



**THE CORPORATION OF THE TOWNSHIP OF HORTON
COUNCIL MEETING –NOVEMBER 21ST, 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 pm Delegation –County of Renfrew Planning and Development

6. MINUTES FROM PREVIOUS MEETINGS

- 6.1 November 7th, 2023

PG.3

7. BUSINESS ARISING FROM MINUTES

8. COMMITTEE REPORTS:

8.1 PLANNING COMMITTEE
▪ **CHAIR CAMPBELL**

- 8.1.1 October Building Report

PG.7

- 8.1.2 Planning Files Update

PG.8

9. CORRESPONDENCE SUMMARY

9.1 INFORMATION CORRESPONDENCE – NONE

9.2 ACTION CORRESPONDENCE – NONE

10. BY-LAWS

- 10.1 2023-52 Use of Unopened Road Allowance – Jamieson

PG.10

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING

12. COUNCIL/STAFF MEMBERS CONCERNS

13. RESOLUTIONS

14. IN CAMERA (Closed) SESSION (as required)

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

- (b) Personal matters about an identifiable individual, including municipal or local board employees – Succession Planning

RETURN TO AGENDA

15. CONFIRMING BY-LAW 2023-53

PG.13

16. ADJOURNMENT

RETURN TO AGENDA

THE CORPORATION OF THE TOWNSHIP OF HORTON

REGULAR COUNCIL MEETING
NOVEMBER 7TH, 2023

There was a Regular Meeting of Council held in the Council Chambers on Tuesday November 7th, 2023. Present were Mayor David Bennett, Councillor Tom Webster, Councillor Glen Campbell, Councillor Doug Humphries, and Councillor Daina Proctor. Staff present was Hope Dillabough, CAO/Clerk, Nathalie Moore, Treasurer, and Nichole Dubeau, Executive Assistant– Recording Secretary.

1. CALL TO ORDER

Mayor Bennett called the meeting to order at 4:00 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

Mayor Bennett requested to remove item 11.2 Notice of Motion Filed by Mayor Bennett.

Moved by Councillor Campbell
Seconded by Councillor Proctor

RESOLUTION NO. 2023-206

THAT Council adopt the Agenda for the October 3rd, 2023 Regular Council Meeting, as amended with the removal of item 11.2 Notice of Motion Filed by Mayor Bennett.

Carried

5. DELEGATIONS &/or PUBLIC MEETINGS

5.1 Delegation – Brian Whitehead, Jp2g Consultants

Brian Whitehead, Operations Manager with Jp2g Consultants Inc. and property owner Eric Draper were present.

Mr. Whitehead reviewed the past practice, original intentions when the Official Plan was created, and the plans that Mr. Draper has for the remainder of the property. He stated that they are looking for Council support to move forward with an Official Plan Amendment to allow the additional consents and to possibly join them in a meeting with the County for consultation. Mr. Draper stated that the Official Plan Amendment application would show the additional eight lots he would be creating and there would be no other consent applications after the Official Plan Amendment. Council members voiced their opinions and there was consensus of support. Mr. Whitehead and CAO/Clerk Hope Dillabough are to discuss the next steps.

6. MINUTES

6.1 October 17th, 2023 – Public Meeting

6.2 October 17th, 2023 – Regular Council

Moved by Councillor Humphries
Seconded by Councillor Proctor

RESOLUTION NO. 2023-207

THAT Council approve the following Minutes:

- October 17th, 2023 – Public Meeting
- October 17th, 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 RECREATION COMMITTEE**8.1.1 Chair's Report – October 12th, 2023

Councillor Humphries reviewed the report. There was discussion regarding the steel fence. Councillor Webster stated that if the fence will be used for anything other than the rink, than the Town of Renfrew should be consulted with since it was donated for only that purpose.

8.2 GENERAL GOVERNMENT COMMITTEE

Public Advisory Member Spencer Hopping was present.
Public Advisory Member Susan Humphries sent her regrets.

8.2.1 Staff Report – Tile Drain Loan

Treasurer Nathalie Moore reviewed the report.

8.2.2 Staff Report – Development Charges Study

CAO/Clerk Hope Dillabough reviewed the report.

8.3 COMMUNITY COMMITTEES / COUNTY COUNCIL8.3.1 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**

Discussion went around the table with information previously distributed. Councillor Webster requested that Renfrew & Area Seniors Home Support's Project Poinsettia be shared on the Township's Facebook page.

