



**THE CORPORATION OF THE TOWNSHIP OF HORTON
COUNCIL MEETING – JUNE 20TH, 2023 – 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 | 4:00 p.m. Public Meeting – Zoning By-law Amendment – Mielke | PG.3 |
| 5.2 | 4:15 p.m. Delegation – Rory Richards – MacKillican & Associates | PG.14 |

6. MINUTES FROM PREVIOUS MEETINGS

- | | | |
|-----|---|--------------|
| 6.1 | June 6 th , 2023 – Regular Council | PG.38 |
|-----|---|--------------|

7. BUSINESS ARISING FROM MINUTES

8. COMMITTEE REPORTS:

8.1 GENERAL GOVERNMENT
▪ **CHAIR WEBSTER**

- | | | |
|-------|--------------------------------------|--------------|
| 8.1.1 | Treasurer’s Report | PG.42 |
| 8.1.2 | Annual Integrity Commissioner Report | PG.44 |

8.2 PLANNING COMMITTEE
▪ **CHAIR CAMPBELL**

- | | | |
|-------|-----------------------|--------------|
| 8.2.1 | May Building Report | PG.47 |
| 8.2.2 | Planning Files Update | PG.48 |

8.3 RECREATION COMMITTEE
▪ **CHAIR HUMPHRIES**

- | | | |
|-------|---------------------------------------|--------------|
| 8.3.1 | Chair’s Report – June 8 th | PG.50 |
|-------|---------------------------------------|--------------|

8.4 TRANSPORTATION AND ENVIRONMENTAL SERVICES COMMITTEE
▪ **CHAIR HUMPHRIES**

- | | | |
|-------|--|--------------|
| 8.4.1 | Chair’s Report – June 14 th | PG.52 |
|-------|--|--------------|

RETURN TO AGENDA

9. CORRESPONDENCE SUMMARY**9.1 INFORMATION CORRESPONDENCE**

9.1.1 CAO/Clerk Information Memo

PG.56**9.2 ACTION CORRESPONDENCE – NONE****10. BY-LAWS**

10.1 2023-32 Zoning By-law Amendment – Mielke

PG.57**11. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING****12. COUNCIL/STAFF MEMBERS CONCERNS****13. RESOLUTIONS****14. IN CAMERA (Closed) SESSION (as required)**

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

(b) Personal matters about an identifiable individual, including municipal or local board employees – Council Attendance Report

16. CONFIRMING BY-LAW 2023-33**PG.59****17. ADJOURNMENT**

THE CORPORATION OF THE TOWNSHIP OF HORTON

PUBLIC MEETING

Zoning Amendment

Melvyn Mielke

June 20th, 2023

4:00 p.m.

1. Call to Order
2. Declaration of Pecuniary Interest
3. CAO/Clerk – Purpose of Amendment
4. CAO/Clerk's Report on Notice
 - i) Reading of Written Comments
 - ii) Public Participation
 - a) Questions from Public
 - b) Comments in Support
 - c) Comments in Opposition
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
6. Council Members Comments/Questions
7. Adjournment

RETURN TO AGENDA

Memo

Horton Township



To: Council

From: Nikky Dubeau

Subject: Summary – Zoning By-law Amendment - Public Meeting – Melvyn Mielke

Date: June 20th, 2023

This Zoning By-Law Amendment pertains to the subject lands: Part of Lot 5, Concession 10 in the Township of Horton as shown on the attached Key Map.

Purpose of this amendment:

The purpose and effect of this amendment is to rezone the severed lands in Consent Application File No. B12/22 from Rural (RU) to Limited Service Residential (LSR) to ensure that all of the enlarged lands are within the same zone.

The zoning by-law amendment is required as a condition of consent.

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

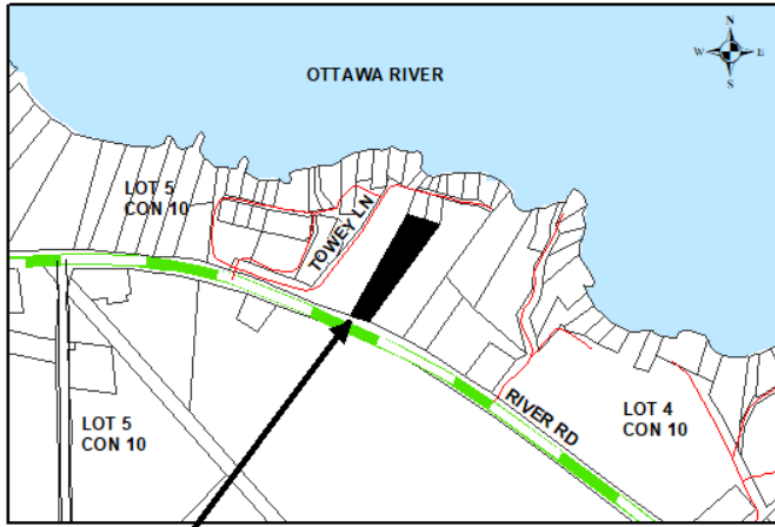
Notice of this Public Meeting was sent to the thirty-six (36) property owners within the 120-meter radius in addition to ten (10) Provincial and County Agencies. Out of those, we received no written comments back by the prescribed deadline.

If a person or public body would otherwise have an ability to appeal the decision of the Township of Horton to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Horton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Horton before the by-law is passed by the Township of Horton, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

RETURN TO AGENDA

Township of Horton Key Map



Lands affected by the amendment

[RETURN TO AGENDA](#)

TOWNSHIP OF HORTON
NOTICE OF APPLICATION AND PUBLIC MEETING

In the matter of Section 34 of the Planning Act, the Township of Horton hereby gives NOTICE OF THE FOLLOWING:

- i) Application to amend the Zoning By-law (By-law 2010-14) of the Township of Horton.*
 - ii) A public meeting regarding an application for an amendment to the Zoning By-law of the Township of Horton*
-

Subject Lands Part of Lot 5, Concession 10, in the Township of Horton, as shown on the attached Key Map.

Public Meeting A public meeting to inform the public of the proposed zoning amendment will be held on June 20th, 2023 at 4:00 p.m. at the municipal office of the Township of Horton.

Proposed Zoning By-law Amendment

The purpose and effect of this amendment is to rezone the severed lands in Consent Application File No. B12/22 from Rural (RU) to Limited Service Residential (LSR) to ensure that all of the enlarged lands are within the same zone.

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

Additional information regarding the Zoning By-law amendment is available for inspection at the Township of Horton Municipal Office during regular office hours.

If you wish to be notified of the decision of the Township of Horton on the proposed zoning by-law amendment, you must make a written request to the Township of Horton.

If a person or public body would otherwise have an ability to appeal the decision of the Township of Horton to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Horton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Horton before the by-law is passed by the Township of Horton, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Other Applications

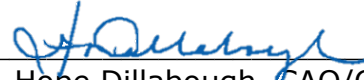
Consent application B12/22 is also being considered with this application.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other

RETURN TO AGENDA

communications (including your name and address) form part of the public record and will be disclosed/made available by the Municipality to such persons as the Municipality sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.

Dated at the Township of Horton this 18th day of May, 2023.



Ms. Hope Dillabough, CAO/Clerk
Township of Horton
2253 Johnston Road
RENFREW, ON K7V 3Z8
Telephone: (613) 432-6271
Email: hdillabough@hortontownship.ca

Township of Horton Key Map



Lands affected by the amendment

RETURN TO AGENDA

TOWNSHIP OF HORTON
NOTICE TO PUBLIC BODIES

RE: APPLICATION FOR ZONING BY-LAW AMENDMENT (Mielke)

TAKE NOTICE that the Council of the Corporation of the Township of Horton intends to consider a proposal to amend Zoning By-law 2010-14 of the Township of Horton.

An explanation of the proposed Zoning By-law Amendment is contained in the attached Notice of Application and Public Meeting. The following information is also attached to assist you in reviewing the applications:

- Application Sketch
- Proposed Zoning By-law Amendment

PURSUANT to Section 34(15) of the Planning Act, you are hereby requested to submit your comments or alternatively check off the appropriate response box provided below and return a copy to the Clerk by no later than June 13th, 2023. Additional information relating to the above is available during regular office hours at the Township office.

DATED at the Township of Horton this 18th day of May, 2023.

