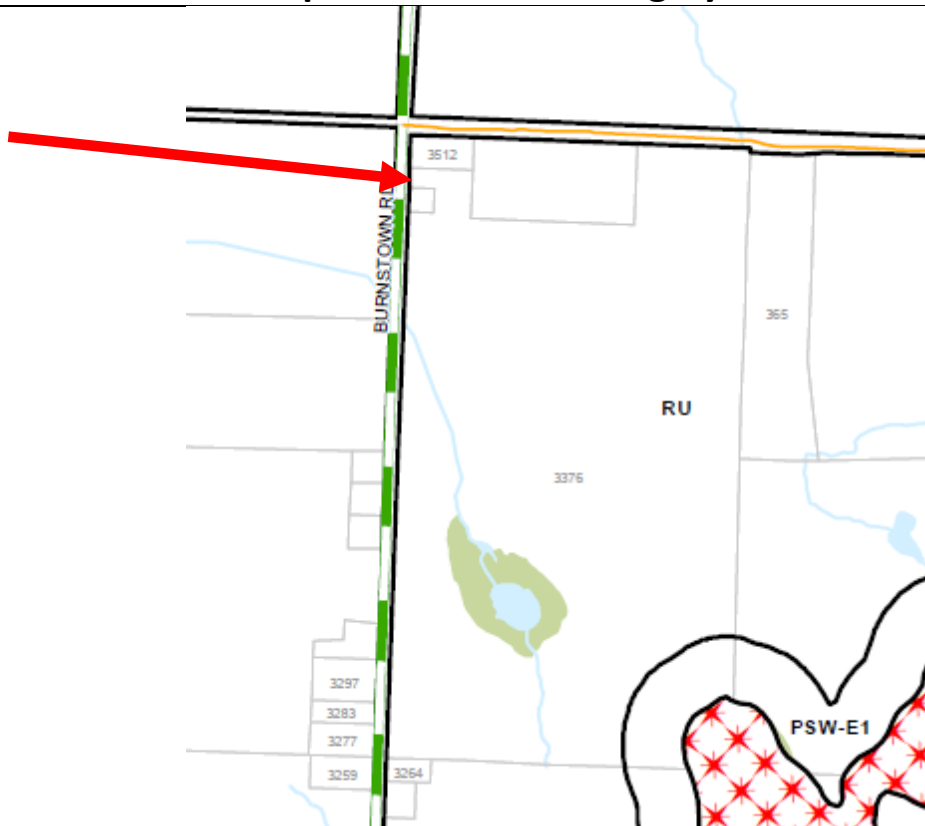
Reviewed By: Bruce Howarth, MCIP, RPP  
Manager of Planning Services

Jul 2021

### County of Renfrew Official Plan Schedule A (Horton)



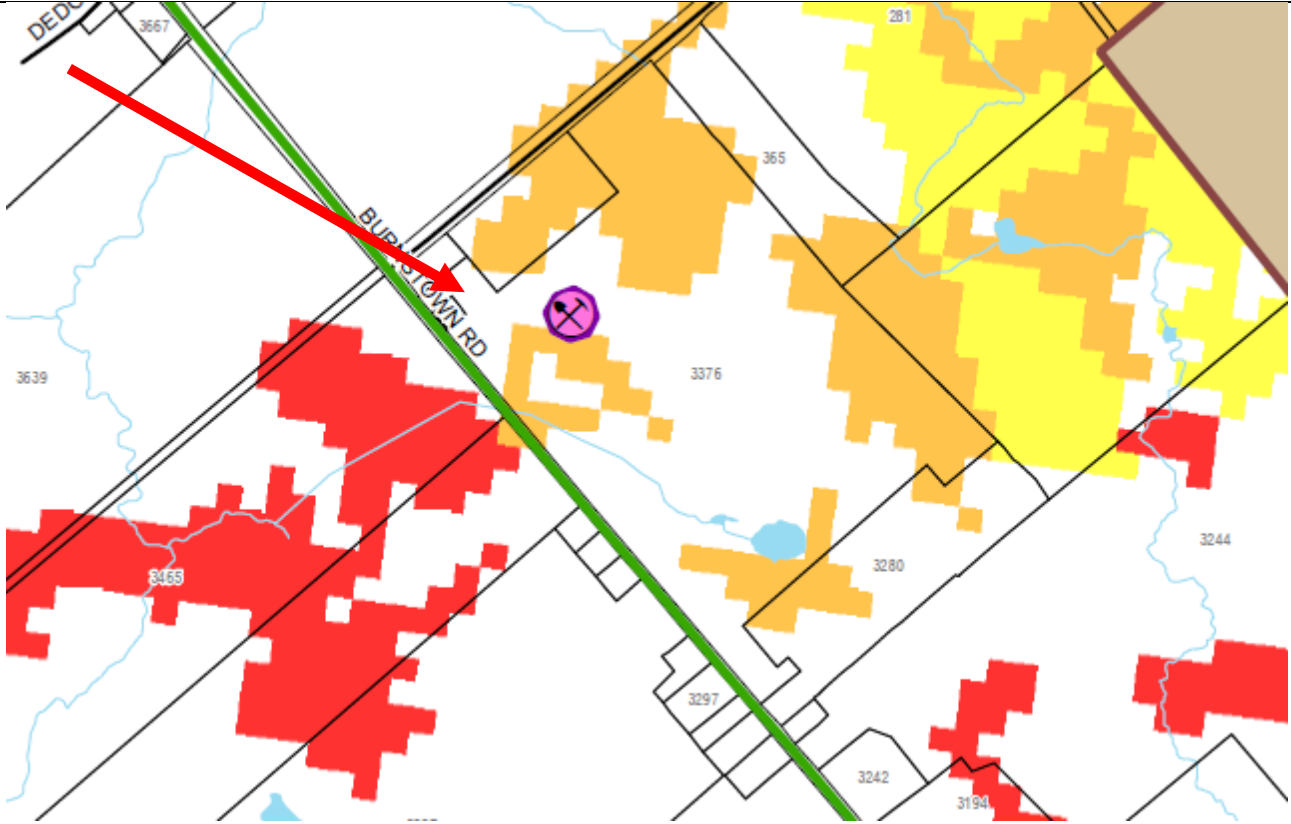
### Township of Horton - Zoning By-law Schedule



