



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – JUNE 21<sup>ST</sup>, 2022 – 4:00 P.M.  
HORTON MUNICIPAL CHAMBERS  
2253 JOHNSTON RD.**

**1. CALL TO ORDER**

**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**

5.1 Delegation – Rory Richards - MacKillican & Associates

**PG.3**

**6. MINUTES FROM PREVIOUS MEETINGS**

6.1 June 7<sup>th</sup>, 2022 – Regular Council

**PG.27**

6.2 June 7<sup>th</sup>, 2022 – Public Meeting

**PG.32**

**7. BUSINESS ARISING FROM MINUTES**

**8. COMMITTEE REPORTS:**

**8.1 GENERAL GOVERNMENT COMMITTEE**

▪ **CHAIR CAMPBELL**

8.1.1 Financial Departmental Report & Statement

**PG.34**

**8.2 PLANNING COMMITTEE**

▪ **CHAIR CLEROUX**

8.2.1 May 2022 Building Report

**PG.45**

8.2.2 Planning Files Report

**PG.46**

8.2.3 Staff Report – Bill 109 Delegation Authority

**PG.49**

**8.3 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**

▪ **CHAIR WEBSTER**

8.3.1 Staff Report – Award of PW 2022-06 Surface Treatment and Fog Seal Rehabilitation of Cotieville Streets

**PG.51**

8.3.2 Staff Report – Award of PW 2022-07 Screened Winter Sand

**PG.54**

8.3.3 Staff Report - MTO - Property Purchase Agreement

**PG.56**

**9. CORRESPONDENCE SUMMARY**

**RETURN TO AGENDA**

- 9.1 INFORMATION CORRESPONDENCE**
  - 9.1.1 CAO/Clerk Information Memo **PG.64**
- 9.2 ACTION CORRESPONDENCE**
  - 9.2.1 Valley Animal Rescue – Spay & Neuter Clinic **PG.65**
- 10. BY-LAWS**
  - 10.1 2022-33 MTO Property Purchase Agreement **PG.67**
  - 10.2 2022-35 Animal Pound Agreement **PG.71**
  - 10.3 2022-36 Bill 109 Delegation Authority **PG.74**
- 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)**
- 16. CONFIRMING BY-LAW 2022-37 **PG.75****
- 17. ADJOURNMENT**

Township of Horton

Financial Statements

For the year ended 31 December 2021

Draft

### **Management's Responsibility for the Financial Statements**

The accompanying financial statements of the Corporation of the Township of Horton (the "Township") are the responsibility of the Township's management and have been prepared in compliance with legislation, and in accordance with Canadian Public Sector Accounting Standards. A summary of the significant accounting policies is contained in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Council meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by MacKillican & Associates, independent external auditors appointed by the Township. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Township's financial statements.

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Hope Dillabough  
CAO/Clerk

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Nathalie Moore  
Treasurer

Township of Horton  
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For the year ended 31 December 2021

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**MACKILLICAN  
& ASSOCIATES**  
CHARTERED PROFESSIONAL  
ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

To the Members of Council,  
Inhabitants and Ratepayers of the  
Corporation of the Township of Horton.

### **Opinion**

We have audited the financial statements of the Township of Horton (the Township), which comprise the statement of financial position as at 31 December 2021, and the statement of operations and accumulated surplus, statement of changes in net financial assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Township as at 31 December 2021, and its financial performance and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards (PSAS).

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Township in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Township's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Township or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Township's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located at *MacKillican's* website at: [http://mackillicans.com/PDF/Auditors\\_Responsibilities.pdf](http://mackillicans.com/PDF/Auditors_Responsibilities.pdf). This description forms part of our auditor's report.

*MacKillican & Associates*

RENFREW, Ontario.  
2022.

**Chartered Professional Accountants,  
Licensed Public Accountants.**

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Township of Horton  
Statement of Financial Position  
As at 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u>	<u>2020</u>
Financial assets:		
Cash and cash equivalents	\$ 2,445,783	\$ 2,431,435
Taxes receivable	339,529	270,355
Accounts receivable	<u>49,509</u>	<u>124,813</u>
	<u>\$ 2,834,821</u>	<u>\$ 2,826,603</u>
Liabilities:		
Accounts payable and accrued liabilities	\$ 293,393	\$ 306,712
Deferred revenue - obligatory reserve funds (Note 5)	265,080	255,760
- other	147,686	136,724
Net long term liabilities (Note 10)	193,456	311,868
Landfill closure and post closure costs (Note 6)	<u>120,000</u>	<u>120,000</u>
	<u>\$ 1,019,615</u>	<u>\$ 1,131,064</u>
Net financial assets	<u>\$ 1,815,206</u>	<u>\$ 1,695,539</u>
Non-financial assets:		
Tangible capital assets (net)	\$ 10,191,325	\$ 10,001,520
Inventories of supplies	31,943	30,829
Prepaid expenses	<u>17,419</u>	<u>40,800</u>
	<u>\$ 10,240,687</u>	<u>\$ 10,073,149</u>
Accumulated surplus	<u>\$ 12,055,893</u>	<u>\$ 11,768,688</u>
Accumulated surplus comprised of:		
Equity in tangible capital assets (Note 12)	\$ 9,997,869	\$ 9,689,652
Reserves and reserve funds	2,178,024	2,199,036
Unfunded - landfill closure and post closure costs (Note 2)	<u>(120,000)</u>	<u>(120,000)</u>
Total accumulated surplus	<u>\$ 12,055,893</u>	<u>\$ 11,768,688</u>

(See accompanying notes)

Township of Horton  
Statement of Operations and Accumulated Surplus  
 For the year ended 31 December 2021  
 (with 2021 budget and 2020 actual figures for comparison)

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
<b>Revenue:</b>			
Net municipal taxation	\$ 2,555,636	\$ 2,553,405	\$ 2,475,507
Government transfers:			
Ontario	411,130	461,948	456,305
Canada	132,000	231,292	190,469
Other municipalities	55	55	150
Other	<u>304,558</u>	<u>316,810</u>	<u>298,736</u>
	<u>\$ 3,403,324</u>	<u>\$ 3,563,510</u>	<u>\$ 3,421,167</u>
<b>Expenses:</b>			
General government	\$ 700,141	\$ 659,388	\$ 596,296
Protection to persons and property	713,938	694,746	740,828
Transportation services	1,335,208	1,300,481	1,457,351
Environmental services	414,156	434,383	393,795
Health services	35,064	34,972	34,576
Recreation and cultural services	229,586	146,884	156,837
Planning and development	<u>15,800</u>	<u>5,451</u>	<u>4,482</u>
	<u>\$ 3,443,893</u>	<u>\$ 3,276,305</u>	<u>\$ 3,384,165</u>
Excess (shortfall) of revenue over expenses	\$ (40,569)	\$ 287,205	\$ 37,002
Accumulated surplus at the beginning of the year	<u>11,768,688</u>	<u>11,768,688</u>	<u>11,731,686</u>
Accumulated surplus at the end of the year	<u>\$ 11,728,119</u>	<u>\$ 12,055,893</u>	<u>\$ 11,768,688</u>

(See accompanying notes)



Township of Horton  
Statement of Changes in Net Financial Assets  
For the year ended 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
Excess (shortfall) of revenue over expenses	\$ (40,569)	\$ 287,205	\$ 37,002
Amortization of tangible capital assets	612,450	612,450	792,594
Acquisition of tangible capital assets	(882,434)	(802,255)	(463,746)
Gain on disposal of tangible capital assets			(38,213)
Proceeds on sale of tangible capital assets			62,400
Consumption (acquisition) of inventory		(1,114)	(9,732)
Consumption (acquisition) of prepaid expenses		<u>23,381</u>	<u>(24,112)</u>
Increase (decrease) in net financial assets	\$ (310,553)	\$ 119,667	\$ 356,193
Net financial assets at the beginning of the year	<u>1,695,539</u>	<u>1,695,539</u>	<u>1,339,346</u>
Net financial assets at the end of the year	<u>\$ 1,384,986</u>	<u>\$ 1,815,206</u>	<u>\$ 1,695,539</u>

(See accompanying notes)

Township of Horton  
Statement of Cash Flows

For the year ended 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u>	<u>2020</u>
Cash flows from operating activities:		
Excess of revenue over expenses	\$ 287,205	\$ 37,002
Add amortization which does not involve cash	612,450	792,594
Gain on disposal of tangible capital assets	<u>                    </u>	<u>(38,213)</u>
	<u>\$ 899,655</u>	<u>\$ 791,383</u>
Net change in non cash working capital balances related to operations:		
Decrease (increase) in taxes receivable	\$ (69,174)	\$ 62,898
Decrease (increase) in accounts receivable	75,304	101,628
Increase (decrease) in accounts payable and accrued liabilities	(13,319)	77,195
Increase (decrease) in deferred revenue	20,282	94,161
Decrease (increase) in inventories of supplies	(1,114)	(9,732)
Decrease (increase) in prepaid expenses	<u>23,381</u>	<u>(24,112)</u>
	<u>\$ 35,360</u>	<u>\$ 302,038</u>
Cash flows from operating activities	<u>\$ 935,015</u>	<u>\$ 1,093,421</u>
Cash flows used for financing activities:		
Repayment of long term debt	<u>\$ (118,412)</u>	<u>\$ (118,411)</u>
Cash flows used for capital activities:		
Additions to tangible capital assets:		
General government	\$ (75,352)	\$ (89,293)
Transportation services	(717,403)	(347,779)
Recreation services	(9,500)	(26,674)
Proceeds on sale of tangible capital assets	<u>                    </u>	<u>62,400</u>
Cash flows used for capital activities	<u>\$ (802,255)</u>	<u>\$ (401,346)</u>
Increase in cash and cash equivalents during the year	\$ 14,348	\$ 573,664
Cash and cash equivalents at the beginning of the year	<u>2,431,435</u>	<u>1,857,771</u>
Cash and cash equivalents at the end of the year	<u>\$ 2,445,783</u>	<u>\$ 2,431,435</u>

(See accompanying notes)

Township of Horton  
Notes to the Financial Statements  
For the year ended 31 December 2021

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Corporation of the Township of Horton are the representation of management prepared in accordance with generally accepted accounting standards for local governments as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

The focus of PSAB financial statements is on the financial position of the Township and changes thereto. The Statement of Financial Position reports financial assets and liabilities. Financial assets are available to provide resources to discharge existing liabilities or finance future operations. Municipal position represents the financial position of the Township and is the difference between financial assets and liabilities. This information explains the Township's overall future revenue requirements and its ability to finance activities and meet its obligations.

(a) Reporting Entity

(i) The financial statements reflect financial assets, liabilities, operating revenues and expenditures, reserves, reserve funds, and changes in investment in tangible capital assets of the Township. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Township and which are owned or controlled by the Township. Interdepartmental and organizational transactions and balances between these organizations are eliminated.

(ii) Accounting for County and School Board Transactions

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the county and school boards are not reflected in the municipal fund balances of these financial statements.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenues in the period in which transactions or events occurred that gave rise to the revenue; expenses are recognized in the period goods or services are acquired and a liability is incurred or transfers are due.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed.

(c) Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the change in net financial assets for the year.

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2021

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

## (d) Tangible Capital Assets

- (i) Tangible capital assets (TCAs) are recorded at cost, which include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Where the cost was not readily determinable, the assets were valued at their current fair market value and then discounted back to their in-service date using the Consumer Price Index (CPI). Land for road segments is valued at \$ 1.00 per segment. All other land is valued at cost. Where cost was not readily determinable, the land was given a value of \$ 1.00 per segment. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 - 25 years
Buildings	25 - 50 years
Machinery and equipment	5 - 40 years
Vehicles	7 - 25 years
Linear assets	10 - 50 years

Amortization is calculated commencing the first month of the year following acquisition using the above rates. In the year of disposal, a full year of amortization will be charged against the asset. Capital work in progress is not amortized until it is put into service.

The Township has a capitalization threshold of \$ 5,000, so that individual TCAs of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operational reasons.

## (ii) Contribution of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expenditure equal to the net book value of the assets as of the date of transfer.

## (iii) Inventories

Inventories held for consumption are recorded at the lower of cost or replacement cost.

## (iv) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

## (e) Investment Income

Investment income earned on current funds (other than obligatory reserve funds) is reported as revenue in the period earned. Investment income earned on externally restricted funds is added to the fund balance and forms part of the respective deferred revenue balance.

## (f) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or are the result of a direct financial return.

Government transfers are recognized in the financial statements in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be made.

Township of Horton  
Notes to the Financial Statements  
For the year ended 31 December 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Deferred Revenue

Certain amounts are received pursuant to regulations or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenditures are incurred or services performed.

(h) Deferred Revenue - Obligatory Reserve Funds

The Township receives restricted contributions under the authority of provincial and federal legislation and Township by-laws. These funds by their nature are restricted in their use and, until applied to applicable costs, are recorded as deferred revenue. Amounts applied to qualifying expenditures are recorded as revenue in the fiscal period they are expended.

(i) Use of Estimates

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from these estimates. Significant estimates include the allowance for doubtful taxes, landfill closure and post closure costs and amortization.

(j) Cash and Cash Equivalents

Cash and cash equivalents are comprised of cash on hand and in bank and investments due no greater than three months from the date of acquisition or that are cashable on demand.

(k) Revenue Recognition

Taxation revenue consists of non-exchange transactions. It is recognized in the period to which the assessment relates and reasonable estimates of amounts can be made. Annual revenue also includes adjustments related to reassessments or appeals related to prior years. Other revenue relates to licensing fees, fees for use of various programming, and fees imposed based on specific activities. Revenue is recognized when the activity is performed or when the services are rendered.

(l) Financial Instruments

Financial instruments include cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities and net long term liabilities. Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant interest, currency or credit risks arising from these financial instruments.

The carrying amounts reported on the statement of financial position for cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities, approximates their fair values, due to the immediate and short term maturities of these financial instruments.

The fair value of net long term liabilities, including the current portion, is based on rates currently available to the Municipality with similar terms and maturities and approximates its carrying amounts as disclosed on the statement of financial position.

2. AMOUNTS TO BE RECOVERED

Amounts to be recovered represent the requirement of the Township to raise funds in subsequent periods to finance unfunded liabilities, comprised of the landfill closure and post closure liabilities.

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2021

## 3. TRUST FUND

Trust fund administered by the Township, totaling \$ 3,996 (2020 - \$ 3,937) is presented in a separate financial statement of trust fund financial position and operations. As such, balances held in trust by the Township for the benefit of others have not been included in the Statement of Financial Position nor have their operations been included in the Statement of Operations.

## 4. OPERATIONS OF SCHOOL BOARDS AND COUNTY OF RENFREW

Requisitions were made by the School Boards and County of Renfrew requiring the Township to collect property taxes and payments in lieu of property taxes on their behalf. The amounts collected and remitted are as follows:

	<u>School Boards</u>	<u>County</u>
Property taxes	\$ 987,731	\$ 1,712,371
Payments in lieu		<u>1,311</u>
	<u>\$ 987,731</u>	<u>\$ 1,713,682</u>

## 5. DEFERRED REVENUE - OBLIGATORY RESERVE FUNDS

A requirement of the public sector accounting standards of the Chartered Professional Accountants of Canada is that obligatory reserve funds be reported as deferred revenue. This requirement is in place because federal, provincial and municipal legislation restricts how these funds may be used. The balances in the obligatory reserve funds of the Township are summarized below:

(a) The balance of deferred revenue - obligatory reserve funds on the "Statement of Financial Position" at the end of the year is comprised of the following externally restricted reserve funds:

	<u>2021</u>	<u>2020</u>
Gas tax revenue	\$ 214	\$ 41,260
Lot development charges	<u>264,866</u>	<u>214,500</u>
	<u>\$ 265,080</u>	<u>\$ 255,760</u>

(b) Transactions during the year in the deferred revenue - obligatory reserve funds are as follows:

	<u>2021</u>	<u>2020</u>
Balance at the beginning of the year	\$ 255,760	\$ 215,143
Gas tax revenue received	179,583	87,581
Development charges and lot fees	70,036	139,587
Interest earned	<u>1,976</u>	<u>2,075</u>
	\$ 507,355	\$ 444,386
Utilized during the year	<u>242,275</u>	<u>188,626</u>
Balance at the end of the year	<u>\$ 265,080</u>	<u>\$ 255,760</u>

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2021

## 6. LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Environmental Protection Act sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. Under environmental law, there is a requirement for closure and post closure care of solid waste landfill sites. This requirement is to be provided for over the estimated remaining life of the landfill site based on usage.

Landfill closure and post closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, pumping ground water and leachates from the site, and ongoing environmental monitoring, site inspection and maintenance. Some closure costs are incurred on an ongoing basis and are included in the yearly fiscal operating budget. All remaining expected closure and post closure costs have been discounted at the Township's average long term borrowing rate, net of estimated inflation. The Township has set aside reserves of \$ 195,935 (2020 - \$ 191,871) for either closure or post closure activities.

The reported liability is based on estimates and assumptions with respect to events extending over the useful life and estimated post closure care period using the best information available to management. Future events may result in significant changes to the estimated total expenditures, capacity used or total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

Landfill sites' estimated remaining capacity in cubic metres	22,520
Landfill sites' remaining useful life in years	11
Expected years of post closure care	10

The estimated total undiscounted expenses over the 10 year post closure period amount to approximately \$ 120,000.

## 7. CONTINGENT LIABILITIES

The nature of municipal activities is such that there may be litigation pending or in prospect at any time. With respect to claims as at 31 December 2021, management believes that the Township has valid defences and appropriate insurance coverages in place. In the event any claims are successful, management believes that such claims are not expected to have a material effect on the Township's financial position.