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

- 10.1 2023-49 Establish a Grant Program to Assist with Improvement Costs of Private Roads
- 10.2 2023- 2023-50 By-law to Name Private Road – Red Door Lane

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL11.1 Notice of Motion Filed by Councillor Proctor

CAO/Clerk Hope Dillabough reviewed the report. Councillor Webster recommended Councillor Proctor for the Deputy Mayor position.

Moved by Councillor

RESOLUTION NO. 2023-208

Seconded by Councillor

THAT Council hereby appoints Councillor Proctor to fill the position of Deputy Mayor to act in the absence of the Mayor for the remainder of the 2022-2026 Term of Office.

RETURN TO AGENDA

AND THAT the Deputy Mayor shall have legal and banking signing authority for the 2022-2026 Term of Office as required.

Carried

Moved by Councillor

RESOLUTION NO. 2023-209

Seconded by Councillor

THAT Council approves the terms and conditions set out in the TD Canada Trust “Corporate Resolution” and appoints the following bank signing officers for the Corporation of the Township of Horton:

One signature of either Mayor David Bennett or Deputy Mayor Daina Proctor; and
One signature of either Treasurer Nathalie Moore or CAO/Clerk Hope Dillabough.

Carried

12. COUNCIL/STAFF MEMBERS CONCERNS

Councillor Campbell thanked Councillor Humphries for the committees he chairs and sits on and his unwavering commitment. There was Council discussion regarding Council members staying up to date with all the committees and departments. CAO/Clerk Hope Dillabough suggested scheduling a Special Council meeting in the new year to further discuss.

Councillor Proctor questioned when the Strategic Plan would be completed. CAO/Clerk Hope Dillabough stated that she should be receiving the draft plan soon, and hopefully by the end of the year the final plan will be presented and adopted by Council.

Councillor Proctor questioned the water levels of the Ottawa River and if the Township received any response from the resolution in support of Clarence-Rockland. CAO/Clerk Hope Dillabough stated that typically there is little response from resolutions in support, but she will contact the CEMC Steve Osipenko to see if there is a reason of the higher water levels.

13. RESOLUTIONS

Moved by Councillor Humphries

RESOLUTION NO. 2023-210

Seconded by Councillor Proctor

THAT Council receive the Recreation Chair’s Report for October 12th, 2023.

Carried

Moved by Councillor Campbell

RESOLUTION NO. 2023-211

Seconded by Councillor Humphries

THAT Council receive Tile Drain Loans report as information;

AND THAT Council approve the application of Ian McGregor for a tile drain loan on Concession 8 Lot 1, in the Township of Horton, in accordance with the Ministry of Agriculture, Food and Rural Affairs policies for tile drainage for the current year, subject to pending approval of funding from OMAFRA.

Carried

Moved by Councillor Webster

RESOLUTION NO. 2023-212

Seconded by Councillor Humphries

THAT Council authorizes the CAO/Clerk to engage the services of Jp2g Consultants Inc. to conduct a development charge background study;

AND FURTHER THAT Jp2g Consultants Inc. will organize and chair the public meeting as required and prepare the appropriate by-law upon completion of the study.

Carried

RETURN TO AGENDA

Moved by Councillor Humphries
Seconded by Councillor Campbell

RESOLUTION NO. 2023-213

THAT Council accept the CAO/Clerk's Information Memo for the November 7th, 2023 meeting.

Carried

Moved by Councillor Webster
Seconded by Councillor Proctor

RESOLUTION NO. 2023-214

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

Carried

Moved by Councillor Campbell
Seconded by Councillor Humphries

RESOLUTION NO. 2023-215

THAT Council enact the following by-laws:

- 2023-49 Establish a Grant Program to Assist with Improvement Costs of Private Roads
- 2023-50 By-law to Name Private Road – Red Door Lane

Carried**14. IN CAMERA (Closed) SESSION**

Moved by Councillor Campbell
Seconded by Councillor Webster

RESOLUTION NO. 2023-216

THAT Council went into a Closed Session Meeting at 5:23 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 – 2024 Leave Allocation – Verbal Update

Carried

Moved by Councillor Humphries
Seconded by Councillor Campbell

RESOLUTION NO. 2023-217

THAT Council came out of Closed (In-Camera) Session at 5:34 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 – 2024 Leave Allocation – Verbal Update

Carried**15. CONFIRMING BYLAW**

Moved by Councillor Webster
Seconded by Councillor Humphries

RESOLUTION NO. 2023-218

THAT Council enact By-law 2023-51– Confirming By-Law.

Carried**16. ADJOURNMENT**

Mayor Bennett declared the meeting adjourned at 5:35 p.m.