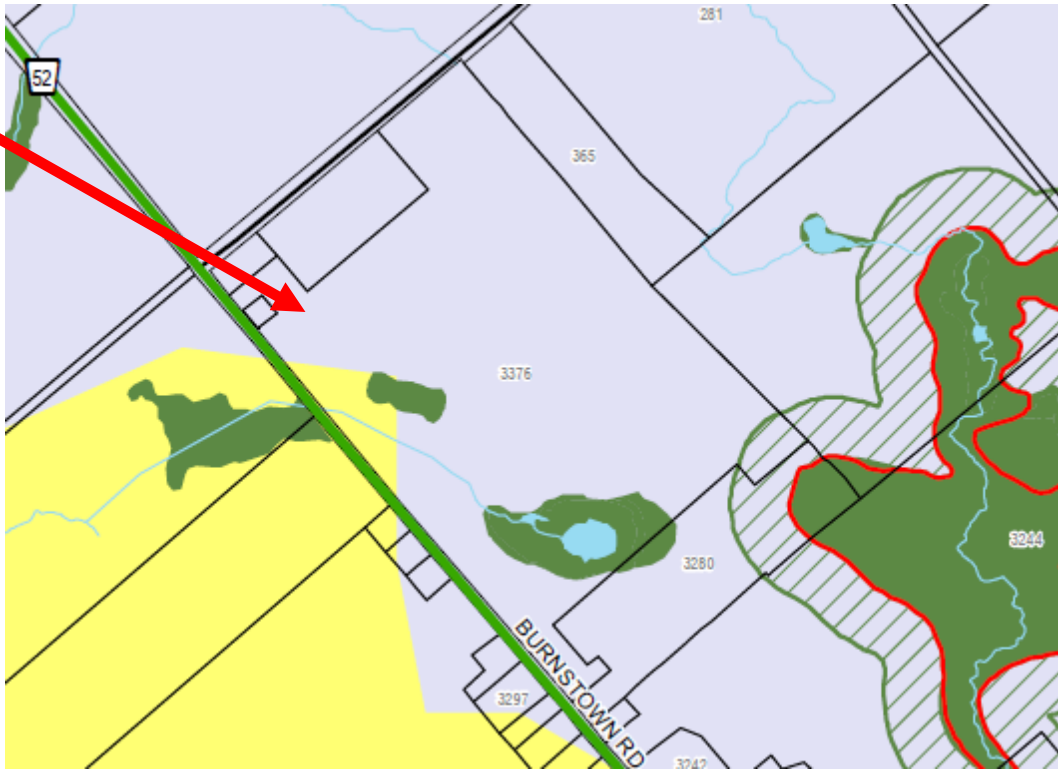
[RETURN TO AGENDA](#)

**APPLICABLE County of Renfrew Official Plan Schedule B Maps**

**Schedule B Map 1 Hazards**



**Schedule B Map 4 Natural Heritage Features**



**RETURN TO AGENDA**

# COUNTY OF RENFREW OFFICIAL PLAN SCHEDULE B MAP LEGENDS

## SCHEDULE "B" – Map 1 Hazards Map

	Propane Facility		Water
	Slip Clay Sites		Karst - known
	Abandoned Mine Sites		Karst - inferred
	Provincial Highway		Karst - potential
	County Road		Non County Areas
	Municipal Road		Licensed Septage Hauler Area
	Municipal Seasonal Road		Municipal Boundary
	Private Road		Active Waste Disposal Site
	Crown Road		Inactive Waste Disposal Site
	Floodline		Wellhead Protection Area
	Unstable Slope	<b>Wildland Hazard</b>	
	Permanent Stream/River		Extreme
			High
			Pine - Needs Evaluation