## 8. BUDGET FIGURES

The operating budget approved by the Township of Horton for 2021 is reflected on the Statement of Operations and Accumulated Surplus. The budget established for capital investment in tangible capital assets is on a project-oriented basis, the costs of which may be carried out over one or more years and, therefore, may not be comparable with current year's actual expenditure amounts. As well, the Township does not budget activity within reserves and reserve funds, with the exception being those transactions which affect either operations or capital investments. Budget figures have been reclassified for the purpose of these financial statements to comply with PSAB reporting requirements. Budget figures have not been audited.

## 9. TANGIBLE CAPITAL ASSETS

The Schedule of Tangible Capital Assets provides information on the tangible capital assets of the Township by major asset class and by function, as well as for accumulated amortization of the assets controlled. The reader should be aware of the following information relating to tangible capital assets:

## Township of Horton

## Notes to the Financial Statements

For the year ended 31 December 2021

## 9. TANGIBLE CAPITAL ASSETS (Continued)

## (i) Contributed Tangible Capital Assets

The Township records all tangible capital assets contributed by an external party at fair value on the earlier of the date received or of the transfer of risk and responsibility. Typical examples are roadways, water and sewer lines installed by a developer as part of a subdivision agreement. There were no transfers during the year.

## (ii) Tangible Capital Assets Recognized at Nominal Value

Certain assets have been assigned a nominal value of one dollar, because of the difficulty of determining a tenable valuation. The most significant such assets are the Township's road allowances. The 2021 road network had segments, each of which has been assigned a value of one dollar for the road allowance itself.

## 10. NET LONG TERM LIABILITIES

	<u>2021</u>	<u>2020</u>
(a) Ontario Infrastructure and Lands Corporation (OILC) loan payable, 2.50% interest, \$ 43,912 principal only payment, payable semi-annually, maturing January 2022	\$ 21,956	\$ 65,868
Ontario Infrastructure and Lands Corporation (OILC) loan payable, 1.60% interest, \$ 50,000 principal only payment, payable semi-annually, matured July 2021		50,000
Ontario Infrastructure and Lands Corporation (OILC) loan payable, 3.05% interest, \$ 24,500 principal only payment, payable semi-annually, maturing August 2028	<u>171,500</u>	<u>196,000</u>
Net long term liabilities at the end of the year	<u>\$ 193,456</u>	<u>\$ 311,868</u>

## (b) Principal and interest payments required on the net long term liabilities are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 46,456	\$ 5,322	\$ 51,778
2023	24,500	4,298	28,798
2024	24,500	3,560	28,060
2025	24,500	2,804	27,304
2026	24,500	2,056	26,556
2027 to 2028	<u>49,000</u>	<u>1,872</u>	<u>50,872</u>
	<u>\$ 193,456</u>	<u>\$ 19,912</u>	<u>\$ 213,368</u>



Township of Horton  
Notes to the Financial Statements  
For the year ended 31 December 2021

11. CHARGES FOR NET LONG TERM LIABILITIES

(a) Total charges for the year for net long term liabilities are as follows:

	<u>2021</u>	<u>2020</u>
Principal	\$ 118,412	\$ 118,412
Interest	<u>7,769</u>	<u>9,057</u>
	<u>\$ 126,181</u>	<u>\$ 127,469</u>

These payments are within the annual debt repayment limit as prescribed by the Ministry of Municipal Affairs and Housing under Ontario Regulation 403/02.

(b) The interest charges shown in (a) above are reported on the Statement of Operations and Accumulated Surplus under the appropriate functional expenditure heading.

12. EQUITY IN TANGIBLE CAPITAL ASSETS

	<u>2021</u>	<u>2020</u>
Tangible capital assets - net	\$ 10,191,325	\$ 10,001,520
Net long term liabilities (Note 10)	<u>(193,456)</u>	<u>(311,868)</u>
Equity in tangible capital assets	<u>\$ 9,997,869</u>	<u>\$ 9,689,652</u>

13. PENSION CONTRIBUTIONS

The Municipality makes contributions to the Ontario Municipal Employees Retirement System (OMERS), a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. During the year ended 31 December 2021, the Municipality contributed \$ 59,313 (2020 - \$ 58,259) to the plan and is included as an expense in the Statement of Operations and Accumulated Surplus. The Township does not recognize in its financial statements any share of the pension plan deficit as this is a joint responsibility of all Ontario municipalities and their employees. The pension plan deficit for 2021 is \$ 69,000,000 (deficit for 2020 - \$ 7,655,000,000) based on the fair market value of the Plan's assets.

14. SEGMENTED INFORMATION

(a) The Township is responsible for providing a wide range of services to its citizens. The Township reports on functional areas and programs in its financial statements. A brief description of each segment follows:

- i) General government is comprised of Council and administration and is responsible for the overall governance and management of the Municipality.
- ii) Protection is comprised of police, fire, and other protective services.
- iii) Transportation is comprised of roads including parking, signs and signals, streetlights and the maintenance of roads of the Township.
- iv) Environmental services include solid waste and recycling services.

Township of Horton  
Notes to the Financial Statements  
For the year ended 31 December 2021

14. SEGMENTED INFORMATION (Continued)

- v) Health services include expenditures related to the doctor recruitment.
- vi) Recreation and cultural services include parks and recreation.
- vii) Planning and development services are comprised of managing development for residential and business interests, as well as infrastructure and parks.

(b) For each functional area, expenditures represent both amounts that are directly attributable to the functional area and amounts that are allocated on a reasonable basis. The expenditures for 31 December 2021 are as follows:

	<u>Salaries and benefits</u>	<u>Interest on long term debt</u>	<u>Materials and contracted services</u>	<u>Rent and external transfers</u>	<u>Amortization</u>	<u>Total</u>
General government	\$ 473,165	\$ 508	\$ 158,809		\$ 26,906	\$ 659,388
Protection services	109,654		552,417		32,675	694,746
Transportation services	375,068	7,261	422,083		496,069	1,300,481
Environmental services	66,381		360,084		7,918	434,383
Health services	48		210	\$ 34,714		34,972
Recreation services	18,903		63,299	15,800	48,882	146,884
Planning and development	<u>650</u>		<u>4,801</u>			<u>5,451</u>
	<u>\$ 1,043,869</u>	<u>\$ 7,769</u>	<u>\$ 1,561,703</u>	<u>\$ 50,514</u>	<u>\$ 612,450</u>	<u>\$ 3,276,305</u>

(c) The expenditures for 31 December 2020 are as follows:

	<u>Salaries and benefits</u>	<u>Interest on long term debt</u>	<u>Materials and contracted services</u>	<u>Rent and external transfers</u>	<u>Amortization</u>	<u>Total</u>
General government	\$ 462,501	\$ 395	\$ 119,976		\$ 13,424	\$ 596,296
Protection services	109,881		593,983		36,964	740,828
Transportation services	382,105	8,662	374,786		691,798	1,457,351
Environmental services	53,861		336,504		3,430	393,795
Health services	275		196	\$ 34,105		34,576
Recreation services	20,380		47,229	42,250	46,978	156,837
Planning and development	<u>531</u>		<u>3,951</u>			<u>4,482</u>
	<u>\$ 1,029,534</u>	<u>\$ 9,057</u>	<u>\$ 1,476,625</u>	<u>\$ 76,355</u>	<u>\$ 792,594</u>	<u>\$ 3,384,165</u>

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2021

## 15. MUNICIPALITIES BENEFIT COMMITTEE

The Township of Horton is a member of the Municipalities Benefit Committee (MBC) which is an employee group benefits plan arranged through Manulife to share in the financial risk of extended health and dental benefits. In the event that a deficit position is incurred, the Township must repay their pro-rata share of the deficit through a lump sum deposit or an increase in future annual premiums collected through the monthly billed rates. In the case of a surplus position, upon full funding of the claims fluctuation reserve (CFR), the surplus is transferred into a deposit account held by Manulife on the MBC's behalf. The surplus funds in the deposit account are to be used to fund premium requirements, enhancements to the benefit plan or fund future deficits. If the Township of Horton leaves the MBC, the Township forfeits its right to any surplus.

## 16. CONTRACTUAL OBLIGATIONS

In 2015, the Township entered into a recreation agreement with the Town of Renfrew. The annual cost of this contract was \$ 15,800 (2020 - \$ 29,200).

The Township has not negotiated a contract with the Ontario Provincial Police for the provision of policing services, however the Ontario Provincial Police provide policing services on an annual basis. Annual charges are determined based on the level of service and are reconciled to actual costs in the following year. The contract for 2021 was \$ 448,171 (2020 - \$ 458,104).

The Township has negotiated an annual contract with Emterra for the collection and disposal of recycled materials. The annual costs of this contract for 2021 were \$ 206,894 (six months - 2020 - \$ 79,931) plus fuel surcharge.

The Township has negotiated an annual contract with Canadian Waste for the collection and disposal of waste. Annual costs of this contract for 2021 were \$ 47,203 (2020 - \$ 36,932) plus fuel surcharge.

The Township has negotiated an annual contract with Brian Dedo for the compaction and covering of household waste at the Horton landfill site. Annual charges of this contract for 2021 were \$ 44,101 (2020 - \$ 34,819).

The Township has entered into a financing agreement with three other Municipalities and the Renfrew & Area Health Services Village. This agreement provides annual funding to the Renfrew & Area Health Services Village the program to recruit doctors for the Renfrew Area. Each Municipality is responsible for an equal share of the funding. As at 31 December 2021, the Township had 5 years remaining on the current agreement with a total outstanding balance of \$ 97,033.

## 17. COVID-19

To help contain the spread of the COVID-19 virus and to protect the public, measures have been introduced at various levels of government. The virus and the measures introduced could have a material impact on future operations. The extent of the impact of the COVID-19 virus and the government's response cannot be reliably estimated at this time.

Township of Horton  
Schedule of General Operations  
For the year ended 31 December 2021  
(with 2021 budget and 2020 actual figures for comparison)

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
Revenue:			
Net municipal taxation	\$ 2,555,636	\$ 2,553,405	\$ 2,475,507
Government transfers:			
Ontario	411,130	461,948	456,305
Canada	132,000	231,292	190,469
Other municipalities		60	150
Other	<u>304,558</u>	<u>316,805</u>	<u>298,736</u>
	<u>\$ 3,403,324</u>	<u>\$ 3,563,510</u>	<u>\$ 3,421,167</u>
Expenses:			
General government	\$ 700,141	\$ 659,388	\$ 596,296
Protection to persons and property	713,938	694,746	740,828
Transportation services	1,335,208	1,300,481	1,457,351
Environmental services	414,156	434,383	393,795
Health services	35,064	34,972	34,576
Recreation and cultural services	229,586	146,884	156,837
Planning and development	<u>15,800</u>	<u>5,451</u>	<u>4,482</u>
	<u>\$ 3,443,893</u>	<u>\$ 3,276,305</u>	<u>\$ 3,384,165</u>
Excess (shortfall) of revenue over expenses	<u>\$ (40,569)</u>	<u>\$ 287,205</u>	<u>\$ 37,002</u>
Transfers:			
Transfer from (to) reserves	\$ 310,553	\$ 21,012	\$ (271,626)
Transfer from (to) equity in tangible capital assets	<u>(269,984)</u>	<u>(308,217)</u>	<u>234,624</u>
Net transfers	<u>\$ 40,569</u>	<u>\$ (287,205)</u>	<u>\$ (37,002)</u>
Change in general surplus for the year	\$ -	\$ -	\$ -
General surplus at the beginning of the year	<u>-</u>	<u>-</u>	<u>-</u>
General surplus at the end of the year	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

(See accompanying notes)

Township of Horton  
Schedule of Reserves and Reserve Funds  
For the year ended 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u>	<u>2020</u>
Contributions:		
From operations	\$ 656,056	\$ 606,018
Transfers:		
To operations	<u>677,068</u>	<u>334,392</u>
Change in reserves and reserve funds balance	\$ (21,012)	\$ 271,626
Reserves and reserve funds at the beginning of the year	<u>2,199,036</u>	<u>1,927,410</u>
Reserves and reserve funds at the end of the year	<u>\$ 2,178,024</u>	<u>\$ 2,199,036</u>
Reserves:		
Working funds	\$ 917,451	\$ 593,286
Fire equipment replacement	128,021	88,381
Landfill site	201,435	194,871
Transportation	242,301	538,350
Planning	13,801	13,801
Future equipment	167,672	153,671
Recreation	190,014	163,849
Election expense	19,634	11,634
Protection	33,983	33,983
Safe Start	65,562	65,562
Modernization funds	<u>198,150</u>	<u>341,648</u>
Total reserves	<u>\$ 2,178,024</u>	<u>\$ 2,199,036</u>

(See accompanying notes)

Township of Horton  
Schedule of Tangible Capital Assets  
For the year ended 31 December 2021  
(with 2020 figures for comparison)

Segmented by asset class:	Balance at 31 December <u>2020</u>	<u>Additions</u>	Disposals, write-offs and adjustments	Balance at 31 December <u>2021</u>
<u>Cost</u>				
Land and land improvements	\$ 144,391		\$ -	\$ 144,391
Buildings	2,087,324			2,087,324
Machinery and equipment	798,126	\$ 83,059		881,185
Vehicles	1,405,223	366,205		1,771,428
Linear assets	24,740,259	304,532		25,044,791
Capital work in progress	<u>59,339</u>	<u>48,459</u>		<u>107,798</u>
Total	<u>\$ 29,234,662</u>	<u>\$ 802,255</u>	<u>\$ -</u>	<u>\$ 30,036,917</u>
<u>Accumulated amortization</u>				
	Balance at 31 December <u>2020</u>	<u>Amortization</u>	Disposals, write-offs and adjustments	Balance at 31 December <u>2021</u>
Buildings	\$ 693,616	\$ 47,486	\$ -	\$ 741,102
Machinery and equipment	493,319	45,433		538,752
Vehicles	439,298	67,726		507,024
Linear assets	<u>17,606,909</u>	<u>451,805</u>		<u>18,058,714</u>
Total	<u>\$ 19,233,142</u>	<u>\$ 612,450</u>	<u>\$ -</u>	<u>\$ 19,845,592</u>
<u>Net book value</u>				
			Balance at 31 December <u>2020</u>	Balance at 31 December <u>2021</u>
Land and land improvements			\$ 144,391	\$ 144,391
Buildings			1,393,708	1,346,222
Machinery and equipment			304,807	342,433
Vehicles			965,925	1,264,404
Linear assets			7,133,350	6,986,077
Capital work in progress			<u>59,339</u>	<u>107,798</u>
Total			<u>\$ 10,001,520</u>	<u>\$ 10,191,325</u>

(See accompanying notes)

Township of HortonSchedule of Tangible Capital AssetsFor the year ended 31 December 2021

(with 2020 figures for comparison)

Segmented by function: <u>Cost</u>	Balance at 31 December <u>2020</u>	<u>Additions</u>	Disposals, write-offs and adjustments	Balance at 31 December <u>2021</u>
General government	\$ 493,423	\$ 75,352	\$ -	\$ 568,775
Protection services	1,312,155			1,312,155
Transportation services	25,193,293	717,403		25,910,696
Environmental services	243,110			243,110
Recreation services	<u>1,992,681</u>	<u>9,500</u>		<u>2,002,181</u>
Total	<u>\$ 29,234,662</u>	<u>\$ 802,255</u>	<u>\$ -</u>	<u>\$ 30,036,917</u>
<u>Accumulated amortization</u>	Balance at 31 December <u>2020</u>	<u>Amortization</u>	Disposals, write-offs and adjustments	Balance at 31 December <u>2021</u>
General government	\$ 149,159	\$ 26,906	\$ -	\$ 176,065
Protection services	607,460	32,675		640,135
Transportation services	17,672,550	496,069		18,168,619
Environmental services	32,202	7,918		40,120
Recreation services	<u>771,771</u>	<u>48,882</u>		<u>820,653</u>
Total	<u>\$ 19,233,142</u>	<u>\$ 612,450</u>	<u>\$ -</u>	<u>\$ 19,845,592</u>
<u>Net book value</u>			Balance at 31 December <u>2020</u>	Balance at 31 December <u>2021</u>
General government			\$ 344,264	\$ 392,710
Protection services			704,695	672,020
Transportation services			7,520,743	7,742,077
Environmental services			210,908	202,990
Recreation services			<u>1,220,910</u>	<u>1,181,528</u>
Total			<u>\$ 10,001,520</u>	<u>\$ 10,191,325</u>

(See accompanying notes)



**MACKILLICAN  
& ASSOCIATES**  
CHARTERED PROFESSIONAL  
ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

To the Members of Council,  
Inhabitants and Ratepayers of the  
Corporation of the Township of Horton.

### **Opinion**

We have audited the financial statements of the Township of Horton McLaren Cemetery Trust Fund (the Trust), which comprise the statement of financial position as at 31 December 2021, and the statement of operations and change in fund balance for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Trust as at 31 December 2021, and its financial performance for the year then ended in accordance with Canadian Public Sector Accounting Standards (PSAS).

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Trust's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located at *MacKillican's* website at: [http://mackillicans.com/PDF/Auditors\\_Responsibilities.pdf](http://mackillicans.com/PDF/Auditors_Responsibilities.pdf). This description forms part of our auditor's report.

*MacKillican & Associates*

RENFREW, Ontario.  
2022.

**Chartered Professional Accountants,  
Licensed Public Accountants.**

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Township of Horton  
McLaren Cemetery Trust Fund  
Statement of Financial Position  
As at 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u>	<u>2020</u>
<u>ASSETS</u>		
Investments	\$ <u>3,996</u>	\$ <u>3,937</u>
<u>FUND BALANCE</u>		
Fund balance	\$ <u>3,996</u>	\$ <u>3,937</u>

Township of Horton  
McLaren Cemetery Trust Fund  
Statement of Operations and Change in Fund Balance  
For the year ended 31 December 2021  
(with 2020 figures for comparison)

	<u>2021</u>	<u>2020</u>
Balance at the beginning of the year	\$ <u>3,937</u>	\$ <u>3,879</u>
Revenue:		
Interest earned - bank	\$ <u>59</u>	\$ <u>58</u>
Expenses	\$ <u>-</u>	\$ <u>-</u>
Balance at the end of the year	\$ <u>3,996</u>	\$ <u>3,937</u>

(See accompanying notes)

Township of Horton

McLaren Cemetery Trust Fund

Notes to the Financial Statements

For the year ended 31 December 2021

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the McLaren Cemetery Trust Fund are the representation of management prepared in accordance with generally accepted accounting standards for local governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

**Basis of Accounting:**

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenues in the period in which transactions or events occurred that gave rise to the revenue; expenses are recognized in the period goods or services are acquired and a liability is incurred or transfers are due.