AGENCY RESPONSE

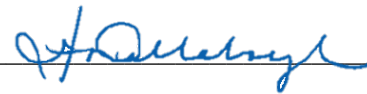
We have reviewed the information provided for the Zoning By-law Amendment application, and

- we have no comments or concerns.*
- we will provide more detailed comments and/or conditions after a more thorough review.*

Agency

Name (Print)

Signature



Ms. Hope Dillabough, CAO/Clerk
 Township of Horton
 2253 Johnston Road
 RENFREW, ON K7V 3Z8
 Telephone: (613) 432-6271
 Email:
hdillabough@hortontownship.ca

RETURN TO AGENDA



**PLANNING DIVISION
ZONING BY-LAW AMENDMENT
REPORT TO THE COUNCIL OF
THE TOWNSHIP OF HORTON**

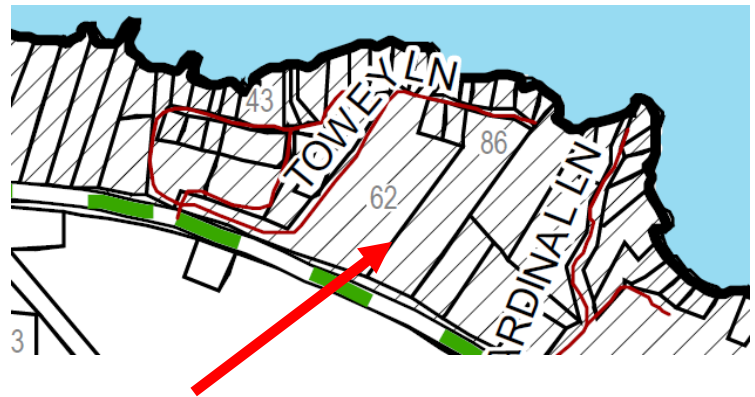
PART A - BASIC INFORMATION

- 1. **FILE NO.:** ZB2346.2
 - 2. **APPLICANT:** Justin Farrow
(Owner: Melvyn Mielke)
 - 3. **MUNICIPALITY:** Township of Horton
 - 4. **LOCATION:** Part of Lot 5, Concession 10
- STREET:** Towey Lane

SUBJECT LANDS

- 5. COUNTY OF RENFREW
OFFICIAL PLAN
Land Use Designation(s):

Rural –
Exception
Four



- 6. TWP OF HORTON ZONING
BY-LAW (#2010-14) Zone
Category(s):

Rural (RU)



RETURN TO AGENDA

7. **DETAILS OF ZONING BY-LAW AMENDMENT REQUEST:**

The application proposes a zoning by-law amendment to the Township of Horton Zoning By-law to:

- Rezone the severed lands in Consent Application B12/22 from Rural (RU) to Limited Service Residential (LSR) so that the zoning of the entire lot is in the same zone.

8. **SITE CHARACTERISTICS**

The owner has applied for a consent application (File No. B12/22) to sever 0.7 hectares of land with 30.48 metres of road frontage on River Road and add it to an abutting property that is 0.11 hectares in area with 20.18 metres of road frontage on Towey Lane. A garage and/or house addition is proposed on the severed lands. The final enlarged lands will be 0.81 hectares in size with 20.18 metres of road frontage on Towey Lane and 30.48 metres of road frontage on River Road. There is an existing house on the lands to be enlarged. The final retained lands will be 1.5 hectares in area with 188 metres of road frontage along River Road and contain an existing cottage.

PART B – POLICY REVIEW

9. **OFFICIAL PLAN:**

The permitted uses in the Rural designation include agriculture, forestry, limited low density residential, commercial, industrial, recreational, institutional, resource-based recreational uses, and conservation uses.

10. **ZONING BY-LAW:**

The RU zone permits a variety of residential uses, including single and semi-detached dwellings, duplexes, two unit dwellings and modular dwellings. Non-residential uses permitted in the RU zone include, but are not limited to, a bed and breakfast, farm, forestry, garden centre, private club or park, and stables.

The minimum lot area requirement is 4050 square metres for most permitted uses, and the minimum lot frontage is 40 metres.

The only permitted residential use in the Limited Service Residential (LSR) zone is a limited service dwelling. Non-residential uses permitted in the LSR zone include a day care within a private dwelling, or a park.

The minimum lot area requirement is 4050 square metres, and the minimum lot frontage requirement is 40 metres.

11. **SUMMARY OF STUDIES:**

No studies were submitted in support of the Zoning By-law Amendment.

RETURN TO AGENDA

PART C: PLANNING ANALYSIS

12. CONSULTATION:

At the time of writing this report, no comments have been received or considered.

13. ANALYSIS:

The severed lands in Consent File B12/22 are zoned Rural (RU), and the lands to be enlarged are zoned Limited Service Residential (LSR). As a result of the lot addition, the enlarged lot will be split zoned: RU and LSR. The access to the enlarged property is via Towey Lane which is a private road.

A zoning by-law amendment is required as a condition of the consent to rezone the severed lands from RU to LSR to ensure the entire enlarged lot is in the same zone.

The enlarged lands have frontage on Towey Lane which is a private road, and the severed and retained lands have road frontage on River Road which is a County Road. It is recommended that the County of Renfrew Public Works and Engineering Department be circulated.

14. RECOMMENDATIONS:

That, subject to any additional concerns or information raised at the public meeting, the by-law be passed.

Date: May 12, 2023
Prepared By: Lindsey Bennett-Farquhar, MCIP, RPP
Senior Planner

**THE CORPORATION OF THE
TOWNSHIP OF HORTON**

BY-LAW NUMBER 2023-32

A By-law to amend By-law Number 2010-14 of the Corporation of the Township of Horton, as amended.

PURSUANT TO SECTION 34 OF THE PLANNING ACT, R.S.O., 1990, c.P. 13, THE TOWNSHIP OF HORTON HEREBY ENACTS AS FOLLOWS:

1. THAT By-law Number 2010-14, as amended, be and the same is hereby further amended as follows:
 - (a) Schedule "A" is amended by rezoning those lands described as Part of Lot 5, Concession 10, from Rural (RU) to Limited Service Residential (LSR) as shown on the Schedule "A" attached hereto.
2. THAT save as aforesaid all other provisions of By-law 2010-14, as amended, shall be complied with.
3. This by-law shall come into force and take effect on the day of final passing thereof.

This By-law given its FIRST and SECOND reading this 20th day of June, 2023.

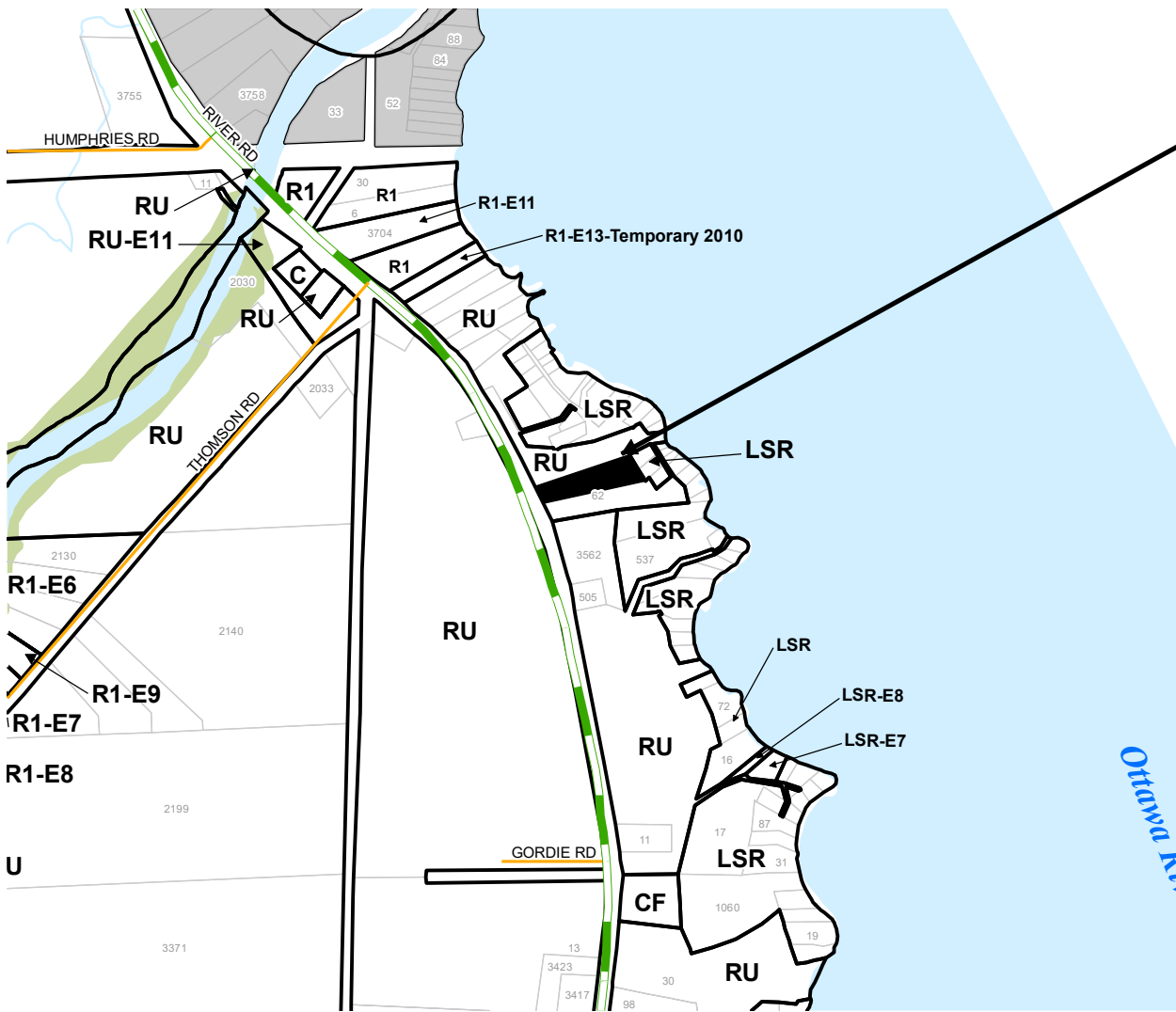
This By-law read a THIRD time and finally passed this 20th day of June, 2023.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA

From RU to LSR



Corporation of The Township of Horton

This is Schedule "A" to By-law Number _____.
Passed the ____ day of _____ 20____.
Signatures of Signing Officers

Mayor

CAO\Clerk

LEGEND

R1 Residential One

-E Exception Zone

LSR Limited Service Residential

■ Area affected by amendment:
From RU to LSR

RU Rural

CF Community Facility

Township of Horton

Financial Statements

For the year ended 31 December 2022

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.

Hope Dillabough
CAO/Clerk

Nathalie Moore
Treasurer

Township of Horton
Financial Statements Index
For the year ended 31 December 2022

	<u>Page</u>
Independent Auditor's Report	1
Statement of Financial Position	2
Statement of Operations and Accumulated Surplus	3
Statement of Changes in Net Financial Assets	4
Statement of Cash Flows	5
Notes to the Financial Statements	6 - 14
Schedule of General Operations	15
Schedule of Reserves and Reserve Funds	16
Schedules of Tangible Capital Assets	17 - 18
<u>McLaren Cemetery Trust Fund</u>	
Independent Auditor's Report	19
Statement of Financial Position	20
Statement of Operations and Change in Fund Balance	20
Notes to the Financial Statements	21



**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 2022, 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 2022, 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. This description forms part of our auditor's report.

MacKillican & Associates

RENFREW, Ontario.
2023.

Chartered Professional Accountants,
Licensed Public Accountants.

620 Barnet Blvd.
Renfrew ON. K7V 0A8
T: 613.432.3664 | F: 613.432.8424

14 Madawaska Street – P.O. Box 94
Arnprior ON. K7S 3H2
T: 613.623.7926 | F: 613.623.7927

Email: info@mackillicans.com | Website: www.mackillicans.com

Township of Horton
Statement of Financial Position
As at 31 December 2022
(with 2021 figures for comparison)

	<u>2022</u>	<u>2021</u>
Financial assets:		
Cash and cash equivalents	\$ 3,273,279	\$ 2,445,783
Taxes receivable	426,804	339,529
Accounts receivable	<u>176,925</u>	<u>49,509</u>
	<u>\$ 3,877,008</u>	<u>\$ 2,834,821</u>
Liabilities:		
Accounts payable and accrued liabilities	\$ 565,830	\$ 293,393
Deferred revenue - obligatory reserve funds (Note 5)	387,205	265,080
- other	102,225	147,686
Net long term liabilities (Note 10)	2,599,000	193,456
Landfill closure and post closure costs (Note 6)	<u>120,000</u>	<u>120,000</u>
	<u>\$ 3,774,260</u>	<u>\$ 1,019,615</u>
Net financial assets	<u>\$ 102,748</u>	<u>\$ 1,815,206</u>
Non-financial assets:		
Tangible capital assets (net)	\$ 11,895,732	\$ 10,191,325
Inventories of supplies	38,954	31,943
Prepaid expenses	<u>111,542</u>	<u>17,419</u>
	<u>\$ 12,046,228</u>	<u>\$ 10,240,687</u>
Accumulated surplus	<u>\$ 12,148,976</u>	<u>\$ 12,055,893</u>
Accumulated surplus comprised of:		
Equity in tangible capital assets (Note 12)	\$ 9,887,902	\$ 9,997,869
Reserves and reserve funds	2,381,074	2,178,024
Unfunded - landfill closure and post closure costs (Note 2)	<u>(120,000)</u>	<u>(120,000)</u>
Total accumulated surplus	<u>\$ 12,148,976</u>	<u>\$ 12,055,893</u>

(See accompanying notes)

Township of Horton
Statement of Operations and Accumulated Surplus
For the year ended 31 December 2022
(with 2022 budget and 2021 actual figures for comparison)

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Revenue:			
Net municipal taxation	\$ 2,621,865	\$ 2,625,666	\$ 2,553,405
Government transfers:			
Ontario	673,771	664,129	461,948
Canada	42,000	136,005	231,292
Other municipalities			55
Other	<u>329,548</u>	<u>347,451</u>	<u>316,810</u>
	<u>\$ 3,667,184</u>	<u>\$ 3,773,251</u>	<u>\$ 3,563,510</u>
Expenses:			
General government	\$ 788,559	\$ 807,943	\$ 659,388
Protection to persons and property	719,250	741,827	694,746
Transportation services	1,408,413	1,367,495	1,300,481
Environmental services	524,722	482,283	434,383
Health services	35,686	36,033	34,972
Recreation and cultural services	240,309	238,857	146,884
Planning and development	<u>15,800</u>	<u>5,730</u>	<u>5,451</u>
	<u>\$ 3,732,739</u>	<u>\$ 3,680,168</u>	<u>\$ 3,276,305</u>
Excess (shortfall) of revenue over expenses	\$ (65,555)	\$ 93,083	\$ 287,205
Accumulated surplus at the beginning of the year	<u>12,055,893</u>	<u>12,055,893</u>	<u>11,768,688</u>
Accumulated surplus at the end of the year	<u>\$ 11,990,338</u>	<u>\$ 12,148,976</u>	<u>\$ 12,055,893</u>

(See accompanying notes)

Township of Horton
Statement of Changes in Net Financial Assets
For the year ended 31 December 2022
(with 2021 figures for comparison)

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Excess (shortfall) of revenue over expenses	\$ (65,555)	\$ 93,083	\$ 287,205
Amortization of tangible capital assets	644,981	644,981	612,450
Acquisition of tangible capital assets	(2,091,607)	(2,349,388)	(802,255)
Consumption (acquisition) of inventory		(7,011)	(1,114)
Consumption (acquisition) of prepaid expenses		<u>(94,123)</u>	<u>23,381</u>
Increase (decrease) in net financial assets	\$ (1,512,181)	\$ (1,712,458)	\$ 119,667
Net financial assets at the beginning of the year	<u>1,815,206</u>	<u>1,815,206</u>	<u>1,695,539</u>
Net financial assets at the end of the year	<u>\$ 303,025</u>	<u>\$ 102,748</u>	<u>\$ 1,815,206</u>

(See accompanying notes)

Township of Horton
Statement of Cash Flows

For the year ended 31 December 2022
(with 2021 figures for comparison)

	<u>2022</u>	<u>2021</u>
Cash flows from operating activities:		
Excess of revenue over expenses	\$ 93,083	\$ 287,205
Add amortization which does not involve cash	<u>644,981</u>	<u>612,450</u>
	<u>\$ 738,064</u>	<u>\$ 899,655</u>
Net change in non cash working capital balances related to operations:		
Decrease (increase) in taxes receivable	\$ (87,275)	\$ (69,174)
Decrease (increase) in accounts receivable	(127,416)	75,304
Increase (decrease) in accounts payable and accrued liabilities	272,437	(13,319)
Increase (decrease) in deferred revenue	76,664	20,282
Decrease (increase) in inventories of supplies	(7,011)	(1,114)
Decrease (increase) in prepaid expenses	<u>(94,123)</u>	<u>23,381</u>
	<u>\$ 33,276</u>	<u>\$ 35,360</u>
Cash flows from operating activities	<u>\$ 771,340</u>	<u>\$ 935,015</u>
Cash flows from financing activities:		
Repayment of long term debt	\$ (46,456)	\$ (118,412)
Proceeds from long term debt issues	<u>2,452,000</u>	<u> </u>
Cash flows from (used for) financing activities	<u>\$ 2,405,544</u>	<u>\$ (118,412)</u>
Cash flows used for capital activities:		
Additions to tangible capital assets:		
General government	\$ (63,600)	\$ (75,352)
Protection to persons and property	(27,984)	
Transportation services	(2,204,911)	(717,403)
Environmental services	(12,616)	
Recreation services	<u>(40,277)</u>	<u>(9,500)</u>
Cash flows used for capital activities	<u>\$ (2,349,388)</u>	<u>\$ (802,255)</u>
Increase in cash and cash equivalents during the year	\$ 827,496	\$ 14,348
Cash and cash equivalents at the beginning of the year	<u>2,445,783</u>	<u>2,431,435</u>
Cash and cash equivalents at the end of the year	<u>\$ 3,273,279</u>	<u>\$ 2,445,783</u>

