



THE CORPORATION OF THE TOWNSHIP OF HORTON
TRANSPORTATION & ENVIRONMENTAL SERVICES

October 11th, 2023
 1:30 apm.
 Horton Council Chambers
 2253 Johnston Rd.

1. Call to Order
2. Declaration of Pecuniary Interest
3. Minutes from Previous Meeting:
 - i. June 14th, 2023 **PG.2**
4. Proposed 2024-2034 Capital and Maintenance Plans **PG.5**
5. 2024 Proposed User Fees **PG.17**
6. Waste Composition Study **PG.32**
7. Repeal of Free Landfill Pass Program **PG.41**
8. Draft Grant Program to Assist with Improvement Costs of Private Roads **PG.45**
9. Arena Fence Quotations and Installation **PG.66**
10. Award of Tender PW 2023-08 Grinding Material at Landfill Site **PG.72**
11. Award of RFP PW 2023-09 Supply and Delivery of One (1) Wheeled Excavator Including Attachments **PG.75**
12. New/Other Business
13. Next Meeting:
 - i. November 1st, 2023 @ 8:30 a.m.
14. Adjournment

RETURN TO AGENDA

THE CORPORATION OF THE TOWNSHIP OF HORTON

TES Committee MeetingJUNE 14TH, 2023

8:30 a.m.

There was a meeting of the Transportation and Environmental Services Committee held in the Municipal Chambers on Wednesday June 14th, 2023. Present was Chair Doug Humphries, and Mayor David Bennett, Public Advisory Members Bob Kingsbury, and Tyler Anderson. Staff present was Public Works Manager, Adam Knapp, and Executive Assistant Nichole Dubeau— Recording Secretary.

Deputy Mayor Tom Webster sent his regrets.

1. CALL TO ORDER

Chair Humphries called the meeting to order at 8:30 a.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest.

3. MINUTES FROM PREVIOUS MEETING:

- April 12th, 2023

Moved by Tyler Anderson

Seconded by Bob Kingsbury

THAT the Committee approve the April 12th, 2023 Minutes.

Carried

4. 2023 SIGN INSPECTION REPORT

Public Works Manager Adam Knapp reviewed the report.

5. AWARD OF PW 2023-04 REHABILITATION OF MULLINS ROAD – HCB

Public Works Manager Adam Knapp reviewed the report.

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

6. AWARD OF PW 2023-05 MUNICIPAL BUILDINGS HVAC AND COMMERCIAL APPLIANCE MAINTENANCE

Public Works Manager Adam Knapp reviewed the report.

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

RETURN TO AGENDA

7. AWARD OF 2023-06 MUNICIPAL BUILDINGS PLUMBING AND WATER TREATMENT SYSTEMS MAINTENANCE

Public Works Manager Adam Knapp reviewed the report.

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

8. AWARD OF 2023-07 '27 X '50 CONCRETE SLAB INSTALLATION

Public Works Manager Adam Knapp reviewed the report.

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

9. LIME KILN ROAD REHABILITATION PREPARATION

Public Works Manager Adam Knapp reviewed the report. 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.

10. 2021-2022 LANDFILL BIENNIAL REPORT AND USER FEES

Public Works Manager Adam Knapp reviewed the report. 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;

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

Carried

11. TRANSPORTATION USER FEES

Public Works Manager Adam Knapp reviewed the report. 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

12. PRIVATE ROAD MAINTENANCE

Public Works Manager Adam Knapp reviewed the report. 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.

13. REQUEST FOR ADDITIONAL LANDFILL SITE PASSES

Public Works Manager Adam Knapp reviewed the request. 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

14. COMMUNITY CENTRE DETAILED DESIGN/PUBLIC MEETING

Public Works Manager Adam Knapp reviewed the report.

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

15. NEW/OTHER BUSINESS

There was no new or other business.

16. NEXT MEETING:

i. July 5th, 2023 at 8:30 a.m.

17. ADJOURNMENT

Chair Humphries declared the meeting adjourned at 10:06 a.m.

CHAIR Doug Humphries

PUBLIC WORKS MGR Adam Knapp



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Proposed Roads Capital and Maintenance Plans	Date:	October 4th 2023
	Council/Committee:	TES
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee receive this report as information pertaining to the proposed 2024 to 2034 Paved Roads Capital Rehabilitation Plan for 2024 budgetary consideration.

AND THAT the TES committee receive this report as information pertaining to the proposed 2024 to 2034 Paved Roads Maintenance Plan for 2024 budgetary consideration .

FURTHER THAT the TES committee receive this report as information pertaining to the proposed 2024 to 2034 Gravel Roads Capital Rehabilitation Plan for 2024 budgetary consideration.

AND FURTHER THAT the TES committee receive this report as information pertaining to the proposed 2024 to 2025 Culvert Replacement Plan for 2024 budgetary consideration.

BACKGROUND:

Staff has compiled the following in consultation with the Township's Treasurer and CAO/Clerk as the proposed 2024 to 2034 Roads Capital and Maintenance Plans. Preliminary funding estimates indicate the proposed original 2024 Paved Roads Capital Rehabilitation Plan is feasible but will utilize all funding available. Two significant revisions have been proposed in the 2024 to 2034 Paved Roads Capital Rehabilitation Plan from the 2023 to 2033 plan.

Revision #1 is per a delegation request on September 19th 2023 from Brian Thompson. The request was that the Double Surface Treatment (DST) of Lime Kiln Road be extended +/- 155m by utilizing development funds for the extension. The Capital funding variance required is displayed in the attachments. Staff's original proposed plan required \$209,440.68 whereas the revised plan to accommodate the delegation request requires \$244,918.32 for a total increase of \$35,477.64 to accommodate the delegations request.

Staff prioritize the 2024 Paved Roads Capital works as follows:

- Priority #1 Goshen Road (Single Surface Treatment)
- Priority #2 Lime Kiln Road like for like (Base Rehabilitation and DST)
- Priority #3 Lime Kiln Road +/- 155m Extension (Granular A and DST)
- Priority #4 Jamieson Lane (Single Surface Treatment)

Revision #2 is to accommodate a request for the Township of McNab Braeside who approached the Township of Horton to perform a Boundary Road rehabilitation on

RETURN TO AGENDA

Lochwinnoch Road in 2025, and provided (PCI) Pavement Condition Index data displaying the roadway has severely deteriorated since 2018 as shown below:

Street Name	From Street Name	To Street Name	Length (m)	PCI 2018	PCI 2023	PCI Change	PCI decrease per year
LOCHWINNOCH RD	MCINNES RD	MILLER RD	106	71	37	-34	-6.8
LOCHWINNOCH RD	MCINNES RD	MILTON STEWART AVE	1289	68	37	-31	-6.2
LOCHWINNOCH RD	LAVALLEE RD	MILTON STEWART AVE	154	83	60	-23	-4.6
LOCHWINNOCH RD	LAYALLEE RD	LOCHWINNOCH RD	1058	73	42	-31	-6.2

Staff from both Townships shall be recommending that Council proceed with the joint rehabilitation in 2025. Horton’s total proposed Capital allotment in 2025 is estimated at \$120,979.60, Hortons portion of Lochwinnoch Road is estimated at \$70,000.

Upon the completion of Mullins Road Rehabilitation the Township of Horton’s overall paved road network PCI shall be 86.2 which reflects an increase of 1.8 points from 2023’s PCI rating of 84.4 and a drastic increase of 34.6 points from 2019 when the Townships average PCI rating was 51.6.

2023 PCI Data

Number of Center Line Kilometers	41.0
Total Estimated Reconstruction Cost	\$13.04M
Pavement Condition Rating (PCR)	86.2

2019 PCI Data

SECTION ID	DESCRIPTION	LENGTH	SURFACE WIDTH	SURFACE TYPE	2019 Condition Rating	CAPITAL FOR CONDITION RATING 6	CAPITAL FOR CONDITION RATING 10	YEAR FOR CAPITAL
R001	Johnston Rd. - South Section *	1.7	6.5	LCB	10	\$ -	\$ 1,096,000	2018
R062	Knight St.	0.4	7.0	HCB - Single Lift	4	\$ 72,400	\$ 720,000	2018
R073	Gerald St.	0.36	6.3	HCB - Single Lift	3	\$ 65,160	\$ 100,000	2018
R067	Paddy St.	0.1	5.4	HCB - Single Lift	5	\$ 21,200	\$ 75,000	2018
R063	Thomsonhill Cemetary St.	0.3	6.3	HCB - Single Lift	3	\$ 63,000	\$ 540,000	2018
R064	Nadobny Ln.	0.6	6.6	HCB - Single Lift	3	\$ 127,000	\$ 1,080,000	2018
R065	Margaret St.	0.2	5.4	HCB - Single Lift	4	\$ 42,000	\$ 360,000	2018
R061	Dregas St.	0.2	7	HCB - Single Lift	5	\$ 42,000	\$ 375,000	2018
R066	Jane St.	0.1	5.1	HCB - Single Lift	5	\$ 21,200	\$ 75,000	2018
R026	Cotieville Rd	0.6	7.2	LCB	3	\$ 103,000	\$ 234,000	2019
R025A	Elliot Cresnet - Paved Section	0.2	5.3	HCB - Single Lift	3	\$ 34,400	\$ 75,000	2019
R027	McBride Rd. - South Section	1	6.2	LCB	3	\$ 93,500	\$ 150,000	2019
R054	Whitton Rd. - Paved South Section	0.38	5.6	LCB	4	\$ 55,000	\$ 228,000	2020
R059	Pucker St.	1.5	10	HCB - Single Lift	6	\$ 258,000	\$ 915,000	2020
R056	Jamieson Ln.	0.7	5.8	HCB - Single Lift	3	\$ 111,000	\$ 216,000	2021
R070	Harold Ave.	0.35	6.0	HCB - Single Lift	5	\$ -	\$ 60,000	2021
R071	Harper Ave.	0.3	6.4	HCB - Single Lift	5	\$ -	\$ 64,000	2021
R020	Pinnacle Rd.	3.8	7	HCB - Single Lift	7	\$ 653,000	\$ 800,000	2022
R069	Leslie Ave.	0.3	6.2	HCB - Single Lift	5	\$ 63,600	\$ 78,600	2023
R050	Goshen Rd. - South Section	3	8.3	LCB	7	\$ 319,000	\$ 450,000	2024
R053	Whitton Rd. - Paved North Section	1.6	6.4	HCB - Single Lift	7	\$ 258,000	\$ 315,000	2025
R072	Sherwood St.	0.23	6.5	HCB - Single Lift	6	\$ 42,000	\$ 50,000	2025
R003	Mullins Rd. - Paved Middle Section	1.4	5.1	LCB	6	\$ 50,000	\$ 150,000	2026
R075	Grantham Rd.	0.1	7.5	HCB - Single Lift	8	\$ -	\$ 18,000	2026
R019	Pinnacle Rd	3.5	6.1	HCB - Single Lift	9	\$ -	\$ 455,000	2027

* Uses all available Funding

TOTAL	\$ 2,490,000.00	\$ 8,080,000.00
YEARLY AVERAGE	\$ 249,000.00	\$ 808,000.00

2019 Average PCR of 51.6%

From 2019 to 2023 the Township spent an average of \$546,838.72 per year on Paved Roads Capital Rehabilitation projects. Due to the proactive measures taken by Council and Staff the Township shall now require an average of only \$140,977.36 per year as proposed in the 2024 to 2034 Paved Roads Capital Rehabilitation Plan a variance of \$405,861.36 less in average yearly Capital funding requirements. Bear in mind that the total annual requirement to maintain the entire paved Road Network and replenish reserves is a higher value than that represented

in the 2024 to 2034 plan and a detailed annual requirements report for Roads, Public Works Vehicles and Equipment shall be presented in the coming months.

The completion of Mullins Road signals change in Horton from the high Capital funding required for full reconstruction of roadways with minimal preventative maintenance performed over their lifecycle to that of a lower Capital funding proactive maintenance-based plan that will alleviate unnecessary levy increases and bring opportunity to extend our paved roads network to accommodate Horton's growth.

The low annual Capital requirements proposed in the 2024 to 2034 Paved Roads Capital Rehabilitation Plan is focused on preventative maintenance, maximized life cycles, and extending the paved network when possible.

The corner stones of the Roads Capital and Maintenance Plans are treatments such as:

- Crack Sealing (Contracted Operating Maintenance Work)
<https://youtu.be/m14mKT4gTVQ>
- Fog Sealing (Contracted Capital Work)
https://youtu.be/QOV1iK4ys_Y
- Pavement Overlays to reduce road platform distortion
(In house work performed with AMI pavement edger)
- Shoulder aggregate replacement to abate shoulder joint cracking, break up and drop off
(In house work performed with AMI pavement edger)
<https://youtu.be/uXkOx3-sDY8?si=LCjXm-KKZLjDgz3g>
- Cape Sealing (Contracted Capital Work)
<https://youtu.be/kJLUdr22baY?si=aCluShUsGuB9EIV->

Also attached to this report is the proposed 2024 to 2034 Gravel Roads Capital Rehabilitation Plan that has not changed year over and requires only an increase of \$5,000 over the course of the plan accounting for a 2% inflation rate per year. This program is currently funded through the established gravel haul and supply program. Staff shall be requesting the \$5,000 increase in 2025's budget to accommodate for a +/-10% quantity variable that is specified within the yearly tender documents and may request another \$5,000 increase in 2029's budget to account for the same variable.

Further attached to this report is the 2024 - 2025 Culvert Replacement Plan. The Township currently has 36 cross or ditch line culverts in fair or poor condition and 123 in good condition.

The proposed 2024 -2025 Culvert Replacement Plan shall replace 7 of the worst condition culverts within the Township. The estimated minimum amount required to implement this plan is \$18,000 in 2024 and \$10,000 in 2025. The current operating budget shall accommodate this plan while allowing for purchase of additional culverts for general stock and to replace some of the remaining 29 culverts in poor condition if scheduling allows.

Upon procurement of the new excavator proposed in 2024 staff shall be focused on ditch clean out and brushing operations over the next few years, which have fallen behind drastically due to the unreliability of the existing equipment. During these operations it may be in the Townships best interest to replace select driveway culverts in compliance with the "Maintenance of Entrances" specifications in Entrance By-Law 2011-37.

RETURN TO AGENDA

In conclusion Staff acknowledge that the last 5 years have been costly to accomplish the dramatic improvements in our fleet and roads network, but Staff believe the data and level of service delivery speaks volumes in showing it was justified to place Horton in a strong position for sustainability. I thank Council, Committee Members and Colleagues for supporting these improvements. We must now look forward with a proactive approach to maintaining our fleet and roads network to ensure a sound and sustainable future for Horton.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

As stated within the attachments and background.

ATTACHMENTS:

2024 to 2034 Paved Roads Capital Rehabilitation Plan
2024 to 2034 Paved Roads Maintenance Plan
2024 to 2034 Gravel Roads Capital Rehabilitation Plan
2024 -2025 Culvert Replacement Plan
Entrance By-Law 2011-37

CONSULTATIONS:

Hope Dillabough - CAO/Clerk
Nathalie Moore – Treasurer

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

2024 to 2034 Paved Roads Capital Rehabilitation Plan

Table 1 of 1

	Event Cost	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Road Network												
HCB	\$613,029.15	\$9,996.00	\$120,979.60	\$86,318.66	\$61,622.87	-	\$38,221.95	\$26,856.27	\$61,676.15	\$102,060.91	\$105,296.74	-
627 - Cotieville Road	\$10,131.41	-	-	-	-	-	-	\$10,131.41	-	-	-	-
635 - Elliott Crescent	\$11,069.16	-	-	-	\$8,280.61	-	-	-	\$2,788.55	-	-	-
638 - Fraser Road	\$21,980.33	-	-	-	-	-	-	-	\$21,980.33	-	-	-
639 - Garden of Eden Road	\$67,301.81	-	-	\$67,301.81	-	-	-	-	-	-	-	-
645 - Grantham Road	\$10,785.38	-	-	-	-	-	\$8,108.37	-	-	\$2,677.01	-	-
647 - Harold Avenue	\$5,348.49	-	-	\$5,348.49	-	-	-	-	-	-	-	-
648 - Harper Avenue	\$4,605.64	-	-	\$4,605.64	-	-	-	-	-	-	-	-
652 - Jamieson Lane	\$46,903.27	\$9,996.00	-	-	-	-	-	-	\$36,907.27	-	-	-
656 - Johnston Road	\$77,991.26	-	-	-	-	-	-	-	-	-	\$77,991.26	-
661 - Leslie Avenue	\$5,497.06	-	-	\$5,497.06	-	-	-	-	-	-	-	-
667 - McBride Road	\$16,724.86	-	-	-	-	-	-	\$16,724.86	-	-	-	-
679 - Pinnacle Rd (West)	\$30,113.58	-	-	-	-	-	\$30,113.58	-	-	-	-	-
680 - Pinnacle Rd (Middle)	\$27,674.64	-	\$27,674.64	-	-	-	-	-	-	-	-	-
681 - Pinnacle Rd (East)	\$53,342.26	-	-	-	\$53,342.26	-	-	-	-	-	-	-
685 - Sherwood St	\$3,565.66	-	-	\$3,565.66	-	-	-	-	-	-	-	-
688 - Thompson Rd	\$99,383.90	-	-	-	-	-	-	-	-	\$99,383.90	-	-
691 - Whitton Rd (South)	\$27,305.48	-	-	-	-	-	-	-	-	-	\$27,305.48	-
692 - Whitton Rd (North)	\$23,304.96	-	\$23,304.96	-	-	-	-	-	-	-	-	-
815 - Lochwinnoch Road	\$70,000.00	-	\$70,000.00	-	-	-	-	-	-	-	-	-
LCB	\$983,909.64	\$234,922.32	-	\$36,532.08	-	\$371,633.60	\$21,968.61	\$54,516.62	-	-	\$83,927.77	\$180,408.64
641 - Gerald St	\$23,324.78	-	-	\$17,535.40	-	-	-	\$5,789.38	-	-	-	-
644 - Goshen Road	\$352,713.21	\$137,644.92	-	-	-	-	-	\$47,279.90	-	-	-	\$167,788.39
650 - Humphries Rd	\$19,835.00	-	-	\$14,612.83	-	-	-	-	-	-	-	\$5,222.17
809 - Cobus Rd	\$455,561.37	-	-	-	-	\$371,633.60	-	-	-	-	\$83,927.77	-
812 - Lime Kiln Road	\$126,644.09	\$97,277.40	-	-	-	-	\$21,968.61	-	-	-	-	\$7,398.08
813 - Madeleine Street	\$5,831.19	-	-	\$4,383.85	-	-	-	\$1,447.34	-	-	-	-
Road Network Total	\$1,596,938.79	\$244,918.32	\$120,979.60	\$122,850.74	\$61,622.87	\$371,633.60	\$60,190.56	\$81,372.89	\$61,676.15	\$102,060.91	\$189,224.51	\$180,408.64
Cumulative Total	\$1,596,938.79	\$244,918.32	\$120,979.60	\$122,850.74	\$61,622.87	\$371,633.60	\$60,190.56	\$81,372.89	\$61,676.15	\$102,060.91	\$189,224.51	\$180,408.64

