



The Corporation of the Township of Horton

## **Special Council Meeting– Public Budget Meeting**

Via Zoom  
February 22<sup>nd</sup>, 2022  
4:00 p.m.

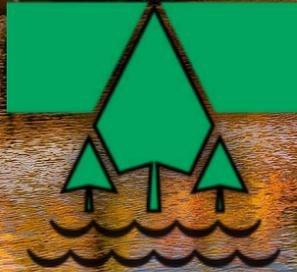
[Click here to go to Horton's YouTube Page](#)

*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. Confirmation of Agenda
4. Declaration on Pecuniary Interest
5. 2022 Budget Presentation **PG.2**
6. 2022 Capital Financing **PG.23**
7. COLA 2022 Report **PG.24**
8. Fire & Emergency Management COLA 2022 Report **PG.25**
9. 2022 Full Accrual Budget - PSAB **PG.26**
10. 2022-11 Employment By-law **PG.29**
11. 2022-12 Sums Required for 2022 **PG.33**
12. Council/Staff Members' Concerns
13. Resolutions
14. Confirming By-Law 2022-13 **PG.34**
15. Adjournment

**RETURN TO AGENDA**



# TOWNSHIP OF HORTON 2022 BUDGET PRESENTATION

February 22, 2022, via Zoom

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# Presentation Overview

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THE BUDGET PROCESS

2022 FUNDING

ASSET MANAGEMENT & LONG TERM FINANCIAL STRATEGIES

DEPARTMENTAL SUMMARIES

OPERATING & CAPITAL SUMMARIES

RESERVES AND FUNDING APPLICATIONS

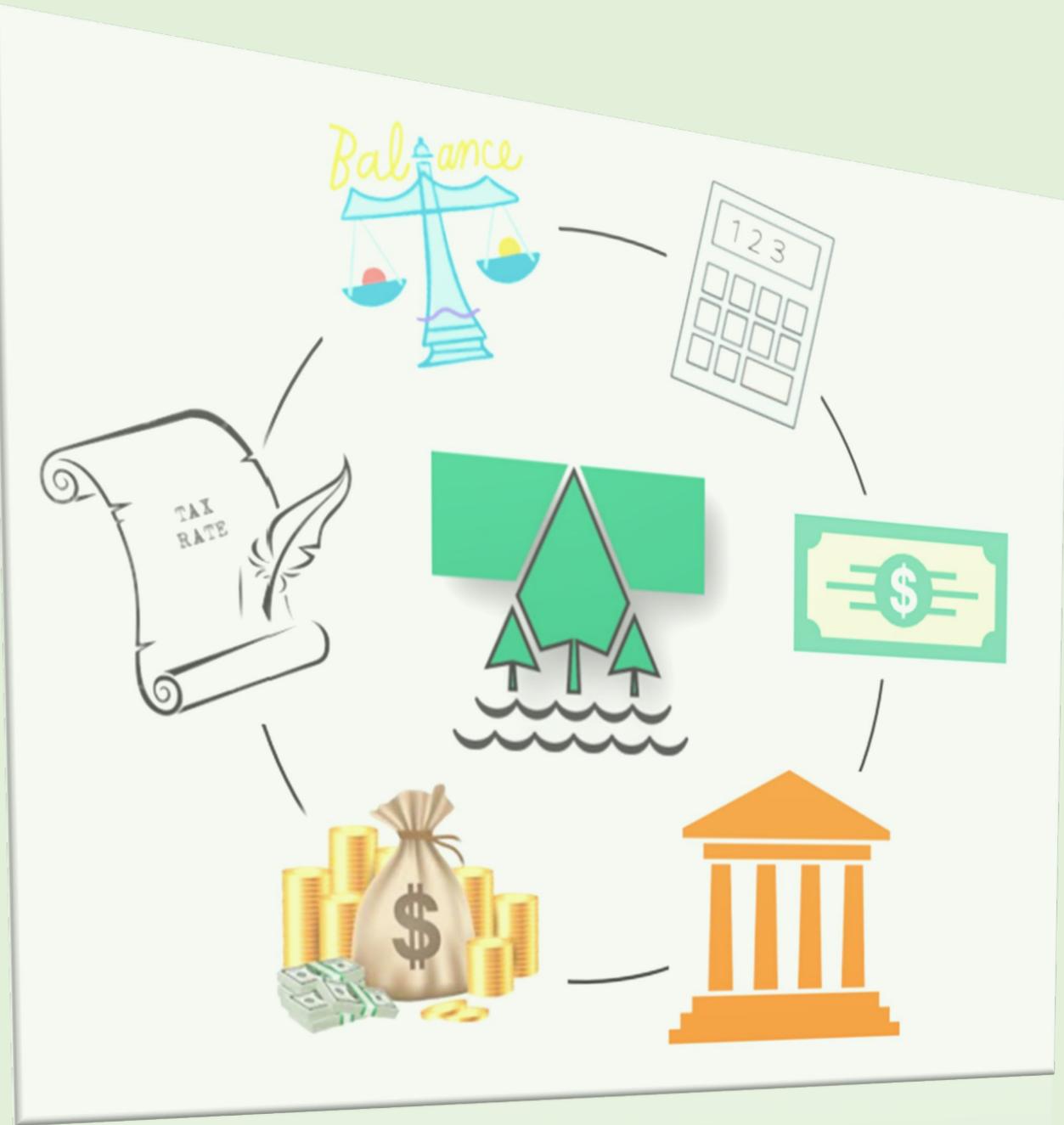
PROPERTY ASSESSMENT & TAXES

5 YEAR RESERVES AND WORK COMPLETED

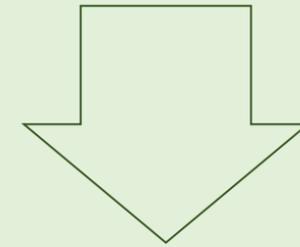
CLOSING / DISCUSSION / WHAT'S NEXT

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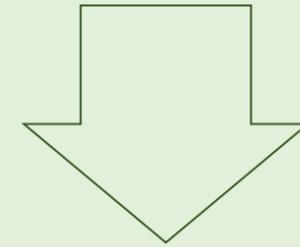
# The Budget Process



BUDGET REQUEST WORKSHEETS



STAFF REVIEWED & AMENDED



DEPARTMENTAL SUMMARY CREATED

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OMPF

*Ontario Municipal Partnership Fund*

\$ 239,000

CCBF

*Canada Community Building Fund*

\$ 91,562

OCIF

*Ontario Community Infrastructure Fund*

\$ 191,268