 MAYOR David M. Bennett

 CAO/CLERK Hope Dillabough

RETURN TO AGENDA

Township Of Horton

OCTOBER 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	8	\$ 1,802,000	\$2,220,400	\$ 348,000	3	2	3			12,201	0
July	7	\$ 4,870,000	\$149,000	\$ 540,000		4	3		1	16,970	0
August	7	\$ 550,000	\$641,000	\$ 1,355,000	2	4	1			4,290	0
September	6	\$ 1,316,000	\$1,500,000	\$ 1,021,000	2	2	2			7,531	0
October	4	\$ 183,000	\$825,000	\$ 996,000	2	2				3,310	0
November			\$0	\$ 3,130,500							
December			\$0	\$ 80,000							
TOTALS	50	\$ 13,121,600	\$10,697,600	\$ 13,277,800	13	19	16	0	3	80,240	0

RETURN TO AGENDA

Open Planning Files as of November 17, 2023

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
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
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
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	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	Notice of Decision rec'd Oct 23/23 - applicant to comeplete conditions
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	B189/21 & B190/21 Complete Notice of Decision rec'd Nov 24/22 - applicant to complete conditions for B188/21
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 comeplete 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
Darcy & Cheryl Warren	B178/22 B179/22	2	06-Oct-22	06-Oct-22	14-Dec-22	20-Mar-23	Notice of Decision rec'd July 12/23 - applicant to complete conditions
William Juby & Robert Barker	B222/22	1	01-Dec-22	01-Dec-22	10-Mar-23	13-Mar-23	Notice of Decision rec'd July 12/23 - applicant to complete conditions
D.C. Hawkins Holdings Ltd	B02/23 B03/23 B04/23	3	01-Jan-23	07-Feb-23	16-Mar-23	12-May-23	Notice of Decision rec'd Oct 11/23- applicant to complete conditions
Lloyd & Val Hisko	B45/23 B46/23	2	06-Mar-23	06-Mar-23	16-May-23	17-May-23	Notice of Decision rec'd Sept 8/23 - applicant to complete conditions
Cayla McNulty	B72/23 B73/23	2	14-Apr-23	14-Apr-23	12-Jul-23	25-Jul-23	Municipal documents sent to Cty
Eric & Marion Draper	B76/23 B77/23 B78/23	3	20-Apr-23	20-Apr-23	18-Jul-23	28-Jul-23	Planning Reports rec'd Oct 20/23

Open Planning Files as of November 17, 2023

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
2865875 Ontario Inc.	B88/23 B89/23	2	18-May-23	14-Aug-23	12-Oct-23	03-Nov-23	Municipal documents sent to Cty
Robert & Lois Jamieson	B97/23 B98/23	2	02-Jun-23	02-Jun-23	16-Aug-23	05-Sep-23	Planning Reports rec'd Oct 20/23
Gary & Karen Carty	B114/23	1	19-Jul-23	19-Jul-23	12-Oct-23	18-Oct-23	Municipal documents sent to Cty
Marjorie Doering	B116/23	1	24-Jul-23	24-Jul-23	18-Oct-23	07-Nov-23	Municipal documents sent to Cty
Thomas Cavanagh Construction Ltd	B118/23	1	01-Aug-23	01-Aug-23	18-Oct-23	18-Oct-23	Municipal documents sent to Cty
Michael & Shawnalee Enright	B127/23 B128/23 B129/23	3	21-Aug-23	21-Aug-23	26-Oct-23	03-Nov-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

RETURN TO AGENDA

**THE CORPORATION OF
THE TOWNSHIP OF HORTON
BY-LAW NO. 2023-52**

Being a by-law to authorize an agreement between the
Corporation of the Township of Horton and Ona Elizabeth Jamieson

WHEREAS Council wishes to enter into an agreement with Ona Elizabeth Jamieson to permit use of the unopened road allowance on Lot 9 between Concession 4 and 5.

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

THAT the Mayor and CAO/Clerk be authorized to enter into the agreement attached hereto as 'Schedule A' and forming a part of this by-law with Ona Elizabeth Jamieson and that the said agreement be registered on title.

THAT this by-law shall come into effect upon the passing thereof.

READ a First and Second Time this 21st day of November, 2023.