## SCHEDULE "B" – Map 2 Infrastructures Map

	Highway 17 Proposed Expansion		Pipeline
	Provincial Highway		County Trail
	County Road		Permanent Stream/River
	Municipal Road		Water
	Municipal Seasonal Road		Non County Areas
	Private Road		Municipal Boundary
	Crown Road		Active Waste Disposal Site
	Hardened Shoulders		Inactive Waste Disposal Site
	Abandoned Rail Corridor		

## SCHEDULE "B" – Map 3 Mining & Mineral Aggregate Resources

	Provincial Highway		Aggregate Site Authorize
	County Road		Aggregate Site Authorize
	Municipal Road		Bedrock
	Municipal Seasonal Road		Sand & Gravel
	Private Road		Mining Resource
	Crown Road		Copper & Nickel
	Permanent Stream/River		Copper & Zinc
	Water		Dolomite
	Non County Areas		Magnesium
	Municipal Boundary		Zinc & Lead

## SCHEDULE "B" – Map 4 Natural Heritage Features

	Provincial Highway		ANSI, Earth Science
	County Road		ANSI, Life Science
	Municipal Road		ANSI Earth Buffer 50m
	Seasonal Road		ANSI Life Buffer 120m
	Private Road		Significant Woodlands
	Crown Road		Non County Areas
	Permanent Stream/River		ValleyLands
	Municipal Boundary		Deer Wintering Area
	Ecoregion - 6E	<b>Watersheds</b>	
	Water		Petawawa-Barron Watershed and Upper Renfrew County Watershed
	At Capacity Lake		Muskrat, Indian, Westmeath Watershed
	Environmental Protection Area		Bonnechere River Watershed
	Provincially Significant Wetland		Madawaska River Watershed
	PSW 120m Buffer		





Applicants: Fred Hansma & Debbie Shepherd  
File No.: **B55/21**  
Pt. Lots 4 & 5, Con. 2  
Geographic Township of Horton

Date of Notice of Decision: October 18, 2021  
Last Date of Appeal: November 7, 2021  
Last Date to meet Conditions: **October 18, 2022**

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**NOTICE OF DECISION**  
**APPLICATION FOR CONSENT**  
**SECTION 53 OF THE PLANNING ACT**

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**DECISION**

Consent for conveyance of property from Fred Hansma & Debbie Shepherd of a lot addition to a residential lot being Part of Lots 4 & 5, Concession 2, in the Geographic Township of Horton, in the County of Renfrew consisting of:

Frontage:	65 m	(213.25 ft.)
Depth:	195 m	(639.75 ft.)
Area:	1.618 ha.	(3.99 ac.)

IT IS HEREBY DECIDED that consent be granted for the conveyance of a lot addition to a residential lot, subject to the following conditions:

1. That a registered Plan of Survey in conformity with the sketch depicting the severed lands (as attached to the original or amended application) be supplied to the Secretary-Treasurer of the Land Division Committee.
2. That prior to the issuance of the Certificate of Official, the Applicant shall provide to the Secretary-Treasurer of the Land Division Committee, a copy of the existing Transfer/Deed of Land and PIN abstract for the parcel being added to.
3. That prior to the issuance of the Certificate of Official, the Applicant provide a solicitor's undertaking addressed to the Secretary-Treasurer of the Land Division Committee to register an Application to Consolidate the PINs of the severed lot with the abutting parcel of land to which the severed portion is being added.

Subsection (50(3) or (5)) as the case may be, of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this consent.

Consent shall be Deemed To Be Refused in accordance with Section 53(41) of the Planning Act within one year of Notice of Decision if proof has not been supplied to the satisfaction of the Secretary-Treasurer before that date that the condition has been met. Critical dates relating to the Decision are listed above.

  
.....  
Bruce Howarth, MCIP, RPP  
Manager of Planning Services

**RETURN TO AGENDA**

**NOTES:**

If conditions have been applied, you will be entitled to receive notice of any changes to the conditions of the provisional (conditional) consent, if you have either made a written request to be notified of the Decision to give or refuse to give provisional consent, or a written request to be notified of changes to conditions of provisional consent.

It is important to note that a registered plan of survey or a registerable legal description required as a condition of consent (refer to Decision attached) must be in compliance with the sketch submitted with your consent application.

**ADDITIONAL INFORMATION**

Additional information regarding the application for consent will be available to the public for inspection at the Office of the Development and Property Department from Monday to Friday between 8:00 a.m. and 4:00 p.m.

**OTHER RELATED DEVELOPMENT APPLICATIONS**

None

**WRITTEN SUBMISSIONS**

All written submissions received on the application were considered and helped to make an informed decision.

**APPEALING THE DECISION OR CONDITIONS**

Only individuals, corporations and public bodies may appeal Decisions in respect of applications for consent to the Ontario Land Tribunal. A Notice of Appeal may not be filed by an unincorporated association or group. However, a Notice of Appeal may be filed in the name of an individual who is a member of the association or group. A Notice of Appeal, setting out written reasons in support of the appeal and accompanied by the fee prescribed by the Ontario Land Tribunal, must be submitted to the Secretary-Treasurer within twenty (20) day of the date of giving Notice of the Decision.