**Cash and Cash Equivalents:**

Cash and cash equivalents are comprised of cash on hand and in bank and investments due no greater than three months from the date of acquisition or that are cashable on demand.

**Revenue Recognition:**

Revenue is recognized when the activity is performed or when the services are rendered.

2. CEMETERY TRUST

The Municipality has assumed the responsibility of maintaining the McLaren Cemetery.

3. COVID-19

To help contain the spread of the COVID-19 virus and to protect the public, measures have been introduced at various levels of government. The virus and the measures introduced could have a material impact on future operations. The extent of the impact of the COVID-19 virus and the government's response cannot be reliably estimated at this time.

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
JUNE 7<sup>TH</sup>, 2022

There was a Regular Meeting of Council held in the Council Chambers on Tuesday June 7<sup>th</sup>, 2022. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, Councillor Tom Webster, and Councillor Lane Cleroux. Staff present was Hope Dillabough, CAO/Clerk– Recording Secretary, Adam Knapp, Public Works Manager, Allan Cole, Fire Chief, and Mike Fortier, Deputy Fire Chief.

**1. CALL TO ORDER**

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

**2. LAND ACKNOWLEDGEMENT**

Mayor Bennett read the Land Acknowledgement in its entirety.

**3. DECLARATION OF PECUNIARY INTEREST**

Councillor Webster declared pecuniary interest on items 8.3.6 Staff Report – Subdivision Proposal – McGrimmon, and 15.1 (b) Personal matters about an identifiable individual, including municipal or local board employees – Chief Building Official. Mayor Bennett declared pecuniary interest on item 8.3.1 Staff Report – National Grinding Revised Billing Proposal.

**4. CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Humphries

**RESOLUTION NO. 2022-138**

Seconded by Councillor Cleroux

**THAT** Council adopt the Agenda for the June 7<sup>th</sup>, 2022 Regular Council Meeting with a 15 minute break after item 7.

**Carried**

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

5.1 Public Meeting – Zoning By-law Amendment – Renfrew Golf Club

**6. MINUTES**

6.1 May 17<sup>th</sup>, 2022 – Regular Council

Moved by Councillor Webster

**RESOLUTION NO. 2022-139**

Seconded by Deputy Mayor Campbell

**THAT** Council approve the following Minutes:

- May 17<sup>th</sup>, 2022 – Regular Council

**Carried**

**7. BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**8. COMMITTEE REPORTS:**

**8.1 PROTECTIVE SERVICES COMMITTEE**

Public Advisory Member Spencer Hopping was present.

8.1.1 Staff Report – Award Tender PW 2022-05

Chair Cleroux and Fire Chief Cole reviewed the report.

**RETURN TO AGENDA**

**8.2 RECREATION COMMITTEE****8.2.1 Chair's Report – May 20<sup>th</sup>, 2022**

Chair Humphries reviewed the report. There was Council discussion regarding Boat Launch accessibility and safety with boaters and swimmers. Public Works Manager Adam Knapp is to order safety signs.

**8.3 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE****8.3.1 Staff Report – National Grinding Revised Billing Proposal**

Mayor Bennett declared pecuniary interest. Chair Webster and Public Works Manager Adam Knapp reviewed the report.

**8.3.2 Staff Report – Producer Responsibility Transition Update**

Public Works Manager Adam Knapp reviewed the report. He stated that the new deadline for submission is July 15<sup>th</sup> instead of June 30<sup>th</sup>, 2022.

**8.3.3 Staff Report – MTO Property Purchase Agreement**

Chair Webster reviewed the report. Mayor Bennett requested more paperwork and details on what MTO will be doing with the portion of land and requested that the land be deeded back to the Township once their work is complete. There was Council discussion regarding the work to be done and the size of culvert needed for the property. Council members had concerns about the work with certain equipment for maintenance. Council directed staff to make a proposal to MTO to maintain and retain ownership of the lands but allow them encroachment through an agreement.

**8.3.4 Staff Report – Saffco PW 2021-11 50% Payment Request**

Public Works Manager Adam Knapp reviewed the report.

**8.3.5 Staff Report – Special Container Waste Collection**

CAO/Clerk Hope Dillabough and Public Works Manager Adam Knapp reviewed the report. There was Council discussion regarding having a public meeting or sending written notification.

**8.3.6 Staff Report – Subdivision Proposal – McGrimmon**

CAO/Clerk Hope Dillabough reviewed the report.

***SUPPER BREAK 5:45 P.M. TO 6:15 P.M.*****8.4 COMMUNITY COMMITTEES / COUNTY COUNCIL****8.4.1 Renfrew & Area Seniors Home Support**

Councillor Humphries gave a brief update.

**8.4.2 Community Safety & Wellbeing Plan Committee**

Deputy Mayor Campbell and CAO/Clerk Hope Dillabough reviewed the update. Mayor Bennett requested that Deputy Mayor Campbell invite Jeff Scott, Chair of the Police Services Board, to make a presentation to Council.

**8.4.3 Health Services Village**

There was no update.

**8.4.4 Chamber of Commerce**

Councillor Humphries reviewed the update.

**8.4.5 County Council**

Mayor Bennett previously sent County information to Council Members for review.

**9. CORRESPONDENCE SUMMARY**

**RETURN TO AGENDA**

**9.1 INFORMATION CORRESPONDENCE****9.1.1 CAO/Clerk Information Memo**

Discussion went around the table with information previously distributed. Councillor Humphries suggested adding the programs offered in the Ottawa Valley Business News on the Township's website.

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

- 10.1 2022-28 Boundary Road Agreement with Township of McNab/Braeside
- 10.2 2022-29 Thompsonhill Rehabilitation Agreement with BEI
- 10.3 2022-30 Employment By-law
- 10.4 2022-31 Zoning By-law Amendment – Renfrew Golf Course
- 10.5 2022-32 2022 Final Tax Levy

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

There were no Council and Staff Members concerns.

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

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2022-140**

Seconded by Councillor Webster

**THAT** Council award Schedule B of Tender PW 2022-05, Public Works Office Renovation, Garage Lighting and Air Exchange Upgrades, to R and R Electric for the total amount of \$31, 075.00 including HST;

**AND THAT** this be funded from the Fire Building Reserve and Working Funds Reserve.

**Carried**

Moved by Councillor Cleroux

**RESOLUTION NO. 2022-141**

Seconded by Councillor Humphries

**THAT** Council accept the Recreation Chair's Report for May 20<sup>th</sup> as information.

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2022-142**

Seconded by Councillor Humphries

**THAT** upon recommendation from the Recreation Committee, Council direct Staff to investigate the property adjacent to the Community Centre, subject lands Pt Lot 11, Con 5, to determine if the property is for sale and approximate price.

**Carried**

Moved by Councillor Humphries

**RESOLUTION NO. 2022-143**

Seconded by Councillor Webster

**THAT** Council accept the billing revision proposed by National Grinding.

**Mayor Bennett declared pecuniary interest and did not vote.**

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2022-144**

Seconded by Councillor Cleroux

**THAT** Council receive the Producer Responsibility Transition Update report as information;

**AND THAT** Council provide Staff with direction and delegated authority to respond to Circular Materials Ontario (CMO) by July 15<sup>th</sup>, 2022, signing a non-binding

**RETURN TO AGENDA**

survey to indicate that the Township shall not enter into the Master Service Agreement with CMO at this time.

**AND THAT** Council provide Staff with direction on how or if the Township will continue to service IC&I rate payers if we do not sign the Master Service Agreement with CMO.

**Carried**

Moved by Councillor Cleroux

**RESOLUTION NO. 2022-145**

Seconded by Councillor Humphries

**THAT** Council direct Staff to make a proposal to the Ministry of Transportation to consider solely an encroachment permit/agreement to be entered into with the Township so as to retain ownership of lands.

**Carried**

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2022-146**

Seconded by Councillor Humphries

**THAT** Council agree to release a 50% payment totaling \$62,000 plus HST to Saffco Electric Heating and Plumbing as requested by the contractor;

**AND FURTHER THAT** Council direct Staff to restructure the payment schedule so that the 30% payment of the total contract cost be released upon successful commissioning of the packaged gas electric unit as defined in mechanical specification 23.2., and the 20% payment schedule remain as drafted in Section 19 iv. of the Request for Quotation PW 2021-11.

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2022-147**

Seconded by Councillor Humphries

**THAT** Council agree to direct Staff to include only Tourism facilities to receive a Special Container Pick-Up until October 31st, 2022 which reflects the transition period to no longer receive this service after this date;

**AND THAT** this increase be funded from the Environmental Services Operating Budget;

**AND THAT** written notification be sent by the CAO/Clerk to the ICI ratepayers to discuss and explain the position of Council.

**Carried**

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2022-148**

Seconded by Councillor Humphries

**THAT** Council direct the CAO/Clerk to file a delegation to the Town of Renfrew Council to discuss potential servicing options regarding water and sanitary services from the Town, as it pertains to the proposed Subdivision on Whitton Road.

**Councillor Webster declared pecuniary interest and did not vote.**

**Carried**

Moved by Councillor Cleroux

**RESOLUTION NO. 2022-149**

Seconded by Councillor Webster

**THAT** Council receive the reports for Community Committees and County Council as information.

**Carried**

Moved by Councillor Humphries

**RESOLUTION NO. 2022-150**

Seconded by Deputy Mayor Campbell

**THAT** Council accept the CAO/Clerk's Information Memo for June 7<sup>th</sup>, 2022.

**Carried**

Moved by Councillor Cleroux

**RESOLUTION NO. 2022-151**

Seconded by Councillor Webster

**THAT** Council enact the following By-laws:

**RETURN TO AGENDA**

- 2022-28 Boundary Road Agreement with Township of McNab/Braeside
- 2022-29 Thompsonhill Rehabilitation Agreement with BEI
- 2022-30 Employment By-law
- 2022-31 Zoning By-law Amendment – Renfrew Golf Course
- 2022-32 2022 Final Tax Levy

**Carried****15. IN CAMERA (Closed) SESSION**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2022-152**Seconded by Councillor Humphries**THAT** Council went into a Closed Session Meeting at 6:44 p.m. to discuss the following items pursuant to Section 239(2) (b) of the Municipal Act;

- (b) Personal matters about an identifiable individual, including municipal or local board employees – Chief Building Official

**Councillor Webster declared pecuniary interest and did not vote.****Carried**Moved by Councillor Cleroux**RESOLUTION NO. 2022-153**Seconded by Deputy Mayor Campbell**THAT** Council came out of Closed (In-Camera) Session at 6:54 p.m. and discussed items pursuant to Section 239(2) (b) of the Municipal Act pertaining to:

- (b) Personal matters about an identifiable individual, including municipal or local board employees – Chief Building Official

**Carried****16. CONFIRMING BYLAW**Moved by Deputy Mayor Campbell**RESOLUTION NO. 2022-154**Seconded by Councillor Humphries**THAT** Council enact By-law 2022-34 – Confirming By-Law.**Carried****17. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 6:55 p.m.

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 MAYOR David M. Bennett

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 CAO/CLERK Hope Dillabough
**RETURN TO AGENDA**

THE CORPORATION OF THE TOWNSHIP OF HORTON

**Public Meeting**  
**Zoning Amendment**  
**Renfrew Golf Club**  
**June 7<sup>th</sup>, 2022 at 4:00 p.m.**

There was a Public Meeting held during the Regular Council Meeting on June 7<sup>th</sup>, 2022. Present was Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Tom Webster, Councillor Lane Cleroux, and Councillor Doug Humphries. Staff present was Hope Dillabough, CAO/Clerk-Recording Secretary, Adam Knapp, Public Works Manager, Allan Cole, Fire Chief, and Mike Fortier, Deputy Fire Chief. Marko Cekic, Project Manager – Planning from Cavanagh Developments was also present.

**1. CALL TO ORDER**

Mayor David Bennett called the Public Meeting to Order at 4:01 pm.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**3. CAO/CLERK – PURPOSE OF AMENDMENT**

CAO/Clerk Hope Dillabough stated that the purpose and effect of this amendment is to rezone the severed lands in Consent Application File B99/21 as a condition of consent from Open Space (OS) to Extractive Industrial – holding (EM-h) to permit a gravel pit.

The holding zone is required until the completion and acceptance of the following:

1. Planning Justification Report
2. Environmental Impact Study
3. Hydrogeological Study
4. Noise study (if there are sensitive uses within 300 metres)
5. Traffic Impact Study
6. The implementation of a vegetative buffer between the abutting multi-use trail and the severed lands on a site plan under the Aggregate Resources Act.

All other provisions of the Zoning By-law shall apply.

**4. CAO/CLERK’S REPORT ON NOTICE**

**i) Reading of Written Comments**

CAO/Clerk Hope Dillabough reported that as required by the Planning Act, all property owners within 120 metres were notified of this meeting. Notice of this meeting was sent to twelve (12) property owners within the 120-meter radius in addition to ten (10) Provincial and County Agencies. Out of those, no written comments were received by the prescribed deadline.

**ii) PUBLIC PARTICIPATION**

a) Questions from Public

There were no questions from the Public.

b) Comments in Support

There were no comments in support from the public.

c) Comments in Opposition

There were no comments in opposition from the public.

**5. INFORMATION ON WHO IS ENTITLED TO APPEAL COUNCIL’S DECISION TO THE ONTARIO LAND TRIBUNAL UNDER SECTIONS 34(11) AND (19) OF O.Reg 545/06.**

The CAO/Clerk read out Sections 34(11) and 34(19) in their entirety.

**6. COUNCIL MEMBERS COMMENTS**

There were no Council members comments.

**RETURN TO AGENDA**



**7. ADJOURNMENT**

Mayor Bennett adjourned the public meeting at 4:12 pm.

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MAYOR David M. Bennett

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CAO/Clerk Hope Dillabough

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
<b>11000 GENERAL GOVERNMENT</b>					
1-4-11000-400010	TAXES - MUNICIPAL	0.00	-2,569,541	-2,569,541.00	100.00
1-4-11000-400030	TAXES - EDUCATION	-1,374.33	0	1,374.33	0.00
1-4-11000-410708	Interim Taxes	-2,608,878.20	0	2,608,878.20	0.00
1-4-11000-410710	Taxes Supplem. Municipal	-5,081.25	-25,000	-19,918.75	79.68
1-4-11000-410715	Taxes Supplem. County	-3,431.01	0	3,431.01	0.00
1-4-11000-410720	Taxes Supplem. Education	-164.72	0	164.72	0.00
1-4-11000-420105	PILS Canada Enterprise	0.00	-258	-258.00	100.00
1-4-11000-420110	PILS Ontario	0.00	-26,397	-26,397.00	100.00
1-4-11000-420120	PIL'S Municipalities	0.00	-669	-669.00	100.00
1-4-11000-430015	OMPFF FUNDING	-119,500.00	-239,000	-119,500.00	50.00
1-4-11000-430021	ICIP FUNDING	0.00	-93,500	-93,500.00	100.00
1-4-11000-440300	Health (UDA) Surplus	0.00	-4,255	-4,255.00	100.00
1-4-11000-440350	Tax Certificates	-945.00	-3,000	-2,055.00	68.50
1-4-11000-440400	Oth Revenue Lottery Lic	-9.00	-100	-91.00	91.00
1-4-11000-440415	Oth Revenue Int Income	-3,695.87	-15,000	-11,304.13	75.36
1-4-11000-440420	Oth Revenue Int on Tax	-25,937.83	-53,000	-27,062.17	51.06
1-4-11000-440431	Other Rev Misc.	-228.99	-1,000	-771.01	77.10
1-4-11000-440608	Transfer from Reserves - Building	0.00	-95,120	-95,120.00	100.00
1-7-11000-700030	Committee Member/Meetings	0.00	1,000	1,000.00	100.00
1-7-11000-700040	Legal Expenses	9,854.09	12,000	2,145.91	17.88
1-7-11000-700060	Misc. Expenses	3,579.96	7,000	3,420.04	48.86
1-7-11000-700070	Insurance	21,991.43	22,775	783.57	3.44
1-7-11000-700080	Office Supplies	2,556.09	6,500	3,943.91	60.68
1-7-11000-700085	Postage/Courier	6,129.64	17,000	10,870.36	63.94
1-7-11000-700100	Telephone	1,110.25	2,500	1,389.75	55.59
1-7-11000-700110	Hydro	2,443.84	5,000	2,556.16	51.12
1-7-11000-700120	Heat	1,734.29	2,000	265.71	13.29
1-7-11000-700179	Health & Safety	839.33	750	-89.33	-11.91
1-7-11000-700180	Office Equip. & Maint.	1,980.04	9,250	7,269.96	78.59
1-7-11000-700190	Building Maintenance	4,247.60	9,000	4,752.40	52.80
1-7-11000-700191	Building Cleaning	244.18	6,000	5,755.82	95.93
1-7-11000-700250	Transfer to Capital - OFFICE HVAC	0.00	140,120	140,120.00	100.00
1-7-11000-700256	Transfer to Capital - AMP-FCM	26,762.88	0	-26,762.88	0.00
1-7-11000-700280	Advertising	460.89	2,500	2,039.11	81.56
1-7-11000-715010	Bank Charges & Interest	2,853.17	7,500	4,646.83	61.96
1-7-11000-715015	Computers & Program Maint.	8,062.94	20,000	11,937.06	59.69
1-7-11000-715085	Municipal Tax W/O	80.77	10,000	9,919.23	99.19
1-7-11000-715090	County Tax W/O	54.25	0	-54.25	0.00
1-7-11000-715095	Education Tax W/O	22.68	0	-22.68	0.00
1-7-11000-716020	Tax Sale Registration	2,874.72	100	-2,774.72	-2774.72
1-7-11000-718030	Gov Audit	0.00	25,000	25,000.00	100.00
1-7-11000-718040	Contracted Services	892.33	1,000	107.67	10.77
1-7-11000-718041	DOCUMENT SCANNING	757.35	0	-757.35	0.00
1-7-11000-718050	Accessibility	42.75	500	457.25	91.45
1-7-11000-789035	Transfer to Reserves - Office Equipment	0.00	8,000	8,000.00	100.00