155 m extension of Lime Kiln Road DST per delegation request

2024 to 2034 Paved Roads Capital Rehabilitation Plan

Table 1 of 1

	Event Cost	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Road Network												
HCB	\$613,029.15	\$9,996.00	\$120,979.60	\$86,318.66	\$61,622.87	-	\$38,221.95	\$26,856.27	\$61,676.15	\$102,060.91	\$105,296.74	-
627 - Cotieville Road	\$10,131.41	-	-	-	-	-	-	\$10,131.41	-	-	-	-
635 - Elliott Crescent	\$11,069.16	-	-	-	\$8,280.61	-	-	-	\$2,788.55	-	-	-
638 - Fraser Road	\$21,980.33	-	-	-	-	-	-	-	\$21,980.33	-	-	-
639 - Garden of Eden Road	\$67,301.81	-	-	\$67,301.81	-	-	-	-	-	-	-	-
645 - Grantham Road	\$10,785.38	-	-	-	-	-	\$8,108.37	-	-	\$2,677.01	-	-
647 - Harold Avenue	\$5,348.49	-	-	\$5,348.49	-	-	-	-	-	-	-	-
648 - Harper Avenue	\$4,605.64	-	-	\$4,605.64	-	-	-	-	-	-	-	-
652 - Jamieson Lane	\$46,903.27	\$9,996.00	-	-	-	-	-	-	\$36,907.27	-	-	-
656 - Johnston Road	\$77,991.26	-	-	-	-	-	-	-	-	-	\$77,991.26	-
661 - Leslie Avenue	\$5,497.06	-	-	\$5,497.06	-	-	-	-	-	-	-	-
667 - McBride Road	\$16,724.86	-	-	-	-	-	-	\$16,724.86	-	-	-	-
679 - Pinnacle Rd (West)	\$30,113.58	-	-	-	-	-	\$30,113.58	-	-	-	-	-
680 - Pinnacle Rd (Middle)	\$27,674.64	-	\$27,674.64	-	-	-	-	-	-	-	-	-
681 - Pinnacle Rd (East)	\$53,342.26	-	-	-	\$53,342.26	-	-	-	-	-	-	-
685 - Sherwood St	\$3,565.66	-	-	\$3,565.66	-	-	-	-	-	-	-	-
688 - Thompson Rd	\$99,383.90	-	-	-	-	-	-	-	-	\$99,383.90	-	-
691 - Whitton Rd (South)	\$27,305.48	-	-	-	-	-	-	-	-	-	\$27,305.48	-
692 - Whitton Rd (North)	\$23,304.96	-	\$23,304.96	-	-	-	-	-	-	-	-	-
815 - Lochwinnoch Road	\$70,000.00	-	\$70,000.00	-	-	-	-	-	-	-	-	-
LCB	\$937,721.79	\$199,444.68	-	\$36,532.08	-	\$371,633.60	\$13,956.53	\$54,516.62	-	-	\$83,927.77	\$177,710.51
641 - Gerald St	\$23,324.78	-	-	\$17,535.40	-	-	-	\$5,789.38	-	-	-	-
644 - Goshen Road	\$352,713.21	\$137,644.92	-	-	-	-	-	\$47,279.90	-	-	-	\$167,788.39
650 - Humphries Rd	\$19,835.00	-	-	\$14,612.83	-	-	-	-	-	-	-	\$5,222.17
809 - Cobus Rd	\$455,561.37	-	-	-	-	\$371,633.60	-	-	-	-	\$83,927.77	-
812 - Lime Kiln Road	\$80,456.24	\$61,799.76	-	-	-	-	\$13,956.53	-	-	-	-	\$4,699.95
813 - Madeleine Street	\$5,831.19	-	-	\$4,383.85	-	-	-	\$1,447.34	-	-	-	-
Road Network Total	\$1,550,750.94	\$209,440.68	\$120,979.60	\$122,850.74	\$61,622.87	\$371,633.60	\$52,178.48	\$81,372.89	\$61,676.15	\$102,060.91	\$189,224.51	\$177,710.51
Cumulative Total	\$1,550,750.94	\$209,440.68	\$120,979.60	\$122,850.74	\$61,622.87	\$371,633.60	\$52,178.48	\$81,372.89	\$61,676.15	\$102,060.91	\$189,224.51	\$177,710.51

Like for Like DST of Lime Kiln Road

2024 to 2034 Paved Roads Maintenance Plan

Table 1 of 1

	Event Cost	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Road Network												
HCB	\$192,980.21	\$13,056.00	\$15,814.08	\$20,836.83	\$7,728.56	\$15,343.85	\$17,287.72	\$34,798.28	\$9,560.74	\$27,854.02	\$21,759.03	\$8,941.10
627 - Cotieville Road	\$3,618.36	-	-	-	-	-	\$3,618.36	-	-	-	-	-
628 - Dregas Street	\$1,685.00	-	-	-	\$441.63	-	-	-	-	-	\$1,243.37	-
635 - Elliott Crescent	\$920.07	-	-	\$920.07	-	-	-	-	-	-	-	-
638 - Fraser Road	\$7,696.19	-	-	-	-	-	\$7,696.19	-	-	-	-	-
645 - Grantham Road	\$2,279.17	-	-	\$865.95	-	\$1,413.22	-	-	-	-	-	-
653 - Jane Street	\$1,095.25	-	-	-	\$287.06	-	-	-	-	-	\$808.19	-
656 - Johnston Road	\$27,854.02	-	-	-	-	-	-	-	-	\$27,854.02	-	-
659 - Knight St	\$3,201.51	-	-	-	\$839.10	-	-	-	-	-	\$2,362.41	-
665 - Margaret Street	\$1,769.25	-	-	-	\$463.71	-	-	-	-	-	\$1,305.54	-
667 - McBride Road	\$5,973.17	-	-	-	-	-	\$5,973.17	-	-	-	-	-
671 - Mullins Rd (West)	\$12,116.88	-	-	-	-	\$3,175.78	-	-	-	-	-	\$8,941.10
673 - Nadobny Lane	\$5,223.52	-	-	-	\$1,369.06	-	-	-	-	-	\$3,854.46	-
676 - Paddy Street	\$1,095.25	-	-	-	\$287.06	-	-	-	-	-	\$808.19	-
679 - Pinnacle Rd (West)	\$10,754.85	-	-	-	-	\$10,754.85	-	-	-	-	-	-
680 - Pinnacle Rd (Middle)	\$15,814.08	-	\$15,814.08	-	-	-	-	-	-	-	-	-
681 - Pinnacle Rd (East)	\$19,050.81	-	-	\$19,050.81	-	-	-	-	-	-	-	-
683 - Pucker St	\$12,806.05	-	-	-	\$3,356.41	-	-	-	-	-	\$9,449.64	-
687 - Thomsonhill Cemetery Street	\$2,611.76	-	-	-	\$684.53	-	-	-	-	-	\$1,927.23	-
688 - Thompson Rd	\$34,798.28	-	-	-	-	-	-	\$34,798.28	-	-	-	-
691 - Whitton Rd (South)	\$9,560.74	-	-	-	-	-	-	-	\$9,560.74	-	-	-
692 - Whitton Rd (North)	\$13,056.00	\$13,056.00	-	-	-	-	-	-	-	-	-	-
815 - Lochwinnoch Road	\$0.00	-	-	-	-	-	-	-	-	-	-	-
LCB	\$26,915.99	\$23,990.40	-	-	-	-	-	-	-	-	\$2,925.59	-
644 - Goshen Road	\$23,990.40	\$23,990.40	-	-	-	-	-	-	-	-	-	-
650 - Humphries Rd	\$2,925.59	-	-	-	-	-	-	-	-	-	\$2,925.59	-
Road Network Total	\$219,896.20	\$37,046.40	\$15,814.08	\$20,836.83	\$7,728.56	\$15,343.85	\$17,287.72	\$34,798.28	\$9,560.74	\$27,854.02	\$24,684.62	\$8,941.10
Cumulative Total	\$219,896.20	\$37,046.40	\$15,814.08	\$20,836.83	\$7,728.56	\$15,343.85	\$17,287.72	\$34,798.28	\$9,560.74	\$27,854.02	\$24,684.62	\$8,941.10

2024 to 2034 Gravel Roads Capital Rehabilitation Plan

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Table 1 of 1

	Event Cost	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Road Network												
Gravel	\$552,119.73	\$50,376.17	\$55,299.55	\$55,723.61	\$48,391.86	\$56,859.94	\$58,410.67	\$55,466.36	\$53,241.36	\$58,146.03	\$60,204.18	-
623 - Bennett Lafont Road	\$12,859.29	-	-	\$12,859.29	-	-	-	-	-	-	-	-
624 - Bingham Dr	\$9,121.92	-	-	-	-	\$9,121.92	-	-	-	-	-	-
625 - Cobus Rd	\$35,275.38	-	-	-	\$35,275.38	-	-	-	-	-	-	-
626 - Collins Road	\$3,268.93	-	-	-	-	-	-	\$3,268.93	-	-	-	-
629 - Dugald Rd	\$12,199.04	-	-	-	-	-	\$12,199.04	-	-	-	-	-
630 - Eady Rd (North)	\$63,717.30	\$29,027.16	-	-	-	-	-	-	-	-	\$34,690.14	-
631 - Eady Rd (Middle)	\$29,980.70	-	-	-	-	-	\$29,980.70	-	-	-	-	-
632 - Eady Rd (South)	\$4,652.18	-	-	-	-	-	\$4,652.18	-	-	-	-	-
633 - Early Rd	\$24,253.35	-	-	-	-	-	-	\$24,253.35	-	-	-	-
634 - Elliott Crescent	\$1,828.49	-	-	-	-	-	-	-	\$1,828.49	-	-	-
636 - Farrells Landing Road	\$1,398.26	-	-	-	-	-	-	-	\$1,398.26	-	-	-
637 - Ferguson Rd	\$19,790.73	-	-	-	-	-	-	-	\$19,790.73	-	-	-
640 - Garden of Eden Rd	\$45,913.64	-	-	-	-	\$45,913.64	-	-	-	-	-	-
642 - Gordie Road	\$2,151.17	-	-	-	-	-	-	-	\$2,151.17	-	-	-
643 - Goshen Rd	\$10,930.40	-	-	-	\$10,930.40	-	-	-	-	-	-	-
646 - Guest Road	\$2,894.69	-	-	-	-	-	\$2,894.69	-	-	-	-	-
649 - Horton School Road	\$2,186.08	-	-	-	\$2,186.08	-	-	-	-	-	-	-
651 - Humphries Rd	\$58,146.03	-	-	-	-	-	-	-	-	\$58,146.03	-	-
654 - Jim Barr Rd (South)	\$2,292.21	-	\$2,292.21	-	-	-	-	-	-	-	-	-
655 - Jim Barr Rd (North)	\$18,146.66	-	\$18,146.66	-	-	-	-	-	-	-	-	-
657 - Kasaboski Rd	\$4,517.45	-	-	-	-	-	-	-	\$4,517.45	-	-	-
658 - Keith Road	\$1,075.58	-	-	-	-	-	-	-	\$1,075.58	-	-	-
660 - Lavallee Road	\$24,253.35	-	-	-	-	-	-	\$24,253.35	-	-	-	-
662 - Lime Kiln Road	\$46,863.05	\$21,349.01	-	-	-	-	-	-	-	-	\$25,514.04	-
663 - Macs Lane	\$912.19	-	-	-	-	\$912.19	-	-	-	-	-	-
664 - Madeleine Street	\$1,828.49	-	-	-	-	-	-	-	\$1,828.49	-	-	-
666 - Mcbride Rd	\$10,002.92	-	-	-	-	-	-	-	\$10,002.92	-	-	-
668 - McInnes Road	\$8,767.70	-	-	\$8,767.70	-	-	-	-	-	-	-	-
669 - McCreary Lane	\$1,613.37	-	-	-	-	-	-	-	\$1,613.37	-	-	-
670 - McQuity Road	\$537.79	-	-	-	-	-	-	-	\$537.79	-	-	-
672 - Mullins Rd (East)	\$20,457.97	-	-	\$20,457.97	-	-	-	-	-	-	-	-
674 - Orin Road (West)	\$26,742.44	-	\$26,742.44	-	-	-	-	-	-	-	-	-
675 - Orin Road (East)	\$912.19	-	-	-	-	\$912.19	-	-	-	-	-	-

	Event Cost	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
677 - Pallen Road	\$2,101.19	-	\$2,101.19	-	-	-	-	-	-	-	-	-
678 - Pastway Road	\$8,684.06	-	-	-	-	-	\$8,684.06	-	-	-	-	-
682 - Price Road	\$3,690.73	-	-	-	-	-	-	\$3,690.73	-	-	-	-
684 - Ruttan Rd	\$6,017.05	-	\$6,017.05	-	-	-	-	-	-	-	-	-
686 - Storie Rd	\$13,638.65	-	-	\$13,638.65	-	-	-	-	-	-	-	-
689 - Tinswood Road	\$8,497.11	-	-	-	-	-	-	-	\$8,497.11	-	-	-
Road Network Total	\$552,119.73	\$50,376.17	\$55,299.55	\$55,723.61	\$48,391.86	\$56,859.94	\$58,410.67	\$55,466.36	\$53,241.36	\$58,146.03	\$60,204.18	-
Cumulative Total	\$552,119.73	\$50,376.17	\$55,299.55	\$55,723.61	\$48,391.86	\$56,859.94	\$58,410.67	\$55,466.36	\$53,241.36	\$58,146.03	\$60,204.18	-

Street Name	Material	Condition	Length (M)	Diameter (mm)	Location Description	Coordinates	Site Instructions
2024							
Cobus Road	Polymer Lined CSP	Poor	14	1050	On Southeast side of 683 Cobus Rd	45.5144009180884 -76.7140974104404	Geo line and Rip Rap inlet and outlet, min 600mm cover over pipe
2025							
Jim Barr Road	Corrugated Steel	Poor	13	400	30 m past entrance to 281 Jim Barr Rd	45.5390003643266 -76.6531582921743	Re-align new culvert with the natural flow of the creek Rip Rap inlet
Mullins Road	Corrugated Steel	Poor	14	400	170 m West of Jim Barr Rd	45.5292845 -76.6439048	Install at 2% slope, Geo line and rip rap outlet
Garden of Eden Road	Corrugated Steel	Poor	13	300	240 m Northwest of Driveway 1059 G of E Rd	45.532250087784 -76.7155699431896	Ditch cleanout for 40 m each direction on both sides of roadway
McInnes Road	Corrugated Steel	Poor	13	400	At barn of 112 McInnes Rd	45.4736529 -76.5708729	Install new culvert to the north west at natural low spot, Ditch to suit
Orin Road	Corrugated Steel	Poor	13	200	570 m Northeast of 133 Orin Road	45.5150195 -76.7190294 127	Deepen ditch on North side of roadway to better accommodate drainage

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RETURN TO AGENDA

THE CORPORATION OF THE TOWNSHIP OF HORTON

BY-LAW 2011-37

A By-law to amend By-law 2005-12, being a By-law to regulate the construction or alteration of any entranceways, private roads or access to Township Roads, and to set out grader rental policy

WHEREAS Section 35 of the Municipal Act, 2001 S.O. 2001, c.35 permits a municipality to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

AND WHEREAS the Council of the Corporation of the Township of Horton deems it necessary and desirable to regulate the construction and alteration of entranceways, private roads, or other facilities that permit access to Township Roads and to provide for the issuing of permits related thereto;

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

APPLICATION PROCESS

- All requests for new entrances or alterations to existing entrances shall be forwarded to the Township Public Works Department. These will be reviewed for general compliance and may include a site meeting with the applicant to review conditions in the field. Once the entrance permit has been reviewed and approved an entrance permit will be issued.

PERMIT FEE

- The permit fee will be set out on the entrance permit application Schedule "A" attached to this by-law. This fee will be subject to the review and revision by Township Council as they deem appropriate. The deposit fee indicated on the entrance permit will be retained until the entrance upon completion has been inspected by the Public Works Department. The applicant shall be responsible to notify the Township at which time the work has been completed. If the entrance does not receive approval shall either correct the issues to the approval of Public Works Department or forfeit the deposit amount which will be used to bring the entrance to an acceptable standard. If the deposit amount is not sufficient to correct the issues the, it will be used to remove the unapproved entrance.