(See accompanying notes)

Township of Horton
Notes to the Financial Statements
For the year ended 31 December 2022

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 2022

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 2022

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 2022

3. TRUST FUND

Trust fund administered by the Township, totaling \$ 4,059 (2021 - \$ 3,996) 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	\$ 1,005,653	\$ 1,779,162
Payments in lieu		<u>1,334</u>
	<u>\$ 1,005,653</u>	<u>\$ 1,780,496</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>2022</u>	<u>2021</u>
Gas tax revenue	\$ 53,976	\$ 214
Lot development charges	<u>333,229</u>	<u>264,866</u>
	<u>\$ 387,205</u>	<u>\$ 265,080</u>

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

	<u>2022</u>	<u>2021</u>
Balance at the beginning of the year	\$ 265,080	\$ 255,760
Gas tax revenue received	91,562	179,583
Development charges and lot fees	61,873	70,036
Interest earned	<u>8,690</u>	<u>1,976</u>
	\$ 427,205	\$ 507,355
Utilized during the year	<u>40,000</u>	<u>242,275</u>
Balance at the end of the year	<u>\$ 387,205</u>	<u>\$ 265,080</u>

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2022

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 \$ 217,835 (2021 - \$ 195,935) 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	19,620
Landfill sites' remaining useful life in years	8
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 2022, 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 2022 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 2022

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 2022 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>2022</u>	<u>2021</u>
(a) Ontario Infrastructure and Lands Corporation (OILC) loan payable, 2.50% interest, \$ 43,912 principal only payment, payable semi-annually, matured January 2022		\$ 21,956
Ontario Infrastructure and Lands Corporation (OILC) loan payable, 4.44% interest, \$ 40,867 principal only payment, payable semi-annually, matured September 2052	\$ 2,452,000	
Ontario Infrastructure and Lands Corporation (OILC) loan payable, 3.05% interest, \$ 24,500 principal only payment, payable semi-annually, maturing August 2028	<u>147,000</u>	<u>171,500</u>
Net long term liabilities at the end of the year	<u>\$ 2,599,000</u>	<u>\$ 193,456</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>
2023	\$ 106,233	\$ 112,252	\$ 218,485
2024	106,233	108,174	214,407
2025	106,233	103,500	209,733
2026	106,233	99,124	205,357
2027	106,233	94,747	200,980
2028 to 2052	<u>2,067,835</u>	<u>1,158,012</u>	<u>3,225,847</u>
	<u>\$ 2,599,000</u>	<u>\$ 1,675,809</u>	<u>\$ 4,274,809</u>

Township of Horton
Notes to the Financial Statements
For the year ended 31 December 2022

11. CHARGES FOR NET LONG TERM LIABILITIES

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

	<u>2022</u>	<u>2021</u>
Principal	\$ 46,456	\$ 118,412
Interest	<u>5,323</u>	<u>7,769</u>
	<u>\$ 51,779</u>	<u>\$ 126,181</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>2022</u>	<u>2021</u>
Tangible capital assets - net	\$ 11,895,732	\$ 10,191,325
Net long term liabilities (Note 10)	<u>(2,007,830)</u>	<u>(193,456)</u>
Equity in tangible capital assets	<u>\$ 9,887,902</u>	<u>\$ 9,997,869</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 2022, the Municipality contributed \$ 67,031 (2021 - \$ 59,313) 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 2022 is \$ 6,100,000,000 (deficit for 2021 - \$ 69,000,000) 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 2022

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 2022 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	\$ 526,402	\$ 101	\$ 240,722		\$ 40,718	\$ 807,943
Protection services	126,445		582,707		32,675	741,827
Transportation services	425,224	5,222	422,261		514,788	1,367,495
Environmental services	61,133		413,232		7,918	482,283
Health services	139		558	\$ 35,336		36,033
Recreation services	62,224		93,751	34,000	48,882	238,857
Planning and development	<u>1,172</u>		<u>4,558</u>			<u>5,730</u>
	<u>\$ 1,202,739</u>	<u>\$ 5,323</u>	<u>\$ 1,757,789</u>	<u>\$ 69,336</u>	<u>\$ 644,981</u>	<u>\$ 3,680,168</u>

(c) 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>

Township of HortonNotes to the Financial StatementsFor the year ended 31 December 2022

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 \$ 34,000 (2021 - \$ 15,800).

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 2022 was \$ 443,366 (2021 - \$ 448,171).

The Township has negotiated an annual contract with Emterra for the collection and disposal of recycled materials. The annual costs of this contract for 2022 were \$ 173,276 (2021 - \$ 206,894) 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 2022 were \$ 156,269 (2021 - \$ 47,203) 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 2022 were \$ 41,621 (2021 - \$ 44,101).

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 2022, the Township had 2 years remaining on the current agreement with a total outstanding balance of \$ 65,327.

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 2022
(with 2022 budget and 2021 actual figures for comparison)

	<u>2022</u> <u>Budget</u>	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Revenue:			
Net municipal taxation	\$ 2,621,865	\$ 2,625,666	\$ 2,553,405
Government transfers:			
Ontario	673,771	664,129	461,948
Canada	42,000	136,005	231,292
Other municipalities			60
Other	<u>329,548</u>	<u>347,451</u>	<u>316,805</u>
	<u>\$ 3,667,184</u>	<u>\$ 3,773,251</u>	<u>\$ 3,563,510</u>
Expenses:			
General government	\$ 788,559	\$ 807,943	\$ 659,388
Protection to persons and property	719,250	741,827	694,746
Transportation services	1,408,413	1,367,495	1,300,481
Environmental services	524,722	482,283	434,383
Health services	35,686	36,033	34,972
Recreation and cultural services	240,309	238,857	146,884
Planning and development	<u>15,800</u>	<u>5,730</u>	<u>5,451</u>
	<u>\$ 3,732,739</u>	<u>\$ 3,680,168</u>	<u>\$ 3,276,305</u>
Excess (shortfall) of revenue over expenses	<u>\$ (65,555)</u>	<u>\$ 93,083</u>	<u>\$ 287,205</u>
Transfers:			
Transfer from (to) reserves	\$ 1,512,181	\$ (203,050)	\$ 21,012
Transfer from (to) equity in tangible capital assets	<u>(1,446,626)</u>	<u>109,967</u>	<u>(308,217)</u>
Net transfers	<u>\$ 65,555</u>	<u>\$ (93,083)</u>	<u>\$ (287,205)</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 2022
(with 2021 figures for comparison)

	<u>2022</u>	<u>2021</u>
Contributions:		
From operations	\$ 406,588	\$ 656,056
Transfers:		
To operations	<u>203,538</u>	<u>677,068</u>
Change in reserves and reserve funds balance	\$ 203,050	\$ (21,012)
Reserves and reserve funds at the beginning of the year	<u>2,178,024</u>	<u>2,199,036</u>
Reserves and reserve funds at the end of the year	<u>\$ 2,381,074</u>	<u>\$ 2,178,024</u>
Reserves:		
Working funds	\$ 987,713	\$ 917,451
Fire equipment replacement	153,161	128,021
Landfill site	225,335	201,435
Transportation	331,422	242,301
Planning	13,801	13,801
Future equipment	174,853	167,672
Recreation	206,010	190,014
Election expense	26,004	19,634
Protection	33,983	33,983
Safe Start	45,763	65,562
Modernization funds	<u>183,029</u>	<u>198,150</u>
Total reserves	<u>\$ 2,381,074</u>	<u>\$ 2,178,024</u>

(See accompanying notes)

Township of Horton

Schedule of Tangible Capital Assets

For the year ended 31 December 2022
(with 2021 figures for comparison)