**RETURN TO AGENDA**

TOWNSHIP OF HORTON  
**Budget Variance Report**



Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Budget Type : BUDGET

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-11000-789035	Transfer to Reserves - Office Equipment	0.00	8,000	8,000.00	100.00
1-7-11000-789038	Transfer to Reserves - Building	0.00	6,000	6,000.00	100.00
1-7-11000-789041	Office - Principle Debt Payment	8,063.39	8,063	-0.39	0.00
1-7-11000-789042	Office - Interest on Debt	100.52	101	0.48	0.48
1-7-11000-799999	Transfer Expense to Building Department	0.00	-2,000	-2,000.00	100.00
1-8-11000-800010	Transfer to County	881,992.00	0	-881,992.00	0.00
1-8-11000-810001	Public School English	373,465.00	0	-373,465.00	0.00
1-8-11000-810002	Public School French	5,537.00	0	-5,537.00	0.00
1-8-11000-820001	Separate School English	108,772.00	0	-108,772.00	0.00
1-8-11000-820002	Separate School French	12,162.00	0	-12,162.00	0.00
<b>GENERAL GOVERNMENT Revenue</b>		<b>-2,769,246.20</b>	<b>-3,125,840</b>	<b>-356593.80</b>	<b>11.41</b>
<b>GENERAL GOVERNMENT Expense</b>		<b>1,489,667.38</b>	<b>327,659</b>	<b>-1162008.38</b>	<b>-354.64</b>
<b>Total GENERAL GOVERNMENT</b>		<b>-1,279,578.82</b>	<b>-2,798,181</b>	<b>-1,518,602.18</b>	<b>54.27</b>
<b>11010 COUNCIL</b>					
1-7-11010-700010	Council Salaries	41,580.30	99,792	58,211.70	58.33
1-7-11010-700035	Conference/Travel Expenses	813.06	5,000	4,186.94	83.74
1-7-11010-700060	Council Misc. Expenses	361.55	2,500	2,138.45	85.54
1-7-11010-700100	Council Telephone	103.05	350	246.95	70.56
1-7-11010-700140	Council Benefits	7,064.48	10,311	3,246.52	31.49
1-7-11010-789040	Donations	500.00	1,000	500.00	50.00
<b>COUNCIL Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>COUNCIL Expense</b>		<b>50,422.44</b>	<b>118,953</b>	<b>68530.56</b>	<b>57.61</b>
<b>Total COUNCIL</b>		<b>50,422.44</b>	<b>118,953</b>	<b>68,530.56</b>	<b>57.61</b>
<b>11011 ELECTION</b>					
1-4-11011-440300	Nomination Fees	-400.00	0	400.00	0.00
1-4-11011-440461	Transfer from Reserve	0.00	-19,120	-19,120.00	100.00
1-7-11011-700010	Salaries	0.00	5,000	5,000.00	100.00
1-7-11011-700035	Conference/Travel Expenses	0.00	500	500.00	100.00
1-7-11011-700060	Misc. Expenses	1,490.30	5,000	3,509.70	70.19
1-7-11011-700080	Office Supplies	0.00	500	500.00	100.00
1-7-11011-700085	Postage	0.00	700	700.00	100.00
1-7-11011-700140	Employee Benefits	0.00	700	700.00	100.00
1-7-11011-700280	Advertising	222.58	1,500	1,277.42	85.16
1-7-11011-718040	Contracted Services	8,802.24	5,220	-3,582.24	-68.63
1-7-11011-789036	Transfer to Reserves - Election	0.00	6,370	6,370.00	100.00
<b>ELECTION Revenue</b>		<b>-400.00</b>	<b>-19,120</b>	<b>-18720.00</b>	<b>97.91</b>
<b>ELECTION Expense</b>		<b>10,515.12</b>	<b>25,490</b>	<b>14974.88</b>	<b>58.75</b>
<b>Total ELECTION</b>		<b>10,115.12</b>	<b>6,370</b>	<b>-3,745.12</b>	<b>-58.79</b>
<b>11015 ADMINISTRATION</b>					
1-7-11015-700010	Admin Salaries	136,029.51	352,985	216,955.49	61.46
1-7-11015-700035	Conference Expenses	1,457.62	8,500	7,042.38	82.85
1-7-11015-700140	Employee Benefits	7,538.64	82,807	35,268.36	42.59

**RETURN TO AGENDA**

TOWNSHIP OF HORTON  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-11015-700140	Employee Benefits	47,538.64	82,807	35,268.36	42.59
<b>ADMINISTRATION Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>ADMINISTRATION Expense</b>		<b>185,025.77</b>	<b>444,292</b>	<b>259,266.23</b>	<b>58.35</b>
<b>Total ADMINISTRATION</b>		<b>185,025.77</b>	<b>444,292</b>	<b>259,266.23</b>	<b>58.35</b>
<b>12000 PROTECTIVE SERVICES</b>					
1-4-12000-440220	Ontario - CSPT Program	0.00	-3,000	-3,000.00	100.00
1-4-12000-440360	Fees & Charges Dog Pound	0.00	-30	-30.00	100.00
1-4-12000-440395	Livestock - Revenue	0.00	-2,000	-2,000.00	100.00
1-4-12000-440405	Dog License Revenue	-2,495.00	-8,500	-6,005.00	70.65
1-4-12000-440430	Provincial Offences from County	0.00	-100	-100.00	100.00
1-4-12000-440475	9-1-1 Sign Revenue	-1,200.00	-1,500	-300.00	20.00
1-7-12000-700010	Salaries	817.84	1,500	682.16	45.48
1-7-12000-700060	Misc. Expenses	0.00	100	100.00	100.00
1-7-12000-700065	Dog Tag Collection	424.55	2,000	1,575.45	78.77
1-7-12000-700140	Employee Benefits	292.00	250	-42.00	-16.80
1-7-12000-700260	Agreements	1,670.00	1,670	0.00	0.00
1-7-12000-700300	9-1-1 Signs	289.00	1,000	711.00	71.10
1-7-12000-700310	Ontario Provincial Police	149,000.00	447,004	298,004.00	66.67
1-7-12000-718040	Contracted Services	1,831.68	10,000	8,168.32	81.68
1-7-12000-785010	Veternarian Committee	280.00	300	20.00	6.67
1-7-12000-785045	Emergency Management Plan	3,197.34	8,000	4,802.66	60.03
1-7-12000-785050	Livestock Valuation	0.00	1,500	1,500.00	100.00
<b>PROTECTIVE SERVICES Revenue</b>		<b>-3,695.00</b>	<b>-15,130</b>	<b>-11435.00</b>	<b>75.58</b>
<b>PROTECTIVE SERVICES Expense</b>		<b>157,802.41</b>	<b>473,324</b>	<b>315521.59</b>	<b>66.66</b>
<b>Total PROTECTIVE SERVICES</b>		<b>154,107.41</b>	<b>458,194</b>	<b>304,086.59</b>	<b>66.37</b>
<b>12021 MUNICIPAL DISASTER</b>					
1-7-12021-700060	Misc. Expenses	20.35	0	-20.35	0.00
1-7-12021-700061	Covid-19 Expenses - 2020	4,318.83	0	-4,318.83	0.00
<b>MUNICIPAL DISASTER Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>MUNICIPAL DISASTER Expense</b>		<b>4,339.18</b>	<b>0</b>	<b>-4339.18</b>	<b>0.00</b>
<b>Total MUNICIPAL DISASTER</b>		<b>4,339.18</b>	<b>0</b>	<b>-4,339.18</b>	<b>0.00</b>
<b>13030 PUBLIC WORKS</b>					
1-4-13030-440100	OSG Roadways MNR	0.00	-35,000	-35,000.00	100.00
1-4-13030-440320	Fees & Charges Roadways	-900.00	-2,000	-1,100.00	55.00
1-4-13030-440464	Ontario Grant	0.00	-29,545	-29,545.00	100.00
1-4-13030-440465	Canada Grant	0.00	-2,000	-2,000.00	100.00
1-4-13030-440467	Gas Tax	0.00	-91,562	-91,562.00	100.00
1-7-13030-700010	Salaries	96,314.20	229,916	133,601.80	58.11
1-7-13030-700030	Com. Member Meeting	0.00	1,000	1,000.00	100.00
1-7-13030-700035	Conference/Travel Expenses	4,287.66	5,500	1,212.34	22.04
1-7-13030-700060	Misc. Expenses	1,454.91	1,000	-454.91	-45.49
1-7-13030-700070	Insurance	23,647.57	23,383	-264.57	-1.13

RETURN TO AGENDA

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-13030-700070	Insurance	23,647.57	23,383	-264.57	-1.13
1-7-13030-700080	Office Supplies	293.69	500	206.31	41.26
1-7-13030-700090	Materials & Supplies	3,572.09	6,000	2,427.91	40.47
1-7-13030-700091	HAND TOOL MAINTENANCE	50.27	2,000	1,949.73	97.49
1-7-13030-700100	Telephone	2,128.38	1,800	-328.38	-18.24
1-7-13030-700110	Hydro	2,135.59	5,050	2,914.41	57.71
1-7-13030-700120	Heat	6,404.41	6,450	45.59	0.71
1-7-13030-700140	Employee Benefits	57,469.05	75,642	18,172.95	24.02
1-7-13030-700181	Clothing Allowance	203.52	2,000	1,796.48	89.82
1-7-13030-700190	Building Maintenance	6,201.87	10,000	3,798.13	37.98
1-7-13030-700191	Building Cleaning	50.84	1,350	1,299.16	96.23
1-7-13030-700240	Radio License	1,089.66	2,000	910.34	45.52
1-7-13030-700280	Advertising	1,971.33	1,200	-771.33	-64.28
1-7-13030-715015	Computer Programs & Maintenance	2,082.37	3,000	917.63	30.59
1-7-13030-718040	Contracted Services	1,226.20	2,500	1,273.80	50.95
1-7-13030-730130	EXCAVATOR - REPAIRS/MNT	3,574.46	15,000	11,425.54	76.17
1-7-13030-730155	Truck 11 - 2013 CHEV 3/4 TON	956.22	4,000	3,043.78	76.09
1-7-13030-730157	Truck #14 - 2018 Western Star	2,499.52	7,000	4,500.48	64.29
1-7-13030-730158	Truck #22 - 2021 International	1,627.51	5,000	3,372.49	67.45
1-7-13030-730159	Truck # 24 - 2021 Freightliner	4,556.78	7,000	2,443.22	34.90
1-7-13030-730160	GRADER - REPAIRS/MNT	2,023.60	15,000	12,976.40	86.51
1-7-13030-730161	Truck 21 - 2021 GMC 1 Ton	1,048.80	4,000	2,951.20	73.78
1-7-13030-730280	BACKHOE/LOADER - REPAIRS/MNT	1,163.01	5,000	3,836.99	76.74
1-7-13030-730291	WOOD CHIPPER	240.09	250	9.91	3.96
1-7-13030-730295	TRAILER/MOWER - REPAIRS/MNT	146.69	500	353.31	70.66
1-7-13030-730300	Machinery Fuel	30,144.12	63,255	33,110.88	52.35
1-7-13030-730490	A - Culverts	4,673.92	6,120	1,446.08	23.63
1-7-13030-730500	A- Culverts - Salaries	2,509.90	7,324	4,814.10	65.73
1-7-13030-730550	B - Roadside Maintenance	0.00	14,280	14,280.00	100.00
1-7-13030-730560	B- Roadside Maint. - Salaries	3,778.85	16,754	12,975.15	77.45
1-7-13030-730660	C - Road Maintenance - Paved	5,020.86	35,700	30,679.14	85.94
1-7-13030-730670	C - Road Main. - Salaries	10,002.64	27,086	17,083.36	63.07
1-7-13030-730780	D - Grading-Gravel-Dust	11,899.29	27,512	15,612.71	56.75
1-7-13030-730790	D - Grading etc. - Salaries	6,228.30	26,640	20,411.70	76.62
1-7-13030-730870	E - Winter Road Maintenance	17,937.98	59,250	41,312.02	69.72
1-7-13030-730880	E - Winter Rd. Maint.-Salaries	22,710.03	47,369	24,658.97	52.06
1-7-13030-730960	F - Safety Devices	4,088.68	10,000	5,911.32	59.11
1-7-13030-730970	F - Safety Devices - Salaries	2,172.69	9,895	7,722.31	78.04
1-7-13030-731023	Asset Management	0.00	5,000	5,000.00	100.00
1-7-13030-731030	Transfer to Reserves Rds Buildings	0.00	21,224	21,224.00	100.00
1-7-13030-731033	Transfer to Reserves Roads	0.00	166,658	166,658.00	100.00
1-7-13030-731034	Transfer to Reserves - Winter Maintenanc	0.00	1,040	1,040.00	100.00
1-7-13030-731035	Transfer to Reserves Gas Tax	0.00	91,562	91,562.00	100.00
1-7-13030-731039	Debt Principle Payment	26,142.50	38,393	12,250.50	31.91
1-7-13030-731040	Debt Interest Payment	2,813.03	5,222	2,408.97	46.13
1-7-13030-785040	Street Lights	979.00	2,000	1,021.00	51.05

**RETURN TO AGENDA**

TOWNSHIP OF HORTON  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-13030-785040	Street Lights	979.00	2,000	1,021.00	51.05
<b>PUBLIC WORKS Revenue</b>		<b>-900.00</b>	<b>-160,107</b>	<b>-159207.00</b>	<b>99.44</b>
<b>PUBLIC WORKS Expense</b>		<b>379,522.08</b>	<b>1,125,325</b>	<b>745802.92</b>	<b>66.27</b>
<b>Total PUBLIC WORKS</b>		<b>378,622.08</b>	<b>965,218</b>	<b>586,595.92</b>	<b>60.77</b>
<b>13031 ROADS - GRAVEL</b>					
1-7-13031-730780	Annual Gravel Budget	0.00	28,000	28,000.00	100.00
1-8-13031-830050	Eady Road	15,427.53	0	-15,427.53	0.00
1-8-13031-830161	Pucker Street	1,936.70	0	-1,936.70	0.00
<b>ROADS - GRAVEL Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>ROADS - GRAVEL Expense</b>		<b>17,364.23</b>	<b>28,000</b>	<b>10635.77</b>	<b>37.98</b>
<b>Total ROADS - GRAVEL</b>		<b>17,364.23</b>	<b>28,000</b>	<b>10,635.77</b>	<b>37.98</b>
<b>13033 ROADS - CAPITAL</b>					
1-4-13033-440221	Ontario Grant - OCIF	-95,636.00	0	95,636.00	0.00
1-4-13033-440461	Transfer from Reserves - Roads Equipment	0.00	-1,629,052	-1,629,052.00	100.00
1-4-13033-440464	Ontario Grant	0.00	-161,728	-161,728.00	100.00
1-4-13033-440466	Transfer from Lot Dev Fund	0.00	-9,586	-9,586.00	100.00
1-4-13033-440550	Transfer from Reserves - Gas Tax	0.00	-40,000	-40,000.00	100.00
1-7-13033-700250	CAPITAL EQUIPMENT	59,555.68	41,400	-18,155.68	-43.85
1-7-13033-700259	Capital - Buildings	0.00	40,000	40,000.00	100.00
1-7-13033-745040	Thompsonhill Streets	0.00	1,480,752	1,480,752.00	100.00
1-8-13033-830039	Cotieville Road	0.00	171,314	171,314.00	100.00
1-8-13033-830050	EADY ROAD	3,533.70	55,000	51,466.30	93.58
1-8-13033-830070	Golf Course Road	0.00	64,000	64,000.00	100.00
1-8-13033-830097	Johnston Rd	0.00	2,900	2,900.00	100.00
1-8-13033-830184	THOMPSON HILL STREETS	9,142.26	0	-9,142.26	0.00
<b>ROADS - CAPITAL Revenue</b>		<b>-95,636.00</b>	<b>-1,840,366</b>	<b>-1744730.00</b>	<b>94.80</b>
<b>ROADS - CAPITAL Expense</b>		<b>72,231.64</b>	<b>1,855,366</b>	<b>1783134.36</b>	<b>96.11</b>
<b>Total ROADS - CAPITAL</b>		<b>-23,404.36</b>	<b>15,000</b>	<b>38,404.36</b>	<b>256.03</b>
<b>13035 STORM SEWER</b>					
1-7-13035-700400	Contracted Services	0.00	3,000	3,000.00	100.00
<b>STORM SEWER Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>STORM SEWER Expense</b>		<b>0.00</b>	<b>3,000</b>	<b>3000.00</b>	<b>100.00</b>
<b>Total STORM SEWER</b>		<b>0.00</b>	<b>3,000</b>	<b>3,000.00</b>	<b>100.00</b>
<b>14000 ENVIROMENTAL SERVICES</b>					
1-4-14000-440220	Ontario Grant	-10,914.10	-95,748	-84,833.90	88.60
1-4-14000-440380	Tipping Fees	-19,566.00	-55,000	-35,434.00	64.43
1-4-14000-440480	Blue Box & Composter	-24.00	-200	-176.00	88.00
1-4-14000-440482	Ontario Stewardship Tires	0.00	-100	-100.00	100.00
1-4-14000-440483	Electronic Waste	-323.18	-1,000	-676.82	67.68
1-7-14000-700010	Salaries	13,998.84	50,000	30,001.16	60.00
1-7-14000-700030	Committee Members Fees	0.00	1,000	1,000.00	100.00

RETURN TO AGENDA

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-14000-700030	Committee Members Fees	0.00	1,000	1,000.00	100.00
1-7-14000-700035	Conference/Travel Expenses	2,240.32	1,400	-840.32	-60.02
1-7-14000-700060	Misc. Expenses	468.05	2,200	1,731.95	78.73
1-7-14000-700070	Insurance	3,295.11	3,196	-99.11	-3.10
1-7-14000-700080	Office Supplies	217.07	500	282.93	56.59
1-7-14000-700090	Material & Supplies	103.06	1,500	1,396.94	93.13
1-7-14000-700100	Telephone	25.49	150	124.51	83.01
1-7-14000-700110	Hydro	290.44	300	9.56	3.19
1-7-14000-700140	Employee Benefits	4,290.20	11,081	6,790.80	61.28
1-7-14000-700190	Building Maintenance	0.00	500	500.00	100.00
1-7-14000-700250	Transfer to Capital	4,238.30	0	-4,238.30	0.00
1-7-14000-700280	Advertising	543.62	1,000	456.38	45.64
1-7-14000-700400	Contracted Services	1,227.60	1,100	-127.60	-11.60
1-7-14000-731038	Blue Box Purchase	0.00	500	500.00	100.00
1-7-14000-745020	Promotion and Education	0.00	1,000	1,000.00	100.00
1-7-14000-745021	Recycling - Tires	0.00	50	50.00	100.00
1-7-14000-745025	Household Hazardous Waste Days	4,018.66	3,000	-1,018.66	-33.96
1-7-14000-745026	Recycling - Curbside Pickup	62,676.44	208,799	146,122.56	69.98
1-7-14000-745027	Waste - Curbside Pickup	55,938.56	148,438	92,499.44	62.32
1-7-14000-745031	Compaction & Covering	18,662.06	40,000	21,337.94	53.34
1-7-14000-745033	Landfill - Re-grind Waste	0.00	25,000	25,000.00	100.00
1-7-14000-745034	Material Transfers	0.00	500	500.00	100.00
1-7-14000-745040	Engineering Fees	961.63	15,590	14,628.37	93.83
1-7-14000-789020	Transfer to Reserves - Landfill	0.00	23,900	23,900.00	100.00
<b>ENVIROMENTAL SERVICES Revenue</b>		<b>-30,827.28</b>	<b>-152,048</b>	<b>-121220.72</b>	<b>79.73</b>
<b>ENVIROMENTAL SERVICES Expense</b>		<b>179,195.45</b>	<b>540,704</b>	<b>361508.55</b>	<b>66.86</b>
<b>Total ENVIROMENTAL SERVICES</b>		<b>148,368.17</b>	<b>388,656</b>	<b>240,287.83</b>	<b>61.83</b>
<b>15051 PARK &amp; REC ADMINISTRATION</b>					
1-7-15051-700010	Salaries	5,090.82	10,000	4,909.18	49.09
1-7-15051-700030	Com. Member Meetings	0.00	2,000	2,000.00	100.00
1-7-15051-700035	Conference/Travel Expenses	137.38	500	362.62	72.52
1-7-15051-700060	Misc. Expenses	0.00	100	100.00	100.00
1-7-15051-700070	Insurance	13,004.71	12,784	-220.71	-1.73
1-7-15051-700090	Office Supplies	39.46	200	160.54	80.27
1-7-15051-700140	Employee Benefits	1,528.57	5,000	3,471.43	69.43
1-7-15051-700260	Agreements	0.00	34,000	34,000.00	100.00
1-7-15051-700280	Advertising	92.93	200	107.07	53.54
<b>PARK &amp; REC ADMINISTRATION Revenue</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>PARK &amp; REC ADMINISTRATION Expense</b>		<b>19,893.87</b>	<b>64,784</b>	<b>44890.13</b>	<b>69.29</b>
<b>Total PARK &amp; REC ADMINISTRATION</b>		<b>19,893.87</b>	<b>64,784</b>	<b>44,890.13</b>	<b>69.29</b>
<b>15052 PARK &amp; REC OUTDOOR FACILITIES</b>					
1-4-15052-440216	Boat Launch - Fines	-200.00	-400	-200.00	50.00
1-4-15052-440423	Volleyball Revenue	0.00	-500	-500.00	100.00

**RETURN TO AGENDA**

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-4-15052-440423	Volleyball Revenue	0.00	-500	-500.00	100.00
1-4-15052-440428	Soccer Registrations	0.00	-5,000	-5,000.00	100.00
1-4-15052-440431	Boat Launch Other Rev Misc.	-2,106.25	-5,000	-2,893.75	57.88
1-4-15052-440466	Transfer from Lot Dev Fund	0.00	-36,582	-36,582.00	100.00
1-7-15052-700010	Salaries	9,379.96	3,070	-6,309.96	-205.54
1-7-15052-700140	Employee Benefits	2,682.42	890	-1,792.42	-201.40
1-7-15052-700201	Trail Maintenance	0.00	1,000	1,000.00	100.00
1-7-15052-700215	Soccer Field Maintenance	0.00	3,000	3,000.00	100.00
1-7-15052-700220	Boat Launch Property Maintenance	899.69	2,000	1,100.31	55.02
1-7-15052-700250	Transfer to Capital	23,666.11	36,582	12,915.89	35.31
1-7-15052-715071	Farrell's Landing Property	0.00	250	250.00	100.00
1-7-15052-785083	Volleyball Expense	0.00	200	200.00	100.00
<b>PARK &amp; REC OUTDOOR FACILITIES Revenue</b>		<b>-2,306.25</b>	<b>-47,482</b>	<b>-45175.75</b>	<b>95.14</b>
<b>PARK &amp; REC OUTDOOR FACILITIES Expense</b>		<b>36,628.18</b>	<b>46,992</b>	<b>10363.82</b>	<b>22.05</b>
<b>Total PARK &amp; REC OUTDOOR FACILITIES</b>		<b>34,321.93</b>	<b>-490</b>	<b>-34,811.93</b>	<b>7104.48</b>
<b>15053 PARK &amp; REC COMMUNITY CENTER</b>					
1-4-15053-440425	Rent	-7,740.41	-10,000	-2,259.59	22.60
1-4-15053-440429	Donations	-1,000.00	0	1,000.00	0.00
1-4-15053-440440	Sale of Equipment	-41.00	0	41.00	0.00
1-4-15053-440461	Transfer from Reserves	0.00	-48,000	-48,000.00	100.00
1-4-15053-440800	Bar Sales	-772.57	-5,000	-4,227.43	84.55
1-7-15053-700010	Salaries	6,439.46	16,660	10,220.54	61.35
1-7-15053-700095	Restock Bar	818.71	8,000	7,181.29	89.77
1-7-15053-700100	Telephone	845.51	800	-45.51	-5.69
1-7-15053-700110	Utilities	9,675.63	10,500	824.37	7.85
1-7-15053-700140	Employee Benefits	1,253.63	2,500	1,246.37	49.85
1-7-15053-700190	Building Maintenance	1,269.40	5,000	3,730.60	74.61
1-7-15053-700191	Building Cleaning	366.46	1,500	1,133.54	75.57
1-7-15053-700200	Equipment Repairs/Replacement	1,361.49	2,000	638.51	31.93
1-7-15053-700251	Transfer to Capital - Bldg Renos	0.00	48,000	48,000.00	100.00
1-7-15053-700280	Advertising	184.70	1,000	815.30	81.53
1-7-15053-715015	Computer Programs & Maintenance	249.62	500	250.38	50.08
1-7-15053-789000	Transfer to Reserves - Building	0.00	31,000	31,000.00	100.00
<b>PARK &amp; REC COMMUNITY CENTER Revenue</b>		<b>-9,553.98</b>	<b>-63,000</b>	<b>-53446.02</b>	<b>84.83</b>
<b>PARK &amp; REC COMMUNITY CENTER Expense</b>		<b>22,464.61</b>	<b>127,460</b>	<b>104995.39</b>	<b>82.38</b>
<b>Total PARK &amp; REC COMMUNITY CENTER</b>		<b>12,910.63</b>	<b>64,460</b>	<b>51,549.37</b>	<b>79.97</b>
<b>15054 PARK &amp; REC RINK</b>					
1-4-15054-440433	Rink - Ice Rentals	-1,820.00	-1,500	320.00	-21.33
1-7-15054-700010	Salaries	3,898.02	8,640	4,741.98	54.88
1-7-15054-700110	Utilities	0.00	1,500	1,500.00	100.00
1-7-15054-700140	Employee Benefits	860.33	3,000	2,139.67	71.32
1-7-15054-700190	Building Maintenance	1,902.00	6,600	4,698.00	71.18
1-7-15054-700191	Building Cleaning	20.33	500	479.67	95.93

**RETURN TO AGENDA**



TOWNSHIP OF HORTON  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-15054-700191	Building Cleaning	20.33	500	479.67	95.93
1-7-15054-700200	Equipment Repairs/Maintenance	607.28	1,500	892.72	59.51
1-7-15054-700280	Advertising	0.00	100	100.00	100.00
1-7-15054-785069	Change Rooms	16.22	100	83.78	83.78
<b>PARK &amp; REC RINK Revenue</b>		<b>-1,820.00</b>	<b>-1,500</b>	<b>320.00</b>	<b>-21.33</b>
<b>PARK &amp; REC RINK Expense</b>		<b>7,304.18</b>	<b>21,940</b>	<b>14635.82</b>	<b>66.71</b>
<b>Total PARK &amp; REC RINK</b>		<b>5,484.18</b>	<b>20,440</b>	<b>14,955.82</b>	<b>73.17</b>
<b>15055 PARK &amp; REC ANNUAL EVENTS</b>					
1-4-15055-440426	Euchre Revenue	0.00	-4,000	-4,000.00	100.00
1-4-15055-440427	Country Dance Proceeds	0.00	-8,000	-8,000.00	100.00
1-4-15055-440446	Aerobics & Drop In Sports Fees	0.00	-500	-500.00	100.00
1-4-15055-440570	Winter Carnival Revenue	0.00	-4,000	-4,000.00	100.00
1-4-15055-440575	Canada Day Revenue	0.00	-4,500	-4,500.00	100.00
1-7-15055-785075	Canada Day Expenses	0.00	2,700	2,700.00	100.00
1-7-15055-785080	Winter Carnival Expenses	0.00	2,500	2,500.00	100.00
1-7-15055-785081	Country Dance Expenses	600.00	8,000	7,400.00	92.50
1-7-15055-785082	Aerobics & Drop In Sports	0.00	150	150.00	100.00
1-7-15055-786000	Euchres Expense	0.00	2,200	2,200.00	100.00
<b>PARK &amp; REC ANNUAL EVENTS Revenue</b>		<b>0.00</b>	<b>-21,000</b>	<b>-21000.00</b>	<b>100.00</b>
<b>PARK &amp; REC ANNUAL EVENTS Expense</b>		<b>600.00</b>	<b>15,550</b>	<b>14950.00</b>	<b>96.14</b>
<b>Total PARK &amp; REC ANNUAL EVENTS</b>		<b>600.00</b>	<b>-5,450</b>	<b>-6,050.00</b>	<b>111.01</b>
<b>15056 PARK &amp; REC FUNDRAISING</b>					
1-4-15056-440450	Easter Egg Hunt	0.00	-1,000	-1,000.00	100.00
1-4-15056-440452	Fruit Fundraiser	0.00	-9,010	-9,010.00	100.00
1-4-15056-440455	Murder Mystery	0.00	-3,200	-3,200.00	100.00
1-4-15056-440456	Fundraising Catering	-309.74	-5,000	-4,690.26	93.81
1-4-15056-440457	Harvest Dinner	0.00	-3,000	-3,000.00	100.00
1-4-15056-440458	Trivia Night	-843.38	-700	143.38	-20.48
1-7-15056-785100	Easter Egg Hunt	0.00	400	400.00	100.00
1-7-15056-785102	Fruit Fundraiser	0.00	7,500	7,500.00	100.00
1-7-15056-785105	Murder Mystery	0.00	1,500	1,500.00	100.00
1-7-15056-785106	Fundraising Catering	0.00	5,000	5,000.00	100.00
1-7-15056-785107	Harvest Dinner	0.00	1,800	1,800.00	100.00
1-7-15056-785108	Trivia Night	381.67	500	118.33	23.67
1-7-15056-789070	Transf to Reserves - Working for Hoedown	0.00	5,210	5,210.00	100.00
<b>PARK &amp; REC FUNDRAISING Revenue</b>		<b>-1,153.12</b>	<b>-21,910</b>	<b>-20756.88</b>	<b>94.74</b>
<b>PARK &amp; REC FUNDRAISING Expense</b>		<b>381.67</b>	<b>21,910</b>	<b>21528.33</b>	<b>98.26</b>
<b>Total PARK &amp; REC FUNDRAISING</b>		<b>-771.45</b>	<b>0</b>	<b>771.45</b>	<b>0.00</b>
<b>15057 PARK &amp; REC HORTON HOEDOWN</b>					
1-4-15057-440432	Christmas Craft Show	-312.89	0	312.89	0.00

**RETURN TO AGENDA**

TOWNSHIP OF HORTON  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
<b>PARK &amp; REC HORTON HOEDOWN Revenue</b>		<b>-312.89</b>	<b>0</b>	<b>312.89</b>	<b>0.00</b>
<b>PARK &amp; REC HORTON HOEDOWN Expense</b>		<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>Total PARK &amp; REC HORTON HOEDOWN</b>		<b>-312.89</b>	<b>0</b>	<b>312.89</b>	<b>0.00</b>
<b>15100 LIBRARY</b>					
1-4-15100-440464	PROV GOV LIBRARY	0.00	-5,050	-5,050.00	100.00
1-7-15100-750010	LIBRARY AGREEMENT	8,323.00	8,323	0.00	0.00
1-7-15100-750011	PROVINCIAL GRANT TO LIBRARY	0.00	5,050	5,050.00	100.00
<b>LIBRARY Revenue</b>		<b>0.00</b>	<b>-5,050</b>	<b>-5050.00</b>	<b>100.00</b>
<b>LIBRARY Expense</b>		<b>8,323.00</b>	<b>13,373</b>	<b>5050.00</b>	<b>37.76</b>
<b>Total LIBRARY</b>		<b>8,323.00</b>	<b>8,323</b>	<b>0.00</b>	<b>0.00</b>
<b>16000 HEALTH SERVICES</b>					
1-4-16000-440300	Doctor Recruitment - Fees & Charges	-10.00	0	10.00	0.00
1-7-16000-700010	Salaries	0.00	350	350.00	100.00
1-7-16000-700140	Employee Benefits	34.57	100	65.43	65.43
1-7-16000-700221	Cemetery Maintenance - Martin Cemetery	129.42	0	-129.42	0.00
1-7-16000-750010	Golden Age Activity Centre	1,000.00	1,000	0.00	0.00
1-7-16000-750020	Soc Serv Home Supp Grant	1,230.00	1,230	0.00	0.00
1-7-16000-750030	Renfrew Sunshine Coach	1,050.00	1,050	0.00	0.00
1-7-16000-750040	Doctor Recruitment	31,705.53	31,706	0.47	0.00
1-7-16000-750050	Hospice Renfrew	250.00	250	0.00	0.00
<b>HEALTH SERVICES Revenue</b>		<b>-10.00</b>	<b>0</b>	<b>10.00</b>	<b>0.00</b>
<b>HEALTH SERVICES Expense</b>		<b>35,399.52</b>	<b>35,686</b>	<b>286.48</b>	<b>0.80</b>
<b>Total HEALTH SERVICES</b>		<b>35,389.52</b>	<b>35,686</b>	<b>296.48</b>	<b>0.83</b>
<b>17000 PLANNING</b>					
1-4-17000-440330	Fees & Charges Planning	-3,050.00	-5,800	-2,750.00	47.41
1-4-17000-440355	Fees & Charges Zoning Compl.	-300.00	-400	-100.00	25.00
1-4-17000-440461	TRANSFER FROM RESERVE (MODERNIZATION)	0.00	-10,000	-10,000.00	100.00
1-7-17000-700060	Com. Member Fees	796.76	1,700	903.24	53.13
1-7-17000-700090	Materials & Supplies	0.00	100	100.00	100.00
1-7-17000-780010	Contracted Services	850.00	2,000	1,150.00	57.50
1-7-17000-780100	Economic Development	0.00	10,000	10,000.00	100.00
<b>PLANNING Revenue</b>		<b>-3,350.00</b>	<b>-16,200</b>	<b>-12850.00</b>	<b>79.32</b>
<b>PLANNING Expense</b>		<b>1,646.76</b>	<b>13,800</b>	<b>12153.24</b>	<b>88.07</b>
<b>Total PLANNING</b>		<b>-1,703.24</b>	<b>-2,400</b>	<b>-696.76</b>	<b>29.03</b>
<b>18000 FIRE</b>					
1-4-18000-440110	Provincial Fees and Charges	0.00	-10,000	-10,000.00	100.00
1-4-18000-440215	POA - Fines	0.00	-500	-500.00	100.00
1-4-18000-440310	Fees & Charges Fire	0.00	-1,800	-1,800.00	100.00
1-4-18000-440461	Transfer from Reserve	0.00	-8,861	-8,861.00	100.00
1-7-18000-700010	Salaries	1,375.78	47,000	39,624.22	84.31
1-7-18000-700035	Conference/Travel Expenses	0.00	750	750.00	100.00