MAINTENANCE OF ENTRANCES

- Property owners having access to a Township road are fully responsible for the maintenance of the access including the removal of snow and ice, keeping the portion of the access open for vehicular traffic and replace when necessary. A culvert pipe installed under the terms of the access shall be the property of the property owner upon acceptance of the work and all subsequent maintenance, repairs, alterations, etc. shall be the responsibility of the property owner. **The Municipality will rectify problems beyond the control of the landowner including but not limited to:**

- Winter road maintenance restricting flow in the spring is cleaned out.
- Lack of maintenance of existing ditches causing flow to be restricted and sitting water resulting in heaving action.
- Damage to the culvert itself by Municipal maintenance or construction.
- Altering or constructing ditches resulting in culvert elevations needing to be adjusted or culverts installed where previously not required.

These issues will be determined in the field on an individual basis by the Municipality.

OTHER PROVISIONS

6. By-law 2005-12 shall be repealed in its entirety.

This by-law shall come into force and effect on the final passing thereof.

Read a First and Second Time this 6th day of December, 2011.

Read a Third Time and Passed this 6th day of December, 2011.


MAYOR


CAO/CLERK



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Draft 2024 Transportation and Waste User Fees	Date:	Oct 4th 2023
	Council/Committee:	T.E.S. Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works and Waste Management

RECOMMENDATIONS:

THAT the TES committee recommend to Council review the following adjustments, to be implemented on January 1st 2024, to the Transportation and Waste Site User Fees and Charges.

BACKGROUND:

At the June 14th 2023 TES meeting Staff presented supporting information regarding the need to adjust the Transportation and Waste Site User Fees. In the attached “DRAFT 2024 USER FEES & CHARGES BY-LAW” existing fees have been highlighted in ~~red~~ and the adjusted fees have been highlighted in **yellow**.

Staff have communicated with local contractors who supply equipment similar to those listed in the Transportation User Fees and have adjusted said fees per the CPI rate of inflation for services which have placed our user fees at a similar rate as local contractors. Staffs belief is that the Townships primary focus should be solely on maintaining our assumed road network and should not be competing with local contractors, who are also rate payers, that focus on supplying equipment, materials and operators as their primary business. This practice distracts Staff from essential operational maintenance, exposes the Township to liability by working on private property, and places us in direct competition with our rate payers.

Staff has compared the Townships Waste Site Fees with the most current fees from our neighbouring Municipalities and have concluded that Horton’s fees are considerably lower, excluding Admaston Bromley’s fees, which have not been adjusted since 2017 and are slated to be adjusted in 2024. For that reason Staff has compared our fees to McNab Braeside’s, the next lowest fees that have been adjusted within the last 7 years.

Horton estimates waste quantities tipped by the cubic meter and all other comparators charge by scaled tonnage. Determining the average tonne of waste per cubic meter has many variables but the data estimates an average range between ¼ to ½ tonne per cubic meter. For the rationale of this report Staff utilized the lower limit of ¼ tonne per cubic meter. Comparing to McNab Braeside’s fees of \$90 per tonne, using ¼ tonne per cubic meter, equates Horton’s adjusted 2024 waste fees as \$80 per tonne. The adjustments to the waste fees are based on the consumer price index (CPI) rate of inflation for services as recommended by Staff in the June 14th report and confirms the ethics of using that CPI rate as a standard for further adjustments. Noting that the adjusted fee per tonne is \$10 less than McNab Braeside’s and our current fees are \$18 less estimated at the lowermost weight per tonne of waste also supports the recommendation to adjust the user fees every 2 years in line with receipt of the Township’s

RETURN TO AGENDA

Biennial report to ensure the landfill fees are current and that the facility is adequately financed for the future.

As displayed in the “Repeal of the Free Landfill Pass Program” report the current intake of waste at the landfill facility has consistently exceeded our target rate of 2,000 m³ per year. The Township needs to consider that low fees and free passes may have enticed unsuitable usage and contributed significantly to this exceedance trend and if these rates continue the life expectancy of our site shall continue to be severely reduced unless all feasible mitigation measures are considered to extend the lifecycle of the facility.

Staff conclude that the mitigation measures proposed in this report and the following “Repeal of the Free Landfill Pass Program” report are not presented without understanding the increased financial pressure they may place on rate payers but deem them necessary to mitigate intake from external sources by ensuring our fees are comparable to neighbouring Municipalities which will support achieving the maximum lifecycle from the site and defer untimely expansions or the need to transfer waste outside of the Township which would be far more costly than the revised rates proposed.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

Per the “DRAFT 2024 USER FEES & CHARGES BY-LAW”

ATTACHMENTS:

DRAFT 2024 USER FEES & CHARGES BY-LAW

The supporting documents listed below were emailed with the OCT 4th 2023 TES package and are also available upon request for further review.

McNab 2023-20 Fees and Charges
Renfrew Landfill Fees and Charges
Whitewater 2022 Landfill User Fees
Admaston Tipping Fees at Landfill Sites 2020-52

CONSULTATIONS:

Ryan Frew – Director of Public Works at McNab Braeside Township
Jennifer Charkavi – CAO/ Clerk of Admaston Bromley Township
Amanda Springer – Environmental Officer at the Town of Renfrew

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

RETURN TO AGENDA

**THE CORPORATION OF THE
TOWNSHIP OF HORTON**

BY-LAW NO ~~2023-18~~

**BEING A BY-LAW TO ESTABLISH TARIFF OF FEES FOR THE
TOWNSHIP OF HORTON FOR SERVICES.**

WHEREAS Councils of local municipalities are empowered by Section 391 of the Municipal Act, R.S.O. 2001 to establish by-laws. Without limiting sections 9, 10 and 11, those sections authorize a municipality to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control. 2006, c. 32, Sched. A, s. 163 (1).

AND WHEREAS Section 69 of the Planning Act, R.S.O. 1990, as amended, provides that the Council of a Municipality may by by-law prescribe a tariff of fees for planning matters;

AND WHEREAS Section 35 of the Municipal Act, R.S.O. 2001 permits a municipality to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

AND WHEREAS the Corporation of the Township of Horton deems it necessary and desirable to regulate the construction and alteration of entranceways, private roads, or other facilities that permit access to Township Roads and to provide for the issuing of permit related thereto;

AND WHEREAS Part X, Section 100(4) of the Ontario Environmental Protection Act provides that a municipality designated by regulations has the right to compensation from the owner of a pollutant and the person having control of the pollutant for all reasonable cost and expense incurred in acting under subsection (1);

AND WHEREAS the Corporation of the Township of Horton deems it desirable to adopt a schedule of Fees for inspections and other services provided by the Fire Department of the Municipality;

NOW THEREFORE the Council of the Corporation of the Township of Horton deems it expedient to enact a by-law to establish a tariff of fees as follows:

- 1) The fees and charges set out on the attached Schedules are hereby imposed and ratified. Set out as follows:

Building and Septic Fees	Schedule "A"
Waste Site Fees	Schedule "B"
Planning Fees	Schedule "C"
Draft Agreement for Planning	Schedule "D"
Administration/Miscellaneous Fees	Schedule "E"
Recreation Fees	Schedule "F"
Fire Department Fees	Schedule "G"
Transportation Fees	Schedule "H"

RETURN TO AGENDA

- 2) All fees and charges set out in this by-law shall be payable prior to the provision of the service unless an agreement in writing is made to the contrary and approved by a municipal official.
- 3) In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.
- 4) Council does hereby delegate to the CAO/Clerk and/or the Finance Manager of The Township of Horton, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.
- 5) This By-law shall come into force and effective upon passing.

THAT upon recommendation of the Treasurer and approval of Council, all Fees and Charges established in this By-law may be adjusted annually on the 31st of December in each year commencing on the 31st of December 2019, in accordance with Statistics Canada Consumer Price Index and rounded up to the nearest dollar in Schedules A, B, C, D, E, F, G and H and/or cents in Schedule A;

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

AND BE IT FURTHER ENACTED, that this by-law comes into effect immediately.

AND BE IT FURTHER ENACTED, that by-law ~~2021-32~~ be repealed.

~~Read a First and Second Time this 4th day of April, 2023.~~

~~Read a Third Time and Passed this 4th day of April, 2023.~~

MAYOR David M. Bennett

CAO/CLERK Hope Dillabough

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "A" to By-Law 2023-18**

BUILDING AND SEPTIC FEES

(All permits must be paid for and in the owner's possession within 30 days of being notified by the municipality or the permit may be revoked.)

<u>Type</u>	<u>Fee</u>
Minimum Fee	\$ 100.00
Residential Building	.55/sq.ft.
Farm Building	.20/sq. ft. min \$100.00
Decks	\$ 100.00
Accessory Bldg/Garages	.40/sq.ft.
Additions to Residential Buildings	.55/sq.ft.
Mobile Home	.25/sq. ft.
Alterations & Renovations	.55/sq. ft.
Swimming Pool	\$ 100.00
Commercial/Industrial Buildings/Additions	.40/sq.ft.
Demolition	\$ 100.00
Transmitter Tower – 30 feet and under and include Windmill	\$ 2,000.00
Transmitter Tower – over 30 feet and include Windmill	\$ 5,000.00
Solar Panel (With Council's Approval)	Per Property Class
Commencing Construction without a Permit	Twice Building Fee
Outdoor Wood Burning Appliance	\$ 100.00
Additional Inspection	\$ 100.00
Additional Inspection after 4 Years of Permit Issued	\$ 400.00
Occupancy Permit or Final Inspection	\$ 100.00
Change of Use	Applicable Rate plus \$200.00
Plumbing & Repair	Included in fees above
Consent Application Fees (septic comments)	\$ 100.00/application
Revision or Renewal of Permit	\$ 100.00
Cancellation of Permit	80% Refund at application stage 60% Refund if Permit Issued
Compliance Letter	\$ 100.00
Class 2 (grey water)	\$ 300.00
Class 3 (cess pool)	\$ 300.00
Class 4 (leaching or filter bed)	\$ 400.00
Class 5 (holding tank)	\$ 350.00
Engineered System	\$ 350.00

CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "B" to By-Law 2023-18

WASTE SITE ENVIRONMENTAL

FEES

(Vehicles are to be assessed by the Attendant(s) at the Landfill Site, and tipping fees must be paid prior to ~~dumping~~ tipping unless the user has been approved for credit with the Township, per Accounts Receivable Policy J-18 .)

<u>Type</u>	<u>Fee</u>
Special Opening of Site (Accompanied by an attendant – minimum 1-hour charge)	\$ 40.00 50
Garbage Tags (sold at office)	\$ 2.00 2.50
Garbage Bags without bag tag taken to Landfill Site	\$ 2.00 2.50/bag or attach Garbage Tag purchased at office
Scrap Metal, White Goods and Degassed Appliances (Freon must be removed and appliance must be tagged)	No charge
Refrigerant Degassing Fee (Non-Hydrocarbon) Hydrocarbon refrigerants - R50 (methane), R290 (propane), R600 (butane), R600a (isobutane), R1270 (propylene)	\$ 25.00 per unit
Half-Ton Vehicle, or Half-Ton Trailer or Passenger Van	\$ 20.00 25
Half-Ton Vehicle or Passenger Van with Half-Ton Trailer	\$ 40.00 45
One-Ton Vehicle	\$ 40.00 45
Tandem Axle Dump Trucks	\$ 18.00 20/cubic meter
Tri-Axle Dump Trucks	\$ 18.00 20/cubic meter
Tractor Trailer Trucks	\$ 18.00 20/cubic meter
Roll-Off Bins	\$ 18.00 20/cubic meter
Garbage Packer Load – (half load or more)	\$ 300.00 350
Garbage Packer Load – (half load or less)	\$ 150.00 175
Soil Contaminated with Fuel Oil	\$ 65.00 75/cubic meter
Construction/Demolition/Fire Clean Up – Unsorted	\$ 300.00 350 per load plus \$ 20.00 25/cubic meter
Construction and Demolition – Separated	\$ 18.00 22/cubic meter
Construction and Demolition – Mechanically Ground	\$ 16.00 20/cubic meter
Passenger Tire up to 16"	Free or \$ 3.00 4 with attached rim
Tires 17" to 24.5"	Free or \$ 9.00 10 with attached rim
Tires Over 24.5"	Free or \$ 25.00 30 with attached rim
Over 6'	Free or \$ 25.00 30 with attached rim
Blue Box - Large	\$ 6.00
Restocking Fee (Purchases of more than 5 items)	15%
Economy Mulch	\$10.00/cubic meter \$20.00/single axle trailer \$40.00/double axle trailer \$120.00/tandem load

CORPORATION OF THE TOWNSHIP OF HORTON

\$140.00/tri-axle load

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "C" to By-Law 2023-18**

PLANNING FEES

<u>Type</u>	<u>Fee</u>
Zoning Amendment Application	\$ 200.00 plus County of Renfrew Application fee
Official Plan Amendment Application	\$ 200.00 plus County of Renfrew Application fee
Minor Variance Application	\$ 450.00
Site Plan Control Application	\$ 500.00
Site Plan Control Offences	\$ 1,000.00 per incident
Subdivision Development Application	\$1,000.00 with a \$5,000.00 deposit for Professional Cost Recovery (up to the agreement stage)
Planner – Hourly Rate	Cost Recovery
Lawyer – Hourly Rate	Cost Recovery
Engineer – Hourly Rate	Cost Recovery
Engineering Technician – Hourly Rate	Cost Recovery
Planning Technician – Hourly Rate	Cost Recovery
Secretary – Hourly Rate	Cost Recovery
Special Council Meeting	\$ 350.00
Zoning Compliance	\$ 60.00
Planning Comment – Hourly Rate	\$ 50.00
Subdivision Compliance Report	\$ 50.00
Zoning By-law Text and Schedules	\$ 50.00
Sale of Land	Appraisal plus costs.
Consent Application Fees (admin comments)	\$ 200.00/application

Agreement for Draft Plan of Subdivision, Certain Severance Applications, Zoning By-law Amendments on Specific Questions or Concerns raised by the Owners is Schedule "D" to By-law 2023-18.

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "D" to By-Law 2023-18**

AGREEMENT FOR DRAFT PLAN OF SUBDIVISION/CERTAIN SEVERANCE
APPLICATIONS/ZONING BY-LAW AMENDMENTS/CERTAIN OMB HEARINGS
AND ON SPECIFIC QUESTIONS OR CONCERNS RAISED BY THE OWNERS

THIS AGREEMENT MADE in duplicate this ___ day of _____, 20 .

B E T W E E N:

Hereinafter called the "OWNERS"

OF THE FIRST PART

A N D:

THE CORPORATION OF THE TOWNSHIP OF HORTON

Hereinafter called the "CORPORATION"

OF THE SECOND PART

WHEREAS the Owners are seeking to obtain approval for a _____

_____ with the Corporation:

AND WHEREAS in order to undertake such review it will be necessary for the Corporation to employ the services of its Lawyer, Planner, Engineer, and Township personnel, and the Owners have agreed to reimburse the Corporation for the fees incurred for retaining such professional advice whether or not such proposal is proceeded with.

NOW THIS INDENTURE WITNESSETH that in consideration of the premises and the sum of ONE (\$1.00) DOLLAR now paid by the Corporation to the Owners, the Owners hereby covenant and agree with the Corporation that notwithstanding whether the above noted proposal receives approval and is proceeded with, the Owners shall pay to the Corporation an amount equal to all Planning, Engineering and Legal Fees, and all administrative costs and disbursements incurred by the Corporation for reviewing the proposal, for advice with regard to the proposal, for the preparation of any agreements in connection therewith and for the supervision of any part of the site to which to proposal relates: and the Owners shall deposit with the Corporation the sum of _____ prior to the signing of this Agreement on account of such fees and disbursements. Copies of the account of such fees and disbursement shall be delivered to the Owners forthwith upon receipt of such accounts from the Corporation's Planners, Engineers and Solicitors. Said amount will be deducted from the deposit. The Owners agree that there will be no interest paid on account of any deposit held by the Corporation under this agreement.

When the total professional fees and disbursements equal the deposit, all work of the Township shall stop on the project until the Owner deposits afurther _____ to cover additional fees and disbursements. The deposit shall thereafter be increased in increments of _____ until the decision is final or the work is completed as the case may be. The Owner agrees to have on deposit upon registration of any Plan of Subdivision, Five Thousand Dollars (\$5,000.00) to cover engineering, legal and planning fees which may accrue after such registration.

The Owners and/or the Corporation may stop work on the proposal at any time by notifying the Corporation and/or the Owners in writing to this effect. In the event that work is stopped by the Owners and/or the Corporation, the Owners are responsible for all fees and expenses incurred to the date at which written notice was given.

When the proposal has been reviewed and completed or rejected or stopped and all such accounts rendered, the Corporation shall refund to the Owners the remainder of the deposit.

THIS AGREEMENT shall ensure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns.

THE AGREEMENT shall not derogate from any requirements, financial or otherwise, established by agreements pursuant to Section 41, 51 or 53 of the Planning Act, R.S.O. 1990, c.P. 13.