Segmented by asset class: <u>Cost</u>	Balance at 31 December 2021	<u>Additions</u>	Disposals, write-offs and adjustments	Balance at 31 December 2022
Land and land improvements	\$ 144,391			\$ 144,391
Buildings	2,087,324	\$ 115,719		2,203,043
Machinery and equipment	881,185	56,948	\$ (2,500)	935,633
Vehicles	1,771,428			1,771,428
Linear assets	25,044,791	2,107,323	69,812	27,221,926
Capital work in progress	<u>107,798</u>	<u>69,398</u>	<u>(79,312)</u>	<u>97,884</u>
Total	<u>\$ 30,036,917</u>	<u>\$ 2,349,388</u>	<u>\$ (12,000)</u>	<u>\$ 32,374,305</u>
<u>Accumulated amortization</u>	Balance at 31 December 2021	<u>Amortization</u>	Disposals, write-offs and adjustments	Balance at 31 December 2022
Buildings	\$ 741,102	\$ 47,205		\$ 788,307
Machinery and equipment	538,752	62,044	\$ (12,000)	588,796
Vehicles	507,024	82,374		589,398
Linear assets	<u>18,058,714</u>	<u>453,358</u>		<u>18,512,072</u>
Total	<u>\$ 19,845,592</u>	<u>\$ 644,981</u>	<u>\$ (12,000)</u>	<u>\$ 20,478,573</u>
<u>Net book value</u>			Balance at 31 December 2021	Balance at 31 December 2022
Land and land improvements			\$ 144,391	\$ 144,391
Buildings			1,346,222	1,414,736
Machinery and equipment			342,433	346,837
Vehicles			1,264,404	1,182,030
Linear assets			6,986,077	8,709,854
Capital work in progress			<u>107,798</u>	<u>97,884</u>
Total			<u>\$ 10,191,325</u>	<u>\$ 11,895,732</u>

(See accompanying notes)

Township of Horton

Schedule of Tangible Capital Assets

For the year ended 31 December 2022

(with 2021 figures for comparison)

Segmented by function: <u>Cost</u>	Balance at 31 December 2021	Additions	Disposals, write-offs and adjustments	Balance at 31 December 2022
General government	\$ 568,775	\$ 63,600		\$ 632,375
Protection services	1,312,155	27,984		1,340,139
Transportation services	25,910,696	2,204,911		28,115,607
Environmental services	243,110	12,616		255,726
Recreation services	<u>2,002,181</u>	<u>40,277</u>	\$ (12,000)	<u>2,030,458</u>
Total	\$ <u>30,036,917</u>	\$ <u>2,349,388</u>	\$ <u>(12,000)</u>	\$ <u>32,374,305</u>
<u>Accumulated amortization</u>	Balance at 31 December 2021	Amortization	Disposals, write-offs and adjustments	Balance at 31 December 2022
General government	\$ 176,065	\$ 40,718		\$ 216,783
Protection services	640,135	32,675		672,810
Transportation services	18,168,619	514,788		18,683,407
Environmental services	40,120	7,918		48,038
Recreation services	<u>820,653</u>	<u>48,882</u>	\$ (12,000)	<u>857,535</u>
Total	\$ <u>19,845,592</u>	\$ <u>644,981</u>	\$ <u>(12,000)</u>	\$ <u>20,478,573</u>
<u>Net book value</u>			Balance at 31 December 2021	Balance at 31 December 2022
General government			\$ 392,710	\$ 415,592
Protection services			672,020	667,329
Transportation services			7,742,077	9,432,200
Environmental services			202,990	207,688
Recreation services			<u>1,181,528</u>	<u>1,172,923</u>
Total			\$ <u>10,191,325</u>	\$ <u>11,895,732</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 2022, 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 2022, 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. This description forms part of our auditor's report.

MacKillican & Associates

RENFREW, Ontario.
2023.

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

620 Barnet Blvd.
Renfrew ON. K7V 0A8
T: 613.432.3664 | F: 613.432.8424

14 Madawaska Street – P.O. Box 94
Arnprior ON. K7S 3H2
T: 613.623.7926 | F: 613.623.7927

Email: info@mackillicans.com | Website: www.mackillicans.com

Township of Horton
McLaren Cemetery Trust Fund
Statement of Financial Position
As at 31 December 2022
(with 2021 figures for comparison)

	<u>2022</u>	<u>2021</u>
<u>ASSETS</u>		
Investments	\$ <u>4,059</u>	\$ <u>3,996</u>
<u>FUND BALANCE</u>		
Fund balance	\$ <u>4,059</u>	\$ <u>3,996</u>

Township of Horton
McLaren Cemetery Trust Fund
Statement of Operations and Change in Fund Balance
For the year ended 31 December 2022
(with 2021 figures for comparison)

	<u>2022</u>	<u>2021</u>
Balance at the beginning of the year	\$ <u>3,996</u>	\$ <u>3,937</u>
Revenue:		
Interest earned - bank	\$ <u>63</u>	\$ <u>59</u>
Expenses	\$ <u>-</u>	\$ <u>-</u>
Balance at the end of the year	\$ <u>4,059</u>	\$ <u>3,996</u>

(See accompanying notes)

Township of Horton

McLaren Cemetery Trust Fund

Notes to the Financial Statements

For the year ended 31 December 2022

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 6TH, 2023

There was a Regular Meeting of Council held in the Council Chambers on Tuesday June 6th, 2023. Present were Mayor David Bennett, Deputy Mayor Tom Webster, Councillor Glen Campbell, and Councillor Doug Humphries. Staff present was Hope Dillabough, CAO/Clerk, and Nichole Dubeau, Executive Assistant– Recording Secretary.

Councillor Daina Proctor sent her regrets.

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

There was no declaration of pecuniary interest.

4. CONFIRMATION OF COUNCIL AGENDA

Moved by Deputy Mayor Webster

RESOLUTION NO. 2023-120

Seconded by Councillor Campbell

THAT Council adopt the Agenda for the June 6th, 2023 Regular Council Meeting.

Carried

5. DELEGATIONS &/or PUBLIC MEETINGS

5.1 Tracey Stevens – Renfrew Public Library Board Update

Tracey Stevens, Horton Township Library Board Representative, presented for Council. She highlighted on the number of Horton Residents that are enrolled so far in 2023, and the programs, resources, and supplies that the library has to offer to all ages. She suggested that the Library partner up with the Township to host “Pop-Up Libraries” at the Community Centre and have a booth at Township events. CAO/Clerk Hope Dillabough stated that she will be bringing forward a report for Horton’s own Book Tree at the Municipal Office or Community Centre.

5.2 Craig Bellinger – Tomlinson Group

Craig Bellinger from Tomlinson Group was present and reviewed the letter from MHBC to Council. He added that if granted, the Horton Fire Department would receive a key for the gate to access the water in the ponds. He explained how the pit would operate as it pertains to below water extraction and various processes. He summarized the public outreach Tomlinson has completed thus far as well as their Open House in May. The Public Meeting is to be held June 15th, 2023 where there will be more representation from Tomlinson for the purpose of answering any questions of Council and the Public.

6. MINUTES

6.1 May 16th, 2023 – Regular Council

Moved by Councillor Humphries

RESOLUTION NO. 2023-121

Seconded by Deputy Mayor Webster

THAT Council approve the following Minutes:

- May 16th, 2023 – Regular Council

Carried

7. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

RETURN TO AGENDA

8. COMMITTEE REPORTS:

8.1 **PROTECTIVE SERVICES COMMITTEE**

8.1.1 Chair's Report – May 18th

Councillor Campbell reviewed the report.

8.2 **RECREATION COMMITTEE**

8.2.1 Chair's Report – May 11th

Chair Humphries reviewed the report.

8.3 **COMMUNITY COMMITTEES / COUNTY COUNCIL**

8.3.1 Renfrew & Area Seniors Home Support

Councillor Humphries gave a brief update.

8.3.2 Chamber of Commerce

Councillor Humphries gave a brief update.

8.3.3 County Council

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

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

10.1 2023-30 Front-End Bin and Recycling Depot Agreement

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE

12. COUNCIL/STAFF MEMBERS CONCERNS

CAO/Clerk Hope Dillabough stated that Councillor Proctor had reached out to her about Council members posting on the Facebook page and Township Website regarding Pride Month and inclusivity. Council members were in agreeance to post something but anything additional in coming years would have to come to Council for direction. Due to safety concerns, Ms. Dillabough also requested that due to Staff Holiday's, the Municipal Office be closed to the public June 23rd and the remaining staff work from home. Council members were in agreeance.

13. RESOLUTIONS

Moved by Councillor Campbell

RESOLUTION NO. 2023-122

Seconded by Councillor Humphries

THAT Council accept the Protective Services Chair's report as information.