The cost of an appeal is \$400.00 with the certified cheque or money order payable to the Minister of Finance. A copy of an appeal form is available from the OLT website at <https://olt.gov.on.ca/appeals-process/forms/>

If within twenty (20) days of the date of completion of giving of Notice (mailing), no Notice of Appeal is submitted, the Decision is final and binding, and the Secretary-Treasurer is required to notify the applicant and to file a copy of the Decision with the Clerk of the Municipality.

**MAIL ADDRESS FOR NOTICE OF APPEAL**

County of Renfrew  
9 International Drive  
Pembroke, ON  
K8A 6W5

Attention: Alana Zadow  
Secretary-Treasurer  
Land Division Committee

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Amendment to Site Plan Agreement J & K Storage Derek McGrimmon & Jennifer Sholea	<b>Date:</b> November 2 <sup>nd</sup> , 2021
	<b>Council/Committee:</b> Planning Committee/Council
	<b>Author:</b> Nikky Dubeau, Executive Assistant
	<b>Department:</b> Planning/Administration

### RECOMMENDATIONS:

THAT Council agrees to support amending the Site Plan Agreement with J & K Storage (Derek McGrimmon & Jennifer Sholea) to permit two (2) 40' x 100' Self Storage Buildings.

### BACKGROUND:

J & K Storage is a self-storage facility located on Whitton Road in Horton Township. The Owner of the business and property wishes to build and amend the existing Site Plan Agreement and build two (2) additional 40' x 100' buildings for storage purposes.

A Site Plan Agreement Amendment is required and the by-law to authorize execution of the amended agreement is included on the Agenda under the By-Law section which will be considered by Council later during the meeting.

The owner has discussed with the Chief Building Official, Dennis Fridgen, who has no problems with the buildings, and will meet all required setbacks.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

### ATTACHMENTS:

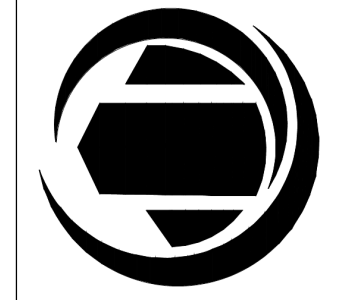
Appendix 1 – Site Plan – ‘to-scale’

Appendix 2 – Draft Site Plan Agreement Amendment

**Prepared by:** Nikky Dubeau, Executive Assistant

**Reviewed by:** Hope Dillabough, CAO/Clerk

**RETURN TO AGENDA**



**MCGRIFMON DEVELOPMENTS**  
555 HALL AVENUE RENFREW, ON  
K7V 4M7

NOTES:  
THESE DRAWINGS ARE FOR CONCEPT IDEAS ONLY. ALL MEASUREMENTS ARE +/- AND MAY BE ADJUSTED ON SITE BECAUSE OF SITE CONDITIONS. ALL HOUSING SPECIFICATIONS, TRUSSES AND FLOOR SIZING, MECHANICAL/HVAC/PLUMBING AND ELECTRICAL CODES AND DRAWINGS COVERED BY THESE PLANS AND ANY SUBSEQUENT REVISIONS TO THESE PLANS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY. THE CONTRACTOR AND SUB-CONTRACTORS AGREE AND UNDERSTANDS THE CONCEPT BEHIND THESE PLANS. PROJECT MANAGER MUST CONTACT SITE DEVELOPER BEFORE DOING ANY CHANGES ON SITE DUE TO SITE CONDITIONS. DO NOT SCALE THESE DRAWINGS UNLESS TOLD OTHERWISE BY THE DESIGNER.