IN WITNESS WHEREOF, the Corporation has hereunto affixed its Corporate seal duly attested to by the hands of its proper signing officers duly authorize in that behalf. The Owners have hereunto affixed its Corporate seal duly attested to the hands of its proper signing officers duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED)
)
)
) _____
) per:
)
) THE CORPORATION OF THE
) TOWNSHIP OF HORTON
)
) _____
) MAYOR
)
) _____
) CAO/CLERK

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "E" to By-Law 2023-18**

ADMINISTRATION FEES

<u>Type</u>	<u>Fee</u>
Septic Search	\$ 50.00
Photocopy	\$.25/copy
Tax Certificate	\$ 40.00
Duplicate Tax Receipt or Tax Bill	\$ 5.00
Document Commissioning	\$ 5.00
Map - County	\$ 5.00 (plus HST)
Map - Township	\$ 10.00 (plus HST)
Request for Information - Application	\$ 5.00 (plus HST)
Request for Information – Search Time	\$ 15.00/¼ hour (plus HST)
Request for Information – Record Preparation	\$ 15.00/¼ hour (plus HST)
Integrity Commissioner Review (Staff No Charge)	\$ 150 per grievance 50% returned if successful
Lottery License	3% of prize value (min of \$ 5.00)
(Valley Heritage Radio fees waived in lieu of free Horton Corner Advertising)	
Facsimile – Transmit	\$ 2.00 (plus HST)
Facsimile – Receive	\$ 2.00 (plus HST)
Admin Fee under Line Fences Act	\$ 200.00 (plus HST) plus a \$ 300.00 deposit
Returned Payment Charge	\$ 25.00 (plus HST)
Township Flag	\$ 45.00 (plus HST)
Township Coffee Mug	\$ 6 each or 2 for \$10
Tax Sale Tender Package	\$ 25.00 (plus HST)
Tax Sale Process	\$ 150.00 (plus HST) plus costs
CAO/Clerk	Cost Recovery (plus HST)
Treasurer/Tax Collector	Cost Recovery (plus HST)
Deputy Clerk	Cost Recovery (plus HST)
Clerk Receptionist	Cost Recovery (plus HST)
Custodial	Cost Recovery (plus HST)
Dog Licenses – Before March 31 st	\$ 22.00 first dog
Dog Licenses – After March 31 st	\$ 27.00 first dog
Replacement Tag	\$ 5.00
Kennel License	\$ 60.00 Plus \$ 5.00 tag per dog
Civic Address Number Fee	\$ 75.00

CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "F" to By-Law 2023-18

RECREATION FEES

<u>Community Hall Rental</u>	<u>Fee</u>
Hourly Rental	\$ 25.00 (plus HST)
Half Day (2 to 4 hours; ends by 5 pm)	\$ 100.00 (plus HST)
Half Day Conference Room (2 to 4 hours; ends by 5 pm)	\$ 75.00 (plus HST)
Full Day (5 to 8 hours; ends by 5 pm)	\$ 150.00 (plus HST)
Full Day Conference Room (5 to 8 hours; ends by 5 pm)	\$ 125.00 (plus HST)
Funeral Reception	\$ 100.00 (plus HST)
Fundraising - Township	No Charge
Evening (after 6 pm)	\$ 225.00 (plus HST)
Castletford/Balsam Hill/Lochwinnoch Women's Inst's.	\$ 100.00 (plus HST)
Township of Horton Church Group	One free rental per year
Decoration Rental (evening prior to rental, booked after Jan 1 2018)	\$ 40.00 (plus HST)
<u>Community Hall Fees</u>	<u>Fee</u>
Use of Kitchen (Includes Stove but Not Dishwasher)	\$ 100.00 (plus HST)
Dish Rental	\$ 2.50 per place setting (plus HST)
Corkage Fee	\$ 5.00/bottle (plus HST)
Alcohol – (Beer/Liquor per unit)	\$ 5.00 (includes HST)
Alcohol – (Cooler/Wine/Craft Beer per unit)	\$ 6.00 (includes HST)
Alcohol – (Other Specialty Drinks)	\$ 6.00 (includes HST)
Pop/Water (per unit)	\$ 1.00 (includes HST)
Damage/Cleaning Deposit (returned if hall is OK after)	\$ 500.00 (Prepaid VISA)
Event Advertising – Community Board	\$ 25.00 (plus HST)
<u>Ice Rental</u>	<u>Fee</u>
Adult Shiny Season Pass or Season Pass	\$ 25.00/person (plus HST)
Shiny Hockey	\$ 2.00/person (includes HST)
Hourly Ice Rental	\$ 65.00 (plus HST)
Family Skate/Public Skating	Donation
Broomball	\$ 35.00/person (plus HST)
Recreational Ice Hockey (per person/per season)	\$100.00 Adult (plus HST)
Rink Board Advertising (sign owner provides)	\$500.00 setup (plus HST) \$250.00 annual after (plus HST)
<u>Other Recreation Fees</u>	<u>Fee</u>
Boat Launch (Season Pass) <i>(Residents are allowed two free launches per season in order to launch and pick up at beginning and end of season.)</i>	\$ 50.00 Non Resident (includes HST) \$ 40.00 Resident (includes HST)
Boat Launch (Day Pass)	\$ 9.00 (includes HST)
Boat Launch – Fine If No Pass	\$ 30.00
Euchre (per person/per evening)	\$ 5.00 (includes HST)
Dance Admission	\$ 10.00 (includes HST)
Volleyball (per person)	\$ 30.00 (plus HST)
Aerobics/Zumba/Fitness/Shuffle Board/Individual Sports (per person/class)	\$ 5.00 (plus HST)
Pickle Ball	\$3.00/Class \$20.00/Season (Punch Card System) (plus HST)
Flag Football	\$ 30.00
Advertising in Horton Corner (Private Events Only)	Cost Recovery (plus HST)
Dance Lessons	Rate as per annual agreement
Soccer Registration	\$60.00/person
Catering Fees	Established by Committee - Varied (plus HST)
Fundraising Events	Established by Committee – Varied (meals plus HST)
Horton Hoedown	Established by Committee (plus HST)

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "G" to By-Law 2023-18**

FIRE DEPARTMENT FEES

Item	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set fine
1	Set, Maintain or allow an Open Air Fire during Fire Season	2.1 (a)	\$450.00
2	Set, Maintain or allow an Open Air Fire without a Permit	2.1 (b)	\$450.00
3	Burn Prohibited Materials	2.1 (c)	\$250.00
4	Impede visibility public thoroughfare	2.1 (d)	\$250.00
5	Set or maintain Open Air Fire R1 Zone	2.1 (e) (i)	\$250.00
6	Set or maintain Open Air Fire MHP Zone	2.1 (e) (i)	\$250.00
7	Set or maintain Open Air Fire LSR Zone	2.1 (e) (i)	\$250.00
8	Set or maintain an oversize Open Air Fire	2.1 (e) (ii)	\$250.00
9	Set or maintain an Open Air Fire within 10 meters of a building or wooded area	2.1 (e)(iii)	\$250.00
10	Set or maintain an Open Air Fire within 5 meters of flammable material	2.1 (e)(iv)	\$250.00
11	Burn restricted materials, no special permission	2.1 (f)	\$450.00
12	Burn grass or leaf litter	2.2	\$250.00
13	Burn Household Waste or Prohibited Materials in a Burn Barrel or Incinerator	2.3	\$250.00
14	Burn materials in a Burn Barrel or Incinerator in Fire Season	2.3 (a)	\$250.00
15	Burn Household Waste or Prohibited Materials in an Outdoor Furnace	2.4 (a)	\$450.00
16	Set or maintain Open Air Fire underage supervision	3.1 (a)	\$250.00
17	Set or maintain Open Air Fire no fire control measures on site	3.1 (b)	\$250.00
18	Set or maintain Open Air Fire non approved times	3.1 (c)	\$250.00
19	Set or maintain Open Air Fire adverse burning conditions	3.1 (d)	\$250.00
20	Campfire not set or maintained in an Approved Pit	3.2	\$250.00
21	Set or maintain an Open Air Fire during a level 1 (yellow rating) fire ban	4.2	\$450.00
22	Set or maintain an Open Air Fire during a level 2 (red rating) fire ban	4.3 (a)	\$450.00
23	Set, maintain or allow any Campfires during a level 2 (red rating) fire ban	4.3 (b)	\$450.00
24	Set, maintain or allow any fire in any Burn Barrel or Incinerator during a level 2 (red rating) fire ban.	4.3 (c)	\$450.00

Schedule of Fees

1. Fees to respond to and investigate a complaint in regard to a possible violation under Section 2.0 about Open Air Fire/Bonfire
 - a. Fee of \$75.00 per response payable by the permit holder or person setting, maintaining or allowing such fire to be lit if the complaint is substantiated
 - b. Fee of \$75.00 per response payable by the complainant if the complaint is not substantiated
 - (i) Fee may be waived at the discretion of the investigator if in their opinion the complaint was reasonable and made in good faith but investigation showed no violation under any section of this by-law had occurred.
2. Cost Recovery Fees:
 - a. Dispatch of Fire-fighters - (to be calculated at \$25 per hour for a minimum of 2 hours per fire fighter responding to the scene and calculated on one half hour increments thereafter).
 - b. Dispatch of Fire Response vehicles actively involved in an emergency response. - First hour (or part thereof) \$450.00 per vehicle, each additional half hour \$225.00 per vehicle.
 - c. Actual costs incurred by the Township for additional firefighting support from other outside agencies.
 - d. Actual costs incurred by the Township to replace consumables.
 - e. A 15% Administration charge shall be added to the Cost Recovery Fees calculated in clauses 2 a., 2 b., 2 c. and 2 d. set out above.

**CORPORATION OF THE TOWNSHIP OF HORTON
Schedule "H" to By-Law 2023-18**

TRANSPORTATION FEES

All operator and cost recovery rates are subject to the following:

1. "Regular Hours of Work" – "Regular Hours of Work" shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy. Summer hours may apply.
2. "Outside Regular Hours" – "Outside Regular Hours" of work shall mean any hours worked beyond those hours defined as Regular Hours of Work. Regular Hours of Works rate is one and half times the regular rate.
3. "Emergency Rate" – "Emergency" means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three times the regular rate.

Note: All cost recovery rates below are deemed to be at the regular hours of work rate unless outside regular hours or emergency rates apply.

<u>Type</u>	<u>Fee</u>
Entrance Permits (One Time Inspection) (Security Deposit of \$350, Increase to \$750.00 If a Culvert is Required, Deposit Returned After Final Inspection)	\$ 150.00
Additional Inspections for Entrance Permits	\$ 100.00
Tile Drain and Utility Road Crossing Permit Road Occupancy (Includes utility installation and tile drain) Reasonable Costs of the Municipality for works.	\$ 500.00 deposit plus Fees to Recover As Per Road Occupancy Policy T-03
Sale of Used Culverts <u>and Scrap Metal</u> etc.	Cost Recovery
Private Road & Driveway Grading	As Per Policy T-01

Note: All municipal equipment shall be operated by municipal employees at the unit rate plus cost recovery rates stated below.

Excavator operator	\$ 82.00 105.00/hr plus
Grader operator	\$ 87.00 140.00/hr plus
Half Ton operator	\$ 28.00 35.00/hr plus
Loader/Backhoe operator	\$ 50.00 60.00/hr plus
Tandem Axle Dump Truck operator	\$ 80.00 95.00/hr plus
Water Truck operator	\$ 80.00 95.00/hr plus
Public Works Manager	Cost Recovery
Public Works Superintendent	Cost Recovery
Machine Operator	Cost Recovery
Labourer	Cost Recovery
Chipper Rental operator	\$ 45.50 55.50/hr plus



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Waste Composition Study	Date:	Oct 4 th 2023
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Environmental

RECOMMENDATIONS:

THAT the TES committee receive this report as information.

AND THAT the TES committee recommend to Council direct that Staff be directed to explore resource recovery options for textiles and food waste.

FURTHER THAT the TES committee recommend to Council direct that Staff be directed to prepare an informational package highlighting the Township's current resource recovery initiatives that shall be mailed out yearly with the curbside collection calendar.

BACKGROUND:

Attached to this report is the Draft High Level Work Plan composed from the recent waste composition study at the Landfill Site.

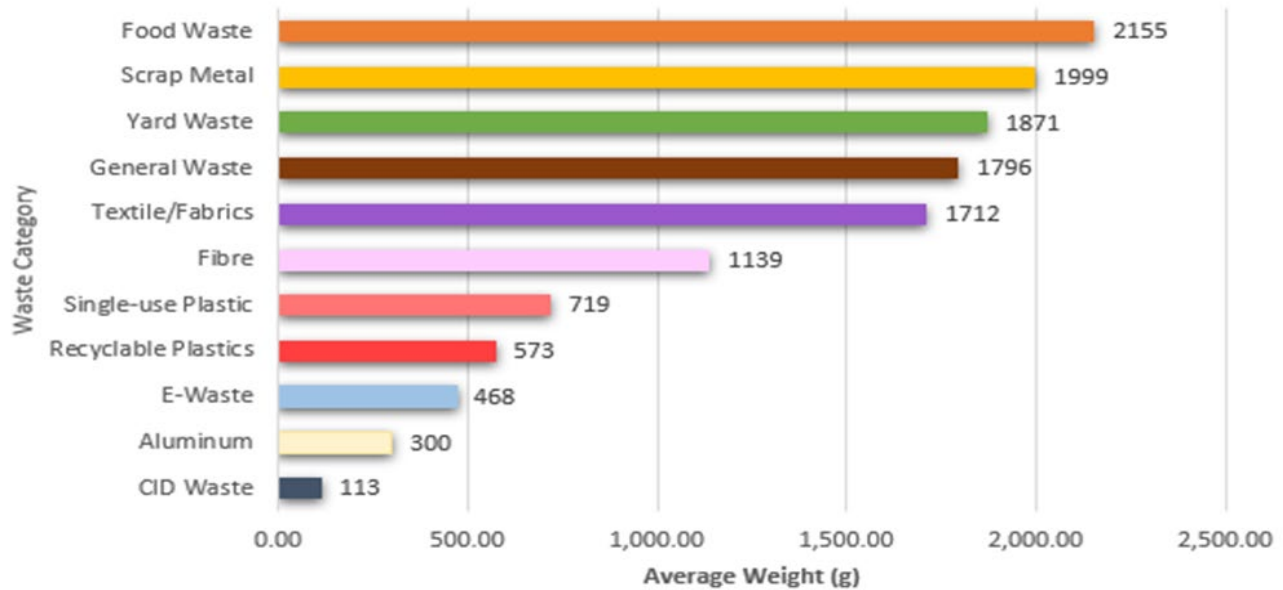
Staff and an engineering consultant, JP2G, conducted a bagged waste composition study at the landfill site. The study consisted of auditing twelve (12) waste bags selected at random from the delivered and curbside waste pile that were then opened, sorted, and weighed into categories.

The weight of each waste category from every sample bag was meticulously recorded in pounds on preprinted audit sheets. Following the completion of the audit process, the raw data obtained from the weighed waste categories was compiled. The average weight of each category is displayed below:

Waste Category	CID Waste	Aluminum	E-Waste	Recyclable Plastics	Single-use Plastic	Fibre	Textile & Fabrics	General Waste	Yard Waste	Scrap Metal	Food Waste	Total Waste
Average Weight (g)	113	300	468	573	719	1139	1712	1796	1871	1999	2155	5923
Percent %	2	2	4	5	6	9	14	14	15	16	17	

RETURN TO AGENDA

Average Weights of Waste Categories



PERCENTAGE OF WASTE CATEGORY WEIGHTS



A total of 5923 grams of waste was measured, with food waste, scrap metal, and yard waste being the dominant contributors, collectively constituting 48% of the total waste. Approximately 47% of the total waste is designated for landfills, comprising CID Waste (2%), General Waste (14%), Food Waste (17%), and Yard Waste (14%). This leaves substantial potential for diverting 53% of the total waste away from landfills and into appropriate recycling facilities.

The Waste Composition Study generated 4 detailed recommendation from the engineering consultant which as shown below:

RETURN TO AGENDA

•**Introduce Green Bin Program:** Given that food waste and yard waste collectively account for 32% of the total waste, the implementation of a green bin program is advisable. A green bin program would focus on separate collection and composting of organic waste (which includes food and yard waste), significantly diverting organic waste out of landfills.

•**Resource Recovery Initiatives:** Given the significant presence of textile/fabric waste and the fact that scrap metal constitutes 16% of the waste stream, we recommend exploring resource recovery programs. These could include textile recycling initiatives, such as textile collection bins or partnerships with textile recycling organizations, to divert textile waste from landfills. Additionally, implementing scrap metal recovery programs not only contributes to waste diversion but also has the potential to generate revenue through recycling.

•**Increased Frequency for Recyclables and Compostables** to promote the correct disposal of recyclables and compostables, we suggest enhancing the Township's current collection schedule. Specifically, we recommend increasing the frequency of recyclable material collection to once a week and implementing a more frequent schedule for compostables collection. This adjustment aims to minimize instances where residents dispose of compostables in the regular garbage due to infrequent collection.

Waste Audits and Monitoring: To track waste composition trends and progress in waste diversion, it is essential to conduct regular waste audits, similar to this study. We recommend multiple audits each year, encompassing different seasons to account for seasonal variations in waste composition and quantity.

Some recommendations made by the consultant have been removed from the Township's control such as the curbside recycling program and others are already implemented but are clearly not being utilized to their full potential.

Staff supports the following recommendations made by the consultant:

- Introduction of a Green Bin Program
- Textile Recovery Initiative
- Further Waste Composition Studies (2025)

Staff includes the following recommendations:

- Adjust user and maintain user fees at a rate comparable to neighbouring Municipalities.
- Repeal the free landfill pass program
- Promotion and Education of the Township's current resource recovery initiatives
- 2023 Composition Study - High Level Work Plan

Staff encourage all members of Council and the Public to bring forward any initiatives that may present viable diversion options for consideration. Staff believe that every option to extend the life cycle of our facility is a worth examining.