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# Asset Management & Long-Term Financial Strategies



Next  
compliance  
deadline is:  
July 1, 2022

Staff reviews  
the 10-Year  
Capital  
Forecast

Our Asset  
Management Plan is  
a financial tool used  
to guide the  
municipal decision-  
making process



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# Budget Highlights

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OCIF ↑

Insurance ↑

OPP ↓

Cotiveville Cross Streets

Boat  
Launch

Thompsonhill Streets

# General Government

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- Estimated growth of \$20,302 and 2% Levy Increase
- Furnace upgrade commenced with funding
- Final Office Debenture payment of \$16,127
- 14% increase in insurance premiums

# Transportation

2021  
PROPOSED

\$1,043,783

2022  
PROPOSED

\$1,011,218

-3.12%  
VARIANCE

(\$32,565)

- Garage upgrades and renovations
- Thomson Road and Garden Eden Road
- Thompsonhill Streets
- Cotieville cross streets
- Eady Road – Phase 2



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# Environmental Services

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2021  
PROPOSED

\$337,328

2022  
PROPOSED

\$388,656

15.22%  
VARIANCE

\$51,328

- Increase in curbside recycling
- Landfill Expansion Feasibility Study
- 14% insurance increase

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2021  
PROPOSED

\$161,220

2022  
PROPOSED

\$172,746

7.15%  
VARIANCE

\$11,526



- Community Risk Assessment Profile
- 14% insurance increase



2021  
PROPOSED

\$131,902

2022  
PROPOSED

\$143,744

8.98%  
VARIANCE

\$11,842

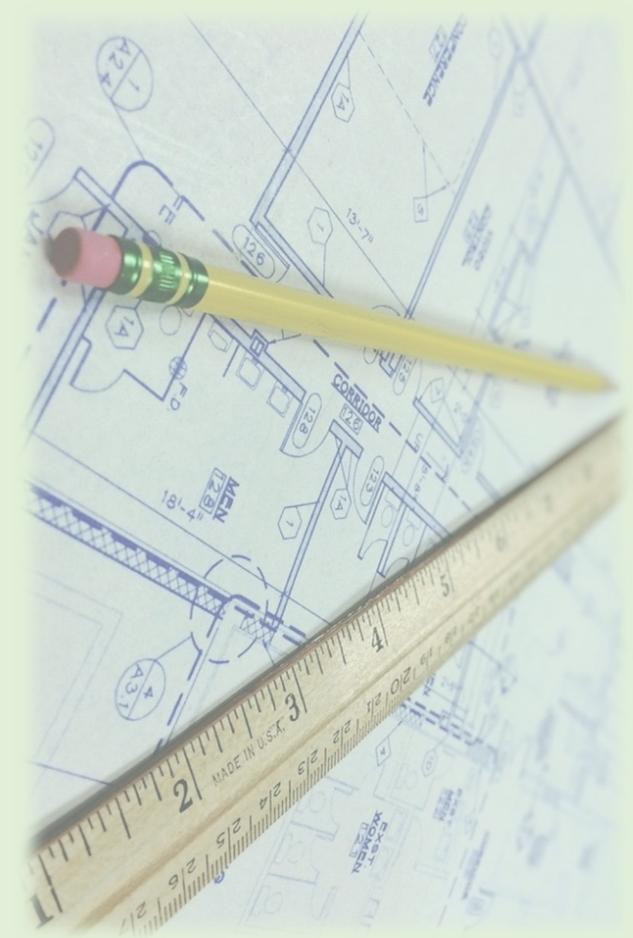
- Recreation Agreement increase over 2020
- Boat Launch overhaul
- Anticipating increase in insurance