Carried

Moved by Councillor Campbell

RESOLUTION NO. 2023-123

Seconded by Deputy Mayor Webster

THAT upon recommendation from the Protective Services Committee, Council direct Staff to issue and advertise RFQ 2023-01 for the purpose of replacing Truck 9837.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2023-124

Seconded by Deputy Mayor Webster

THAT Council accept the Recreation Chair's report as information.

Carried

Moved by Deputy Mayor Webster

RESOLUTION NO. 2023-125

Seconded by Councillor Humphries

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

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2023-126

Seconded by Councillor Campbell

THAT Council accept the CAO/Clerk's Information Memo for the June 6th, 2023 meeting.

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2023-127

Seconded by Deputy Mayor Webster

THAT Council enact the following By-laws:

- 2023-30 Front-End Bin and Recycling Depot Agreement

Carried

Moved by Councillor Humphries

RESOLUTION NO. 2023-128

Seconded by Deputy Mayor Webster

THAT Council agree to close the Municipal Office to the public June 23rd, 2023 and staff be working from home.

Carried

14. IN CAMERA (Closed) SESSION

Moved by Councillor Humphries

RESOLUTION NO. 2023-129

Seconded by Deputy Mayor Webster

THAT Council went into a Closed Session Meeting at 5:29 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:

- Request for Delegation – Whitton Road Residents
- Council Attendance Report

Carried

Moved by Councillor Campbell

RESOLUTION NO. 2023-130

Seconded by Deputy Mayor Webster

THAT Council came out of Closed (In-Camera) Session at 5:43 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:

- Request for Delegation – Whitton Road Residents
- Council Attendance Report – TABLED

Carried

15. CONFIRMING BYLAW

Moved by Councillor Humphries
Seconded by Deputy Mayor Webster

RESOLUTION NO. 2023-131**THAT** Council enact By-law 2023-31– Confirming By-Law.**Carried****16. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 5:45 p.m.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough



Township of Horton COUNCIL / COMMITTEE REPORT

TREASURER'S REPORT	Date:	June 20, 2023
	Council/Committee:	Council
	Author:	Nathalie Moore, Treasurer
	Department:	General Government

RECOMMENDATIONS:

THAT Council receive the Treasurer's Report dated June 20, 2023, as presented.

BACKGROUND:

In May the CAO/Clerk and I attended a session through AMCTO on the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) using real-world examples in an interactive and engaging session. Speakers from various organizations and/or municipalities spoke on key MFIPPA topics such as processing Freedom of Information (FOI) requests, legislative exemptions, and exclusions, and how to develop a Freedom of Information/Privacy program within your municipality. Sitting in this session has helped us gain a stronger understanding of privacy obligations and best practices for operationalizing MFIPPA.

Notable expenses in May were \$16,366.67 to ARMTEC for culvert costs, \$32,525.64 to JP2G Consultants for GICB application as well as feasibility study & site compliance. Town of Renfrew received a payment of \$37,007.77 for Recreation agreement, bulk water purchases and annual extrication agreement.

Another agreement recently paid is to the Renfrew Public Library in the amount of \$8,489 to allow Horton residents to use the library at no charge. We encourage residents to use the library as they have so much to offer, for all ages, as we learnt in a recent presentation to Council.

The upcoming strategic plan interviews have staff discussing and assessing our work processes and possibilities. Not only for Horton as a community but also for Horton employees and Council. It will be interesting to see the end result on how we plan to move forward.

ATTACHMENTS:

The departmental summary of revenues and expenditures to May 31, 2023.

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

RETURN TO AGENDA

	<u>MAY</u> 2023	<u>MAY</u> 2022
GENERAL GOVERNMENT	ACTUAL	ACTUAL
REVENUE	(2,901,227.00)	(2,754,930.00)
EXPENSES	343,675.00	327,375.00
PROTECTION	ACTUAL	ACTUAL
REVENUE	(55,562.00)	(3,595.00)
EXPENSES	231,256.00	156,457.00
TRANSPORTATION / STORM SEWER	ACTUAL	ACTUAL
REVENUE	(2,978.00)	(900.00)
EXPENSES	357,062.00	358,966.00
ENVIRONMENT	ACTUAL	ACTUAL
REVENUE	(39,784.00)	(27,872.00)
EXPENSES	229,817.00	175,662.00
RECREATION	ACTUAL	ACTUAL
REVENUE	(25,043.00)	(12,892.00)
EXPENSES	107,480.00	83,275.00
LIBRARY / HEALTH SERVICES	ACTUAL	ACTUAL
REVENUE	-	-
EXPENSES	-	8,323.00
PLANNING	ACTUAL	ACTUAL
REVENUE	(2,760.00)	(3,350.00)
EXPENSES	2,550.00	1,647.00
FIRE DEPARTMENT	ACTUAL	ACTUAL
REVENUE	(1,629.00)	-
EXPENSES	47,231.00	74,015.00
BUILDING	ACTUAL	ACTUAL
REVENUE	(25,391.00)	(30,761.00)
EXPENSES	21,277.00	20,991.00



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Integrity Commissioner 2022 Annual Report	Date:	June 20 th , 2023
	Council/Committee:	General Government/ Council
	Author:	Hope Dillabough, CAO/Clerk
	Department:	Administration

RECOMMENDATIONS:

THAT Council of the Township of Horton receive the Integrity Commissioner's 2022 Annual Report, as submitted.

BACKGROUND:

Section 223.3(1) of the Municipal Act, 2001, S.O. 2001, c. 25 requires that all municipalities shall have an Integrity Commissioner. In 2018, an RFP was issued and awarded in 2019 to Tony Fleming of Cunningham Swan with the appointment effective March 1st, 2019. His contract was extended in 2022 for an additional two years.

As part of Mr. Fleming's services, the Township receives an Annual Report providing the municipality information. This report also gets posted publicly on the Township's website.

There were no complaints received in 2022.

ALTERNATIVES: None

FINANCIAL IMPLICATIONS: None

ATTACHMENTS: 2022 Annual Report from Tony Fleming, Cunningham Swan

CONSULTATIONS: None

Prepared by: Hope Dillabough, CAO/Clerk

RETURN TO AGENDA

Tony E. Fleming
Direct Line: 613.546.8096
E-mail: tfleming@cswan.com

June 5, 2023

SENT BY EMAIL TO: hdillabough@hortontownship.ca

Council – Township of Horton
c/o Hope Dillabough, CAO/Clerk
2253 Johnston Road
Renfrew, Ontario
K7V 3Z8

Dear Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2022
Township of Horton
Our File No. 12530-4**

In 2019, Tony Fleming of Cunningham Swan in Kingston, Ontario, was appointed as the Integrity Commissioner for the Township of Horton in accordance with section 223.3(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25 (the “Act”).

Last year, in lieu of providing an annual report, we provided a letter to confirm that there had been no complaints under the Code of Conduct or applications for inquiry under the MCIA submitted to the Integrity Commissioner. We had also received no requests for advice from individual Members. This year, we will also provide this letter to confirm that there have been no complaints under the Code of Conduct or applications for inquiry under the MCIA submitted to the Integrity Commissioner. We have also received no requests for advice from individual Members.

We thank the Township of Horton for the opportunity to act as its Integrity Commissioner. We remind Members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a Member’s obligations under the Code of Conduct and

RETURN TO AGENDA

the MCIA. We note that this service provides Members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the Member.

Members are held to the highest standards of office in their elected positions and we thank all of you for your continued attention to the ethical execution of your duties.

