



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – FEBRUARY 1<sup>ST</sup>, 2022 – 4:00 P.M.  
VIA ZOOM**

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

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

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

**2. LAND ACKNOWLEDGEMENT**

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

**3. DECLARATION OF PECUNIARY INTEREST**

**4. CONFIRMATION OF COUNCIL AGENDA**

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

**6. MINUTES FROM PREVIOUS MEETINGS**

6.1 January 25<sup>th</sup>, 2022 – Regular Council

**PG.3**

**7. BUSINESS ARISING FROM MINUTES**

**8. COMMITTEE REPORTS:**

**8.1 GENERAL GOVERNMENT COMMITTEE**  
▪ **CHAIR CAMPBELL**

8.1.1 2021 OPP Fourth Quarter Calls for Service Billing Report

**PG.7**

8.1.2 2021 Building Fee Report

**PG.13**

8.1.3 2022 Budget Report

**PG.15**

**8.2 PLANNING COMMITTEE**  
▪ **CHAIR CLEROUX**

8.2.1 December Building Report

**PG.17**

**8.3 COMMUNITY COMMITTEES / COUNTY COUNCIL**

8.3.1 Renfrew & Area Seniors Home Support

D. Humphries

8.3.2 Community Safety & Wellbeing Plan Committee

G. Campbell

8.3.3 Health Services Village

D. Bennett

8.3.4 Chamber of Commerce

D. Humphries

8.3.5 County Council

D. Bennett

**RETURN TO AGENDA**

**9. CORRESPONDENCE SUMMARY**

**9.1 INFORMATION CORRESPONDENCE**

9.1.1 CAO/Clerk Information Memo

**PG.18**

**9.2 ACTION CORRESPONDENCE – NONE**

**10. BY-LAWS – NONE**

**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) – NONE**

**16. CONFIRMING BY-LAW 2021-07**

**PG.19**

**17. ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
JANUARY 25<sup>TH</sup>, 2022

There was a Regular Meeting of Council held via Zoom on Tuesday January 25<sup>th</sup>, 2022. Present were Mayor David Bennett, Deputy Mayor Glen Campbell, Councillor Doug Humphries, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Executive Assistant – Recording Secretary.

**1. CALL TO ORDER**

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

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

**2. LAND ACKNOWLEDGEMENT**

Mayor Bennett read the Land Acknowledgement in its entirety.

**3. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**4. CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Cleroux

**RESOLUTION NO. 2022-09**

Seconded by Councillor Humphries

**THAT** Council adopt the Agenda for the January 25, 2022 Regular Council Meeting.

**Carried**

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

**6. MINUTES**

6.1 January 11<sup>th</sup>, 2022 – Regular Council

Moved by Councillor Webster

**RESOLUTION NO. 2022-10**

Seconded by Councillor Cleroux

**THAT** Council approve the following Minutes:

- January 11<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 GENERAL GOVERNMENT COMMITTEE**

Public Advisory Member Spencer Hopping was present.

Public Advisory Member Susan Humphries sent her regrets.

8.1.1 2021 Council Remuneration

Treasurer Nathalie Moore thanked Council and Committee members who reached out about any questions or concerns they had about the budget figures.

Treasurer Nathalie Moore reviewed the report.

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**8.1.2 2021 Investment Statement**

Treasurer Nathalie Moore reviewed the report.

**8.1.3 Budget Report**

Treasurer Nathalie Moore reviewed the report. She highlighted the key impacts and changes for the 2022 budget. Public Advisory Member Spencer Hopping stated that Canada's inflation rate for 2022 was 3.5% so it would be beneficial for the budget percentage to be below that. There was discussion to present the budget levy increase around 1.5-2% and use working funds reserves to offset the remaining amount. Further discussion was tabled until the February 1 meeting due to Councillor Humphries having internet troubles.

**8.2 RECREATION COMMITTEE**

Council members thanked Staff, the Fire Department, and Volunteers for their dedication to making the ice for the outdoor rink and getting it open so quickly.

**8.2.1 Staff Report – Horton Hornets Proposal**

Council members reviewed the proposal. They felt that it was in the best interest not to move forward with the season this year due to COVID-19 and the possibility of burdening taxpayer's dollars towards it, if there were any expenses incurred.