# Building



# Planning



# Protection



# Health Services

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<b>2021 PROPOSED</b>	<b>2022 PROPOSED</b>	<b>1.77 % VARIANCE</b>
\$35,064	\$35,686	\$622

# Library

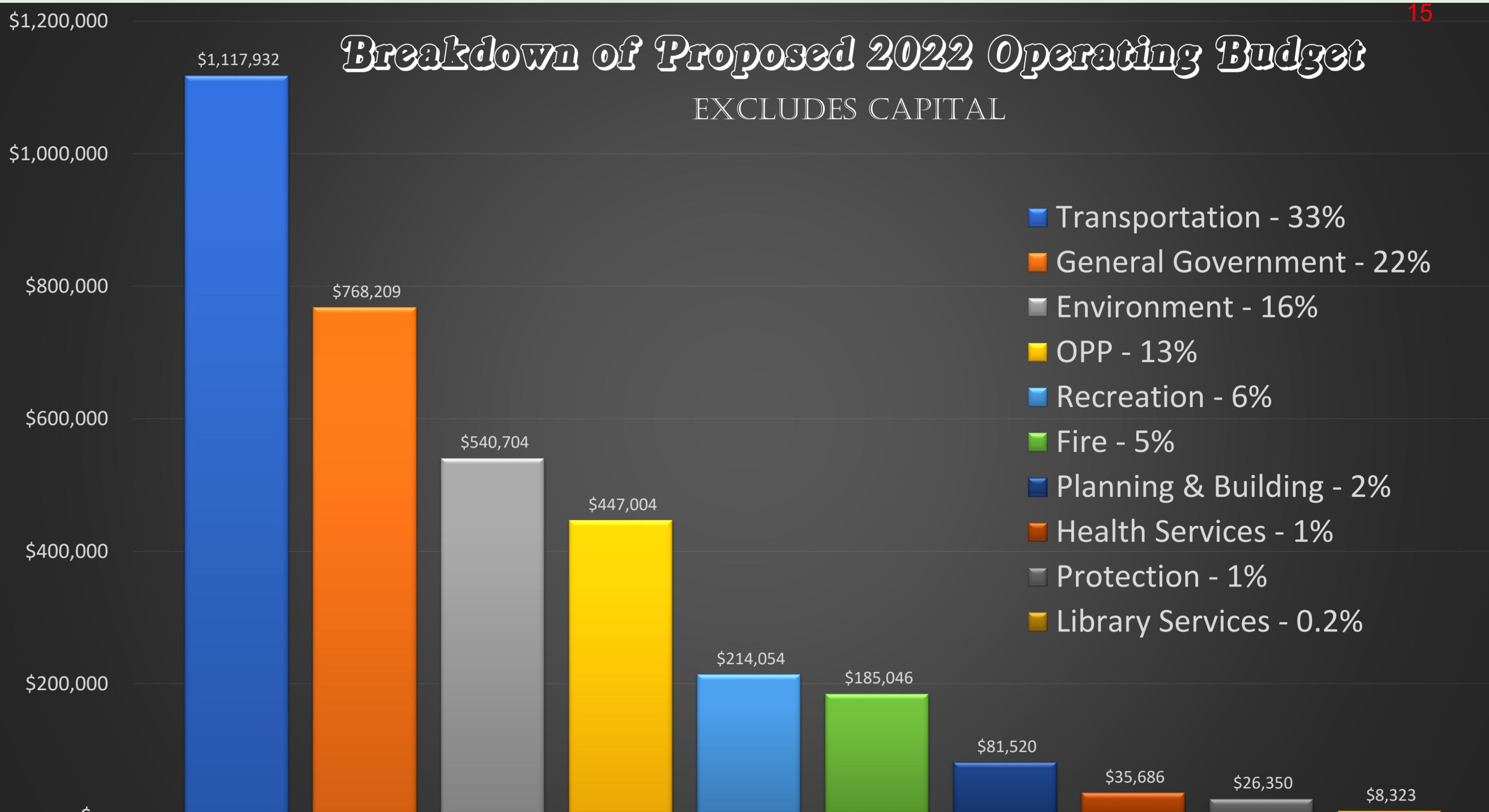
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<b>2021 PROPOSED</b>	<b>2022 PROPOSED</b>	<b>2 % VARIANCE</b>
\$8,160	\$8,323	\$163