PROJECT NAME:  
NEW STORAGE UNITS  
**MCGRIFMON HOLDINGS**

PROJECT NAME:  
**SITE PLAN**

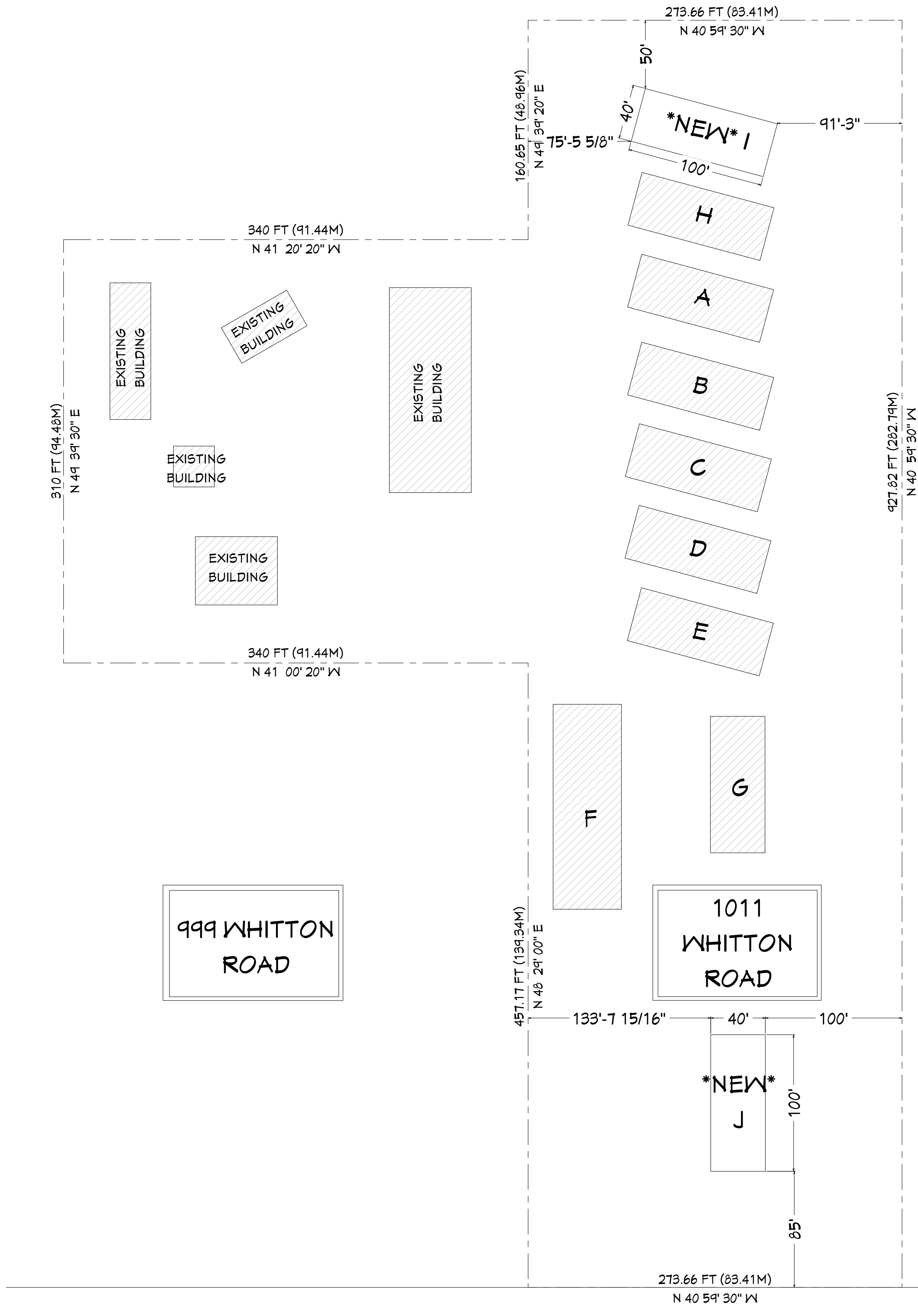
DATE: 2021-10-13  
SCALE: 1/8" = 1'-0"  
DRAWN BY: VICKI K.  
BUILDER: MCGRIFMON DEVELOPMENTS

SHEET #:  
**S1**

OWNER	DEREK MCGRIFMON, MCGRIFMON HOLDINGS
ADDRESS	1011 WHITTON ROAD, RENFREW ON, K7V 3Z6
TOWNSHIP	HORTON TOWNSHIP
PROPERTY NUMBER	474600002012825
LOT AREA	359307.22 FT (33380.73 SQ. M)
PROPOSED WORK	NEW STORAGE UNITS K & L 40' X 100'
BUILDING AREA	4000 SQ. FT (371.61 SQ.M)

SELF STORAGE LEGEND		
#	TYPE	SIZE
A	EXISTING STORAGE BUILDING	40' X 100'
B	EXISTING STORAGE BUILDING	40' X 100'
C	EXISTING STORAGE BUILDING	40' X 100'
D	EXISTING STORAGE BUILDING	30' X 100'
E	EXISTING STORAGE BUILDING	30' X 100'
F	EXISTING STORAGE BUILDING	30' X 100'
G	EXISTING STORAGE BUILDING	50' X 120
H	EXISTING STORAGE BUILDING	40' X 120
I	PROPOSED STORAGE BUILDING	40' X 100'
J	PROPOSED STORAGE BUILDING	40' X 100'

DRAWING LEGEND	
	EXISTING BUILDING
	PROPERTY LINE
	PROPOSED NEW STORAGE UNIT



WHITTON ROAD

**T H I S   A G R E E M E N T**

**Made this 2<sup>nd</sup> day of November, 2021**

BETWEEN:

**Derek McGrimmon and Jennifer Sholea**

Hereinafter called the Owner of the First Part

**AND**

**The Corporation of the Township of Horton**

Hereinafter called the Township of the Second Part

**WHEREAS** the Owner is the registered owner of the lands described in Schedule “A” annexed hereto;

**AND WHEREAS** Owner entered into a Site Plan Agreement with the Township of Horton dated the 6<sup>th</sup> day of March 2007;

**AND WHEREAS** the Owner and the Township have agreed that the said Agreement should be further amended.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the sum of ONE (\$1.00) Dollar now paid by the Township of Horton, receipt whereof is hereby acknowledged, the Owner covenants and agrees with the Township as follows:

1. The Owner agrees that the development and all matters and things specified in this Agreement for the lands described in Schedule “A” attached hereto shall be provided and maintained substantially in accordance with the Site Plan attached hereto and marked as Schedule “B” and shall be completed by December 31<sup>st</sup>, 2022.
2. The Owner further agrees that save and except for the changes that appear on Schedule “B”, the provisions of the Site Plan Agreement dated the 6<sup>th</sup> day of March 2007, and the amendment dated June 7, 2011, and October 20, 2020, shall remain in full force and effect.