**8.2.2 Hockey Tournament Request**

Council members reviewed the request. There was Council discussion regarding the current provincial restrictions and guidelines to follow while using the outdoor rink. There was Council consensus that if anyone was interested in having a special event at the rink, it should be considered a rental and used at their own risk.

**8.3 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE****8.2.1 Chair's Report – January 13<sup>th</sup>**

Chair Webster reviewed the report.

**8.4 PROTECTIVE SERVICES COMMITTEE****8.4.1 Chair's Report – January 20<sup>th</sup>**

Chair Cleroux reviewed the report.

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

Discussion went around the table with information previously distributed.

**9.2 ACTION CORRESPONDENCE – NONE****10. BYLAWS – NONE****11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE****12. COUNCIL/STAFF MEMBERS CONCERNS**

There were no Council or Staff Members concerns.

**13. MOTION FOR RECONSIDERATION – NONE**

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**14. RESOLUTIONS**

Moved by Councillor Humphries **RESOLUTION NO. 2022-11**  
Seconded by Councillor Webster  
**THAT** Council accepts the Council Remuneration Report for the year ending December 31, 2021 as presented.

**Carried**

Moved by Deputy Mayor Campbell **RESOLUTION NO. 2022-12**  
Seconded by Councillor Cleroux  
**THAT** Council accept the Investment Summary for the year ending December 31, 2021 as information.

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2022-13**  
Seconded by Councillor Webster  
**THAT** Council receive the 2022 Spring Hockey Proposal from Tina Hunt and Jamie Prince as information;

**AND THAT** Council not approve the proposal for 2022.**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2022-14**  
Seconded by Deputy Mayor Campbell  
**THAT** Council receive the e-mail proposal for a 3 on 3 Hockey Tournament as information;

**AND THAT** Council conclude that anyone proposing to utilize the rink for a special purpose rent it out with the associated fees to be paid as per the Tariff of Fees by-law, and sign the according rental contract.**Carried**

Moved by Councillor Webster **RESOLUTION NO. 2022-15**  
Seconded by Councillor Humphries  
**THAT** Council accept the TES Committee Chair's Report as information.

**Carried**

Moved by Councillor Webster **RESOLUTION NO. 2022-16**  
Seconded by Deputy Mayor Campbell  
**THAT** upon recommendation from the TES Committee, Council agree to issue a Request for Proposal to have an external consulting firm conduct an energy audit and RETScreen assessments of the Community Center, Arena and Rink Change rooms then complete a detailed design the displays a minimum of 10% improvement in energy efficient retrofits and upgrades then complete the application to the Green and Inclusive Community Buildings Grant Program as class "B" ready project for funding to complete the project;

**AND THAT** the Request for Proposal be awarded after the 2022 Budget is ratified;**FURTHER THAT** funding estimated at \$45,000 for the Request for Proposal items be funded through Recreation Reserves.**Carried**

Moved by Councillor Cleroux **RESOLUTION NO. 2022-17**  
Seconded by Councillor Humphries  
**THAT** Council accept the Protective Services Committee Chair's Report as information.

**Carried**

Moved by Councillor Cleroux **RESOLUTION NO. 2022-18**  
Seconded by Councillor Humphries  
**THAT** Council accept the CAO/Clerk's Information Memo for January 25, 2022.

**Carried****RETURN TO AGENDA**

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

Moved by Deputy Mayor Campbell

**RESOLUTION NO. 2022-19**

Seconded by Councillor Humphries

**THAT** Council enact By-law 2022-06 – Confirming By-Law.

**Carried**

**17. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 5:50 p.m.

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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>  Fourth Quarter of 2021 OPP Calls for Service Billing Report	<b>Date:</b> February 1 <sup>st</sup> , 2022
	<b>Council/Committee:</b> Council
	<b>Author:</b> Hope Dillabough, CAO/Clerk
	<b>Department:</b> General Government

### **RECOMMENDATIONS:**

THAT Council receive the 2021 OPP Fourth Quarter Calls for Service Billing Report as information.

### **BACKGROUND:**

The Ontario Provincial Police (OPP) provides policing to the Township of Horton through the Renfrew Detachment.