RETURN TO AGENDA

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022 Period : 12  
 Account Code : ?-4-?????-?????? To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
1-7-18000-700035	Conference/Travel Expenses	0.00	750	750.00	100.00
1-7-18000-700060	Misc. Expenses	4,079.73	1,000	-3,079.73	-307.97
1-7-18000-700070	Insurance	17,122.66	20,071	2,948.34	14.69
1-7-18000-700080	Office Supplies	0.00	1,000	1,000.00	100.00
1-7-18000-700090	Clothing Expense	0.00	1,200	1,200.00	100.00
1-7-18000-700100	Telephone	660.79	1,300	639.21	49.17
1-7-18000-700110	Utilities	5,827.90	6,410	582.10	9.08
1-7-18000-700140	Employee Benefits	3,284.75	4,700	1,415.25	30.11
1-7-18000-700180	Office Equip. & Maint.	1,598.10	2,500	901.90	36.08
1-7-18000-700190	Building Maintenance	0.00	2,000	2,000.00	100.00
1-7-18000-700191	Building Cleaning	17.24	1,000	982.76	98.28
1-7-18000-700200	Fire Equipment Maintenance	10,727.75	19,400	8,672.25	44.70
1-7-18000-700210	Fleet Maintenance	7,764.04	11,800	4,035.96	34.20
1-7-18000-700230	Fuel & Oil	0.00	1,000	1,000.00	100.00
1-7-18000-700240	Radio/Communications	913.21	2,000	1,086.79	54.34
1-7-18000-700250	Transfer to Capital	0.00	8,861	8,861.00	100.00
1-7-18000-700260	Extrication Agreement	1,000.00	5,000	4,000.00	80.00
1-7-18000-700261	Water Rescue Agreement	0.00	3,000	3,000.00	100.00
1-7-18000-715015	Computer/Program Maintenance	5,560.84	4,000	-1,560.84	-39.02
1-7-18000-721060	Training	3,136.52	4,500	1,363.48	30.30
1-7-18000-721070	Compressed Air	210.00	250	40.00	16.00
1-7-18000-721080	Extinguisher Recharges	0.00	300	300.00	100.00
1-7-18000-721210	Communications - County	4,121.88	4,200	78.12	1.86
1-7-18000-721230	Fire Prevention	682.85	2,850	2,167.15	76.04
1-7-18000-721240	Hydrant/Water Supply	0.00	300	300.00	100.00
1-7-18000-789005	Transfer to Reserves Fire Equipment	0.00	34,640	34,640.00	100.00
1-7-18000-789038	Transfer to Reserves - Building	0.00	2,875	2,875.00	100.00
<b>FIRE Revenue</b>		<b>0.00</b>	<b>-21,161</b>	<b>-21161.00</b>	<b>100.00</b>
<b>FIRE Expense</b>		<b>74,084.04</b>	<b>193,907</b>	<b>119822.96</b>	<b>61.79</b>
<b>Total FIRE</b>		<b>74,084.04</b>	<b>172,746</b>	<b>98,661.96</b>	<b>57.11</b>
<b>19000 BUILDING DEPARTMENT</b>					
1-4-19000-440385	Septic Permits	-4,500.00	-8,000	-3,500.00	43.75
1-4-19000-440410	Building Permits	-28,896.00	-48,985	-20,089.00	41.01
1-4-19000-440431	Misc. Revenue	-2,100.00	-2,000	100.00	-5.00
1-4-19000-440605	Transfer from Reserves	0.00	-8,735	-8,735.00	100.00
1-7-19000-700010	Salaries	18,750.00	49,500	30,750.00	62.12
1-7-19000-700035	Conference/Travel Expenses	0.00	350	350.00	100.00
1-7-19000-700060	Misc. Expenses	60.00	500	440.00	88.00
1-7-19000-700080	Office Supplies	0.00	800	800.00	100.00
1-7-19000-700100	Telephone	114.48	500	385.52	77.10
1-7-19000-700140	Employee Benefits	2,066.68	6,250	4,183.32	66.93
1-7-19000-700190	Building Maintenance - Partial Share	0.00	2,000	2,000.00	100.00
1-7-19000-718040	Contracted Services	0.00	2,000	2,000.00	100.00
1-7-19000-785066	Office Administration	0.00	5,820	5,820.00	100.00

**RETURN TO AGENDA**

**TOWNSHIP OF HORTON**  
**Budget Variance Report**



Budget Type : BUDGET

Fiscal Year : 2022    Period : 12  
 Account Code : ?-4-?????-??????    To ?-8-?????-??????

Acct Code	Acct Desc	Year to Date	Budget Amt	Variance	% Variance
	BUILDING DEPARTMENT Revenue	-35,496.00	-67,720	-32224.00	47.58
	BUILDING DEPARTMENT Expense	20,991.16	67,720	46728.84	69.00
	<b>Total BUILDING DEPARTMENT</b>	<b>-14,504.84</b>	<b>0</b>	<b>14,504.84</b>	<b>0.00</b>
	<b>Total General Operating Fund</b>	<b>-180,904.03</b>	<b>-12,399</b>	<b>168,505.03</b>	<b>-1359.02</b>
	<b>Report Total</b>	<b>-180,904.03</b>	<b>-12,399</b>	<b>168,505.03</b>	<b>-1359.02</b>

**RETURN TO AGENDA**

Township Of HortonMAY 2022 BUILDING REPORT

Month	No. of Permits	2022 Value of Permits	2021 Value of Permits	2020 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	\$0	\$ -	\$ 310,000							
February	6	\$1,635,000	\$ 785,000	\$ -		3	3			11,911	0
March	5	\$1,083,200	\$ 1,340,000	\$ 40,000		4	1			5,683	0
April	6	\$879,000	\$ 2,291,300	\$ 1,150,000		5	1			10,453	0
May	10	\$1,765,000	\$ 1,391,000	\$ 1,176,000		9	1			25,991	0
June			\$ 348,000	\$ 956,000							
July			\$ 540,000	\$ 938,000							
August			\$ 1,355,000	\$ 775,500							
September			\$ 1,021,000	\$ 707,000							
October			\$ 996,000	\$ 724,500							
November			\$ 3,130,500	\$ 400,000							
December			\$ 80,000	\$ 162,000							
<b>TOTALS</b>	<b>27</b>	<b>\$5,362,200</b>	<b>\$ 13,277,800</b>	<b>\$ 7,339,000</b>	<b>0</b>	<b>21</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>54,038</b>	<b>0</b>

RETURN TO AGENDA

## Open Planning Files as of June 16, 2022

File Name	File No.	No. of Severances	Date Rec'd by County	Date Deemed Complete by County	Date Rec'd by Township	Date of Last Item Sent to County	Status of File
William & Darlene Berger	B59/20	1	24-Aug-20	01-Sep-20	16-Sep-20	13-Jan-21	<i>Believe they are abandoning application – no action has happened since NOD rec'd</i>
James Pastway	B89/21	1	07-Jun-21	June 7, 2021 but signed Aug 20	26-Aug-21	23-Sep-21	Conditions completed by applicant - waiting for Certificate of Official
Joh Ralph Fuller & Rebecca Lynne Fuller	B25/22	1	11-Feb-22	Feb 11, 2022 but signed May 4	05-May-22		<b>FILE ABANDONED MAY 12, 2022</b>
2497095 Ontario Inc (Corey Scheel)	B79/19	1	03-Oct-19	Oct 3, 2021 but signed Oct 30, 2019	04-Nov-19	20-Feb-20	No movement on File - Waiting for notice of decision from County
2497095 Ontario Inc (Corey Scheel)	B62/19	1	30-Jul-19	30-Jul-19	01-Aug-19		No movement on File- Waiting for notice of decision from County
Sullivan Holdings (Arnprior) Inc	B163/21	1	27-Sep-21	Sept 27, 2021 but signed Dec 3	08-Dec-21	11-Jan-21	Notice of Decision rec'd April 27
Ron & Shirley Kasaboski	B158/21	1	20-Sep-21	Sept 20, 2021 but signed Nov 18	08-Dec-21	20-Dec-21	Notice of Decision rec'd April 27 -Applicant to complete conditions
Joran Graham	B79/21 B80/21	2	14-May-21	01-Jun-21	19-Jul-21	11-Aug-21	Notice of Decision rec'd April 4 -Applicant to complete conditions
Klaas & Johanna de Vries	B155/21 B156/21 B157/21	3	10-Sep-21	Sept 10, 2021 but signed Dec 3	06-Dec-21	11-Jan-22	Notice of Decision rec'd April 7 - Applicant to complete conditions
Renfrew Golf Club	B99/21	1	June 18, 2021 Amended Sept 10	Sept 10, 2021 but signed Sept 16	16-Sep-21	23-Sep-21	Notice of Decision rec'd March 9 - Applicant to complete conditions
Jennifer Armstrong	B127/21	1	03-Aug-21	Aug 3, 2021 but signed Oct 17	29-Nov-21	21-Dec-21	Notice of Decision rec'd March 9 -Applicant to complete conditions
Jamie Eady	B139/21 B140/21 B141/21 B142/21	4	13-Aug-21	Aug 13, 2021 but signed Nov 3	04-Nov-21	25-Nov-21	Notice of Decision rec'd May 4 -Applicant to complete conditions

**RETURN TO AGENDA**

## Open Planning Files as of June 16, 2022

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File Name	File No.	No. of Severances	Date Rec'd by County	Date Deemed Complete by County	Date Rec'd by Township	Date of Last Item Sent to County	Status of File
David & Linda Schinkel	B34/22 B35/22 B36/22	3	28-Feb-22	Feb 28, but signed May 31, 2022	15-Jun-22		Twp working on documents to send to Cty
Michael Leblanc & Agatha Sebastian	B120/22	1	07-Jun-22	07-Jun-22	14-Jun-22		Twp working on documents to send to Cty
Melvyn Mielke	B12/22	1	21-Jan-22	20-Apr-22	21-Apr-22	12-May-22	Waiting on planning report and notice of decision from County
Cobus Homes Inc	B10/22 B17/22 B18/22	3	28-Jan-22	Jan 28, 2022 but signed April 25	28-Apr	12-May-22	Waiting on planning report and notice of decision from County
2632096 Ontario Inc (Tom Cobus)	B171/21 B172/21 B173/21	3	20-Oct-21	Oct 20, 2021 but signed Dec 3	26-Jan-22	25-Feb-22	Waiting on planning report and notice of decision from County
Douwe Bakker	B121/21 B122/21	2	28-Jul-21	July 28, 2021 but signed Oct 19	25-Oct-21	02-Nov-21	Waiting on planning report and notice of decision from County
Douwe Bakker	B123/21 B124/21 B125/21 B126/21	4	28-Jul-21	July 28, 2021 but signed Oct 19	25-Oct-21	02-Nov-21	Waiting on planning report and notice of decision from County
Eric & Marion Draper	B111/21 B112/21 B113/21	3	July 7, 2022 Amended Feb 7/22 & Mar 21, 2022	July 7, 2021 but signed Sept 29	07-Oct-21	21-Oct-21	Waiting on planning report and notice of decision from County
Jamie Prince & Tina Hunt	B100/21 B189/21 B100/21	3	18-Nov-21	Nov 18, 2021 but signed Mar 29, 2022	31-Mar-22	06-Apr-22	Waiting on planning report and notice of decision from County
Jan de Bryun	B27/22	1	14-Feb-22	11-May-22	12-May-22	25-May-22	Waiting on planning report and notice of decision from County

RETURN TO AGENDA

## Open Planning Files as of June 16, 2022

File Name	File Type	File Status
Renfrew Golf Club	Zoning Amendment	Notice of Passing circulated to property owners & surrounding properties
Michael Leblanc & Agatha Sebastian	Zoning Amendment	Submitted to Twp & sent to Cty
Morris Eady	Minor Vairance	Council to have site visit and public meeting - No movement on file since 2021

Closed Consent Files 2021-2022	
Fred Hansma & Debbie Shepherd	B55/21
Eric Draper	B54/21
Sharon Nolan	B02/21
Robert Pagowski & Cara Thompson	B17/21





## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Bill 109 Delegation of Authority	<b>Date:</b>	June 21 <sup>st</sup> , 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Hope Dillabough, CAO/Clerk
	<b>Department:</b>	Planning

### **RECOMMENDATIONS:**

THAT Council receive the update regarding Bill 109 as it relates to Site Plan Approval as information as submitted and circulated.

### **BACKGROUND:**

The Province recently approved Bill 109 'More Homes for Everyone Act, 2022', which made several amendments to the Planning Act. One of the key changes is that Site Plan Control decisions are now mandatory to be made by Staff, instead of Municipal Council or Committees of Council, and that this will apply to all Site Plan applications received on or after July 1<sup>st</sup>, 2022. All municipalities will be required to decide and delegate authority to a staff member. The delegation will require a by-law to be approved which is in this package, later in the by-law section.

Essentially, this means that the staff with delegated authority will approve the Site Plan Applications however the By-Law and Agreement will still be brought forward to the table for Council to pass and provide authority to sign the Agreement. This does not enable Council to make any changes to the actual Site Plan itself nor the Agreement.

**ALTERNATIVES:** Not applicable as this legislation is mandatory.

**FINANCIAL IMPLICATIONS:** There would be no additional financial implications at this time.

### **ATTACHMENTS:**

- Draft Delegation of Authority By-Law

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

RETURN TO AGENDA

# THE CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2022-36

Being a by-law to Delegate Site Plan Control Approval to the CAO/Clerk in the Township of Horton

**WHEREAS** the Township of Horton adopted By-Law 2006-15 to establish a Site Plan Control by-law for the municipality;

**AND WHEREAS** Section 23(1) of the *Municipal Act, 2001, S.O. 2001 c.25* as amended, allows Council to delegate its powers and duties;

**AND WHEREAS** Subsection 41(4.0.1) of the *Planning Act* requires the appointment of an authorized person for the purposes of approving Site Plan Control.

**AND WHEREAS** Council wishes to delegate to the CAO/Clerk its powers and authority for Site Plan Control under Section 41 of the *Planning Act*;

**AND WHEREAS** the delegation is required to be adopted by by-law;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Horton **ENACTS AS FOLLOWS:**

1. Delegation: Council's powers under Section 41 of the Planning Act for Site Plan Control are delegated to the CAO/Clerk.
2. Clause Approval: Where a clause in a Site Plan Control Agreement requires approval by the municipality, (such as landscaping, grading, walls, fences etc.) these may be approved by the CBO and/or Public Works Manager, in conjunction with the CAO/Clerk.

That this By-law shall come into full force and take effect on the date of final passing thereof.

Read a First and Second Time this 21<sup>st</sup> day of June, 2022.

Read a Third Time and Passed this 21<sup>st</sup> day of June, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  <b>Award or PW 2022-06</b>  <b>Surface Treatment and Fog Seal Rehabilitation of Cotieville Streets</b>	<b>Date:</b>	June 21 <sup>st</sup> 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Adam Knapp, Public Works Manager
	<b>Department:</b>	Public Works

### **RECOMMENDATIONS:**

**THAT** Council, upon recommendation from staff, award the work as specified in PW 2022-07 Surface Treatment and Fog Seal Rehabilitation of Cotieville Streets to Greenwood Paving Ltd. for the total amount of \$184,048.75 including HST.

**FURTHER THAT** the project be funded as \$171,314.00 from the 2022 Capital Roads Infrastructure budget and \$12,734.75 from the Paved Roads Maintenance Operating Budget.

### **BACKGROUND:**

The Tender request closed on June 16<sup>th</sup> with 2 submissions received. The submission from Greenwood Paving Ltd. was complete, met all specifications and was the lowest bid received.

During 2022 budget preparation Staff allocated all available funding from a combination of sources to acquire the 171,314.00 budgeted for this project, believing that the project would surpass this amount Staff held off on issuing our yearly crack sealing RFQ to utilize the paved roads maintenance operating funds as a contingency fund for this priority project.

Completing this project and Thompsonhill shall align the Township with our 10-year Capital plan approved by Council in 2017 and the Township shall have a Pavement Condition Index (PCI) rating in the 70<sup>th</sup> percentile.

Staff also plans to perform our bi-yearly line painting this year per MMS standards from the paved roads maintenance funds and will re calculate the amount of funds remaining to perform crack sealing on several roads throughout the Township in 2022.

### **ALTERNATIVES:**

N/A

### **FINANCIAL IMPLICATIONS:**

\$184,084.75 funded as stated in the recommendation

### **ATTACHMENTS:**

Unofficial Results

### **CONSULTATIONS:**

RETURN TO AGENDA

N/A

**Prepared by:** Adam Knapp, Public Works Manager

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



The Township of Horton

Opening Checklist

**Description – Surface Treatment and Fog Seal Rehabilitation of Cotieville Streets**

**Deposit Required – 10 % of the total tender amount**

**Tender - PW 2022-06**

**Present for Opening: Adam Knapp, P.W. Manager, Nikky Dubeau, Exec. Assistant, Mayor David Bennett, Councillor Tom Webster**

Bidder	Was envelope sealed? YES/NO	Envelope Addressed Properly YES/NO	Deposit Supplied YES/NO	DEPOSIT AMOUNT \$	HST AMOUNT \$	TOTAL AMOUNT \$ (Including HST)	Bid Unofficially Accepted or Rejected
Miller Paving Limited	YES	YES	YES	\$30,000.00	\$23,769.66	\$206,769.66	A
Greenwood Paving Limited	YES	YES	YES	\$19,000	\$21,173.75	\$184,048.75	A
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  <b>Award or PW 2022-07</b>  <b>Supply of Screened Winter Sand</b>	<b>Date:</b>	<b>June 21<sup>st</sup> 2022</b>
	<b>Council/Committee:</b>	<b>Council</b>
	<b>Author:</b>	<b>Adam Knapp, Public Works Manager</b>
	<b>Department:</b>	<b>Public Works</b>

### **RECOMMENDATIONS:**

That Council, upon recommendation from staff, award the Screened Winter Sand Supply contract to RGT Clouthier Construction LTD for the total amount of \$25,953.84 including HST.

### **BACKGROUND:**

The Tender request closed on June 9<sup>th</sup> with 3 submissions received. The submission from RGT Clouthier Construction LTD was complete, met all specifications and was the lowest bid received.