ALTERNATIVES:

N/A

RETURN TO AGENDA

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

2023 Composition Study - High Level Work Plan

CONSULTATIONS:

Andrea Sare – Environmental Consultant JP2G

Britany Holland – Environmental Technician JP2G

Kevin Mooder – Principal Environmental Services JP2G

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

Jp2g Project No. 17-6022G

August 22, 2023

Adam Knapp
 Township of Horton
 2253 Johnston Road
 RR5
 Renfrew, ON K7V 3Z8

Re: Waste Composition Study- Horton Landfill Site

Dear Adam,

The following outlines a comprehensive work program prepared by Jp2g Consultants Inc. to conduct a Waste Composition Study for the Horton Landfill Site. The purpose of the Waste Composition Study is to analyze the nature and volume of waste disposed of at the Horton landfill site and is designed to investigate the curbside collection program and categorize the waste into the various waste streams.

Intro about Horton WDS:

The Horton Landfill site, located at 2082 Eady Road in the Township of Horton, encompasses a 2.5-hectare landfilling area within a total site area of approximately 20.24 hectares, as pictured in **Figure 2**. Operating under Environmental Compliance of Approval (ECA) No. A412505, the landfill is authorized to receive solid, non-hazardous municipal waste, including Municipal Hazardous Waste (WHW) and Municipal Special Waste (MSW). Currently, the site remains operational with an estimated capacity of 15,000 cubic meters and approximately 7.5 years of operational life remaining, as indicated in the Horton WDS 2022 biennial monitoring report, conducted by Jp2g.

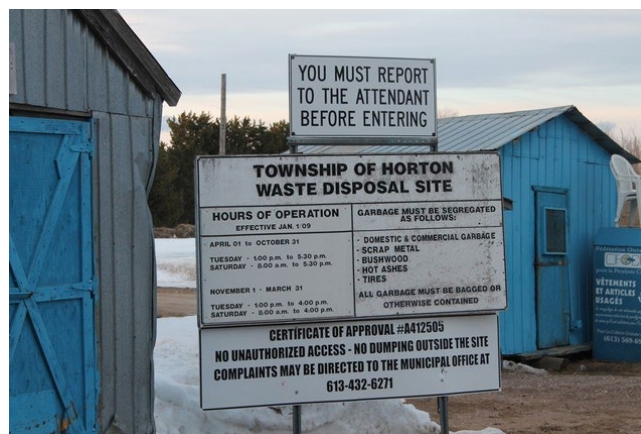


Figure 1: Township of Horton WDS signage (Source: RenfrewToday, 2020)



Ottawa
 1150 Morrison Dr., #410
 Ottawa, ON, K2H 8S9
 T: 613-828-7800
 Ottawa@jp2g.com

Pembroke
 12 International Dr.
 Pembroke, ON, K8A 6W5
 T: 613-735-2507
 Pembroke@jp2g.com

Arnprior
 16 Edward St. S., #53B
 Arnprior, ON, K7S 3W4
 T: 613-828-7800
 Arnprior@jp2g.com



Figure 2: Horton Landfill Site Location.

Waste Composition Study

On June 14th, 2023, Jp2g Consultants Inc. conducted a comprehensive waste composition study and audit for the Township of Horton. To create a representative sample of the township's waste stream, twelve (12) curbside collection bags were randomly selected from the Township of Horton's waste collection vehicles. These samples were audited over the course of one (1) day.

Once all collection bags were obtained, they were transported to an onsite sorting area. Here, the contents of each bag were sorted into corresponding waste categories, as visually depicted in **Figures 3 and 4**. The weight of each waste category from every sample bag was meticulously recorded in pounds on preprinted audit sheets. Following the completion of the audit process, the raw data obtained from the weighed waste categories was compiled and used to generate informative graphs, which are displayed in **Figures 5 and 6**.

Table 1: Average Weight of Each Waste Category

Waste Category	CID Waste	Aluminum	E-Waste	Recyclable Plastics	Single-use Plastic	Fibre	Textile & Fabrics	General Waste	Yard Waste	Scrap Metal	Food Waste	Total Waste
Average Weight (g)	113	300	468	573	719	1139	1712	1796	1871	1999	2155	5923
Percent %	2	2	4	5	6	9	14	14	15	16	17	



Figure 3: Contents of a collection bag



Figure 4: Sorting Waste into Categories.

Audit and Sample Collection Results

The following bar graph separates each waste sample into the following waste categories: food waste, scrap metal, yard waste, general waste, textile and fabrics, fibre, single-use plastic, recyclable plastics, e-waste, aluminum, and CID waste. This chart displays the average weights of each waste category, collected from the twelve sample bags.

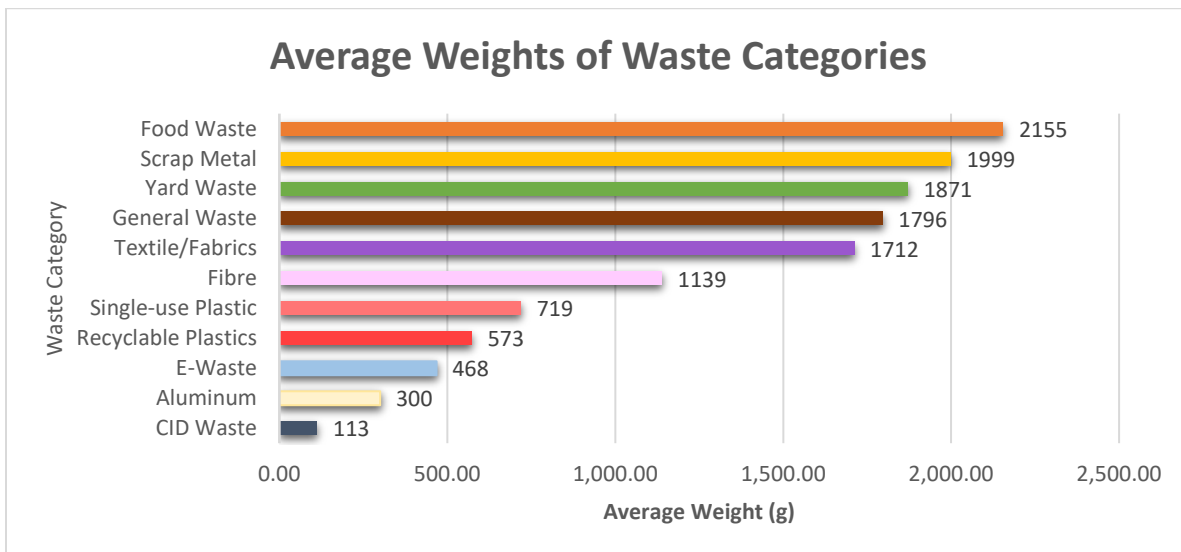


Figure 5: A bar graph displaying average weights of waste categories.

The pie chart below displays the percentage of average waste category weights collected from the twelve sample bags.

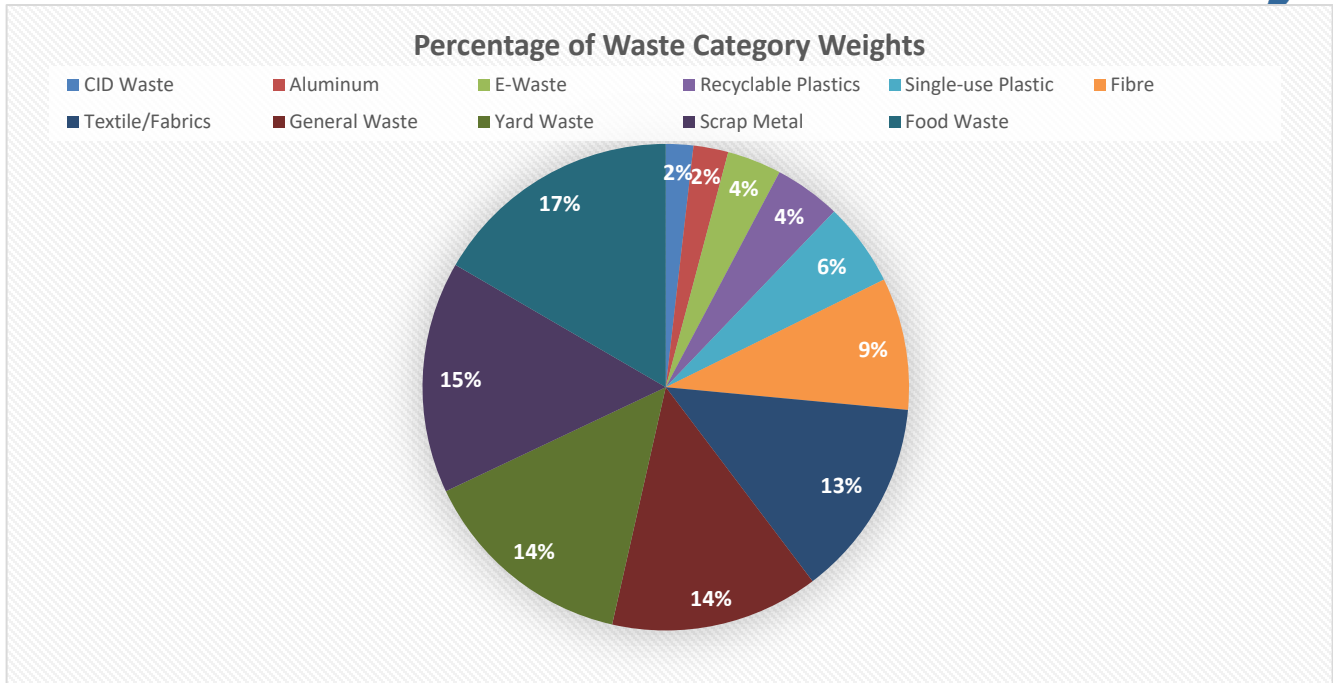


Figure 6: A pie chart displaying the percentage of waste category weights.

Discussion/Conclusion/Recommendations

A total of 5923 grams of waste was measured, with food waste, scrap metal, and yard waste being the dominant contributors, collectively constituting 48% of the total waste. Approximately 47% of the total waste is designated for landfills, comprising CID Waste (2%), General Waste (14%), Food Waste (17%), and Yard Waste (14%). This leaves substantial potential for diverting 53% of the total waste away from landfills and into appropriate recycling facilities.

In light of these findings, we propose the following recommendations:

- Introduce a Green Bin Program:** Given that food waste and yard waste collectively account for 32% of the total waste, the implementation of a green bin program is advisable. A green bin program would focus on separate collection and composting of organic waste (which includes food and yard waste), significantly diverting organic waste out of landfills.
- Resource Recovery Initiatives:** Given the significant presence of textile/fabric waste and the fact that scrap metal constitutes 16% of the waste stream, we recommend exploring resource recovery programs. These could include textile recycling initiatives, such as textile collection bins or partnerships with textile recycling organizations, to divert textile waste from landfills. Additionally, implementing scrap metal recovery programs not only contributes to waste diversion but also has the potential to generate revenue through recycling.
- Increased Frequency for Recyclables and Compostables** To promote the correct disposal of recyclables and compostables, we suggest enhancing the township's current collection schedule, as depicted in **Figure 7**. Specifically, we recommend increasing the frequency of recyclable material collection to once a week and implementing a more frequent schedule for compostables collection. This adjustment aims to minimize instances where residents dispose of compostables in the regular garbage due to infrequent collection.

- Waste Audits and Monitoring:** To track waste composition trends and progress in waste diversion, it is essential to conduct regular waste audits, similar to this study. We recommend multiple audits each year, encompassing different seasons to account for seasonal variations in waste composition and quantity.



Figure 7: Township of Horton's current garbage and recycling collection schedule (Source: Horton Township, 2023)

Conclusion

In conclusion, this Waste Composition Study provides valuable insights into the waste profile of the Township of Horton. By implementing these recommendations, Horton can significantly enhance its waste management practices and minimize landfill-bound waste by diverting recyclable waste streams into applicable facilities.

We trust that the attached information is satisfactory. Please do not hesitate to contact the undersigned should you have any questions.

Yours truly,

Jp2g Consultants Inc.
 Engineers • Planners • Project Managers

Brittany Holland, B.A.
 Environmental Technician

Kevin Mooder, MCIP RPP
 Principal | Environmental Services



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Repeal of the Free Landfill Pass Program	Date:	Oct 4th 2023
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Environmental Services

RECOMMENDATIONS:

THAT the TES committee recommend to Council that the free landfill pass program be repealed effective January 1st 2024

AND THAT the programs reintegration only be rediscussed upon approval and complete development of the landfill expansion study currently in process.

BACKGROUND:

The Township received its Biennial Operations and Monitoring reports in May of 2023, and it did not present a good picture as it pertains to the amount of waste intake at the Landfill site (LFS) or the current predicted lifecycle expectancies.

Based on the recent November 4, 2022 survey in comparison to the Stantec 2009 design contours (not including final cover and topsoil – 0.45m) there is a remaining capacity of approximately 15,000m³. Assuming an annual landfilling rate of 2000m³, results in a site life expectancy of approximately 7.5 years.

This updated estimated life expectancy and the yearly landfilling quantities chart on page 5 of the Operations Report, formed the basis of Staff's recommendation in this report and at the June 14th TES meeting. The Operations Report clearly documents that the Townships intake of materials is undesirable and at a rate far above our target of 2,000m³ per year. ECA Condition 30 states that no more than 3000 tonnes of waste per year may be accepted for disposal and the LFS has encroached or exceeded this limit numerous times since 1994.

The chart below, from the Townships current Biennial Operations Report, **highlights** every year since 1994 that the landfill site has exceeded the 2000m³ target intake rate for optimal lifecycle achievement. The chart accurately shows that 68% of the years tracked the Township has exceeded our optimal intake rate.

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Table 2
Landfilling Quantities

Year	Landfilled (m ³)	Remaining Capacity (m ³)
1994	4560	March 1994 started area method
1995	2250	
1996	2100	36,100m ³ in 1 ha footprint based on Stantec Dec 1996 survey
1997	1100	
1998	2800	
1999	2973	
2000	4174	
2001	5200	
2002	3500	
2003	1500	
2004	1800	
2005	1600	
2006	2500	
2007	2425	
2008	2748	
2009	2920	
2010	3025	39,900m ³ expansion approved in 2011 waste disposal started in this area in 2012
2011	680	
2012	1610	40,727
2013	2000	38,727
2014	1095	37,632
2015	2289	35,000
2016	2053	32,947
2017	1750	31,200
2018	2475	28,725
2019	2108	26,617
2020	1996	24,621
2021	3000	21,621
2022	2420	19,201

Notes: Years 1994-2000 Stantec (2017) annual landfill
 Years 2011-2016 Stantec (2017) remaining capacity
 Years 2017-2020 Jp2g estimates

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The picture displayed above was acquired on August 16th 2023 and portrays the accumulated construction / demolition and yard waste accumulated over an approximate 5-month period, this does not include other additional intake sources such as curbside collection. This level of intake has been consistent for numerous years and Staff at all levels of waste management struggle to consider this intake as generated solely in Horton Township. Staff believe that a significant portion of the intake is being sourced from other areas and our low fees and free passes are being exploited. Evaluating the materials origin transported in by a valid user is difficult if not impossible to do effectively.

RETURN TO AGENDA

The data displayed in the Operational Report and Waste Composition Study clearly display excessive material intake and significant amounts of divertible materials in our collection program. This is not positive data for the efficiency of the program and If our current LFS runs out of capacity before our expansion study is approved or worst-case rejected the cost to divert waste outside the Township would be a heavy burden on rate payers. Staff consider it imperative to mitigate intake and investigate all options for diversion. We must continue to improve our program and ensure that our LFS achieves the maximum life cycle possible. As we have experienced LFS expansions are not economical, and they will not become less involved or costly in the future. The actions taken today shall assist in safeguarding the longevity of our LFS and prolong future expenditures allowing the Township to logistically prepare for the next phase of waste management.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

Per the recommendation and Waste User Fees

ATTACHMENTS:

Upon Request - 2021-22 Operations Report

Upon Request - 2021-22 Monitoring Report

CONSULTATIONS:

Kevin Mooder – JP2G - Senior Planner of Environmental Services

Andrea Sare – JP2G – Environmental Consultant

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: DRAFT Grant Program to Assist with Improvement Costs of Private Roads Policy	Date:	Oct 4th 2023
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES Committee recommend to Council that the Grant Program to Assist with Improvement Costs of Private Roads Policy be approved as drafted for implementation as of January 1st 2024.

FURTHER THAT upon implementation of the Grant Program to Assist with Improvement Costs of Private Roads Policy that Policy T-01 Private Road & Driveway Grading be repealed.

BACKGROUND:

The Township of Horton's current T-01 Private Road & Driveway Grading Policy carries liability and delivery concerns for Staff and offers no incentives to attain and or maintain an acceptable accessibility standard for Owners and Emergency Response Services. The Horton Fire Department and its external emergency response services continually note concerns in accessibility to private roads in Horton and surrounding communities.

The concerns generated from policy T-01 and accessibility concerns have been addressed within the draft Grant Program to Assist with Improvement Costs of Private Roads by incentivizing the residents to attain and or maintain the criteria set out in the policy by forming a road maintenance association and delegating a signatory authority to organize and represent the group as a whole to receive funding. This grant model has been utilized successfully by Hasting Highlands Township since 2018 and by their neighbouring Townships prior to Hasting Highlands adoption of the program. The successful program standard referenced by Staff did not incorporate criteria to attain and or maintain an acceptable accessibility standard, consequently Staff revised the program to suit Horton's needs.

Horton's Draft Grant Program to Assist with Improvement Costs of Private Roads policy set maintenance criteria and encourages the use of local contractors, which will aid businesses in the community, but allows for the Township to be contracted at an established rate and minimum hourly cost if the contracting does not hinder operations to maintain the public roadway network and a release of liability has been signed by the signatory authority representing the association. The policy has criteria for successful application that promotes accessibility and development within the Township and offers a solution to emergency response services concerns regarding accessibility to private roads.

Applications are due, delivered in person to the Township Office, by no later than September 30th of that calendar year. The applications shall be reviewed post

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September 30th by the Public Works Manager to ensure they display improvements and maintenance to attain the policy's criteria. Formal applications that meet the criteria specified in the policy shall be recommended by Staff for approval by Council in one report delivered between October 1st and December 31st of the Calendar year the application was submitted. Upon the applications approval by Council payment in full shall be made by cheque to the signatory authority of the Road Maintenance Association within a timeframe deemed reasonable by the Township's Treasurer.

The funding allotment proposed per private roadway shall be calculated as displayed below:

"x" factor shall be equal to \$200.00 per kilometer of private roadway to the nearest tenth of a decimal point. Example: 1.0 km

"y" factor shall be equal to \$20.00 per participating property owner that utilizes the private roadway as their sole access point to the property specified in the application.

Example: X = 1km of private roadway
Y = 10 participating property owners.

$$\begin{aligned} & \text{X factor } (\$200) + \text{Y factor } (\$20) = \text{Grant Application Amount Requested} \\ & = 1.0 \times \$200 + 10 \times \$20 \\ & = \$200 + \$200 \\ & = \$400.00 \end{aligned}$$

The Grant Application Amount Requested Equals \$400.00

Hasting Highlands "x" factor is \$150 and "y" factor is \$10. Due to the growth Horton is experiencing, inflation, and the short length of most private roads in Horton Staff adjusted these amounts to promote achieving the programs objective.

The average length of private roads in Horton is 0.39 km and for the purpose of this report Staff estimate an average of 10 owners per 0.39 km of private roadway. Using the formula above the average private roadway in Horton could receive \$278 and Leavoy Lane, the longest private lane, could receive an estimated \$584 per year through this program.

Using the average amount of \$278 per roadway X 62 private roadways equals \$17,236. Staff estimate the yearly funding requirement to successfully implement the program as \$15,000 and if implemented shall be accounted for during 2024 budgetary planning and adjusted as required in subsequent planning.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

Estimated 2024 upset grant funding requirement of \$15,000

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ATTACHMENTS:

DRAFT Grant Program to Assist with Improvement Costs of Private Roads Policy
Highlands East application private-road-grant

CONSULTATIONS:

Brittany McCaw - Deputy CAO / Treasurer at the Municipality of Highlands East

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

The Township of Horton Policy and Procedures			
SECTION: TRANSPORTATION			POLICY #: T-##
POLICY: Grant Program to Assist with Improvement Costs of Private Roads			
DATE: XX	REV. DATE: XX	COVERAGE: Public Works	PAGE #: 1 of 12

1.0 POLICY STATEMENT

The Township of Horton Council has established a policy to establish a Grant Program to Assist with Improvement Costs of Private Roads.

2.0 DEFINITIONS

“**Approved**” means approved by the municipal council or the pertinent authority as described in this policy.

“**Association Representative**” means the individual granted Signatory authority by the road maintenance association.

“**Construction**” means the action of building something.

“**Council**” means the Council of the Corporation of the Township of Horton.

“**Charge**” means a charge imposed pursuant to Section 391(2) of the Municipal Act.

“**Damage**” means any injury, harm, hurt, impairment, mutilation, destruction, or loss to any property, personal or otherwise.

“**Deficient**” means a quality of incompleteness or inadequacy.

“**Fee**” or “**Rate**” means a charge or payment for a service; a price or amount to be paid that is set.

“**Finish Grading**” means the action of a grader working with the preplaced top 2 inches of granular “A” or “M”, at most, to achieve a smooth roadway profile.

“**Grading**” means finishing work to attain a smooth gravel surface of the travelled portion of a private road which does not include participation in application or compaction or the granular materials.

“**Improvement**” means the work undertaken on a road or within a right-of-way to increase or improve upon the existing condition or level of service of a road and shall include, but not be limited to road surface, road subsurface, ditching, brushing, road widening, right-of-way widening, utility relocation.

“**Maintenance**” means the care or upkeep of a road.

The Township of Horton Policy and Procedures			
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“**Municipal Boundary**” means the physical limits or borderline of the Township of Horton.

“**Normal Conditions**” means operational conditions, such as weather conditions, resulting in typical operational situations.

“**Own or Owner(s)**” means that:

- a) An owner, part owner, joint owner, tenant in common or joint tenant of any interest in the whole or any part or parcel of land,
- b) In the case of the absence or incapacity of a person or persons having ownership of any interest in the parcel of land, a trustee, an executor, a guardian, an agent, a mortgagee in possession or a person having the care or control of land.
- c) In the absence of proof to the contrary, the person assessed for the taxes on the parcel of land.

“**Participating Owners**” means owning property with sole access from the private roadway and are an active member of the road association that has contributed funding to road maintenance during the year the of application.

“**Pertinent Authority**” means Council unless otherwise designated to another person or body.

“**Private Road**” means any street, roadway, highway, travelled way, or right-of-way not dedicated and accepted as, or otherwise deemed at law to be a public highway, that serves as a privately maintained motor vehicle access-route to one or more abutting, legally conveyable parcels of land.

“**Public Roadway**” means a highway, travelled way, or right-of-way dedicated and accepted as a public highway.

“**Rehabilitation**” means the action of restoring something that has been damaged to its former condition.

“**Road Maintenance Association**” means an organization of property owners who reside, or own property accessed by a private road that are represented by one (1) property owner who has signatory authority which also resides or owns property on the private roadway.

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“**Signatory authority**” means the person the Road Maintenance Association has granted the legal right to submit to this grant program or sign a release of liability on behalf of all the property owners on the private roadway.

“**Sole Access**” means the private roadway is utilized as the primary access point to and from the property and recognized as such in the County of Renfrew Civic Addressing System (911 system)

“**Structure**” is as defined in the general definitions section of the most current version of the Ontario Structural Inspection Manual (OSIM).

“**Site**” means the spatial location of the private road where grading shall be undertaken, including vertical and horizontal clearances as required.

“**Standard Specifications**” means a standard set by the municipality.

“**Special Provisions**” means work or procedures not covered in the standard specifications, and as necessary to supplement or modify items in the standard specifications and/or to cover items of work unique to a specific site.

“**Summer Maintenance**” means actions performed to a private roadway to attain or maintain the standards listed within this policy that does not include storm/disaster recovery.

“**Township**” or “**Municipality**” means the Corporation of the Township of Horton.

“**Winter Maintenance**” means actions such as snow clearing, snow removal or de-icing.

The Township of Horton Policy and Procedures			
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3.0 OBJECTIVE

The objective of this grant program is to support and encourage regular maintenance of private roads to attain and or maintain an acceptable accessibility standard for Owners and Emergency Response Services in addition to inspiring growth and tourism within the Township.

4.0 PROCEDURE

Procedure for grant application for the purpose of assisting with summer road maintenance costs to participating property owners on private roads:

1. The property owners (including undeveloped lots) fronting and/or utilizing a specific private road shall form a road maintenance association which shall include or represent at least two-thirds (67%) of those property owners;
2. The road maintenance association shall designate one (1) signatory authority that has been authorized to represent the entire association, file an application to the grant program and sign a release of liability on behalf of all property owners.
3. The grant allotment shall be determined by the Township of Horton's Public Works Manager and approved by Council between September 30th and December 31st of the calendar year of the application based on the calculation of "x" factor plus "y" factor during the yearly budget process.
4. "x" factor shall represent a dollar value per kilometer of roadway and "y" factor shall represent a dollar value per property owner as defined in Appendix A attached to this policy.
5. All applications (attached to this policy as Appendix B) shall be submitted in person at the Township office and forwarded to the Public Works Manager who shall have the sole responsibility/authority of determining grant eligibility and recommending the applications approval to Council.
6. Grant applications shall be submitted by September 30th. Approved grants shall reimburse property owners to assist with summer road maintenance and shall be paid in one lump sum by cheque to the signatory authority and shall be mailed to the mailing address specified within the submitted application within a timeframe deemed appropriate by the Township's Treasurer.

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7. Grant funding is not guaranteed and due to budget constraints may be curtailed at any time by resolution of Council.
8. Council may from time to time establish further criteria or special provisions to the approval of grants that may be generally applied or specific to a particular application or private road.

DRAFT

The Township of Horton Policy and Procedures			
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5.0 CRITERIA

Grant applications meeting the following criteria and all provisions or special provisions specified in this policy or by the pertinent authority shall be deemed eligible and recommended to Council for approval:

1. The Private Road shall be named and recognized in the County of Renfrew Civic Addressing System (911 system) and shall be a minimum of 100m in length (300').
2. Only Private Roads located within the municipal boundary of the Township of Horton shall be eligible.
3. Private roads that branch directly off a main private road may be submitted under one application if all private roads that branch off the main private road are participating and part of the same association and meet all other criteria specified in this policy.
4. The “x” and “y” factors shall be clearly and accurately presented and coincide with the values investigated by the Township.
5. The application (Appendix B) shall be completed in full and include all supporting documentation listed as specified within this policy.
6. Only private roadways that have formed a road maintenance association and established a one (1) signatory authority may apply to the grant program.
7. The road maintenance association shall be solely responsible to oversee the administration and supervision of annual work programs and related budget and furthermore the Municipality shall assume no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads.
8. The grant program shall not be utilized to offset any cost of winter maintenance activities or storm/disaster recovery activities.
9. All private roads shall display improvements and maintenance to attain the criteria set out in this policy to be considered for grant approval.

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10. The application shall clearly display improvements with before and after pictures to the following standards and provide all documentation listed within this policy and requested by the pertinent authority or the roadway may be deemed deficient, and the application shall be rejected:
- i. The private roadway shall have a minimum of 100mm (4”) of Granular “A” of “M” atop of the subgrade material.
 - ii. The private roadway shall have a minimum width of 4 m (13’)
 - iii. The vertical clearance height shall be a minimum of 4m (13’)
 - iv. The horizontal clearance shall be a minimum of 5.5m (18’)
 - v. The private roadway shall have a minimum 7m (23’) radius turn around at all termination points or an unobstructed turn around area acceptable to the Township and its Emergency Response Services. (Turnarounds that do not accommodate Emergency Response Vehicles to perform a standard 3-point turn as defined in the most current version of the Official Ministry of Transportation Drivers Handbook shall be deemed deficient)
 - vi. The roadway under normal conditions shall be able to withstand a minimum vehicle load capacity of 20,412 kg or 45,000 lb.
 - vii. All structures shall be able to always withstand a minimum vehicle load capacity of 20,412 kg or 45,000 lb.
 - viii. Proof of an OSIM biennial inspection including a condition rating and load capacity rating report by a qualified professional for any structure greater than or equal to 3m in span. (No alternate routes or by-passes shall be considered acceptable to avoid crossing structures on the established routes of any given private roadway)
 - ix. The private roadway shall have no obstructions that may cause delays, hazards or damage to emergency response vehicles or its operators.
 - x. Documentation of participation by two-thirds (67%) of property owners in sharing the costs of road maintenance.
 - xi. Presentation of paid invoices for road improvements in the current year.
11. The Township may at any time throughout the year perform an inspection on the private roadway or consult with emergency response services to compile special provisions and or confirm that the roadway is receiving improvements to attain or maintain the above criteria.

The Township of Horton Policy and Procedures			
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6.0 PROVISIONS

1. The Township of Horton's primary objective is the maintenance of its public road network and therefore shall encourage the utilization of local contractors, however the Township may be contracted for finish grading activities only at the sole discretion of the Township of Horton's Public Works Manager if scheduling allows for the work to be completed without hindering operations to maintain the public roadway network.
2. If the Township is contracted for finish grading the fee shall be per the applicable amount specified in the most current version of the Townships User Fees and Charges By-Law at a minimum on-site charge on three (3) hours. Payment in full shall be received for the three (3) hour minimum prior to any finish grading work being scheduled.
3. The Township shall not supply any manual labour, flaggers, signage, or compaction equipment.
4. The Township shall not partake in any construction or rehabilitation activities to any private roads including, but not be limited to, granular application to the road surface, road subsurface, ditching, brushing, road widening, right-of-way widening, turn around construction or widening, utility relocation or any other action that cannot be defined as finish grading.
5. The Township shall not perform grading that requires crossing a structure without proof supplied by a qualified professional, within the biennial period as defined by the OSIM, that the structure can withstand a minimum vehicle weight rating of 20,412 kg or 45,000 lb.
6. The Township shall only complete work on roadways that have an established road maintenance association.
7. A release of liability waiver (attached as Appendix C to this policy) shall be completed and signed by the signatory authority prior to any finish grading work being scheduled.

Appendix “A”**Funding Calculation for Grant Program to Assist with Improvement Costs of Private Roads**

The grant amount to be considered for the improvement of private roads shall be based on the length of the roadway, and the number of properties that the roadway services.

The formula to determine the eligible amount for each roadway shall be “x” factor plus “y” factor, where “x” factor shall represent a dollar value per kilometer of roadway and “y” factor shall represent a dollar value per participating property owner.

“x” factor shall be equal to \$200.00 per kilometer of private roadway to the nearest tenth of a decimal point. Example: 1.0 km

“y” factor shall be equal to \$20.00 per participating property owner that utilizes the private roadway as their sole access point to the property specified in the application.

Example: X = 1km of private roadway
Y = 10 participating property owners.

$$\begin{aligned} & \text{X factor (\$200) + Y factor (\$20) = Grant Application Amount Requested} \\ & = 1.0 \times \$200 + 10 \times \$20 \\ & = \$200 + \$200 \\ & = \$400.00 \end{aligned}$$

The Grant Application Amount Requested Equals \$400.00

Appendix “B”

**APPLICATION FORM FOR PRIVATE ROAD GRANT
Submission deadline September 30th**

Private Road(s) Name: _____

Associations Name: _____

Length of Road(s) (km): _____ (x)

a. Number of participating owners: _____ (y)

b. Total number of property owners: _____

c. Percentile of participating property owners _____
(a/b*100 = c)

Grant Funding Requested: _____ (x) \$200.00 + (y) \$20.00

Total expended on summer road maintenance (current year): \$ _____

Civic addresses, including road name, of all participating owners on the road association:

Appendix "B"

APPLICATION FROM FOR PRIVATE ROAD GRANT

Signatory Authorities Information:

Given Legal Name: _____

Township of Horton Address:

Mailing Address (if different):

Telephone #: _____

E-Mail Address: _____

I certify that I have been granted signatory authority by the Road Maintenance Association listed within this application and that all information provided within this application is accurate and true and acknowledge that if any information is found to be falsified or untrue that this application or any further applications from the road maintenance association or the private road under a renamed association may be rejected for a term deemed appropriate by the Council of the Township of Horton. It is further acknowledged that the Road Maintenance Association has granted the signatory authority the legal authority to sign and file this application on behalf of all participating property owners on the private roadway and authorize the Township of Horton to access their property(s) to perform inspection of the roadway at any time to ensure the criteria of the Grant Program to Assist with Improvement Costs of Private Roads Policy are attained.

Signatory Authority's Signature

Witness's Signature

Date of Signatures (Day/Month/Year)

Witness's Signature

Appendix "C"**RELEASE OF LIABILITY FOR FINISH GRADING SERVICES**

I the undersigned signatory authority hereby acknowledge that I have requested the Township of Horton to finish grade the Private Road noted below, and I indemnify and hold harmless the Township of Horton for any damage that may occur to any property, possessions, persons or installations on the private roadway or properties adjacent to the private roadway. I further agree to pay in full any outstanding fees for the services as specified within the Grant Program to Assist with Improvement Costs of Private Roads. It is further acknowledged that the Road Maintenance Association has granted the signatory authority the legal authority to sign this release of liability on behalf of all property owners on the private roadway and authorize the Township of Horton to access their property(s) to perform finish grading.

Private Road Name: _____

Road Maintenance Association Name: _____

Signatory Authority's Legal name: _____

Signatory Authority's Signature: _____

Witness's Legal Name: _____

Witness's Signature: _____

Date of release signatures: _____

(Day/Month/Year)

The Corporation of the Municipality of Highlands East

Bylaw # 2018-61

Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads

Whereas Section 10 of the Municipal Act, 2001, as amended provides that the municipality may provide any thing that the municipality considers necessary or desirable for the public, including matters dealing with highways and the health, safety and well-being of persons within the municipality;

And Whereas it is deemed desirable to establish a policy and criteria for authorizing an improvement road grant program for private roads;

And Whereas Council deems it in the best interest of the Municipality of Highlands East to provide an improvement road grant program for private roads as the program will promote year round residency, increase population and provide better access for emergency response vehicles that provide health and safety for residents;

Now therefore the Council of the Municipality of Highlands East enacts as follows:

1. Definitions

- 1.1.1 **Approved** means approved by the municipal council;
- 1.1.2 **Corporation** means the Corporation of the Municipality of Highlands East.
- 1.1.3 **Council** means the Council of the Corporation of the Municipality of Highlands East.
- 1.1.4 **Chief Administrative Officer** means the person appointed by bylaw of the Council to act as Chief Administrative Officer of the Corporation.
- 1.1.5 **Private Road** means a road that is owned and maintained by a private individual, organization, or a company rather than by the Municipality.

- 2. Should any section, subsection, clause or provision of this bylaw be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this bylaw as a whole or any part thereof, other than the part so declared to be invalid.

The Corporation of the Municipality of Highlands East**Bylaw # 2018-61****Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads**

3. **That** Bylaw 2017-51 and all other bylaws, resolutions be repealed in their entirety prior to June 6, 2018.
4. **That** the Private Roads Grants policy, attached as Schedule "A" form part of this bylaw.
5. **That** this bylaw shall come into force and take effect as of July 4, 2018

Read a first, second and third time, and finally passed this 4h day of July, 2018.