**IN WITNESS WHEREOF** the parties hereto have hereunto set their hands and seals and the Township has hereunto affixed its corporate seal by the hands of its Mayor and Clerk duly authorized in that behalf.

**SIGNED, SEALED AND DELIVERED**

In the presence of

\_\_\_\_\_  
Witness

)  
)  
) \_\_\_\_\_  
) Derek McGrimmon  
)  
) \_\_\_\_\_  
) Jennifer Sholea  
)  
)  
) The Corporation of the Township of  
) Horton  
)  
) \_\_\_\_\_  
) Mayor  
)  
) \_\_\_\_\_  
) CAO/Clerk

SCHEDULE A

Part of Lot 8, Conc. 4, Horton, Part 1 Plan 49R-16767, Township of Horton, County of Renfrew,



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  TES Committee Chair's Report – October 6 <sup>th</sup> , 2021	<b>Date:</b>	November 2 <sup>nd</sup> , 2021
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Hope Dillabough CAO/Clerk
	<b>Department:</b>	TES

### **RECOMMENDATIONS:**

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

### **BACKGROUND:**

#### **Revised Road Surface Optimization, Preservation and Development Policy**

There was committee discussion regarding the surface of roads when they are reconstructed or rehabilitated to match intersecting roads or to make the entire road hardtop. It was decided that Mr. Knapp would make the changes to the policy and bring back for committee review.

#### **MTO Road Closing Request**

The Committee was in agreeance to close a section of Dugald Road, and to get the Road Surface Optimization, Preservation and Development Policy passed to ensure that the condition of the new section of Dugald Road is up to municipal standards.

Moved by Rick Lester

Seconded by Tyler Anderson

**THAT** the TES committee agree with staff recommendation to approve the request by the MTO to close a section of Dugald Road through municipal by-law;

**AND THAT** Council enact said by-law upon completion of the Highway 17 expansion project.

**Carried**

#### **MTO Millennium Trail Purchase Request**

The TES Committee accepted the draft correspondence letter as the official response to the MTO's proposed purchase of a section of the Millennium Trail. Staff was directed to e-mail the letter as drafted to the MTO representatives who submitted the proposal

#### **Golf Course Road Meeting**

Mayor Bennett suggested making the entire road a half-load road for the next year due to the condition of the road. The Committee was in agreeance to move forward with the granular base testing and Mr. Knapp is to contact Cavanaugh's Construction regarding hauling on the road.

**RETURN TO AGENDA**

Moved by Rick Lester

Seconded by Murray Humphries

**THAT** staff be directed to conduct granular base testing of Golf Course Road to accurately predict the level of rehabilitation necessary to facilitate the road as a year-round hauling roadway for the proposed aggregate pit in the early stages of development by Cavanaugh Construction;

**FURTHER THAT** once the level of rehabilitation is fully understood staff shall prepare an estimate for rehabilitating the roadway with a like for like surface versus the cost to bring the roadway to a year-round hauling roadway and bring forward the estimates to committee to discuss the level of funding necessary from all parties to facilitate the proposed future usage;

**AND FURTHER THAT** due to new information provided to both Councils and the need for further investigation that a portion of resolution 2021-189 be rescinded, that states “upon recommendation from the TES Committee, Council contribute 50% of the cost toward the rehabilitation of Golf Course Road with the Township of Admaston/Bromley and allocate \$53,371 in the 2022 Capital Budget from the Roads Infrastructure Reserves”

**Carried**

#### **Johnston Road Speed Limit Adjustment**

There was committee discussion regarding the engineering of the road that was completed during reconstruction and why the speed limit was set as it was. Mr. Knapp is to review the original engineer’s report and bring back to the committee.

#### **Retention of the 2013 ¾ Tonne and Western Plow**

Committee members were in agreeance that the Landfill Site Attendant should not be using his personal vehicle for work at the landfill or when transporting lawn equipment. They also agreed that the mileage fee that is remitted to the attendant can go towards the cost maintenance on the ¾ tonne.

Moved by Tyler Anderson

Seconded by Murray Humphries

**THAT** Committee agree with staff recommendation and retain the Western Plow and the 2013 GMC Sierra 3500 series pickup truck;

**AND THAT** that the plow and truck be retained until it is deemed unfeasible to maintain and at that time both the plow and truck shall be deemed surplus;

**FURTHER THAT** a portion of resolution 2021-92 be rescinded which states that, “once the XLS plow is installed, the straight blade Western Plow currently fitted to truck #11, the 2013 series GMC Silverado, be deemed surplus and sold on Gov Deals with the proceeds directed back into the Roads Equipment Reserves”.