# Breakdown of Proposed 2022 Operating Budget

EXCLUDES CAPITAL



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# 2022 Proposed Capital

Financing										
Department	Item	Opening Unfinanced	2022 Budget	Taxation	Fees/ Charges/ Donations	Dev. Chgs.	Grants	CCBF (Gas Tax)	Reserves	Estimated Closing Unfinanced
Gen. Gov't	HVAC System - Office	140,120			0	0	93,500		46,620	0
Sub-Total		140,120	0	0	0	0	93,500	0	46,620	0
Fire										0
Sub-Total		0	0	0	0	0	0	0	0	0
Roads	Johnston Rd	171,500		24,500						147,000
	Gravel Road (Eady ph2)		55,000	15,000				40,000		0
	Cotieville Cross Streets	171,314				9,586	143,000	18,728		0
	Garden of Eden Road		13,893	13,893						0
	Garage Renovation	40,000							40,000	0
	Thomsonhill Streets	60,000					60,000			0
	Golf Course Road	64,000					64,000			0
	Radio/Edger/Saws	41400							41400	0
Sub-Total		342,814	68,893	53,393	0	9,586	267,000	58,728	81,400	147,000
Environment										0
Sub-Total		0	0	0	0	0	0	0	0	0
Recreation	Dock at Boat Launch	36,582							36,582	0
	Tables & Chairs	3,000							3,000	0
										0
										0
Sub-Total		39,582	0	0	0	0	0	0	39,582	0
<b>TOTAL</b>		<b>522,516</b>	<b>68,893</b>	<b>53,393</b>	<b>0</b>	<b>9,586</b>	<b>360,500</b>	<b>58,728</b>	<b>167,602</b>	<b>147,000</b>

Unfinanced Projects	Debt	2022	Balance of Debenture 12/31/21	Township Debt	Tonwhsip Payment	Financing	Unfinanced 12/31/22
Johnston Rd - Borrowed 2018	171,500	24,500	147,000				147,000
<b>Total Construction Loans</b>	<b>171,500</b>	<b>24,500</b>	<b>147,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>147,000</b>

Department	Debt Balance at Year Ending	Forecasted Debt Dec. 31, 2016	Forecasted Debt Dec. 31, 2017	Forecasted Debt Dec. 31, 2018	Forecasted Debt Dec. 31, 2019	Forecasted Debt Dec. 31, 2020	Forecasted Debt Dec. 31, 2021	Forecasted Debt Dec. 31, 2022	Forecasted Debt Dec. 31, 2023	Forecasted Debt Dec. 31, 2024	Forecasted Debt Dec. 31, 2025	Forecasted Debt Dec. 31, 2026	Forecasted Debt Dec. 31, 2027	Forecasted Debt Dec. 31, 2028
Gen. Gov't	Municipal Office	88,697	72,570	56,443	40,316	24,189	8,063							
Roads	Garden of Eden Rd	152,818	125,033	97,248	69,463	41,678	13,893							
	Thomson Rd	250,000	200,000	150,000	100,000	50,000								
	Johnston Rd			245,000	220,500	196,000	171,500	147,000	122,500	98,000	73,500	49,000	24,500	0
Recreation	Change Rooms	34,494	20,894	7,294										
	Rink Roof	34,680	25,500											
	Hall Expansion	79,035	61,000											
<b>TOTAL</b>		<b>639,724</b>	<b>504,997</b>	<b>555,985</b>	<b>430,279</b>	<b>311,867</b>	<b>193,456</b>	<b>147,000</b>	<b>122,500</b>	<b>98,000</b>	<b>73,500</b>	<b>49,000</b>	<b>24,500</b>	<b>0</b>

Tax Burden Opened Up	
In 2022	46,455
In 2023	93,912

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# 2022 Proposed Reserve Contributions

GENERAL GOVERNMENT	OFFICE EQUIPMENT	\$ 8,000
	BUILDING	\$ 6,000
	ELECTION / TRAINING	\$ 6,370
TRANSPORTATION	ROADS - BUILDING	\$ 21,224
	ROADS - WINTER MAINTENANCE	\$ 1,040
	ROADS - EQUIPMENT	\$ 114,233
	ROADS - INFRASTRUCTURE	\$ 52,425
ENVIRONMENTAL SERVICES	LANDFILL	\$ 21,900
	LANDFILL BUILDING	\$ 2,000
RECREATION DEPARTMENT	BUILDING	\$ 31,000
FIRE DEPARTMENT	FIRE	\$ 34,640
	BUILDING	\$ 2,875

TOTAL CONTRIBUTIONS: \$301,707

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# Current Applications for Funding

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**X**



MUNICIPAL MODERNIZATION PROGRAM – INTAKE 3

DIGITAL SIGNAGE FOR COMMUNITY CENTRE & MUNICIPAL OFFICE



GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM

CHANGE ROOMS & COOK STOVE AIR UNIT

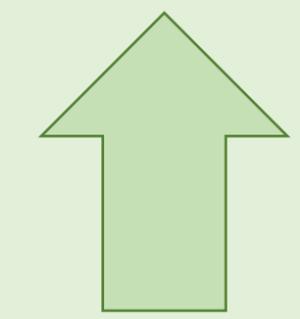
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# What does this do to my taxes??

## Horton Median Residential Assessment



**\$237,000**



**1.5%**

LEVY INCREASE RESULTS IN A \$19.69 CHANGE ON MEDIAN ASSESSED PROPERTY.

(MUNICIPAL PORTION ONLY)

**2021**

\$237,000  
x 0.00553706  
= \$1,312.28  
Annually

**2022**

\$237,000  
x 0.00573363  
= \$1,331.97  
Annually

# 5 Year Reserve Contributions and Work Completed

2018	2019	2020	2021	2022
<u>Into Reserves</u>	<u>Into Reserves</u>	<u>Into Reserves</u>	<u>Into Reserves</u>	<u>Into Reserves</u>
<b>\$215,580</b>	<b>\$304,980</b>	<b>\$317,889</b>	<b>\$303,682</b>	<b>\$301,707</b>
<u>Projects Completed</u>	<u>Projects Completed</u>	<u>Projects Completed</u>	<u>Projects Completed</u>	<u>Proposed Projects</u>
Johnston Road Rehabilitation	Ferguson Road Work	Sand dome roof/shingles	Whitton Road South	HVAC Upgrades at Twp Office
Western Star Tandem Plow Truck	Garden of Eden Road Work	Cotieville Road Rehabilitation	Pay Equity Review & Job Evaluation	Cotieville Cross Streets
		3 Tonne International CV	Fuel Tank & Concrete Pad	Eady Road Phase II
		Financial Software Upgrade	Fuel Cardlock System	Golf Course Road
			Freightliner Tandem Plow	Roads Equipment Upgrades
			1 Tonne GMC Single Cab 4x4	Digital Signage
			McBride Road	Dock at Boat Launch
		<b>RETURN TO AGENDA</b>	Asset Management Software	

Questions – Comments – Discussion



Council Approval of 2022 Budget



*Thank You*

*I would like to thank  
Staff + Council for their  
hard work and input in  
preparing the 2022 budget.*

*Nahab Moore*

## 2022 PROPOSED CAPITAL BUDGET

Department	Item	Opening Unfinanced	2022 Budget	Financing						Estimated Closing Unfinanced
				Taxation	Fees/ Charges/ Donations	Dev. Chgs.	Grants	CCBF (Gas Tax)	Reserves	
<b>Gen. Gov't</b>	HVAC System - Office	140,120			0	0	93,500		46,620	0
	Sub-Total	140,120	0	0	0	0	93,500	0	46,620	0
<b>Fire</b>										0
	Sub-Total	0	0	0	0	0	0	0	0	0
<b>Roads</b>	Johnston Rd	171,500		24,500						147,000
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<b>Environment</b>										0
	Sub-Total	0	0	0	0	0	0	0	0	0
<b>Recreation</b>	Dock at Boat Launch	36,582							36,582	0
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<b>TOTAL</b>		<b>522,516</b>	<b>68,893</b>	<b>53,393</b>	<b>0</b>	<b>9,586</b>	<b>360,500</b>	<b>58,728</b>	<b>167,602</b>	<b>147,000</b>

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<b>Gen. Gov't</b>	Municipal Office	88,697	72,570	56,443	40,316	24,189	8,063							
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<b>Recreation</b>	Change Rooms	34,494	20,894	7,294										
	Rink Roof	34,680	25,500											
	Hall Expansion	79,035	61,000											
<b>TOTAL</b>		<b>639,724</b>	<b>504,997</b>	<b>555,985</b>	<b>430,279</b>	<b>311,867</b>	<b>193,456</b>	<b>147,000</b>	<b>122,500</b>	<b>98,000</b>	<b>73,500</b>	<b>49,000</b>	<b>24,500</b>	<b>0</b>

Tax Burden Opened Up	
In 2022	46,455
In 2023	93,912



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  <b>COST OF LIVING ADJUSTMENT</b>	<b>Date:</b>	February 22, 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Nathalie Moore, Treasurer
	<b>Department:</b>	General Government

### **RECOMMENDATIONS:**

**THAT** Council approve the 2% Cost of Living Adjustment for Employees in 2022.

**AND FURTHER THAT** this has been included in the 2022 Operating Budget.

### **BACKGROUND:**

Annually Council passes a by-law to establish the Pension, Benefits, LTD, Employee Assistance Plan, Paid Holiday, Mileage, Footwear Allowance and the Rates of Pay.

In the past Council has adopted the Cost-of-Living increase as published by Statistics Canada.

Currently, it is 2% for December 2020 to December 2021.

**ALTERNATIVES:** Not allocate a 2% COLA increase

**FINANCIAL IMPLICATIONS:** There are currently sufficient funds within the 2022 draft budget to cover the COLA increase of 2%.

**CONSULTATIONS:** Canada Revenue Agency, Statistic Canada

**ATTACHMENTS:** N/A

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

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  <b>FIRE AND EMERGENCY MANAGEMENT COLA</b>	<b>Date:</b>	February 22, 2022
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Nathalie Moore, Treasurer
	<b>Department:</b>	General Government

### **RECOMMENDATIONS:**

**THAT** the Fire Department staff receives a COLA increase of 2% effective January 1, 2022;

**AND THAT** in accordance with By-Law 2013-23 Paragraph 6, the Community Emergency Management Coordinator and Alternate remuneration be increased by COLA of 2% effective January 1, 2022.

### **BACKGROUND:**

In accordance with by-law and past practice, annual salaries are to be adjusted by the annual Cost of Living Adjustment provided to non-union Staff effective January 1 of each year.

Staff are working on a format for the Fire Department's Pay Equity that reflects their current pay structure. This has already been allocated in the 2022 Budget. It hasn't been brought forward to date as staff are sitting in sessions with the Ontario Fire Marshal's Office that pertains to new training requirements and want to ensure that these new requirements don't change the Fire Department's Pay Equity and Salary review.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** This has been incorporated into the 2022 Budget.

**CONSULTATIONS:** N/A

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

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  2022 FULL ACCRUAL BUDGET (PSAB)	<b>Date:</b> February 22, 2022
	<b>Council/Committee:</b> Council
	<b>Author:</b> Nathalie Moore
	<b>Department:</b> General Government

### RECOMMENDATIONS:

**THAT** the Council adopts the Ontario Regulation 284/09 Report for the 2022 Budget, as printed and circulated.

### BACKGROUND:

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

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

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

**FINANCIAL IMPLICATIONS:** None.

**CONSULTATIONS:** None.

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

**RETURN TO AGENDA**

## ONTARIO REGULATION 284/09 REPORT 2022 BUDGET – PSAB BASIS

### OVERVIEW

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

#### 2022 Budget – Tax Rate Purposes

The 2022 Budget incorporates a tax levy of \$2,569,541. This budget will adopt 2022 tax rates for taxation purposes based on a modified accrual basis similar to previous years. Under this budget, amortization was not included as expenditure while capital expenditures and debt principle were included. Post-employment benefit expenses and solid waste landfill closure/post closure expenses were also not included. Revenue included transfers from reserves while expenditures included transfers to reserves.

#### 2022 Budget – PSAB Basis

Under a PSAB based budget, capital expenditures and debt principal are not included as expenditures, while amortization expenses are included. Transfers into reserves and withdrawals out of reserves are also not included in the budget as expenditures and revenues respectively but are considered Financing and Transfers on the Schedule of Financial Activities. The net value between debt principal, capital expenditures and amortization will result in a transfer to/from equity in tangible capital assets on the Schedule of Financial Activities. The dollar difference for 2022 is \$835,422.

### POST-EMPLOYMENT BENEFITS EXPENSE

Post-Employment Benefits Expenses for retired employees for 2022 will be \$5,309.52.

### LANDFILL SITE CLOSURE AND POST-CLOSURE EXPENSE

As of December 31, 2021, the Municipality will have an estimated balance of \$195,091 in a Reserve for Solid Waste Disposal. The Municipality currently has one active land fill site. Although the Township does not have a specific reserve for landfill site closure, there is sufficient dollars available in the Solid Waste Disposal Reserve and the Working Funds Reserve based on the current estimated landfill site liability amount of \$120,000. Council should continue to transfer funds into this Reserve until reaching the estimated liability value of \$120,000 plus the replacement value of the department's infrastructure assets.

**RETURN TO AGENDA**

## **AMORTIZATION EXPENSE AND RESERVES**

For the 2022 year, the Township included capital expenditures in the budget while amortization expenses were excluded. Amortization expenses attribute to the capital cost of an asset over its life span. However, amortization expenses does not include replacement values, therefore transfers to reserves should include forecasted replacement values.

In 2022, a total of \$485,189 was budgeted for new capital expenditures within the Operating Budget.

In 2022, a total of \$ 98,120 will be withdrawn from reserves in the Operating Budget and a total of \$ 81,400 will be withdrawn from reserves in the Capital Budget. Consequently, for the 2022 year, transfers to reserves for Capital asset replacement are \$ 301,707. In the past, the Township has utilized transfers to reserves, reserve funds and current year capital expenditures to replace existing tangible capital assets such as equipment, fleet and road construction. For 2022, the amount being withdrawn from reserves is more than the contributions being made into reserves.

Based on current estimates for the 2022 year, amortization expenses will amount to approximately \$ 792,594.

## **CONCLUSIONS**

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

It is projected in the Long Term Financial Strategies to increase the annual levy by 3.5% to continue to add COLA of 2% to reserves and also increase the gravel and hard top maintenance programs to extend the life of our road network.

## TOWNSHIP OF HORTON

### BY-LAW NUMBER 2022-11

#### EMPLOYMENT BY-LAW FOR TOWNSHIP OFFICERS AND STAFF

**WHEREAS** the Council of the Corporation of the Township of Horton deems it advisable to employ Township Officers and Staff under and subject to the provisions of a By-law;

**AND WHEREAS** the Ontario Municipal Act empowers Council to pass such a By-law regulating the appointment, duties and remuneration of such Officers and Staff;

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

#### ARTICLE 1 - INSURANCE AND HEALTH BENEFITS

##### PART A - Full-Time Employees

1. **Pension**  
The Ontario Municipal Employees Retirement System Pension Plan shall apply as per the OMERS Agreement.
2. **Life Insurance**  
The Employer shall pay 100% of the premiums for Basic Group Life Insurance coverage and Accidental Death or Dismemberment, based on \$100,000.
3. **Extended Health Care**  
The Employer shall pay 100% of the premiums for the Extended Health Care Plan, including a standard Employee Assistance Plan.
4. **Dental Plan**  
The Employer shall pay 100% of the standard dental plan Level III (prior year ODA schedule).
5. **Health Care Spending Account**  
In addition to the Extended Health and the Dental Plan, full-time employees have access to an annual Health Care Spending Account. The Health Care Spending Account is set at \$750.00 annually. This is prorated for new employees.
6. **Optional Life Insurance/Optional Accidental Death & Dismemberment Insurance**  
Employees may participate in an Optional Life Insurance Program and an Optional Accidental Death & Dismemberment Program within the terms and conditions of the policy, provided the employee assumes full responsibility for the premiums.
7. **Long Term Disability Insurance**  
Employees shall pay 100% of the premiums of the Long-Term Disability Benefit.
8. **Employee Assistance Plan**  
The Employer shall pay 100% of the premiums for the Employee Assistance Plan.

## **ARTICLE 2 - PAID HOLIDAYS – Full-Time and Part-Time Employees**

Sixteen paid holidays, which include three floating holidays, shall be provided. Specific days are outlined in the Corporate Policies and Procedures Manual.

## **ARTICLE 3 - OTHER ALLOWANCES**

### **1. Mileage Allowance**

For the use of cars authorized by the employee's supervisor, effective January 1, 2020 will receive \$0.59 per kilometre for the first 5000 kilometres per year and \$0.53 per kilometre for all kilometres over 5000 per year. The rate per kilometre is to be the same as the County of Renfrew rates and may change throughout the year if the County changes their rates.

### **2. Uniform and Safety Footwear Allowance**

(a) Employees who are required by nature of their job to wear uniforms and/or safety footwear on a regular daily basis shall be provided the following *maximum* annual allowance:

Effective January 01, 2019:	Full-Time - \$250.00 per annum
	Part-Time - \$140.00 per annum

(b) Employees who are required by nature of their job to wear uniforms and/or safety footwear on an occasional basis will be provided with the above allowance once every three years.

### **3. Personal Cell Phone Use Allowance**

For the use of personal cell phones for work purposes, during and outside of regular work hours, the CAO/Clerk and the Public Works Manager shall receive a monthly stipend of \$25.00 per month.

## **ARTICLE 4 - RATES OF PAY**

The Summer Student, the Rink Attendant and any Casual Labourer rate of pay shall be the applicable minimum wage based on age. All other rates are in accordance with Schedule "A" - Salary Grid and Classification, hereto attached.

## **ARTICLE 5 - ADJUSTMENT DATE**

The next adjustment date shall be January 1, 2023 or earlier as deemed appropriate by Council.

## **ARTICLE 6 - ENFORCEMENT AND GENERAL**

1. Matters pertaining to working conditions and employment are also set out in the Corporate Policy Manual. The manual should be referred to for additional information about the employment conditions contained in this by-law.
2. Any other amendments to this By-law shall be recommended by the General Government Committee to Council in the form of a replacement By-law.
3. This By-law shall not be interpreted to contradict or violate any statute or regulation of the Province of Ontario.

4. This By-law shall come into force and be effective upon the passing thereof, except where otherwise noted.
5. By-law 2021-10 shall be rescinded in its entirety

READ a first and second time this 22<sup>nd</sup> day of February 2022.

READ a third time and passed this 22<sup>nd</sup> day of February 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

## **Township of Horton Staff Salary Grid and Classifications**

Schedule "A" to By-law 2022-11

Effective: January 1, 2022

<b>2022 Salary Grid</b>						
Pay Level	Job Title	Step A	Step B	Step C	Step D	Step E
7	CAO/Clerk (35 hours)	\$ 109,120	\$ 112,840	\$ 116,560	\$ 120,280	\$124,000
6	Vacant (35 hours)	\$ 98,208	\$ 101,556	\$ 104,904	\$ 108,252	\$111,600
5	Public Works Manager (35 hours)	\$ 88,387	\$ 91,400	\$ 94,414	\$ 97,427	\$100,440
4	Treasurer (35 hours)	\$ 79,548	\$ 82,260	\$ 84,972	\$ 87,684	\$90,396
3	Public Works Supervisor (40 hours)	\$ 64,434	\$ 66,631	\$ 68,828	\$ 71,024	\$73,221
2	Community Liaison Officer (based on 35 hours)	\$ 51,768	\$ 53,533	\$ 55,297	\$ 57,062	\$58,827
2	Executive Assistant (35 hours)	\$ 51,768	\$ 53,533	\$ 55,297	\$ 57,062	\$58,827
2	Driver/Operator (40 hours)	\$ 51,768	\$ 53,533	\$ 55,297	\$ 57,062	\$58,827
1	Landfill Attendant/Labourer (40 hours)	\$ 42,527	\$ 43,977	\$ 45,426	\$ 46,876	\$48,326
1	Receptionist /Clerk (35 hours)	\$ 42,527	\$ 43,977	\$ 45,426	\$ 46,876	\$48,326
1	Caretaker (based on 35 hours)	\$ 42,527	\$ 43,977	\$ 45,426	\$ 46,876	\$48,326

RETURN TO AGENDA

# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW 2022-12

### BEING A BY-LAW TO PROVIDE FOR THE ADOPTION OF THE ESTIMATES FOR SUMS REQUIRED FOR THE YEAR 2022

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

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

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

1. THAT the municipality has published public notice of its' intent to adopt 2022 budget estimates in the local newspapers on Wednesday February 16<sup>th</sup>, 2022.
2. THAT Council adopts the Township of Horton 2022 consolidated budget requiring the sum of Two Million Five Hundred Sixty-Nine Thousand and Five Hundred Forty-One Dollars (\$2,569,541) as the estimate of the property tax levy required during the year 2022 for all purposes of the Corporation of the Township of Horton.
3. THAT this By-Law shall come into full force and take effect upon the passing thereof.

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

READ a first and second time this 22<sup>nd</sup> day of February, 2022.

READ a third and final time and passed this 22<sup>nd</sup> day of February, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**CORPORATION OF THE TOWNSHIP OF HORTON****BY-LAW NO. 2022-13****A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF HORTON  
AT THE PUBLIC BUDGET MEETING HELD FEBRUARY 22<sup>ND</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 22<sup>nd</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 22<sup>nd</sup> day of February, 2022.

READ a third time and passed this 22<sup>nd</sup> day of February, 2022.

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MAYOR David M. Bennett

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**