### **ALTERNATIVES:**

N/A

### **FINANCIAL IMPLICATIONS:**

Tender Total \$25,953.84 including HST.  
There are sufficient funds in the 2022 Operating Budget.

### **ATTACHMENTS:**

Unofficial Results

### **CONSULTATIONS:**

N/A

**Prepared by:** Adam Knapp, Public Works Manager

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

**RETURN TO AGENDA**



The Township of Horton

Opening Checklist

**Description – Supply of Screened Winter Sand**

**Deposit Required – 10 % of the total tender amount**

**Tender - PW 2022-07**

**Present for Opening: Adam Knapp (P.W. Manager), Mayor Bennett, Deputy Mayor Campbell, Councilor Webster, Nathalie Moore (Treasurer)**

Bidder	Was envelope sealed? YES/NO	Envelope Addressed Properly YES/NO	Deposit Supplied YES/NO	DEPOSIT AMOUNT \$	HST AMOUNT \$	TOTAL AMOUNT \$ (Including HST)	Bid Unofficially Accepted or Rejected
Eastway	YES	YES	YES	\$ 3,600.00	\$ 3,932.50	\$ 34,182.50	A
RGT Clouthier Construction	YES	YES	YES	\$ 2,600.00	\$ 2,985.84	\$ 25,953.84	A
BR Fulton	YES	YES	YES	\$ 3,500.00	\$ 3,575.00	\$ 31,075.00	A
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	
				\$	\$	\$	

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Ministry of Transportation Property Purchase Agreement	<b>Date:</b>	June 21 <sup>st</sup> , 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Hope Dillabough, CAO/Clerk
	<b>Department:</b>	TES

### RECOMMENDATIONS:

**THAT** Council forward By-Law 2022-33, as presented to the By-Law portion of the Regular Council Meeting of June 21<sup>st</sup>, 2022 for enactment.

### BACKGROUND:

The Township was approached by representatives of MTO regarding the need to acquire a small portion of Township owned lands on the Millenium Trail crossing that runs underneath Highway 17. The lands are described as being in Part of Lot 3, Concession 4, being Part 1 of Ministry Plan P-6090-50, RP49R-17578 Part. This is due to the future twinning of the 417.

They are seeking to acquire the lands for the construction and maintenance of their bridge structure over the trail lands. MTO, being the higher authority, prefers to own the lands that the highways cross over as the lands will be part of the designated highway. As indicated in the Property Purchase Agreement, the Ministry will provide the Township with an encroachment permit in perpetuity for the trail crossing under the highway. MTO will be constructing a box culvert under to new westbound lands to allow the trail to remain in place. The box culvert will be the same size as the existing one, (5.5m x 5.5m) therefore it will accommodate any heavy equipment that we currently use on the trail for maintenance etc.

The request and Property Purchase Agreement have been reviewed by the CAO/Clerk and the Public Works Manager. Staff, in discussion with MTO, ensured that there be an encroachment permit for the multi-use trail under Highway 17 and will never expire. This portion of the trail will remain as is, a multi-use trail.

After the Council Meeting June 7<sup>th</sup>, with direction from Council, Staff made a proposal to MTO to inquire whether there was another solution that the Township could retain the lands and allow MTO with an encroachment agreement. MTO is not in favour of this and have indicated that they do have the authority to expropriate the lands but are hoping to avoid going down that route and want to work with the Township (i.e. property purchase agreement). They are also acquiring lands from the County of Renfrew's Algonquin Trail crossing.

Based on staff review and consultation with MTO, it is recommended that Council pass the By-Law as presented to provide the necessary authorization to transfer.

### FINANCIAL IMPLICATIONS:

As noted in the Property Purchase Agreement, the subject lands have been appraised at fair market value and the Township will receive \$5120 for the lands. It is suggested these funds be placed in the Recreation Reserves.

RETURN TO AGENDA



If MTO expropriates with no purchase agreement, the Township will not see any funds and will be in the same position.

**ATTACHMENTS:**

1. Draft by-law and a copy of the Property Purchase Agreement for reference purposes.
2. Registered Plan 49R-17578
3. GIS Map of the subject lands

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

**Reviewed by:** Adam Knapp, Public Works Manager

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

**BY-LAW NO. 2022-33**

**Being a by-law to authorize the Mayor and CAO/Clerk to enter into a Property Purchase Agreement with the Province of Ontario and sign any documents that are necessary to complete the transfer of the specified lands.**

**WHEREAS** Part II, Sections 8 & 9 of the *Municipal Act, 2001, c. 25*, as amended establishes the scope of powers of a municipality whereas a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

**AND WHEREAS** Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") wishes to acquire certain lands from the Corporation of the Township of Horton identified as Part Lot 3, Concession 4, Geographic Township of Horton being Part 1 Ministry Plan P-6090-50, 49R17578, being a portion of the Millenium Trail;

**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 on behalf of the Corporation of the Township of Horton under corporate seal any and all documents as may be necessary to enter into a Property Purchase Agreement attached as Schedule 'A' to this By-Law, with Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") and further to sign any necessary documents to complete the transfer.
2. That this by-law shall come into effect upon the passing thereof.

Read a First and Second Time this 21<sup>st</sup> day of June, 2022.

Read a Third Time and Passed this 21<sup>st</sup> day of June, 2022.

---

MAYOR David M. Bennett

---

CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**



**PROPERTY PURCHASE AGREEMENT**

For Internal Use Only
W.P. No.: 4068-09-00
Highway No.: 17
Property Section: Eastern
P-Plan: P-6090-50
Agent: T. Troughton
Rec:
Rec:
Rec:
App:

I/we, The Corporation of the Township of Horton

Of Vacant, ON

In the Province of Ontario

Hereinafter referred to as "Owner(s)", agree to sell to Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") in fee simple free from all tenancies and encumbrances except as to any registered restrictions or covenants that run with the land provided that such are complied with, my/our land in

Township of Horton  
(Township, City, Town, etc.)

Municipality of the **County of Renfrew**  
(County, District, Regional or District Municipality)

being in **Part of Lot 3, Concession 4, Geographic Township of Horton, PIN 57293-0159 (LT)**

(Lot, Block – Concession and Township – or – Registered Plan)

shown as Part(s) 1

on Ministry Plan **P-6090-50**

deposited in the Land Registry Office as **49R17578**

for the sum of **Five Thousand One Hundred Twenty Dollars (\$5,120.00)**

It is understood and agreed the above sum includes payment of **\$5,120.00** for the above-mentioned lands and all entitlements as stated in the Expropriations Act, except as hereinafter provided.

The Owner shall provide a copy of the resolution or the bylaw authorizing the execution of this Agreement prior to the Ministry accepting this agreement for execution.

There is no fencing (or gates) required in this matter.

There are no trees involved in this matter.

Upon acceptance of this agreement the Minister and/or Agents of the Minister shall have the right to enter upon the above lands for the purpose of utility relocation (hydro, telephone, gas, etc.) and/or construction purposes.

The MTO agrees to issue an encroachment permit for the multi-use trail under Highway 17/417. The permit will not expire and will reference the terms in this agreement.

This Agreement shall be deemed to have satisfied all Section 25 requirements of the Expropriations Act in the event that the Minister proceeds by way of expropriation as provided for in this Agreement.

It is acknowledged that the proposed use of and construction on the lands being acquired has been discussed with me/us and the sum set out as the consideration in this agreement includes payment for any reduction in market value of my/our remaining

lands, if any, but excludes any physical damages to any remaining lands which may occur during the construction period.

**THIS AGREEMENT IS TO REMAIN OPEN FOR ACCEPTANCE** by the minister or the minister's representative up to and including **30 days from the date of receipt of the offer from the Owner(s)** and may be accepted by a letter delivered or mailed by prepaid registered post addressed to the Owner(s) and deposited in a post office or by email on or before the aforesaid date. Notices shall be deemed to have been given: (a) in the case of postage-prepaid envelope, five (5) Business Days after such notice is mailed; or (b) in the case of personal delivery or e-mail one (1) Business Day after such notice is received by the other Party. In the event of postal disruption, notices must be given by personal delivery or e-mail.

The Minister is to be allowed **30 days** from the date of acceptance to examine the title at the expense of the Minister. If within that time any valid objection to title is made to the Owner(s) which the Owner(s) is/are unable or unwilling to remove and which the Minister will not waive, the Agreement is void.

**THE SALE OF THE PROPERTY IS TO BE COMPLETED** on or before **60 days from acceptance**. Upon acceptance of this Agreement by the Minister or the Minister's representative, the Minister shall have an immediate right to enter upon and take possession of the lands without prejudice to the rights herein. Where buildings are located on the real property being purchased by the Minister, **VACANT POSSESSION SHALL BE GIVEN ON CLOSING.**

Rentals and mortgage interest, if any, and taxes including local improvements are to be adjusted at closing, and utilities and fuels, if any, are to be paid by the Owner(s) up to closing.

**Tenant(s):** \_\_\_\_\_

**Mortgagee(s):** \_\_\_\_\_

**HST No.:** \_\_\_\_\_

All buildings and equipment, if any, on the real property shall be and remain at the risk of the Owner(s) until closing. The Minister does not require assignment(s) of the fire insurance. However, the Owner(s) agree(s) in the event of damage to hold any fire insurance policies or proceeds in trust with the right of the Minister to demand the proceeds and complete the purchase.

Any adjustment of assessment of any remaining lands of the Owner(s) shall be the responsibility of the Owner(s).

This Agreement, when accepted shall constitute a binding Contract of Purchase and Sale.

The Owner(s) covenants(s) and agree(s) to do nothing, after the execution of the Agreement by the Owner(s) and while this Agreement remains in effect, to encumber the property agreed herein to be sold and conveyed.

If in the opinion of the Minister expropriation of the above lands is necessary to clear title or to meet deadlines for the Minister's work, the Minister may acquire the lands by expropriation and the Owner(s) agree(s) that payment of the above sum, together with any services and materials to be provided by the Minister in this Agreement, represents compensation in full for the lands and all entitlements as stated in the Expropriations Act.

This Agreement shall be deemed to have satisfied all Section 25 requirements of the Expropriations Act in the event that the Minister proceeds by way of expropriation as provided for in this Agreement.

Any Deed or Transfer is to be prepared at the expense of the Minister and any tender, pursuant to this Agreement, of documents and/or money may be made upon the Owner(s) or the Owner(s) solicitor, or the Minister, and the money may be tendered by a Province of Ontario negotiable cheque or electronic fund transfer.

Each party agrees that this Agreement and any other documents to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

I/we acknowledge that this Agreement is not made subject to any promises by any agent of the Minister of Transportation and I/we understand that this Agreement shall not bind the Minister of Transportation until accepted in writing by or on behalf of the Minister of Transportation.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2022

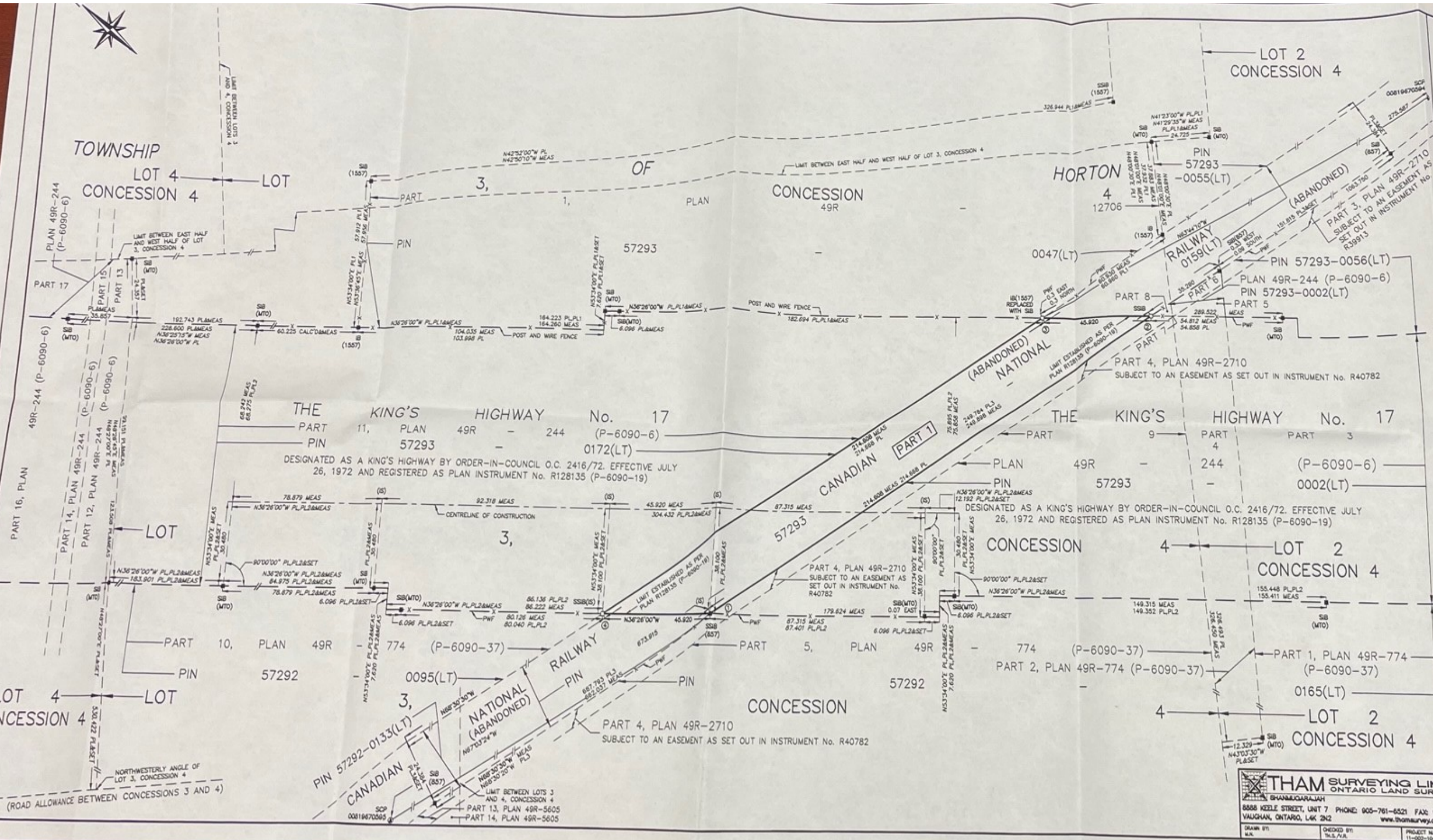
**The Corporation of The Township of Horton**

\_\_\_\_\_  
Print Name(s) and position held

\_\_\_\_\_  
Print Name(s) and position held

\_\_\_\_\_  
Signature(s)  
I have the authority to bind the Corporation

\_\_\_\_\_  
Signature(s)  
I have the authority to bind the Corporation



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

PLAN 49R-17578

RECORDED AND DEPOSITED

DATE May 16<sup>th</sup>, 2011

DATE June 22, 2011

*T. P. ...*  
ONTARIO LAND SURVEYOR

*M. O'Brien*  
LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFREW (No. 48)

PLAN OF SURVEY OF PART OF LOT 3, CONCESSION 4 TOWNSHIP OF HORTON COUNTY OF RENFREW

SCALE 1:750

15m 7.5 0 15 30 45 60 75 METRES

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SCHEDULE

PART	LOT	CONCESSION	AREA	NAME OF MOST RECENT TRANSFEREE
1	PART OF LOT 3	4	5233.2 m <sup>2</sup>	THE CORPORATION OF THE TOWNSHIP OF HORTON

LEGEND

C DENOTES MONUMENT SET  
 F DENOTES MONUMENT FOUND  
 S DENOTES SPECIFIED CONTROL POINT  
 SSB DENOTES STANDARD IRON BAR  
 SB DENOTES SHORT STANDARD IRON BAR  
 SIB DENOTES IRON BAR  
 SCF DENOTES SPECIFIED CONTROL POINT  
 PL DENOTES PLAN 49R-244 (P-6090-6)  
 PL2 DENOTES PLAN 49R-226 (P-6090-11)  
 PL3 DENOTES PLAN 49R-2710  
 CAL'D DENOTES CALCULATED FROM PL1  
 (MTO) DENOTES MINISTRY OF TRANSPORTATION OF ONTARIO  
 (1557) DENOTES SURV. ROME & KASPRZAK LIMITED, O.L.S.  
 (857) DENOTES FAIRHALL & MORTATT LTD., O.L.S.  
 (S) DENOTES POINT ESTABLISHED BY INTERSECTION METHOD  
 (M) DENOTES PROPERTY IDENTIFIER NUMBER  
 MEAS DENOTES MEASURED

NOTES

BEARINGS ARE N.T.M. GRID DERIVED FROM SPECIFIED CONTROL POINTS 00819670584 AND 00819670585, N.T.M. ZONE 8, NAD83 (ORIGINAL). DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99998301.