READ a Third Time and passed this 21st day of November, 2023.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA

Schedule 'A'

THIS AGREEMENT MADE IN DUPLICATE

This _____ day of _____, 2023

BETWEEN: ONA ELIZABETH JAMIESON
(hereinafter called the "Owner")

PARTY OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF HORTON
(hereinafter called the "Township")

PARTY OF THE SECOND PART

WHEREAS the Owner is owner of Part of Lot 9, Concession 4 on Registered Plan 49R15447 Part 3 in the Township of Horton, as set out in Appendix 1 hereto annexed to this agreement, and is desirous of improving the unopened road allowance leading to their lands and being part of the road allowance between Concessions 4 and 5;

AND WHEREAS the Township is the Owner of the road allowance between Lots 7, 8 and 9 between Concession 4 and 5 being an unopened road allowance;

AND WHEREAS Council has authorized the Mayor and CAO/Clerk to enter into the agreement pursuant to By-law 2023-52;

NOW THEREFORE this Agreement witnesseth that in consideration of the premises and mutual covenants herein contained, the Parties hereto covenant and agree as follows:

1. During the pleasure of Council, the Owner shall be permitted to undertake such works as are necessary upon the road allowance between Part of Lot 9, Concession 4 and 5 aforesaid to such extent as they see fit in order to construct a road as a means of access to their lands being part of Lot 9, Concession 4 within the Township of Horton. The works as aforesaid will include such items as removal of rocks, trees and stumps and the placing of gravel on the road allowance and relocating any existing fences.
2. The Owner acknowledges that the Owner will be solely responsible for determining the location of the unopened road allowance and ensuring that the proposed improvements are contained wholly within the road allowance.
3. The Owner acknowledges that entering into this Agreement is not deemed to be an assumption of the unopened road allowance and that the Township will not be responsible for maintenance or repair of the road allowance or any improvements thereto nor assume any liability in that regard.
4. The Owner shall use the unopened road allowance only for normal access to and from the said lands by persons, vehicles and animals and acknowledges that members of the public have the right to pass and repass on the road allowance.
5. The Owner shall not erect any gates or barriers on the road allowance.
6. The Owner agrees that in respect of the said lands, the Owner will not be entitled to nor will the Owner demand any municipal services available to lands fronting on an opened public highway maintained by the Township, and that such services may include road maintenance, winter snow plowing, garbage pick-up, school bus service etc.
7. The Owner shall be responsible for all charges and costs in connection with the matters referred to in paragraph 1 above including but not limited to all construction and material costs.

RETURN TO AGENDA

- 8. The Owner shall ensure that any improvements made to the unopened road allowance shall be made to accommodate emergency vehicle access.
- 9. The Owner shall consent to the registration of this Agreement on title of their lands.
- 10. The Township shall not be responsible for any maintenance or improvements of the works undertaken by the Owner whatsoever.
 - a. The Owners undertake to hold harmless and agree to indemnify the Township against any liability whatever incurred by it by reason of it permitting the Owners to construct and improve the unopened road allowance as aforesaid, said indemnity to include all claims, actions and demands whatsoever including but not limited to claims, actions and demands by third parties or those claiming under them arising out of the owner's or anyone else's use of the said lands and the Township's ownership of the said lands.
 - b. In the event that liabilities are incurred by the Township by reason of their entry into this Agreement, the Owners shall indemnify the Township from all claims, damages, costs, expenses, and actions arising out of such liability.
 - c. In the event that the Township subsequently determines to open the unopened road allowance as aforesaid as a public travelled road, the Owners will not object and will turn over to the Township free of charge all the works undertaken by him.
 - d. The Owners agree to obtain an acknowledgement from any subsequent owner accepting and agreeing to fulfil the terms of this Agreement and the Owner agrees to obtain from such subsequent owner, if any, an undertaking to obtain a like acknowledgement and acceptance from any subsequent purchaser of the property.
 - e. The Owners agree that this agreement does not bind the Township to any rezoning, official plan amendments and issuance of building permits.

THIS AGREEMENT SHALL inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, successors in title and assigns.

IN WITNESS WHEREOF the Parties hereto have hereunder set their hand and the corporate seal on the day and date written above.

SIGNED, SEALED AND DELIVERED

in the presence of

)	
Witness)	Ona Elizabeth Jamieson
)	
)	
)	
)	THE CORPORATION OF THE
)	TOWNSHIP OF HORTON
)	
)	
)	Per: MAYOR David M. Bennett
)	
)	
)	Per: CAO/CLERK Hope Dillabough

CORPORATION OF THE TOWNSHIP OF HORTON**BY-LAW NO. 2023-53****A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF HORTON
AT THE REGULAR COUNCIL MEETING HELD NOVEMBER 21ST, 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 21st day of November, 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 21st day of November, 2023.

READ a third time and passed this 21st day of November, 2023.

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

RETURN TO AGENDA