Attached to this Report is the detailed Calls for Service billing report for Horton for the fourth quarter of 2021. OPP Inspector Dawn Ferguson has reviewed the report and noted there was nothing of concern to discuss. Total billable hours for this quarter are up slightly by 119.2 hours year to date from 2020.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** OPP 2021 Fourth Quarter Calls for Service Billing Report.

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

RETURN TO AGENDA



## Calls For Service (CFS) Billing Summary Report

### Horton October to December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		October to December	Year to Date	Time Standard	Year To Date Weighted Hours	October to December	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	1	16.1	16.1	0	0		0.0
	Sexual Interference	0	1	16.1	16.1	0	1	16.1	16.1
	Assault With Weapon or Causing Bodily Harm-Level 2	0	0		0.0	0	1	16.1	16.1
	Assault-Level 1	2	7	16.1	112.7	1	6	16.1	96.6
	Criminal Harassment	3	5	16.1	80.5	0	2	16.1	32.2
	Criminal Harassment - Offender Unknown	0	1	16.1	16.1	0	0		0.0
	Indecent/Harassing Communications	0	0		0.0	0	2	16.1	32.2
	Utter Threats -Master code	0	0		0.0	0	1	16.1	16.1
	Utter Threats to Person	1	8	16.1	128.8	0	0		0.0
	<b>Total</b>	<b>6</b>	<b>23</b>	<b>16.1</b>	<b>370.3</b>	<b>1</b>	<b>13</b>	<b>16.1</b>	<b>209.3</b>
Property Crime Violations	Break & Enter	0	1	6.5	6.5	0	4	6.5	26.0
	Unlawful in a dwelling house	1	1	6.5	6.5	0	1	6.5	6.5
	Theft Over - Trailers	1	1	6.5	6.5	0	0		0.0
	Theft Over - Other Theft	0	2	6.5	13.0	0	0		0.0
	Theft of Motor Vehicle	0	0		0.0	1	1	6.5	6.5
	Theft of - Snow Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft under - Bicycles	0	1	6.5	6.5	0	0		0.0
	Theft under - Building	0	1	6.5	6.5	0	0		0.0
	Theft under - Trailers	0	0		0.0	0	1	6.5	6.5
	Theft under - Other Theft	2	3	6.5	19.5	1	2	6.5	13.0
	Theft under - Boat Motor	0	1	6.5	6.5	0	0		0.0
	Theft FROM Motor Vehicle Under \$5,000	0	0		0.0	0	1	6.5	6.5
	Fraud -Master code	0	0		0.0	1	2	6.5	13.0
	Fraud - Forgery & Uttering	0	2	6.5	13.0	0	0		0.0
	Fraud - Account closed	0	0		0.0	0	1	6.5	6.5
	Fraud -Money/property/security > \$5,000	0	0		0.0	1	2	6.5	13.0
	Fraud -Money/property/security <= \$5,000	0	2	6.5	13.0	0	2	6.5	13.0