**Carried**

**RETURN TO AGENDA**



**Public Works Maintenance and Inspection Update**

Mayor Bennett stated that newer speed limit signs are already deteriorating and fading. Mr. Knapp is to contact the company they were purchased from to see about replacement or getting fixed.

**New/Other Business**

Public Advisory Member Murray Humphries questioned if there was any new information about the possible subdivision on Whitton Road. Public Works Manager Adam Knapp stated that it was in the preliminary stages of planning, and nothing has been confirmed. Executive Assistant Nichole Dubeau is to forward the concept plan to Committee members.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

**Prepared by:** Nikky Dubeau, Executive Assistant  
**Reviewed by:** Hope Dillabough, CAO/Clerk  
**Reviewed by:** Adam Knapp, Public Works Manager



# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of October 29<sup>th</sup>, 2021.

INFORMATION provided **NOT** included in the Regular Council meeting package of November 2<sup>nd</sup>, 2021.

### **INFORMATION EMAILED**

1. 2021 Warden's Awards
2. AMO Policy Update
3. Butterscotch Fest
4. Good Roads Board of Directors Nominations
5. Algonquin Trail Expands to Multi-Use
6. Ottawa Valley Business News – October 19
7. ROMA Update
8. Calendars

**RETURN TO AGENDA**

**CORPORATION OF THE TOWNSHIP OF HORTON****BY-LAW NO. 2021-54**

Being a by-law to authorize an amended Site Plan Agreement  
between Derek McGrimmon and Jennifer Sholea AND  
The Corporation of the Township of Horton

**WHEREAS** Council wishes to enter into an amended Site Plan Agreement with Derek McGrimmon and Jennifer Sholea for the control of development on their property in Part of Lot 8 Concession 4, known as 1011 Whitton Road.

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

1. That the Mayor and CAO/Clerk be authorized to execute the amended Site Plan Agreement attached hereto as Schedule "A" and forming a part of this by-law with Derek McGrimmon and Jennifer Sholea.
2. That this by-law shall come into effect upon the passing thereof.
3. Further that By-law 2020-43 be repealed in its entirety.

Read a First and Second Time this 2<sup>nd</sup> day of November, 2021.

Read a Third Time and Passed this 2<sup>nd</sup> day of November, 2021.

---

MAYOR David M. Bennett

---

CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**

**T H I S   A G R E E M E N T**

**Made this 2<sup>nd</sup> day of November, 2021**

BETWEEN:

**Derek McGrimmon and Jennifer Sholea**

Hereinafter called the Owner of the First Part

**AND**

**The Corporation of the Township of Horton**

Hereinafter called the Township of the Second Part

**WHEREAS** the Owner is the registered owner of the lands described in Schedule “A” annexed hereto;

**AND WHEREAS** Owner entered into a Site Plan Agreement with the Township of Horton dated the 6<sup>th</sup> day of March 2007;

**AND WHEREAS** the Owner and the Township have agreed that the said Agreement should be further amended.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the sum of ONE (\$1.00) Dollar now paid by the Township of Horton, receipt whereof is hereby acknowledged, the Owner covenants and agrees with the Township as follows:

1. The Owner agrees that the development and all matters and things specified in this Agreement for the lands described in Schedule “A” attached hereto shall be provided and maintained substantially in accordance with the Site Plan attached hereto and marked as Schedule “B” and shall be completed by December 31<sup>st</sup>, 2022.
2. The Owner further agrees that save and except for the changes that appear on Schedule “B”, the provisions of the Site Plan Agreement dated the 6<sup>th</sup> day of March 2007, and the amendment dated June 7, 2011, and October 20, 2020, shall remain in full force and effect.

**IN WITNESS WHEREOF** the parties hereto have hereunto set their hands and seals and the Township has hereunto affixed its corporate seal by the hands of its Mayor and Clerk duly authorized in that behalf.

**SIGNED, SEALED AND DELIVERED**

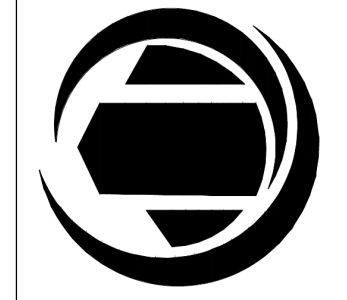
In the presence of

\_\_\_\_\_  
Witness

)  
)  
) \_\_\_\_\_  
) Derek McGrimmon  
)  
) \_\_\_\_\_  
) Jennifer Sholea  
)  
)  
) The Corporation of the Township of  
) Horton  
)  
) \_\_\_\_\_  
) Mayor  
)  
) \_\_\_\_\_  
) CAO/Clerk

SCHEDULE A

Part of Lot 8, Conc. 4, Horton, Part 1 Plan 49R-16767, Township of Horton, County of Renfrew,