Dave Burton, Mayor

Robyn Rogers, Clerk

The Corporation of the Municipality of Highlands East**Bylaw # 2018-61****Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads**

Schedule "A" - Private Roads Grant Policy

The objective of this grant is to assist and encourage the regular maintenance and improvement of private roads resulting in better accessibility for traffic.

Procedure for the authorizing of annual grants for the purpose of assisting summer road maintenance costs to property owners on private roads:

1. The property owners (including undeveloped lots) fronting and/or utilizing a specific private road must form a road maintenance group which shall include or represent at least two-thirds (2/3) of those property owners;
2. The property owners (including undeveloped lots) on which the private road is located on shall provide written permission for any work being done;
3. The grant to be provided shall be determined by Council based on the calculation of "x" factor plus "y" factor during the yearly budget process as defined in Appendix "A" of this bylaw.

"x" factor shall represent a dollar value per kilometer of roadway and "y" factor shall represent a dollar value per property owner;

4. All applications shall be forwarded to the Municipal Treasurer who shall have the responsibility/authority of determining grant eligibility and authorizing grants based on having met the following criteria:
 - a) Documentation of participation by two-thirds (2/3) of property owners in sharing the costs of road maintenance.
 - b) Presentation of paid invoices for road improvements in the current year;
 - c) Presentation of before and after pictures.
5. Grant applications must be submitted by September 30th. Grants will reimburse property owners to assist with road improvements and will be paid in one lump sum;
6. The road maintenance group will be solely responsible to oversee the administration and supervision of annual work programs and related budget and

The Corporation of the Municipality of Highlands East**Bylaw # 2018-61****Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads**

furthermore the Municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads;

7. Grants are not guaranteed and due to budgeting constraints may be curtailed at any time by resolution of Council;
8. Council may from time to time establish further conditions on the approval of grants that may be generally applied or specific to a particular situation.

The Corporation of the Municipality of Highlands East**Bylaw # 2018-61****Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads**

Private Roads Grant Policy**Appendix "A"**

The grant to be provided for the improvement of private roads shall be based on the length of the roadway, and the number of properties that the roadway services.

The formula to determine the eligible amount for each roadway shall be "x" factor plus "y" factor, where "x" factor shall represent a dollar value per kilometer of roadway and "y" factor shall represent a dollar value per property owner.

"x" factor shall be equal to \$150.00 kilometer of roadway.

"y" factor shall be equal to \$10.00 property (with unique ownership).

The Corporation of the Municipality of Highlands East

Bylaw # 2018-61

Being a Bylaw to Establish a Grant Program to Assist with Improvement Costs of Private Roads

APPLICATION FOR PRIVATE ROAD GRANT

Submission deadline September 30th

Road Name or Location: _____

Length of Road (km): _____ (x)

Number of property owners: _____ (y)

Eligible grant: _____ (x x \$150.00) + (y x \$10.00)

Road Maintenance Group Name: _____

Number of participating property owners: _____

Total collected for summer road maintenance (current year): _\$ _____

Group Representative:

Name: _____

Highlands East Address: _____

Mailing Address (if different): _____

Telephone: _____

E-Mail: _____

I certify that all of the information above is to the best of my knowledge and belief true, correct and complete.

Signature of group representative

N.B. written permission from all property owners that the private road is located on must be included with the application.



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Arena Fence Quotations and Instillation	Date:	Oct 4 th 2023
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee recommend that Council not proceed with the installation of the used fence acquired from the Town of Renfrew Tennis Courts.

AND THAT no fencing shall be installed on the community center due to the reduced esthetics it would present and the cost to install new 28 guage wall steel to enclose the facility is comparable in price and offers numerous benefits the fence does not.

AND THAT if the Recreation Committee raises the necessary funding to install new 28 guage wall steel the work shall then and only proceed.

FURTHER THAT the fence acquired from the Town of Renfrew Tennis Courts shall be sold on Gov Deals with the proceeds directed into the Recreation Reserves to fund necessary facility improvements.

BACKGROUND:

Staff was directed to request informal quotations to install the fence acquired from the Town of Renfrew Tennis Courts early in the summer of 2023.

Finding a contractor that was interested in the work proved to be challenging as the installation is not straight forward or conventional. It requires modifying the existing fences length and section to fit the arena as well as procurement of uncertain quantities of components and other various factors that may balloon the cost, also the arena was not designed to incorporate this type of instillation.

The Township received only one quotation to install the existing fence from Troy Murdoch Contracting for \$50,000 plus HST. With the following recommendation and comments: Not install used fencing. Never goes well because the fencing is already stretched. Does look good appearance wise. Can't guarantee what the outcome will look like. Will not stop birds.

Troy Murdoch Contracting also supplied a second option to install like for like steel walls and doors around the entire building, which is Staffs recommended option. The total cost for this

RETURN TO AGENDA

option is estimated at \$66,000 plus HST. Only \$16,000 more than installing the used fence and would permanently solve the bird issue at the arena as well as lengthen the Hockey season, reduce the work load on Staff by eliminating snow removal from the rink surface, make the facility more accommodating in inclement weather for Staff and the Public and support options for spring, summer and fall bookings.

The Township received a secondary quotation from M and R Feeds in Pembroke. The quotation notes "The request to use 12'H salvaged black chain link fence materials is not reasonably feasible. The cost to modify the materials to the correct dimensions, remove any existing concrete, ties or fittings and replace damaged or acquire additional materials will be comparable or greater to all new galv. Materials". They did supply a quotation for new chain link fence to be supplied and installed at a cost of \$39,400 plus HST. Only \$20,400 less than the options for steel walls and may or may not eliminate the bird issue at the facility and offers none of the esthetic or other benefits the steel wall option does.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

N/A at this time.

ATTACHMENTS:

Troy Murdock Contracting Estimate
M and R Feeds Estimate

CONSULTATIONS:

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

Prepared For

Adam Knapp
(613) 281-1315

Troy Murdock Contracting

3034 Blackbay Lane
Renfrew, Ontario K7V3Z8
Phone: (613) 223-2456
Email: troymurdock3@gmail.com

Estimate # 216
Date 07/06/2023
Business / Tax # 740225107

Description**Total**

Steel walls	\$45,000.00
-------------	-------------

Community center.
Install used fencing.
Excavation and machine rentals.
Concrete work were needed.
Missing hardware pcs, unsure what is available.
Recommendation not install used fencing. Never goes well because the fencing is already stretched.
Does look good appearance wise. Can't guarantee what the outcome will look like.
Will not stop birds from
Estimate price \$ 50,000 plus tax
Option 1

Option 2
Recommendation too frame in between piers with 2x4 pressure treated lumber.
Strapping
Install new 28 guage wall steel .
Two zamboni doors with hardware at each end.
Two man doors at each end.
Fasteners included.
Provides wind and snow protection .

Materials price lumber and steel \$ 21000.00 color galvanized steel
Labor \$ 22000.00
Materials price lumber and color green steel I\$ 23000.00

Subtotal	\$45,000.00
<hr/>	
hst	\$5,850.00
<hr/>	
Total	\$50,850.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

Adam Knapp

M & R FEEDS & Farm Supply

-MICKSBURG-

2768 Micksburg Rd.
Pembroke ON. K8A 6W4
Ph: (613) 735-3689
Fax: (613) 735-3508
micksburg@mandrfeeds.com

-PEMBROKE-

1185 Pembroke St. East
Pembroke, ON. K8A 7R6
Ph: (613) 732-2843
Fax: (613) 732-2844
pembroke@mandrfeeds.com

-SHAWVILLE-

388 Main St
Shawville, QC. J0X 2Y0
Ph: (819) 647-2814
Fax: (819) 647-2059
shawville@mandrfeeds.com

28 June 2023

Township of Horton

Attn: Adam Knapp

613-432-6271

613-281-1315

Re: Horton Arena 1005 Castleford Rd.- Fencing

Scope of work: Supply and install +-640' of chain link fence 10'H and gates to enclose rink and keep birds from nesting inside.

- Fabric 2" x 9ga x 10'H galvanized chain link mesh with twisted top and knuckled bottom selvage
- Terminal posts 3-1/2" O.D. SCH40 galv. pipe set in concrete footing
- Line posts 2-3/8" O.D. SCH40 galv. pipe set in concrete footings at spacing <10'
- Top rail 1-11/16" O.D. SCH40 galv. pipe continuous between terminal posts
- Brace rail 1-11/16" O.D. SCH40 galv. pipe attached horizontally at each terminal post to the adjacent post
- Bottom wire 6ga galv. continuous between terminal posts
- Two double swing gates(zamboni) 12'W x 10'H
- Two single swing gates 4'W x 8'H with 2'H panel above gates
- Gate frames 1-11/16" O.D. with 1-5/16" bracing, fill to match fence and hardware to facilitate a padlock

Price for the above listed fence: \$39,400.00 + tax

Note: The request to use 12'H salvaged black chain link fence materials is not reasonably feasible. The cost to modify the materials to the correct dimensions, remove any existing concrete, ties or fittings and replace damaged or acquire additional materials will be comparable or greater to all new galv. materials.

Liam Clifford
M&R Feeds& Farm Supply
2768 Micksburg Rd
Pembroke ON, K8A 6W4
Ph. 613-735-3689
Fax 613-735-3508
liamc@mandrfeeds.com

DISCLAIMER

Price is based on standard auger digging of post holes unless stated otherwise. If obstacles are encountered underground causing the need for additional labor and/or equipment the costs incurred will be additional to the stated price.



Canadian Fence
Industry
Association
Member

RETURN TO AGENDA



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Award of PW 2023-08 Grinding of Landfill Materials	Date:	Oct 4 th , 2023
	Council/Committee:	TES
	Author:	Adam Knapp, Public Works Manager
	Department:	Environmental

RECOMMENDATIONS:

THAT the TES committee recommend that Council award PW 2023-08 Grinding of Landfill Materials to National Grinding for a total of \$31,640.00 including HST.

BACKGROUND:

The Tender closed on September 14th with two (2) submissions received and National Grinding being the lowest bid.

The contract term shall be for three (3) years. Extensions shall be requested by the Township or Bidder by the cutoff date of October 31st at 11:59 pm of the current calendar year. The contract may be extended, at the sole discretion of the Township of Horton, on a yearly basis to a maximum of two (2) additional years per the terms listed in this document. If the terms within this document are no longer acceptable to the Township or the Bidder, the contract shall be terminated upon the duration of the term, and the work re-released for Tender. The three (3) year term of contract shall commence January 1st, 2024, and shall conclude December 31st, 2026.

The Bid price shall be adjusted yearly from the sub total bid price, excluding HST, based on the statistics Canada CPI of Ontario for “all items excluding food and energy” from September of the previous calendar year to August of the current calendar year rounded to the nearest hundredth.

The Bidder shall submit a request for a revised yearly total price including HST by the cutoff date of October 31st at 11:59 pm of the current calendar year including supporting documentation and calculations for the requested revised total price. If the request to revise the yearly total is not submitted by the Bidder by the cutoff date the total price for the next calendar year shall remain the same as the current calendar year and no adjustment shall be made.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

\$31,640.00 including HST

ATTACHMENTS:

Unofficial Results of PW 2023-08

RETURN TO AGENDA

CONSULTATIONS:

Hope Dillabough CAO/Clerk

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk



The Corporation of the Township of Horton

Unofficial Results
PW 2023-08 Grinding of Landfill Materials

Required Supporting Documents :

- a) Form of Tender
- b) Sub – Contractor(s) List
- c) Equipment List
- ~~d) A Certified Cheque for Ten (10%) percent of Total Bid including HST~~
- ~~e) Agreement to Bond~~
- f) Proof of WSIB
- g) Proof of 1,000,000.00 (One Million) Dollars Liability Insurance.

Present for Opening: Adam Knapp (P.W. Manager), Deputy Mayor Webster, Nikky Dubeau (Executive Assistant), Lisa Duggan (National Grinding)

Bidding Company	Package delivered before deadline YES / NO	Envelope sealed? YES/NO	Envelope addressed properly ? YES/NO	HST \$	Total Price \$	Submission Accepted or Rejected A/R
National Grinding	Yes	Yes	Yes	\$ 3,640.00	\$ 31,640.00 inc HST	A
Northern Bulk Logistics	Yes	Yes	Yes	\$ 9,380.80	\$ 72,160.40 ex HST	A
				\$	\$	
				\$	\$	
				\$	\$	
				\$	\$	

RETURN TO AGENDA



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Award of PW 2023-09 Supply and Delivery of One (1) Wheeled Excavator Including Attachments	Date:	Oct 4th, 2023
	Council/Committee:	TES
	Author:	Adam Knapp, Public Works Manager
	Department:	Transportation

RECOMMENDATIONS:

THAT the TES committee recommend to Council that award PW 2023-09 Supply and Delivery of One (1) Wheeled Excavator Including Attachments to J.R. Brisson Equipment Limited for the total amount of \$478,467.99 including HST.

AND THAT \$100,000.00 from the Working Funds Reserve allocated to the Roads Department in 2023 be dispersed upon award of PW 2023-09 to partially fund the purchase.

FURTHER THAT the remainder of the Funding be allocated within the 2024 budget from the Roads Equipment Reserve and dispersed upon delivery, inspection, and approval of the 2024 Case WX160E Wheeled Excavator.

AND FURTHER THAT upon inspection and approval of the delivered 2024 Case WX160E Wheeled Excavator that the Townships 2004 Volvo EW180B be deemed surplus and sold on GovDeals with the proceeds directed to the Roads Equipment Reserve.

BACKGROUND:

The Tender closed on September 21st with two (2) submissions received with J.R. Brisson Equipment Limited scoring the highest points on the evaluation and submitting the lowest price. Staff budgeted \$550,000.00 toward procurement of the Supply and Delivery of One (1) Wheeled Excavator Including Attachments.

J.R. Brisson submission is for a Case WX160E Wheeled Excavator. J.R. Brisson's submission scored a total of 91 points per evaluation criteria. 6 points were deducted due to the detailed specifications not being met. None of these specifications are integral to the functionality of the equipment for the Townships purposes.

Brandt Tractor submitted is for a John Deere 190G Wheeled Excavator for a total of \$654,270.00. Brandt's submission scored a total of 79 points per evaluation criteria. 4 points were deducted due to the detailed specifications not being met. None of these specifications are integral to the functionality of the equipment for the Townships purposes.

The Case WX160E Wheeled Excavator comes with full machine warranty of 12 months, unlimited hours covering parts and labour and a 48-month, 2000-hour, extended warranty covering parts and labour for Powertrain and hydraulics from the date of purchase.

The approximate delivery date from J.R. Brisson is April 15th 2024.

RETURN TO AGENDA

Key operating comparators between the two submissions are as shown below:

Comparator	Case WX160E	John Deere 190G
Engine	Cummins B 4-cylinder 170 HP @ 2200 RPM	Isuzu 4-cylinder 173 HP @ 1800 RPM
Engine Displacement	4.5 L, 274.6 cu inch	5.2 L, 317 cu inch
Weight	18,800 kg	19,700 kg
Hydraulic Pump	Variable displacement piston pump	Two variable displacement axial piston pumps
Hydraulic System output	261 L/Min with advanced load sharing hydraulics (Touch Screen Programmable)	2 x 236 L/Min
Priority Valve System	Yes	Yes
Overall Width	8' 10"	8' 11"
Swing Radius	7' 5"	7' 7"
Maximum Reach	29' 10"	30' 10"
Maximum Dig Depth	20' 6"	19' 2"
Trenching Bucket	42" toothed bucket 0.76 yd ³	42" toothed bucket 0.86 yd ³
Ditching Bucket	60" Hydraulic tilt 0.81 yd ³	60" Hydraulic tilt 1.55 yd ³
Forestry Mulcher	FAE BL3/EX-125-VT	Denis Cimaf 100-C
Hydraulic Thumb on Mulcher	Yes	No
Mulcher Recommended Machine Size	14-20 t	10-15 t
Mulcher Required Continuous Flow Rate	150 L/Min	102 L/Min
Mulcher Working Width	52"	42"

Staff acknowledge that the John Deere 190G does offer some performance advantages over the Case WX160E but the additional \$175,802.01 to procure the John Deere 190G is not a justified additional expense when the Case WX160E is fully capable of performing the duties the Township requires.

RETURN TO AGENDA

Staff contacted all 3 references submitted by J.R. Brisson and all delivered a positive review of Case's performance and reliability as well as the customer service delivered by J.R. Brisson.

Dustin Howard and Dave Radke visited J.R. Brisson's facility in Stittsville on September 25th 2023 to demo a 2023 WX175E Wheeled Excavator and submitted the following comments.

- The WX160E is manufactured by Hyundai and is a "Branded" Case.
- Hyundai has been manufacturing Excavators since 1987.
- The machine operates smoothly and has sufficient power.
- The cab is ergonomically designed with minimal blind spots.
- The camera and motion detection system shall drastically improve public safety when operating on our road network.
- Horton Township shall be the first to own Case WX160E in Ontario and Case has promised exceptional customer service to ensure a positive review from Horton on the machines' performance and J.R. Brisson's customer service.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

\$478,467.99 including HST.

\$100,000.00 from Working Funds Reserve

\$378,467.99 from Roads Equipment Reserve

Sufficient Funding is available as stated within the recommendation.