SPECIFIED CONTROL POINTS (SCP): N.T.M. ZONE 8, NAD83 (ORIGINAL) COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF OREG. 216/10

POINT ID	NORTHING	EASTING
SCP 00819670584	5035066.754	296505.558
SCP 00819670585	5035463.041	295515.526
1	5035230.566	296136.056
2	5035151.748	296335.718
3	5035188.688	296308.451
4	5035287.306	296108.788

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 11th DAY OF MAY, 2011

DATE May 16<sup>th</sup>, 2011

*T. P. ...*  
ONTARIO LAND SURVEYOR

THAM SURVEYING LIMITED  
ONTARIO LAND SURVEYORS

8888 KEELIE STREET, UNIT 7 PHONE: 905-761-6521 FAX: 905-761-6523  
VAUGHAN, ONTARIO, L4K 2N2 www.thamsurveying.ca

DRAWN BY: M.A. CHECKED BY: T.S.A. PROJECT NUMBER: 11-003-10-0-01

MTO USE ONLY

HIGHWAY 17

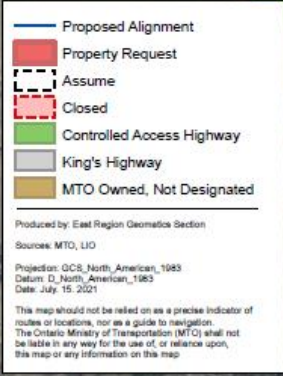
AGREEMENT No. 4010-E-0008 ASSIGNMENT No. 10

REFERENCE PLAN TYPE "U" P-6090-50

DRAWING FILE: P-6090-50-01

EASTERN REGION

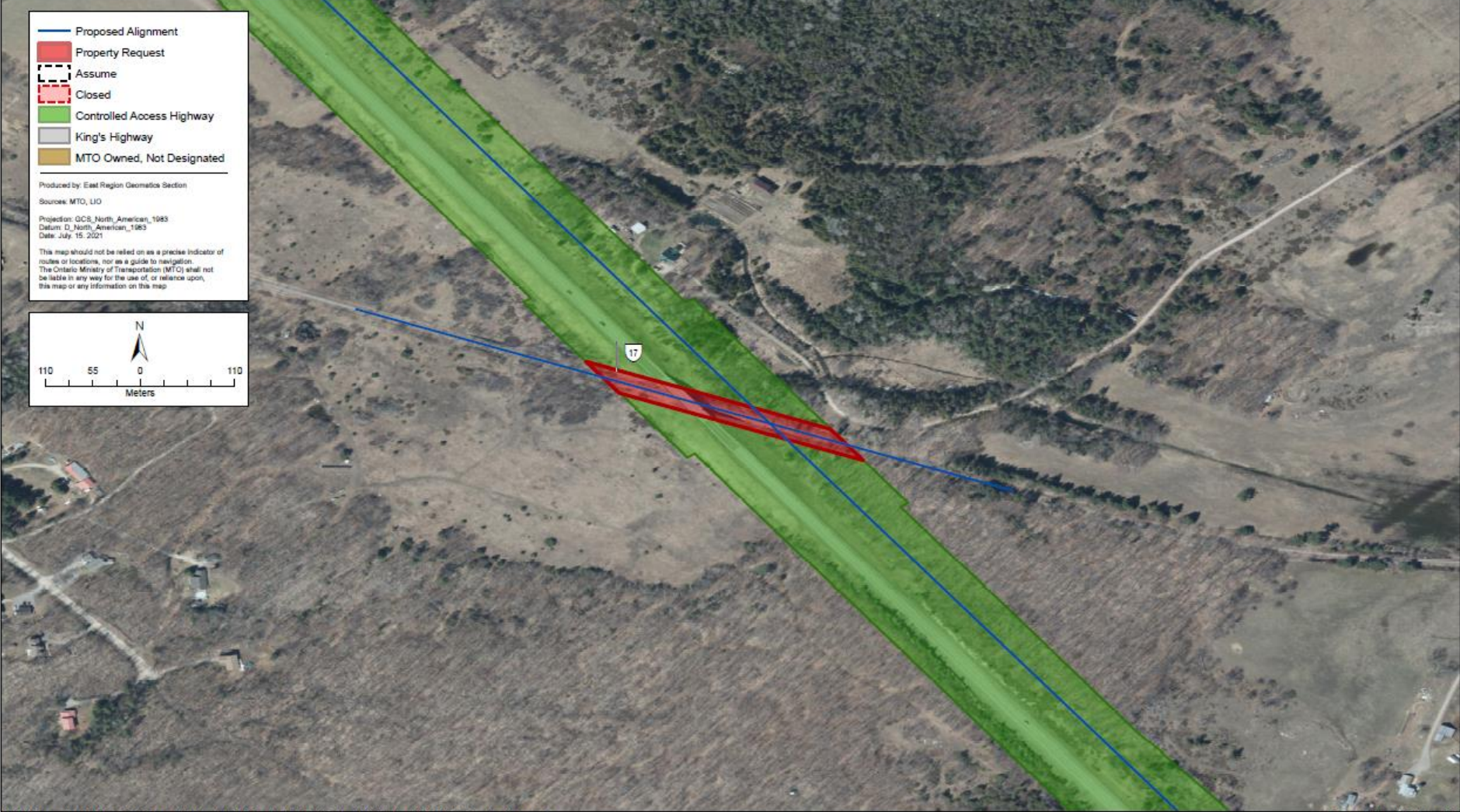
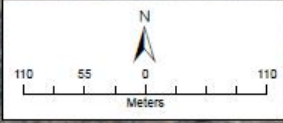
# Recreational Trail (East of County Rd 6)



- Proposed Alignment
- Property Request
- Assume
- Closed
- Controlled Access Highway
- King's Highway
- MTO Owned, Not Designated

Produced by: East Region Geomatics Section  
Source: MTO, LIO  
Projection: GCS\_North\_American\_1983  
Datum: D\_North\_American\_1983  
Date: July 15, 2021

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Transportation (MTO) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



[RETURN TO AGENDA](#)



# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of June 17, 2022.

INFORMATION provided **NOT** included in the Regular Council meeting package of June 17, 2022.

### **INFORMATION EMAILED**

1. AMO Policy Update
2. Federal Funding for Rural Communities Information
3. NPD's 60th Anniversary Open House
4. Ottawa Valley Business News – June 7
5. Calendars

**RETURN TO AGENDA**



**From:** friskies <[friskies@sympatico.ca](mailto:friskies@sympatico.ca)>  
**Sent:** Monday, June 6, 2022 5:07 PM  
**To:** Hope Dillabough <[hdillabough@hortontownship.ca](mailto:hdillabough@hortontownship.ca)>  
**Subject:** Re; earlier conversation

Good afternoon Hope.

I am following up with this email in regards to our conversation earlier today about hosting a spay/neuter clinic.

I have attached a copy of the requirements to you from the mobile spay and neuter clinic.

Valley Animal Rescue has been trying to bring this clinic for two years. Finally we are eligible for it but have hit a road block for a host site.

Valley Animal will pay the host sponsorship we only are asking if the Horton Township will allow us the use of the Horton Hall property for the set up area for this clinic at a no cost to the rescue.

This mobile clinic is tentatively July 11, 12,13. We are just waiting for confirmation from the mobile clinic coordinator.

We as a rescue are working to help low income families be able to access this clinic and have their domestic family cat/s spayed or neutered at a lower cost and also allows them low cost vaccinations with the spay/ neuter.

We will be able to sterilize up to 75 cats which will help immensely with the overpopulation in our local areas.

This clinic will strictly at this time not include Feral or colony cats.

We as a rescue only hope you would consider helping us secure a host site.

If you have any questions or concerns please email [valleyanimalrescue@hotmail.com](mailto:valleyanimalrescue@hotmail.com) or you may contact me personally at 613-433-4993.

Again I have attached the requirements as sent to us from the mobile clinic coordinator.

Thank you in advance.

Acting Vice President

Sally Wright

---

**What criteria does my community have to meet to be considered for the mobile unit?**

**Requirements to host the mobile unit at your location include, but are not limited to, the following:**

**Location** – The truck and trailer are approximately 50 feet long and require a safe staging location that can be easily accessed by our driver and pet owners. Pet owners do not need access to the mobile area

**Recovery space** – The host is required to secure a suitable indoor recovery space in close proximity the mobile unit.

**Utilities** – Potable running water, electricity and washrooms are required at the staging location. A nearby facility to be able to do daily laundry.

**Promotion** – The host community/organization will be responsible for the promotion of the mobile unit event within their community to assist in securing bookings. The Ontario SPCA can assist you with this.

**Bookings** – The host will be responsible for booking registration and collecting payments for all services and products prior to the event.

**Volunteers** – Volunteers are needed for a variety of different roles. Recruitment is the responsibility of the host community. Training for all volunteers will be provided by the Ontario SPCA.

**Host Fee:** In order to support the cost of bringing the unit to a community, a host fee of \$2,500 per day is required to be paid a minimum of 60 days prior to an event.

Fees for services are collected in advance by the host organization to secure appointments.

The OSPCA Animal Wellness will invoice the host after the event for surgical procedures and products sold.

- Spay/Neuter for cats – \$85 (price varies by gender)
- Spay/Neuter for dogs – starts at \$150 (price varies by gender and size)
- Vaccines – \$25 – ALL vaccines are \$ 25
- Microchip – \$27
- E-collar (cone) – \$17
- Onesies – \$31

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

**BY-LAW NO. 2022-33**

**Being a by-law to authorize the Mayor and CAO/Clerk to enter into a Property Purchase Agreement with the Province of Ontario and sign any documents that are necessary to complete the transfer of the specified lands.**

**WHEREAS** Part II, Sections 8 & 9 of the *Municipal Act, 2001, c. 25*, as amended establishes the scope of powers of a municipality whereas a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

**AND WHEREAS** Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") wishes to acquire certain lands from the Corporation of the Township of Horton identified as Part Lot 3, Concession 4, Geographic Township of Horton being Part 1 Ministry Plan P-6090-50, 49R17578, being a portion of the Millenium Trail;

**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 on behalf of the Corporation of the Township of Horton under corporate seal any and all documents as may be necessary to enter into a Property Purchase Agreement attached as Schedule 'A' to this By-Law, with Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") and further to sign any necessary documents to complete the transfer.
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Read a First and Second Time this 21<sup>st</sup> day of June, 2022.

Read a Third Time and Passed this 21<sup>st</sup> day of June, 2022.

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MAYOR David M. Bennett

---

CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**



**PROPERTY PURCHASE AGREEMENT**

For Internal Use Only
W.P. No.: 4068-09-00
Highway No.: 17
Property Section: Eastern
P-Plan: P-6090-50
Agent: T. Troughton
Rec:
Rec:
Rec:
App:

I/we, The Corporation of the Township of Horton

Of Vacant, ON

In the Province of Ontario

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Township of Horton  
(Township, City, Town, etc.)

Municipality of the **County of Renfrew**  
(County, District, Regional or District Municipality)

being in **Part of Lot 3, Concession 4, Geographic Township of Horton, PIN 57293-0159 (LT)**

(Lot, Block – Concession and Township – or – Registered Plan)

shown as Part(s) 1

on Ministry Plan **P-6090-50**

deposited in the Land Registry Office as **49R17578**

for the sum of **Five Thousand One Hundred Twenty Dollars (\$5,120.00)**

It is understood and agreed the above sum includes payment of **\$5,120.00** for the above-mentioned lands and all entitlements as stated in the Expropriations Act, except as hereinafter provided.

The Owner shall provide a copy of the resolution or the bylaw authorizing the execution of this Agreement prior to the Ministry accepting this agreement for execution.

There is no fencing (or gates) required in this matter.

There are no trees involved in this matter.

Upon acceptance of this agreement the Minister and/or Agents of the Minister shall have the right to enter upon the above lands for the purpose of utility relocation (hydro, telephone, gas, etc.) and/or construction purposes.

The MTO agrees to issue an encroachment permit for the multi-use trail under Highway 17/417. The permit will not expire and will reference the terms in this agreement.

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It is acknowledged that the proposed use of and construction on the lands being acquired has been discussed with me/us and the sum set out as the consideration in this agreement includes payment for any reduction in market value of my/our remaining

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**Tenant(s):** \_\_\_\_\_

**Mortgagee(s):** \_\_\_\_\_

**HST No.:** \_\_\_\_\_

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If in the opinion of the Minister expropriation of the above lands is necessary to clear title or to meet deadlines for the Minister's work, the Minister may acquire the lands by expropriation and the Owner(s) agree(s) that payment of the above sum, together with any services and materials to be provided by the Minister in this Agreement, represents compensation in full for the lands and all entitlements as stated in the Expropriations Act.

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Each party agrees that this Agreement and any other documents to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

I/we acknowledge that this Agreement is not made subject to any promises by any agent of the Minister of Transportation and I/we understand that this Agreement shall not bind the Minister of Transportation until accepted in writing by or on behalf of the Minister of Transportation.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**The Corporation of The Township of Horton**

\_\_\_\_\_  
Print Name(s) and position held

\_\_\_\_\_  
Print Name(s) and position held

\_\_\_\_\_  
Signature(s)  
I have the authority to bind the Corporation

\_\_\_\_\_  
Signature(s)  
I have the authority to bind the Corporation

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

**BY-LAW NO. 2022-35**

**Being a by-law to authorize an Agreement between**

**THE CORPORATION OF THE TOWN OF RENFREW  
'Hereinafter called the Town'**

**AND**

**THE CORPORATION OF THE TOWNSHIP OF HORTON  
'Hereinafter called the Township'**

to use their Animal Pound to house dogs from Horton Township.

**WHEREAS** the Council of the Corporation of the Township of Horton wishes to enter into an agreement with the Corporation of the Town of Renfrew for the purpose of using their Animal Pound to house dogs from Horton Township;

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

1. That the Mayor and CAO/Clerk be authorized and are hereby authorized to enter into an Agreement with the Corporation of the Town of Renfrew for use of their Animal Pound to house dogs picked up by the Animal Control Officer for Horton in the form attached to this by-law as Schedule "A", and such schedule to form a part of this by-law and to have the same force and effect as if recited in full herein; and
2. That the Mayor and CAO/Clerk be authorized and are hereby authorized to do or cause to be done all such matter of act or thing as may be required to give full force and effect of this by-law and to the said agreement in the form of Schedule "A" attached herein; and
3. That this By-law shall come into full force and effect January 1<sup>st</sup>, 2023.

Read a First and Second Time this 21<sup>st</sup> day of June, 2022.

Read a Third Time and Passed this 21<sup>st</sup> day of June, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**

**Schedule "A" to By-Law No. 2022-35**

**AGREEMENT FOR THE USE OF THE TOWN OF RENFREW'S IMPOUNDMENT FACILITY**

***BETWEEN***

**THE CORPORATION OF THE TOWN OF RENFREW**

*(Hereinafter called the "Town")*

**OF THE FIRST PART**

**- AND -**

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

*(Hereinafter called the "Township")*

**OF THE SECOND PART**

**1. Preamble**

The Town agrees to allow the Township use of its impoundment facility located at 529 Lisgar Avenue for the purpose of housing dogs picked up by the Township's Animal Control Officer in accordance with the terms and conditions stipulated herein.

The parties hereto enter into this Agreement in good faith and covenant and agree as follows:

**2. Term**

- a) The term of this agreement shall be five (5) years, from January 1, 2023 to December 31, 2027 inclusive.
- b) This agreement may be terminated at any time by either party with sixty (60) days written notice to the other party.

**3. Financial Considerations**

- a) The Township shall pay to the Town the following annual sums for the use of the impoundment facility: \$1,705 (2023), \$1,740 (2024), \$1,775 (2025), \$1,810 (2026), and \$1,850 (2027). The Township shall remit these amounts to the Town in January of each given year.
- b) If the Agreement is terminated by either party prior to January 1<sup>st</sup> in any year of the five-year term, the Township shall receive a pro-rated refund for the remainder of the year in which the Agreement was terminated.
- c) The Township shall also pay the Town \$10.00 per day per impounded dog based on the information collected from the pound records and will be remitted on an annual basis subject to verification of the amount by the Town.

**4. Administration**

- a) All record keeping / administration respecting dogs impounded from the Township shall be the sole responsibility of the Township.

**RETURN TO AGENDA**



- b) The Township’s Animal Control Officer must inform the Town’s Animal Control Officer as soon as reasonably possible of the impoundment of any dog therein.
- c) The Town shall provide food and water for all Township dogs while in its impoundment facility. However, it assumes no liability whatsoever in the event of the illness, injury, or death of any impounded dog.
- d) It is the responsibility of the Township’s Animal Control Officer to clean, feed and water the dogs impounded by the Township should the Town have no animals impounded.
- e) Both parties to this agreement mutually agree that although they share the same facility, each municipality’s pound keeper is solely responsible for the accurate completion of their pound paperwork. Each municipality operates the pound under their own policies and procedures. All responsibility shall reside with each pound keeper.

DATED AT THE TOWN OF RENFREW THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022.

**THE CORPORATION OF THE TOWN OF RENFREW**

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 Don Eady, Mayor

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 Kim R. Bulmer, Clerk

DATED AT THE TOWNSHIP OF HORTON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022.

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

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 David M. Bennett, Mayor

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 Hope Dillabough, CAO/Clerk

# THE CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2022-36

Being a by-law to Delegate Site Plan Control Approval to the CAO/Clerk in the Township of Horton

**WHEREAS** the Township of Horton adopted By-Law 2006-15 to establish a Site Plan Control by-law for the municipality;

**AND WHEREAS** Section 23(1) of the *Municipal Act, 2001, S.O. 2001 c.25* as amended, allows Council to delegate its powers and duties;

**AND WHEREAS** Subsection 41(4.0.1) of the *Planning Act* requires the appointment of an authorized person for the purposes of approving Site Plan Control.

**AND WHEREAS** Council wishes to delegate to the CAO/Clerk its powers and authority for Site Plan Control under Section 41 of the *Planning Act*;

**AND WHEREAS** the delegation is required to be adopted by by-law;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Horton **ENACTS AS FOLLOWS:**

1. Delegation: Council's powers under Section 41 of the Planning Act for Site Plan Control are delegated to the CAO/Clerk.
2. Clause Approval: Where a clause in a Site Plan Control Agreement requires approval by the municipality, (such as landscaping, grading, walls, fences etc.) these may be approved by the CBO and/or Public Works Manager, in conjunction with the CAO/Clerk.

That this By-law shall come into full force and take effect on the date of final passing thereof.

Read a First and Second Time this 21<sup>st</sup> day of June, 2022.

Read a Third Time and Passed this 21<sup>st</sup> day of June, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**

# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2022-37

### A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF HORTON AT THE REGULAR COUNCIL MEETING HELD JUNE 21<sup>ST</sup>, 2022

**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 21<sup>st</sup> day of June, 2022 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 21<sup>st</sup> day of June, 2022.

READ a third time and passed this 21<sup>st</sup> day of June, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**