**MCGRIFMON DEVELOPMENTS**  
555 HALL AVENUE RENFREW, ON  
K7V 4M7

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PROJECT NAME:  
NEW STORAGE UNITS  
**MCGRIFMON HOLDINGS**

PROJECT NAME:  
**SITE PLAN**

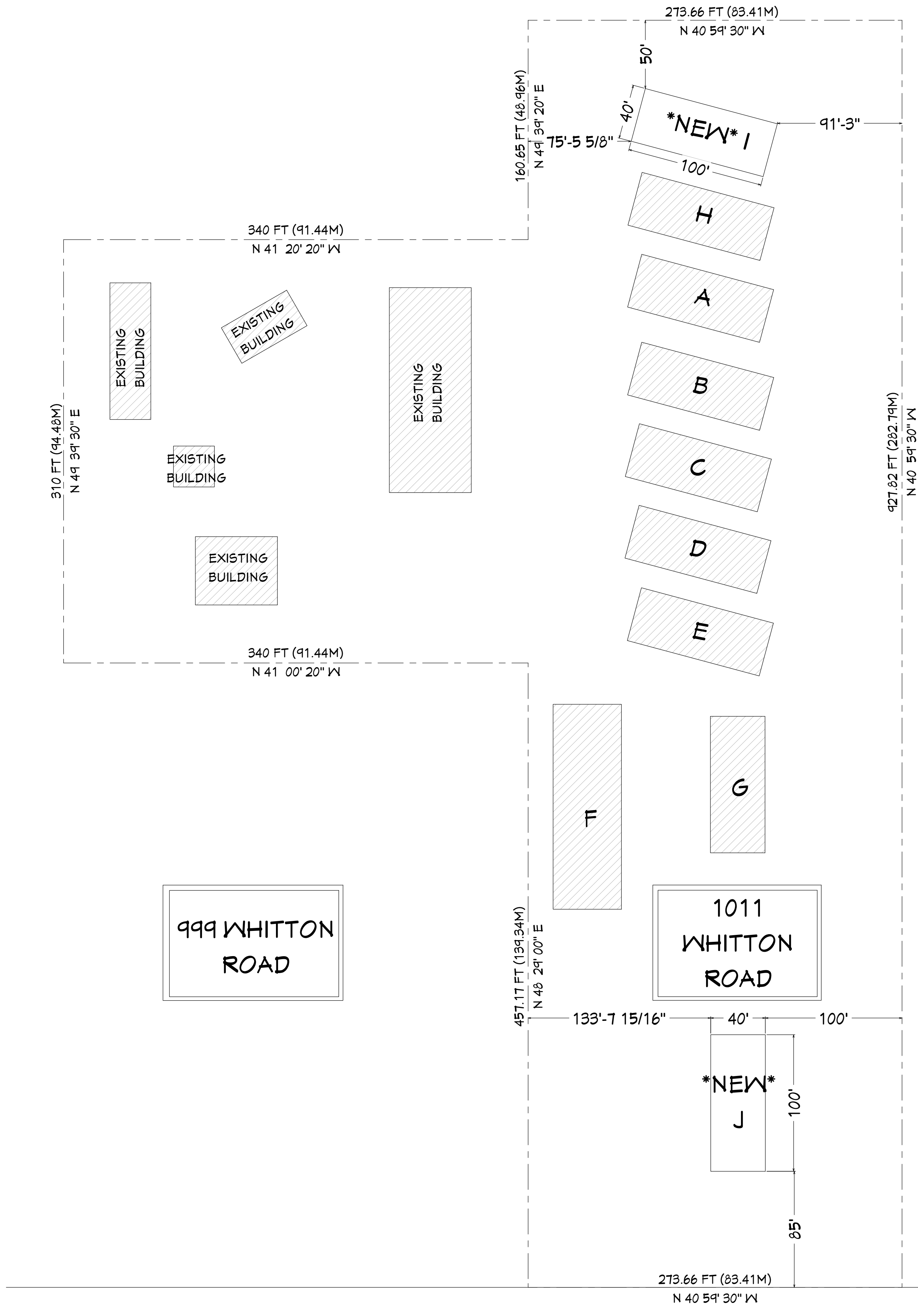
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DRAWN BY: VICKI K.  
BUILDER: MCGRIFMON DEVELOPMENTS

SHEET #:  
**S1**

OWNER	DEREK MCGRIFMON, MCGRIFMON HOLDINGS
ADDRESS	1011 WHITTON ROAD, RENFREW ON, K7V 3Z6
TOWNSHIP	HORTON TOWNSHIP
PROPERTY NUMBER	474600002012825
LOT AREA	359307.22 FT (33380.73 SQ. M)
PROPOSED WORK	NEW STORAGE UNITS K & L 40' X 100'
BUILDING AREA	4000 SQ. FT (371.61 SQ.M)

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J	PROPOSED STORAGE BUILDING	40' X 100'

DRAWING LEGEND	
	EXISTING BUILDING
	PROPERTY LINE
	PROPOSED NEW STORAGE UNIT



WHITTON ROAD

# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2021-55

### A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF HORTON AT THE REGULAR COUNCIL MEETING HELD NOVEMBER 2<sup>ND</sup>, 2021

**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 November, 2021 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 November, 2021.

READ a third time and passed this 2<sup>nd</sup> day of November, 2021.

---

MAYOR David M. Bennett

---

CAO/Clerk Hope Dillabough

**RETURN TO AGENDA**