Please contact us with any follow-up questions.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation
TEF:mj

Township Of HortonMAY 2023 BUILDING REPORT

Month	No. of Permits	2023 Value of Permits	2022 Value of Permits	2021 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	\$ -							
February	4	\$ 1,258,600	\$1,635,000	\$ 785,000		2	2			7,641	0
March	3	\$ 663,000	\$1,083,200	\$ 1,340,000	1	1	1			6,375	0
April	7	\$ 1,865,000	\$879,000	\$ 2,291,300	2		3		2	13,100	0
May	4	\$ 614,000	\$1,765,000	\$ 1,391,000	1	2	1			8,822	0
June			\$2,220,400	\$ 348,000							
July			\$149,000	\$ 540,000							
August			\$641,000	\$ 1,355,000							
September			\$1,500,000	\$ 1,021,000							
October			\$825,000	\$ 996,000							
November			\$0	\$ 3,130,500							
December			\$0	\$ 80,000							
TOTALS	18	\$ 4,400,600	\$10,697,600	\$ 13,277,800	4	5	7	0	2	35,938	0

RETURN TO AGENDA

Open Planning Files as of June 16, 2023

48

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
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
2497095 Ontario Inc (Corey Scheel)	B62/19	1	30-Jul-19	30-Jul-19	01-Aug-19		No movement on File
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 27/22- applicant to complete conditions
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 27/22 -Applicant to complete conditions
Douwe Bakker	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 7/22 - 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 9/22 -Applicant to complete conditions
Michael Leblanc & Agatha Sebastian	B120/22	1	07-Jun-22	07-Jun-22	14-Jun-22	20-Jun-22	Notice of Decision rec'd September 8/22- applicant to complete conditions
Melvyn Mielke	B12/22	1	21-Jan-22	20-Apr-22	21-Apr-22	12-May-22	Notice of Decision rec'd August 19/22- applicant to complete conditions
Douwe Bakker	B121/21 B122/21	2	28-Jul-21	July 28, 2021 but signed Oct 19	25-Oct-21	02-Nov-21	Notice of Decision rec'd Feb 13/23 - applicant to complete conditions
Douwe Bakker	B123/21 B124/21 B125/21 B126/21	3	28-Jul-21	July 28, 2021 but signed Oct 19	25-Oct-21	02-Nov-21	Amended Applications rec'd Dec 5/22 & B124 Abandoned
Jamie Prince & Tina Hunt	B188/21 B189/21 B190/21	3	18-Nov-21	Nov 18, 2021 but signed Mar 29, 2022	31-Mar-22	06-Apr-22	B190/21 Complete Notice of Decision rec'd Nov 24/22 - applicant to complete conditions for B188 & B189
Ila Ferguson	B104/22 B105/22 B106/22	3	19-May-22	17-Jun-22	15-Sep-22	27-Sep-22	Notice of Decision rec'd Nov 29/22 - applicant to complete conditions
Danny Leblanc & Karen Sholea	B124/22 B125/22	2	15-Jun-22	15-Jun-22	18-Oct-22	04-Nov-22	Notice of Decision rec'd April 20/23 - applicant to complete conditions

RETURN TO AGENDA

Open Planning Files as of June 16, 2023

49

Darcy & Cheryl Warren	B178/22 B179/22	2	06-Oct-22	06-Oct-22	14-Dec-22	20-Mar-23	Municipal documents sent to Cty
Dan & Lyn Ripley	B183/22	1	17-Oct-22	17-Oct-22	15-Dec-22	19-Dec-22	Notice of Decision rec'd Apr 12/23
William Juby & Robert Barker	B222/22	1	01-Dec-22	01-Dec-22	10-Mar-23	13-Mar-23	Municipal documents sent to Cty
D.C. Hawkins Holdings Ltd	B02/23 B03/23 B04/23	3	01-Jan-23	07-Feb-23	16-Mar-23	12-May-23	Municipal documents sent to Cty
Lloyd & Val Hisko	B45/23 B46/23	2	06-Mar-23	06-Mar-23	16-May-23	17-May-23	Municipal documents sent to Cty
Peter & Glenda Tippins	B48/23	1	07-Mar-23	07-Mar-23	17-May-23	30-May-23	Municipal documents sent to Cty

File Name	File Type	File Status
Lloyd & Val Hisko	Zoning By-law Amendment	Application sent to Cty May 25/23
Tomlinson Ltd.	Zoning By-law Amendment	Public Meeting June 15/23
Melvyn Mielke	Zoning By-law Amendment	Public Meeting June 20/23
Morris Eady	Minor Vairance	Council to have site visit and public meeting - No movement on file since 2021

RETURN TO AGENDA



Township of Horton

COUNCIL / COMMITTEE REPORT

Title: Recreation Chair's Report – June 8 th , 2023	Date:	June 19, 2023
	Council/Committee:	Council
	Author:	Amanda Ryan, Receptionist/Clerk
	Department:	Recreation

RECOMMENDATIONS:

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

BACKGROUND:

Canada Day Event

There was concern that the menu items should not have been listed as there is uncertainty if the deep fryer will be installed and inspected in time for use.

Bar

Ms. Ryan reviewed the tasks that she has been working on as well as the challenges discovered along the way. She has completed her Smart Serve Training.

Signage for Millennium Trail

Chair Humphries stated that he was in touch with CEMC Osipenko for recommendations that would help the paramedics if someone needed their help in distress. He stated that having a different colour than the signage on the Algonquin Trail.

May Dance

Ms. Ryan provided an unofficial income statement from the dance. Profits were over \$500. Attendance was greater than other dances and was attributed to the increased attendance because of the band that was playing. The Brysonnaires do not have a place to regularly play in their area any longer and they have a large following. The cost to bring them in was also less than other local bands.

Horseshoe Tournament

Mr. Ryan stated that she had checked in with one of the horseshoe volunteers and they were not interested in running a tournament. Chair Humphries agreed that it would take a lot of work.

Tables for Monday Craft Group

Ms. Ryan informed the committee that some laminated tables were found on Uline. Ms. Ryan will reach out to volunteer Debby Johnston to see if the ones found are what the craft group is looking for and will proceed from there.

Euchre Wrap Up

Euchre is done for the season. Concerns regarding the chairs and the set up were brought forward. Recommendations for set up in the fall will be forwarded to see if the changes make a difference.

Fruit Fundraiser

The committee agreed to proceed with the fruit fundraiser of 2023.

RETURN TO AGENDA

Harvest Dinner

The date of October 14th was set aside for the event. Ms. Ryan to check in with Willis Eady to run the kitchen. More details to come.

Craft Sale

The date of December 3rd was booked for the event. Ms. Ryan to start planning.

Staff Member Concerns

Public Advisory Member Rouble raised concern about cost of disposable supplies, and how to proceed for functions. Cutlery and cups for Canada Day were discussed.

Moved by Sharon Bennett

Seconded by Claire Rouble

THAT the Public Advisory Member Rouble purchase cutlery to bring totals up to 300 sets provided none can be found in storage. To be funded from catering.

Carried

Mayor Bennett stated that the bouncy castles are still a go. He would like them set up under the rink roof, but the pigeon excrement will need to be taken care of. Ms. Ryan to ask Public Works.

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS:

CONSULTATIONS: N/A

Prepared by: Amanda Ryan, Receptionist/Clerk

Reviewed by: Hope Dillabough, CAO/Clerk

RETURN TO AGENDA



**Township of Horton
COUNCIL / COMMITTEE REPORT**

Title: TES Committee Chair's Report – June 14 th , 2023	Date:	June 20 th , 2023
	Council/Committee:	Council
	Author:	Nikky Dubeau, Executive Assistant
	Department:	TES

RECOMMENDATIONS:

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

BACKGROUND:

Award of PW 2023-04 Rehabilitation of Mullins Road – HCB

The Committee was in agreeance to award the tender to Greenwood Paving Ltd.

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to award PW 2023-04, Rehabilitation of Mullins Road – HCB to Greenwood Paving Ltd. for the total upset limit of \$320,000.00 including HST;

AND THAT the work be funded as allocated in the approved 2023 Capital budget.

Carried

Award of PW 2023-05 Municipal Building HVAC and Commercial Appliance Maintenance

The Committee was in agreeance to award the tender to Sheaves Mechanical Heating and Cooling.

Moved by Tyler Anderson

Seconded by Bob Kingsbury

THAT the TES Committee recommend to Council to award PW 2023-05, Municipal Buildings HVAC and Commercial Appliance Maintenance to Sheaves Mechanical Heating and Cooling for the estimated yearly maintenance cost of \$7,792.48 including HST;

AND THAT the work be funded from the 2023 departmental Operating budget.

Carried

Award of PW 2023-06 Municipal Buildings Plumbing and Water Treatment Systems Maintenance

The Committee was in agreeance to award the tender to T Williams Plumbing.

RETURN TO AGENDA

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to award PW 2023-06, Municipal Buildings Plumbing and Water Treatment Systems Maintenance to T Williams Plumbing for the estimated yearly maintenance cost of \$6,780.00 including HST;

AND THAT the work be funded from the 2023 departmental Operating budget.

Carried

Award of PW 2023-07 '27 X 50' Concrete Slab Installation

The Committee was in agreeance to award the tender to Precision Concrete Finishing.

Moved by Tyler Anderson

Seconded by Bob Kingsbury

THAT the TES Committee recommend to Council to award PW 2023-07, 27' x 50' Concrete Slab Installation to Precision Concrete Finishing for the total cost of \$16,950.00 including HST;

AND THAT the work be funded as allocated in the approved Capital 2023 budget.

Carried

Lime Kiln Road Rehabilitation Preparation

Mayor Bennett stated his concerns with the work being done that could affect the possibility of the County taking over the road. He added that when the Highway 417 Expansion gets to Gillan Road, Lime Kiln Road will be a main artery and it will require a large amount of the tax base in order to maintain the traffic. The Committee was in agreeance to move forward with the base testing.