## Calls For Service (CFS) Billing Summary Report

### Horton October to December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		October to December	Year to Date	Time Standard	Year To Date Weighted Hours	October to December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Fraud - Other	0	1	6.5	6.5	0	3	6.5	19.5
	Personation with Intent (fraud)	1	2	6.5	13.0	1	2	6.5	13.0
	Fraud - False Pretence > \$5,000	0	1	6.5	6.5	0	0		0.0
	Identity Fraud	0	1	6.5	6.5	0	1	6.5	6.5
	Mischief - master code	0	5	6.5	32.5	0	4	6.5	26.0
	Property Damage	1	8	6.5	52.0	0	1	6.5	6.5
	<b>Total</b>	<b>6</b>	<b>34</b>	<b>6.5</b>	<b>221.0</b>	<b>5</b>	<b>28</b>	<b>6.5</b>	<b>182.0</b>
Other Criminal Code Violations (Excluding traffic)	Possess Firearm while prohibited	0	0		0.0	1	1	7.7	7.7
	Offensive Weapons-Prohibited	0	0		0.0	0	1	7.7	7.7
	Offensive Weapons-Restricted	0	0		0.0	0	1	7.7	7.7
	Bail Violations - Fail To Comply	1	4	7.7	30.8	2	4	7.7	30.8
	Bail Violations - Recognizance	1	1	7.7	7.7	0	0		0.0
	Disturb the Peace	0	1	7.7	7.7	0	0		0.0
	Public Morals	0	1	7.7	7.7	0	0		0.0
	Obstruct Public Peace Officer	1	1	7.7	7.7	0	0		0.0
	Breach of Probation	3	6	7.7	46.2	0	1	7.7	7.7
	<b>Total</b>	<b>6</b>	<b>14</b>	<b>7.7</b>	<b>107.8</b>	<b>3</b>	<b>8</b>	<b>7.7</b>	<b>61.6</b>
Drug Possession	Possession Cocaine	0	0		0.0	0	1	7.0	7.0
	Possession û Opioid (other than heroin)	1	1	7.0	7.0	0	0		0.0
	Drug related occurrence	1	1	7.0	7.0	0	0		0.0
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>7.0</b>	<b>14.0</b>	<b>0</b>	<b>1</b>	<b>7.0</b>	<b>7.0</b>
Drugs	Trafficking Other Controlled Drugs and Substance Act	0	0		0.0	0	3	55.1	165.3
	Trafficking û Opioid (other than heroin)	0	0		0.0	0	1	55.1	55.1
	Cultivate, propagate or harvest cannabis by adult	0	1	55.1	55.1	0	0		0.0
	<b>Total</b>	<b>0</b>	<b>1</b>	<b>55.1</b>	<b>55.1</b>	<b>0</b>	<b>4</b>	<b>55.1</b>	<b>220.4</b>
Statutes & Acts	Landlord/Tenant	1	3	3.4	10.2	0	2	3.4	6.8
	Mental Health Act	3	5	3.4	17.0	1	4	3.4	13.6
	Mental Health Act - No contact with Police	0	1	3.4	3.4	0	0		0.0



# Calls For Service (CFS) Billing Summary Report

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## Horton October to December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		October to December	Year to Date	Time Standard	Year To Date Weighted Hours	October to December	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Attempt Suicide	1	1	3.4	3.4	0	1	3.4	3.4
	Mental Health Act - Threat of Suicide	0	0		0.0	1	5	3.4	17.0
	Mental Health Act - Voluntary Transport	1	2	3.4	6.8	0	0		0.0
	Mental Health Act - Placed on Form	0	0		0.0	0	2	3.4	6.8
	Mental Health Act - Apprehension	0	2	3.4	6.8	0	0		0.0
	Trespass To Property Act	1	4	3.4	13.6	0	0		0.0
	<b>Total</b>	<b>7</b>	<b>18</b>	<b>3.4</b>	<b>61.2</b>	<b>2</b>	<b>14</b>	<b>3.4</b>	<b>47.6</b>
Operational	Animal -Master code	0	0		0.0	0	1	3.7	3.7
	Animal Bite	0	0		0.0	0	2	3.7	7.4
	Animal Stray	0	2	3.7	7.4	0	3	3.7	11.1
	Animal Injured	0	2	3.7	7.4	1	1	3.7	3.7
	Animal - Other	0	0		0.0	0	1	3.7	3.7
	Animal - Dog Owners Liability Act	1	1	3.7	3.7	0	0		0.0
	Domestic Disturbance	8	24	3.7	88.8	4	18	3.7	66.6
	Suspicious Person	0	2	3.7	7.4	2	16	3.7	59.2
	Phone -Nuisance - No Charges Laid	2	4	3.7	14.8	0	1	3.7	3.7
	Fire - Building	1	5	3.7	18.5	0	3	3.7	11.1
	Fire - Vehicle	0	0		0.0	1	4	3.7	14.8
	Fire - Other	0	1	3.7	3.7	0	0		0.0
	Insecure Condition - Master code	0	1	3.7	3.7	1	1	3.7	3.7
	Missing Person 12 & older	0	0		0.0	0	1	3.7	3.7
	Missing Person Located Under 12	0	1	3.7	3.7	0	0		0.0
	Noise Complaint - Master code	0	1	3.7	3.7	0	4	3.7	14.8
	Noise Complaint - Vehicle	0	1	3.7	3.7	0	0		0.0
	Noise Complaint - Others	1	1	3.7	3.7	0	0		0.0
	Accident - non-MVC - Master code	0	0		0.0	0	1	3.7	3.7
	Found Property - Master code	0	0		0.0	0	3	3.7	11.1
Found-Household Property	0	1	3.7	3.7	0	0		0.0	



## Calls For Service (CFS) Billing Summary Report

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### Horton October to December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		October to December	Year to Date	Time Standard	Year To Date Weighted Hours	October to December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Lost Property -Master code	0	0		0.0	0	1	3.7	3.7
	Lost License Plate	0	2	3.7	7.4	0	0		0.0
	Lost-Personal Accessories	1	1	3.7	3.7	0	2	3.7	7.4
	Sudden Death - Natural Causes	0	2	3.7	7.4	0	4	3.7	14.8
	Sudden Death - Others	0	2	3.7	7.4	1	2	3.7	7.4
	Suspicious Vehicle	1	6	3.7	22.2	2	7	3.7	25.9
	Trouble with Youth	0	0		0.0	1	3	3.7	11.1
	Unwanted Persons	1	2	3.7	7.4	0	3	3.7	11.1
	Neighbour Dispute	3	12	3.7	44.4	3	14	3.7	51.8
	Assist Fire Department	0	1	3.7	3.7	0	0		0.0
	Assist Public	7	28	3.7	103.6	1	14	3.7	51.8
	Family Dispute	3	15	3.7	55.5	1	16	3.7	59.2
	<b>Total</b>	<b>29</b>	<b>118</b>	<b>3.7</b>	<b>436.6</b>	<b>18</b>	<b>126</b>	<b>3.7</b>	<b>466.2</b>
Operational2	False Alarm -Others	1	3	1.3	3.9	1	13	1.3	16.9
	Keep the Peace	1	7	1.3	9.1	2	5	1.3	6.5
	911 call / 911 hang up	2	13	1.3	16.9	3	13	1.3	16.9
	911 hang up - Pocket Dial	0	1	1.3	1.3	0	0		0.0
	911 call - Dropped Cell	0	7	1.3	9.1	2	4	1.3	5.2
	<b>Total</b>	<b>4</b>	<b>31</b>	<b>1.3</b>	<b>40.3</b>	<b>8</b>	<b>35</b>	<b>1.3</b>	<b>45.5</b>
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	2	3.5	7.0	0	0		0.0
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	0	3	3.5	10.5	0	1	3.5	3.5
	MVC - Prop. Dam. Non Reportable	4	15	3.5	52.5	8	14	3.5	49.0
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	16	42	3.5	147.0	13	31	3.5	108.5
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	0		0.0	1	1	3.5	3.5
	<b>Total</b>	<b>20</b>	<b>62</b>	<b>3.5</b>	<b>217.0</b>	<b>22</b>	<b>47</b>	<b>3.5</b>	<b>164.5</b>
<b>Total</b>	<b>80</b>	<b>303</b>		<b>1,523.3</b>	<b>59</b>	<b>276</b>		<b>1,404.1</b>	

**Note to Detachment Commanders:**

Report Content Last Updated:  
2022/01/15

Report generated by:  
Ferguson, Dawn

Report generated on:  
Jan 19, 2022 10:34:52 AM  
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RETURN TO AGENDA



## Calls For Service (CFS) Billing Summary Report

### Horton October to December - 2021

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

#### **Note to Municipalities:**

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



**Township of Horton**  
**COUNCIL / COMMITTEE REPORT**

<b>Title:</b>  <b>2021 BUILDING FEE REPORT</b>	<b>Date:</b>	February 1, 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Nathalie Moore, Treasurer
	<b>Department:</b>	General Government

**RECOMMENDATIONS:**

**THAT** Council accepts the Building Fee Report for the year ending December 31, 2021 as presented.

**BACKGROUND:**

The Building Code Act, Chapter 7(4) requires that Council adopt a statement of fees annually. The 2021 Building Fee Report is attached as Appendix "A".

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:**

Council may wish to consider reviewing the administration costs of the Building Inspector during the annual budget deliberations.

**CONSULTATIONS:** N/A

*Prepared By: Nathalie Moore, Treasurer*  
*Reviewed By: Hope Dillabough, CAO/Clerk*

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## 2021 BUILDING FEE REPORT

(in accordance with Chapter 7(4) of the Building Code Act, S.O. 1992)

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
<b>REVENUES</b>						
Building Permit Fees	78199.00	45406.00	46618.00	45,576.00	39,991.00	48,625.30
Septic Permit Fees	15860.00	10000.00	7660.00	9,060.00	7,460.00	13,200.00
Other Fees	6300.00	1400.00	1900.00	2,700.00	5,900.00	2,500.00
Transfer from Reserves	0.00	5959.69	7259.67	13,465.69	14,307.62	991.51
<b>Total Revenues:</b>	<b>100359.00</b>	<b>62765.69</b>	<b>63437.67</b>	<b>70,801.69</b>	<b>67,658.62</b>	<b>65,316.81</b>
<b>EXPENDITURES</b>						
Wages & Benefits	61318.69	61071.79	60849.39	67,155.96	63,017.48	64,828.02
Mileage/Conference etc.	58.50	146.00	162.82	274.78	658.83	35.67
Office Supplies etc.	635.59	559.56	650.46	545.95	1,127.31	453.12
Building maintenance	782.07	988.34	1775.00	2,825.00	2,855.00	0.00
Transfer to Reserves	37564.15	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures:</b>	<b>100359.00</b>	<b>62765.69</b>	<b>63437.67</b>	<b>70,801.69</b>	<b>67,658.62</b>	<b>65,316.81</b>
<b>Surplus/Deficit:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>BUDGET REPORT</b>	<b>Title:</b>	<b>Date:</b> February 1, 2022
		<b>Council/Committee:</b> Council
		<b>Author:</b> Nathalie Moore, Treasurer
		<b>Department:</b> General Government

### RECOMMENDATIONS:

**THAT** Council accept this report as information and provide staff with direction to prepare the final budget with a \_\_\_\_\_ % increase to be presented at a public meeting on February 22, 2022.

### BACKGROUND:

On November 28th Council, Staff and Public Members were presented with the 2022 draft budget. That budget was prepared with the numbers available to us at the time. The result of that budget as presented was only a 0.24% increase. We have since received the required figures and have re-inputted them into the previous budget. These line items are as follows:

#### **INSURANCE PREMIUMS – ↑ \$10,010 OVER 2021**

Although the Township took a significant hit last year resulting in a 21% increase for insurance premiums, we had hoped we would see our premiums even out. Unfortunately, this was not the case again for 2022 premiums. The cost of premiums increased for Horton Township by 14% over last year. Our providers stated that “We are still experiencing the effects of the hard insurance market and insurers are pushing for increased premiums as the overall cost for insurance continues to rise. We entered the hard market in 2020 and typically, we expect a difficult 12-month period before things begin to ease up. However, with the onset of COVID, the hard market has stretched beyond the typical 12-month term, but we do expect the insurance market will begin to soften in 2022.”

#### **WASTE CONTRACT – ↑ \$111,947 OVER 2021**

Tender PW 2021-012 - Waste Collection Services was awarded to Eterra Environmental for the total amount of \$823,902.19 including HST for the mandatory 5- year term. The requirement for 2022 is \$134,879.37 for April 1 – December 31, 2022.

#### **2022 OCIF ALLOCATION - ↑ \$106,183 OVER 2021**

It was recently announced that OCIF funding would be doubled for the next five years, which brings 2022’s funding to \$400 million (up from \$200 million). We were notified in early December that Horton will be receiving a total of \$191,273 in 2022.

#### **STEWARDSHIP FUNDING – ↑ \$52,092 OVER 2021**

The 2022 Municipal Funding Allocation Model (MFAM) was finalized using a new simplified methodology that will better support municipalities during the Blue Box Program’s transition to Ontario’s new producer responsibility regulatory framework. The allocated municipal

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share of the 2022 Blue Box Steward Funding Obligation is \$171.9 million. Horton will be in receipt of \$95,748 for 2022.

### **PAY EQUITY REVIEW – ↑ 2% LEVY (IF APPROVED BY COUNCIL)**

The *Pay Equity Act* provides that as a Public Sector Employer with 10 or more employees, there is a requirement to have compensation practices that provide for pay equity.

The Township retained Cornerstones Management Solutions to provide a review of the current job evaluation, classification and salary structure in order to meet the statutory Pay Equity obligations. Additionally, this study undertook a comparison of market comparators, specifically other municipalities with similar scope of service, population and/or geography.

The following were part of this project:

- A review of the current HR documents (organizational chart, job descriptions, salary grids, compensation documents related to salary adjustments)
- Identify job descriptions that require updating
- Job Classification – evaluate jobs based on current job descriptions, identify pay equity issues
- Compensation Review – including pay, internal and external equity considerations
- Final report and recommendations

This project will ensure we are compliant with obligations and requirements from the *Pay Equity Act* of Ontario.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** The figures discussed above have been inputted into the budget and results in a 3.55% levy increase overall.

Should Council wish to see a lower percentage increase, Staff will require direction to prepare the final budget to a specific percentage.

The impact that an increase would have on \$100,000 of assessment would be as outlined below:

1%	1.5%	2%	2.5%	3%	3.55%
\$5.53	\$8.30	\$11.07	\$13.84	\$16.61	\$19.65

It is recommended to review our Asset Management plan then look at the life-cycles of our major infrastructure and try to put 1% per annum into reserves to build up to the required amounts to lessen the burden when the assets reach the end of their life-cycle. Council requested an update on reserve contributions and capital accomplishments as well as funding balances. These figures will be incorporated as part of the public budget presentation in February.

**CONSULTATIONS:** Hope Dillabough, CAO/Clerk

*Prepared By: Nathalie Moore, Treasurer  
Reviewed By: Hope Dillabough, CAO/Clerk*

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Township Of HortonDECEMBER 2021 BUILDING REPORT

Month	No. of Permits	2021 Value of Permits	2020 Value of Permits	2019 Value of Permits	Renos/Add Comm/Res	Garages/Storage Bldg Comm/Res	New Res	New Comm	Demos	Total SQ. FT	Stop Work Orders Issued
January	0	\$ -	\$ 310,000	\$0							
February	6	\$ 785,000	\$ -	\$604,000	1	4	1			3,370	0
March	5	\$ 1,340,000	\$ 40,000	\$375,000	1	1	3		1	11,683	0
April	12	\$ 2,291,300	\$ 1,150,000	\$636,000	4	3	5		2	18,513	0
May	9	\$ 1,391,000	\$ 1,176,000	\$820,000	4	3	2		1	15,165	0
June	6	\$ 348,000	\$ 956,000	\$863,000	2	3	1			4,463	0
July	3	\$ 540,000	\$ 938,000	\$890,000	2		1			4,723	0
August	6	\$ 1,355,000	\$ 775,500	\$198,000	1	2	3			13,245	0
September	11	\$ 1,021,000	\$ 707,000	\$695,000	1	8	2			12,250	0
October	11	\$ 996,000	\$ 724,500	\$740,000	2	5	1	3	1	17,967	0
November	15	\$ 3,130,500	\$ 400,000	\$360,000	1	8	6		2	32,407	0
December	1	\$ 80,000	\$ 162,000	\$0		1				1,900	0
<b>TOTALS</b>	<b>85</b>	<b>\$ 13,277,800</b>	<b>\$ 7,339,000</b>	<b>\$6,181,000</b>	<b>19</b>	<b>38</b>	<b>25</b>	<b>3</b>	<b>7</b>	<b>135,686</b>	<b>0</b>

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# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of January 28<sup>th</sup>, 2022.

INFORMATION provided **NOT** included in the Regular Council meeting package of February 1<sup>st</sup>, 2022.

### **INFORMATION EMAILED**

1. AMO Policy Update
2. Heritage Matters ... more! January-February Edition
3. Virtual 2022 Rural Ontario Municipal Association Conference
4. RCDHU Participating in Provincial Contact Centre Auto Dial Calls for Booster Doses
5. Proposed Telecommunications Tower
6. Renfrew County Vet Services Committee
7. Calendars

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**CORPORATION OF THE TOWNSHIP OF HORTON****BY-LAW NO. 2022-07****A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF HORTON  
AT THE REGULAR COUNCIL MEETING HELD FEBRUARY 1<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 1<sup>st</sup> day of February, 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 1<sup>st</sup> day of February, 2022.

READ a third time and passed this 1<sup>st</sup> day of February, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

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