ATTACHMENTS:

Unofficial Results of PW 2023-09

JR BRISSON (CASE)PW 2023-09 Evaluation

BRANDT (John Deere) PW 2023-09 Evaluation Form

Case WX160E Specs

FAE Forestry Mulcher

CONSULTATIONS:

Hope Dillabough - CAO/Clerk

Nathalie Moore – Treasurer

Dustin Howard – Operator

Dave Radke - Operator

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

RETURN TO AGENDA



The Corporation of the Township of Horton

Unofficial Results

PW 2023-09 Supply and Delivery of One (1) Wheeled Excavator Including Attachments

Required Supporting Documents :

- i. Form of Proposal
- ii. Schedule of Cost
- iii. Warranty, Service Details, and Parts Availability
- iv. Company Profile and References
- v. Detailed Vehicle Specifications
- vi. Additional Documentation I Photos / Vehicle and attachment brochures

Present for Opening: Adam Knapp (P.W. Manager), Councilor Humphries, Councilor Campbell, Nathalie Moore (Treasurer)

Bidding Company	Package delivered before deadline YES / NO	Envelope sealed? YES/NO	Envelope addressed properly YES/NO	HST \$	Total Price \$	Submission Accepted or Rejected A/R
JR BRISSON (Case)	YES	YES	YES	\$55,044.99	\$478,467.99	A
BRANDT (John Deere)	YES	YES	YES	\$72,270.00	\$654,270.00	A
				\$	\$	
				\$	\$	
				\$	\$	

RETURN TO AGENDA

Proponent : <u>JR Brisson Equipment Ltd (Case)</u>	
Evaluation Criteria	Weighted Points
Service, Parts, and Company Profile <ul style="list-style-type: none"> • 3 points per section based on varying factors evaluated solely by Township Staff • Minimum of 1 point awarded 	<u>9</u> /10
Warranty <ul style="list-style-type: none"> • 5 points deducted for each “no” response 	<u>20</u> /20
Detailed Specifications <ul style="list-style-type: none"> • 1 point deducted for each numbered specification not met • -18 points max deduction 	<u>14</u> /20
Excavator Hours <ul style="list-style-type: none"> • 1 hour = minus 0.03333 points from 20 • 600 hrs x 0.03333 = - 19.98 points 	<u>20</u> /20
Cost Factor <ul style="list-style-type: none"> • \$500,000 optimal points • 1 points deducted for every \$10,000 above or below optimal 	<u>28</u> /30
TOTAL	<u>91</u> /100

Proponent : <u>BRANDT (JOHN DEERE)</u>	
Evaluation Criteria	Weighted Points
Service, Parts, and Company Profile <ul style="list-style-type: none"> • 3 points per section based on varying factors evaluated solely by Township Staff • Minimum of 1 point awarded 	<u>9</u> /10
Warranty <ul style="list-style-type: none"> • 5 points deducted for each “no” response 	<u>20</u> /20
Detailed Specifications <ul style="list-style-type: none"> • 1 point deducted for each numbered specification not met • -18 points max deduction 	<u>16</u> /20
Excavator Hours <ul style="list-style-type: none"> • 1 hour = minus 0.03333 points from 20 • 600 hrs x 0.03333 = - 19.98 points 	<u>19</u> /20
Cost Factor <ul style="list-style-type: none"> • \$500,000 optimal points • 1 points deducted for every \$10,000 above or below optimal 	<u>15</u> /30
TOTAL	<u>79</u> /100



WX160E

WHEELED EXCAVATOR
TIER 4 FINAL / STAGE V

ENGINE

Model	Cummins B4.5
Type:	Water-cooled, 4-cycle diesel, 4-cylinder in line, High pressure common rail system (electric control), turbocharger with air cooled intercooler, DOC+DPF+SCR, EGR free.
Emissions Certification	Tier 4 Final/Stage V
Cylinders	4
Displacement	274.6 in ³ (4.5 L)
Rated flywheel horse power:	
ISO 9249 at 2200 RPM	170 hp (127 kW)
ISO 14396 at 2200 RPM	173 hp (129 kW)
Maximum torque:	
ISO 14396 at 1500 RPM	575 ft-lb (780 Nm)

HYDRAULIC SYSTEM

Main pump	Variable displacement piston pump
Max. oil flow at 1800 RPM:	68.9 gpm (261 L/min)
Working circuit pressure:	
Boom/Arm/Bucket:	4,975 psi (34.3 MPa) - 5,410 psi (37.3 MPa) with auto power boost
Swing circuit	3,844 psi (26.5 MPa)
Travel circuit	5,410 psi (37.3 MPa)
Pilot circuit	566 psi (3.9 MPa)

SWING

Swing motor:	Fixed displacement radial piston motor
Maximum swing speed	9.3 RPM
Swing torque	23,307 ft-lb (31 600 Nm)
Brake system	Automatic, spring applied hydraulic released

ELECTRICAL SYSTEM

Voltage	24 V
Alternator	95 Amp
Starter	24 V - 4.8 kW
Battery	2 X 12 V 100 Ah

STEERING

Type	Orbitrol steering system
Minimum turning radius	20 ft 8 in (6.3 m)

AXLES

Type:	4 wheel drive with differential, oscillating front axle with automatic or operator controlled oscillation lock, fixed rear axle.
Brake type	Wet multi-disc
Parking brake type	Wet multi-disc integrated in transmission

UNDERCARRIAGE

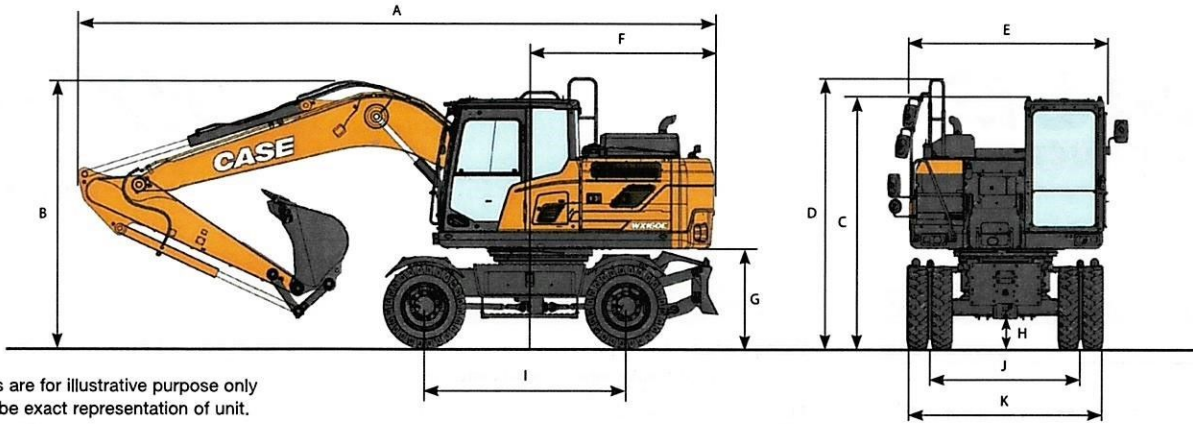
Transmission	2 speed hydrostatic powershift
Travel motor	Variable displacement bent-axis axial piston motor
High travel speed (Automatic travel speed shifting):	24.8 mph (40 km/h)
Low travel speed	6.2 mph (10 km/h)
Creep speed	1.9 mph (3 km/h)
Drawbar pull	17,985 lbf (80 kN)
Gradeability	70% (35°)

NOISE

External sound level	LwA 99 dB(A)
Operator cab sound pressure level:	LpA 72 dB(A)

CIRCUIT AND COMPONENT CAPACITIES

Fuel tank	66 gal (250 L)
Hydraulic system	54 gal (204 L)
Hydraulic tank	32 gal (122 L)
DEF tank	12.7 gal (48 L)



Line drawings are for illustrative purpose only and may not be exact representation of unit.

GENERAL DIMENSIONS - MONOBOOM

	8 ft (2.45 m) Arm	6 ft 7 in (2.00 m) Arm	8 ft 6 in (2.60 m) Arm	10 ft 2 in (3.10 m) Arm
A. Overall length (with attachment):				
Traveling	26 ft 10 in (8 180 mm)	27 ft 0 in (8 230 mm)	26 ft 6 in (8 065 mm)	26 ft 5 in (8 060 mm)
Transportation	26 ft 8 in (8 140 mm)	26 ft 10 in (8 190 mm)	26 ft 4 in (8 025 mm)	26 ft 4 in (8 020 mm)
B. Overall height (to top of boom):				
Traveling	11 ft 6 in (3 510 mm)	11 ft 7 in (3 520 mm)	12 ft 5 in (3 790 mm)	12 ft 11 in (3 940 mm)
Transportation	9 ft 9 in (2 970 mm)	10 ft 2 in (3 095 mm)	10 ft 8 in (3 250 mm)	11 ft 7 in (3 530 mm)
C. Cab height	10 ft 7 in (3 230 mm)	10 ft 7 in (3 230 mm)	10 ft 7 in (3 230 mm)	10 ft 7 in (3 230 mm)
D. Overall height (to top of handrail)	11 ft 4 in (3 450 mm)	11 ft 4 in (3 450 mm)	11 ft 4 in (3 450 mm)	11 ft 4 in (3 450 mm)
E. Upper structure overall width	8 ft 2 in (2 485 mm)	8 ft 2 in (2 485 mm)	8 ft 2 in (2 485 mm)	8 ft 2 in (2 485 mm)
F. Swing (rear end) radius	7 ft 5 in (2 250 mm)	7 ft 5 in (2 250 mm)	7 ft 5 in (2 250 mm)	7 ft 5 in (2 250 mm)
G. Clearance height under upper structure	4 ft 2 in (1 265 mm)	4 ft 2 in (1 265 mm)	4 ft 2 in (1 265 mm)	4 ft 2 in (1 265 mm)
H. Minimum ground clearance	1 ft 3 in (370 mm)	1 ft 3 in (370 mm)	1 ft 3 in (370 mm)	1 ft 3 in (370 mm)
I. Wheel base (center-to-center of wheels)	8 ft 6 in (2 600 mm)	8 ft 6 in (2 600 mm)	8 ft 6 in (2 600 mm)	8 ft 6 in (2 600 mm)
J. Wheel gauge	6 ft 5 in (1 944 mm)	6 ft 5 in (1 944 mm)	6 ft 5 in (1 944 mm)	6 ft 5 in (1 944 mm)
	6 ft 11 in (2 114 mm)	6 ft 11 in (2 114 mm)	6 ft 11 in (2 114 mm)	6 ft 11 in (2 114 mm)
K. Undercarriage overall width	8 ft 4 in (2 530 mm)	8 ft 4 in (2 530 mm)	8 ft 4 in (2 530 mm)	8 ft 4 in (2 530 mm)

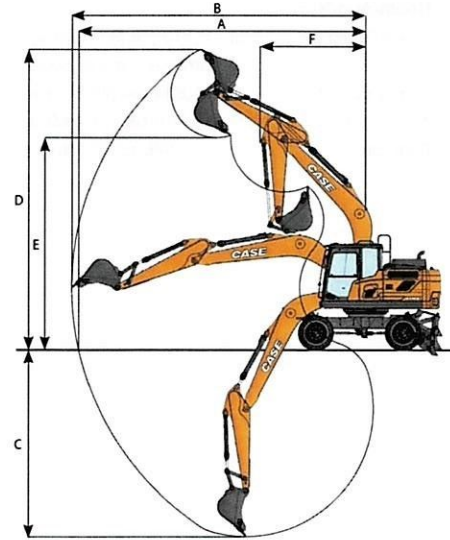
WEIGHT - MONOBOOM

Rear blade	38,676 lb (17 580 kg)
Rear blade and front stabilizers	41,360 lb (18 800 kg)
Standard counterweight	6,415 lb (2 910 kg)
Heavy counterweight	6,415 lb (2 910 kg) + 1,102 lb (500 kg)

NOTE: With 8 ft (2.45 m) arm, 24.7 ft³ (0.70 m³) bucket, 10.00x20 twin tires, standard counterweight, operator, lubricant, coolant, full fuel tank.

PERFORMANCE - MONOBOOM

	8 ft (2.45 m)	6 ft 7 in (2 m)	8 ft 6 in (2.6 m)	10 ft 2 in (3.1 m)
Boom length	16 ft 5 in (5 000 mm)	16 ft 5 in (5 000 mm)	16 ft 5 in (5 000 mm)	16 ft 5 in (5 000 mm)
A. Maximum reach at groundline	28 ft 3 in (8 610 mm)	26 ft 8 in (8 140 mm)	28 ft 5 in (8 660 mm)	29 ft 10 in (9 090 mm)
B. Maximum reach	28 ft 11 in (8 820 mm)	27 ft 5 in (8 360 mm)	29 ft 1 in (8 865 mm)	30 ft 6 in (9 285 mm)
C. Max. digging depth	18 ft 5 in (5 610 mm)	16 ft 11 in (5 160 mm)	18 ft 11 in (5 760 mm)	20 ft 6 in (6 260 mm)
D. Max. digging height	29 ft 7 in (9 010 mm)	28 ft 4 in (8 640 mm)	28 ft 11 in (8 810 mm)	29 ft 3 in (8 920 mm)
E. Max. dumping height	20 ft 10 in (6 360 mm)	19 ft 9 in (6 030 mm)	20 ft 4 in (6 210 mm)	20 ft 10 in (6 350 mm)
F. Min. swing radius	10 ft 5 in (3 170 mm)	11 ft 5 in (3 480 mm)	11 ft 4 in (3 450 mm)	11 ft 6 in (3 500 mm)



DIGGING FORCE - MONOBOOM

	8 ft (2.45 m) Arm	6 ft 7 in (2 m) Arm	8 ft 6 in (2.6 m) Arm	10 ft 2 in (3.1 m) Arm
Arm digging force	17,310 lbf (77 kN)	21,806 lbf (97 kN)	17,085 lbf (76 kN)	15,062 lbf (67 kN)
with Auto power up	18,883 lbf (84 kN)	23,829 lbf (106 kN)	18,658 lbf (83 kN)	16,410 lbf (73 kN)
Bucket digging force	25,852 lbf (115 kN)	25,852 lbf (115 kN)	25,852 lbf (115 kN)	25,852 lbf (115 kN)
with Auto power up	28,100 lbf (125 kN)	28,100 lbf (125 kN)	28,325 lbf (126 kN)	28,325 lbf (126 kN)

FORESTRY MULCHERS FOR EXCAVATORS

BL3/EX/VT - BL3/EX/SONIC

The mulcher with Bite Limiter technology for large and midsize excavators

BL3/EX for 14-20 ton excavators mulches trees with a max. diameter of 20 cm and is available in two working widths: 134 cm and 158 cm. The rotor features Bite Limiter technology. Steel limiter rings limit the depth of cut, which reduces power demand and guarantees speed and exceptional performance.

The heat-treated forged-steel BL blades are durable and can be sharpened, lowering operating costs. BL3/EX has a 110/60 cc VT (Variable Torque) motor for noticeably better performance, increased torque when needed, and minimal risk of rotor stalling.

-  Sonic System
-  120-210 L/min
-  Ø 20 cm max
-  14-20 t



Hydraulic front hood for optimal mulching, reduces the ejection of mulched material (optional)

Spike PRO counter-blade the distribution of the new Spike PRO counter-blades inside the shredding chamber guarantees a better finish of the mulched material

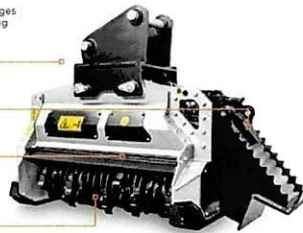
Hydraulic piston motor Variable Torque (VT)

Sonic System is a new automatic intelligent system that manages the hydraulic transmission. It makes the mulching machine to perform at the maximum capacity in all conditions (BL3/EX/SONIC)

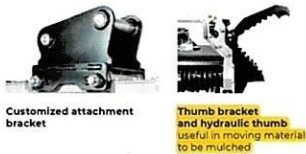
Thumb bracket and hydraulic thumb useful in moving material to be mulched (optional)

Adjustable material deflector controls mulched material output for greater safety

Bite Limiter rotor special steel limiter rings control the depth of cut



MAIN OPTIONS



Customized attachment bracket

Thumb bracket and hydraulic thumb useful in moving material to be mulched

STANDARD EQUIPMENT

110/60cc variable torque hydraulic piston motor (120-210 L/min) (BL3/EX/VT)	Bulkhead for hydraulic connections
110cc variable torque hydraulic piston motor (120-210 L/min) (BL3/EX/SONIC)	Hydraulic front hood
Flow control system valve	Dedicated rear hood (deflector)
Diverter valve	Adjustable skirts
Safety and anticavitation valve	Spike Pro counter-blade
Enclosed / anti dust machine body	Rotor Bite Limiter
Motor enclosed in the frame	Sonic System (BL3/EX/SONIC)
Timing belt transmission	

OPTIONS

Customized setting hydraulic motor (BL3/EX/VT)	Hydraulic thumb
Hydraulic front hood for excavator AUX line (BL3/EX/VT)	Customized attachment bracket with pins
Front fixed thumb bracketed	

MODEL	BL3/EX/VT 125	BL3/EX/VT 150	BL3/EX/SONIC 125	BL3/EX/SONIC 150
Flow rate (L/min)	120-210	120-210	120-210	120-210
Pressure (bar)	180-350	180-350	180-350	180-350
Excavator weight (t)	14-20	14-20	14-20	14-20
Working width (mm)	1342	1582	1342	1582
Weight (kg)	1295	1370	1295	1370
Rotor diameter (mm)	440	440	440	440
Max shredding diameter (mm)	200	200	200	200
No. blades type BL + C/3/SS	20+2	24+2	20+2	24+2

Data refers to machine as standard. The technical data in this catalogue may be altered without prior notice.

ROTOR TYPE BL



BL BLADE (standard)

C/3/SS (side scraper)

DM