2021-2022 Landfill Biennial Report and User Fees

There was Committee discussion regarding maintaining the price of bag tags and eliminating the "free pass" to the Landfill Site due to the waste that is entering the Landfill and trying to maintain the life expectancy of the Landfill. Committee was in agreeance to keep the bag tag price at \$2.00 and eliminate the annual "free pass" for each ratepayer, and to broadcast the information to the public. Mr. Knapp is to bring back a draft User Fees By-law indicating the price changes for the Waste Department.

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council that due to the current life expectancy of the Landfill Site, the "Free Voucher" for resident's be eliminated from the annual mailout effective December 31st, 2023;

AND THAT the price of bag tags and garbage bags taken to the Landfill Site remain at \$2.00;

AND FURTHER THAT that the Waste Department User Fees By-law be adjusted no less than on a biennial basis triggered by receipt of our biennial report and adjusted according to the CPI rate of inflation for services;

RETURN TO AGENDA

AND FURTHER THAT the Draft By-law with changes be brought back to the September TES meeting for consideration.

Carried

Transportation User Fees

The Committee was in agreeance to change the fees but suggested that moving forward each department update their user fees at the same time to eliminate multiple User Fees and Charges By-laws in one year.

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to update the Transportation User Fees to reflect the current CPI rate of inflation for services.;

AND THAT the Draft By-law with changes be brought back to the September TES meeting for consideration.

Carried

Private Road Maintenance

There was Committee discussion regarding Township or County property. Mr. Knapp is to contact Jason Davis, Manager of Forestry and GIS and Angie Schultz, GIS Technician to confirm if the section of land between Mac's Lane and River Road is County or Township and bring back to the Committee for further discussion and decision.

Request for Additional Landfill Site Passes

There was Committee discussion regarding the waste coming into the Landfill Site and trying to expand the life of the Landfill. Committee was in agreeance to provide the "free vouchers".

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to provide Keith Bilson two (2) "Free Vouchers" for the Landfill to dispose of flood debris.

Carried

Community Centre Detailed Design/Public Meeting

Moved by Bob Kingsbury

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to accept the 80% design as presented;

AND THAT the TES Committee recommend to Council that a Public Meeting be held on July 18th, 2023, during the regular Council meeting.

Carried

RETURN TO AGENDA

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: N/A

CONSULTATIONS: N/A

Prepared by: Nikky Dubeau, Executive Assistant

Reviewed by: Hope Dillabough, CAO/Clerk

Reviewed by: Adam Knapp, Public Works Manager



THE CORPORATION OF THE TOWNSHIP OF HORTON

Memo from the CAO/Clerk as of June 16, 2023.

INFORMATION provided **NOT** included in the Regular Council meeting package of June 20, 2023.

INFORMATION EMAILED

1. AORS Public Works Leadership Development Program
2. The Role and Obligations of Municipal Leaders
3. Expanding Strong Mayor Powers to Build More Homes Faster
4. Calendars

RETURN TO AGENDA

**THE CORPORATION OF THE
TOWNSHIP OF HORTON**

BY-LAW NUMBER 2023-32

A By-law to amend By-law Number 2010-14 of the Corporation of the Township of Horton, as amended.

PURSUANT TO SECTION 34 OF THE PLANNING ACT, R.S.O., 1990, c.P. 13, THE TOWNSHIP OF HORTON HEREBY ENACTS AS FOLLOWS:

1. THAT By-law Number 2010-14, as amended, be and the same is hereby further amended as follows:
 - (a) Schedule "A" is amended by rezoning those lands described as Part of Lot 5, Concession 10, from Rural (RU) to Limited Service Residential (LSR) as shown on the Schedule "A" attached hereto.
2. THAT save as aforesaid all other provisions of By-law 2010-14, as amended, shall be complied with.
3. This by-law shall come into force and take effect on the day of final passing thereof.

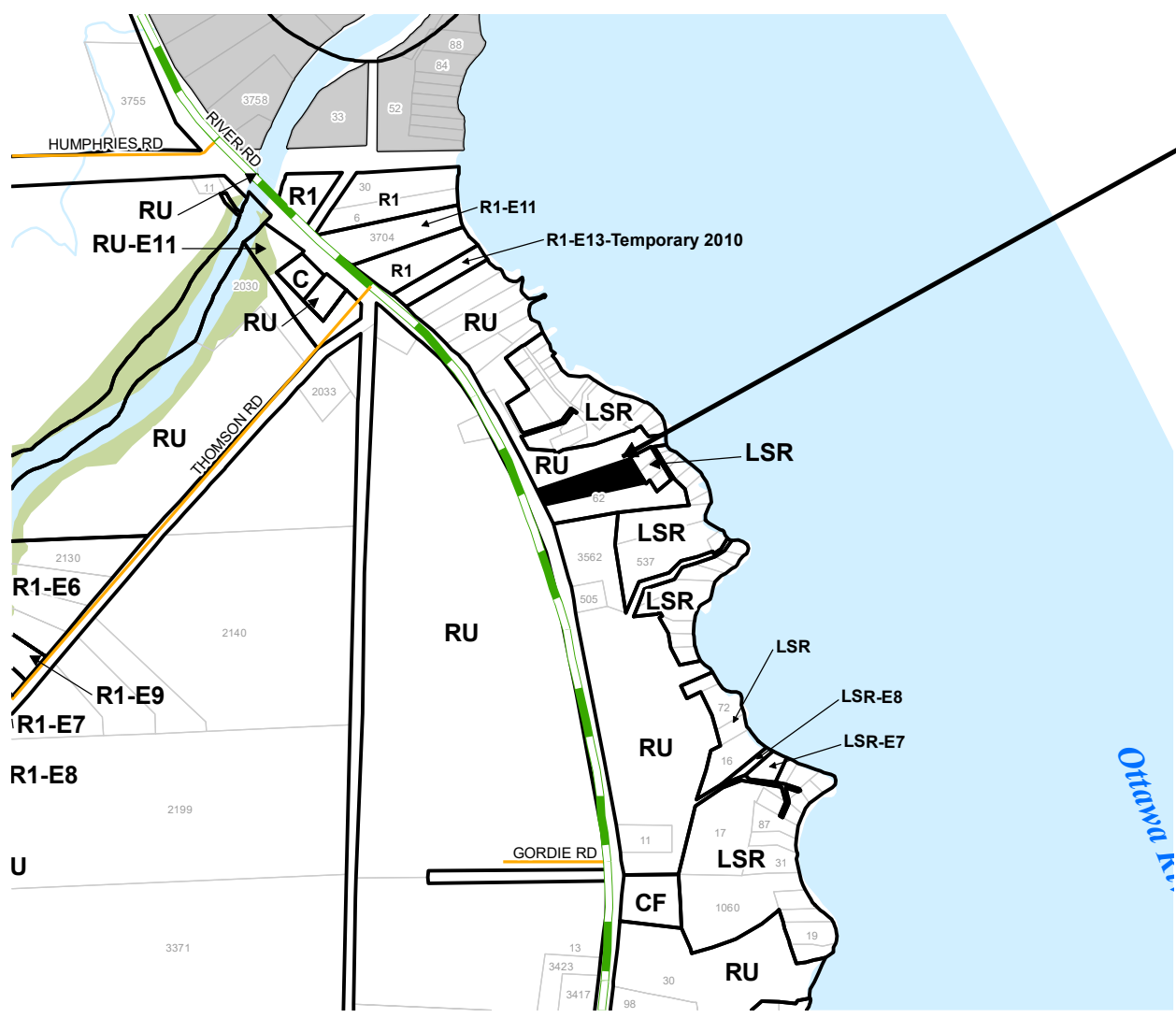
This By-law given its FIRST and SECOND reading this 20th day of June, 2023.

This By-law read a THIRD time and finally passed this 20th day of June, 2023.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

From RU to LSR



1:12,000

Corporation of The Township of Horton

This is Schedule "A" to By-law Number _____.
 Passed the _____ day of _____ 20_____.
 Signatures of Signing Officers

 Mayor

 CAO\Clerk

LEGEND

- R1 Residential One
- E Exception Zone
- LSR Limited Service Residential
- Area affected by amendment: From RU to LSR
- RU Rural
- CF Community Facility

CORPORATION OF THE TOWNSHIP OF HORTON

BY-LAW NO. 2023-33

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF HORTON AT THE REGULAR COUNCIL MEETING HELD JUNE 20TH, 2023

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 20th day of June, 2023 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 20th day of June, 2023.

READ a third time and passed this 20th day of June, 2023.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA