



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – SEPTEMBER 17<sup>TH</sup>, 2024 – 4:00 P.M.  
HORTON MUNICIPAL CHAMBERS  
2253 JOHNSTON RD.**

**1. CALL TO ORDER**

**2. LAND ACKNOWLEDGEMENT**

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

**3. DECLARATION OF PECUNIARY INTEREST**

**4. CONFIRMATION OF COUNCIL AGENDA**

**5. DELEGATIONS &/OR PUBLIC MEETINGS**

- 5.1 Public Meeting – Development Charges Study – Jp2g Consultants

**PG.3**

**6. MINUTES FROM PREVIOUS MEETINGS**

- 6.1 September 3<sup>rd</sup>, 2024

**PG.49**

**7. BUSINESS ARISING FROM MINUTES**

**8. COMMITTEE REPORTS:**

**8.1 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**  
▪ **CHAIR HUMPHRIES**

- 8.2.1 Chair’s Report – September 4<sup>th</sup>, 2024

**PG.52**

**8.2 GENERAL GOVERNMENT COMMITTEE**  
▪ **CHAIR WEBSTER**

- 8.1.1 Staff Report – Treasurer’s Report

**PG.54**

- 8.1.2 Staff Report – AMO Conference Report

**PG.56**

**8.3 RECREATION COMMITTEE**  
▪ **CHAIR HUMPHRIES**

- 8.3.1 Chair’s Report – September 12<sup>th</sup>, 2024

**PG.59**

**9. CORRESPONDENCE SUMMARY**

**9.1 INFORMATION CORRESPONDENCE**

- 9.1.1 CAO/Clerks Information Memo

**PG.61**

**9.2 ACTION CORRESPONDENCE**

- 9.2.1 Horton Firefighter’s Association Golf Classic Donation Request

**PG.62**

**RETURN TO AGENDA**

9.2.2 Leave of Absence Request – Mayor Bennett

**PG.68**

**10. BY-LAWS**

10.1 2024-33 Landfill Compaction & Covering Agreement

**PG.69**

10.2 2024-34 Development Charges By-law

**PG.74**

**11. NOTICE TO FILE MOTION FOR NEXT COUNCIL MEETING**

**12. COUNCIL/STAFF MEMBERS CONCERNS**

**13. RESOLUTIONS**

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

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

(e) Litigation or potential litigation – Tomlinson Group ZBLA

**15. CONFIRMING BY-LAW 2024-35**

**PG.84**

**16. ADJOURNMENT**

**RETURN TO AGENDA**

# Development Charges Background Study

Final Report

Township of Horton

Jp2g Project # 23-7082A





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## Author and Review Panel

### Prepared by:

	
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### Reviewed & Approved by:


Anthony Hommik, RPP, MCIP <i>Manager – Planning Services   Senior Planner</i>



## 1 Introduction

The Township of Horton has retained Jp2g Consultants Inc. to undertake a Development Charges Background Study and to prepare a new Development Charges By-law for the municipality in order to recover the growth-related net capital costs of certain services provided in the Township over the next 10 years. The Township of Horton passed a Development Charges By-law (By-law No. 2018-36, as amended) supported by a Development Charges Study on May 15, 2018. Development Charges By-law No. 2018-36 expired on May 15, 2023, and a new study is required to pass a new by-law. This report has been prepared in accordance with the requirements of the *Development Charges Act, 1997*, S.O. 1997.C.27 and its Regulations, and presents information and background data collected to provide a basis in support of the proposed new Development Charges By-law for the Township of Horton.

## 2 Background

The Province of Ontario adopted the current Development Charges Act on December 8, 1997 and subsequent Regulations to the Act, both of which came into force and effect on March 1, 1998. A development charge under the Development Charges Act, 1997, is a fee charged to pay for increased capital costs required because of increased needs for services arising from development. Development charges can be collected for each new dwelling unit (with some exceptions), new commercial building/structure or addition, or new industrial building/structure or industrial addition greater than 50% of the existing gross floor area (GFA). As discussed further below, the Act provides exemptions for certain types of residential development including new additional dwelling units in existing and new residential development, new non-profit housing, new inclusionary zoning residential units, new affordable residential units, and new attainable residential units. The Development Charges Act sets out the criteria for a residential unit to be considered affordable and/or attainable.

The study is aimed at determining a development charge rate structure that will not require existing taxpayers to contribute to the capital cost of new growth anticipated to occur. Similarly, new taxpayers should not have to contribute more than their fair share of the net capital cost of providing the current level of municipal services for new growth. This approach is guided by provisions in the Development Charges Act, 1997, and its regulations.

The Development Charges Act includes a requirement for municipalities to undertake a supporting Background Study if they wish to pass a by-law to collect development charges. The Act also stipulates that a Development Charges By-law expires 10 years after the day it comes into force, and therefore, in order for a municipality to continue collecting development charges, a Study and new By-law must be passed every 10 years (although municipalities are free to update their development charge by-laws more frequently if they so choose). It should be noted that prior to Bill 23, *More Homes Built Faster Act, 2022*, a development charge by-law expired five years after it came into effect, and this study was commissioned prior to the passage of this legislation. For the purposes of this Study, it has been assumed that the Township will continue to update its Development Charges By-law every five years.

The purpose of the Study is to identify the services to which the development charges relate, the increase in the need for a service that is due to growth, the net growth-related capital costs of services for which a development charge will be collected, and the capital costs of the service that will be incurred during the 10-year term of the implementing Development Charges By-law. The following Study will determine the development charges that are to be collected in order to recover the growth-related net capital costs of certain eligible services over a 10-year planning period.

### 2.1.1 Recent Legislative Changes

Since the previous Development Charges Background Study and By-law were completed in 2018, there have been numerous legislative changes to the Development Charges Act, through various legislation including:

- Bill 108: More Homes, More Choice Act, 2019;
- Bill 138: Plan to Build Ontario Together Act, 2019;
- Bill 197: COVID-19 Economic Recovery Act, 2020;
- Bill 213: Better for People, Smarter for Business Act, 2020;



- Bill 109: More Homes for Everyone Act, 2022;
- Bill 23: More Homes Built Faster, 2022;
- Bill 97: Helping Homebuyers, Protecting Tenants Act, 2023;
- Bill 134: Affordable Homes and Good Jobs Act, 2023; and
- Bill 185: Cutting Red Tape to Build More Homes Act, 2024.

The changes made to the Development Charges Act by the various bills listed above, were, in many cases, substantial and while the intention is to highlight some of the key changes, the summary below is by no means exhaustive.

**Bill 108: More Homes, More Choice Act, 2019**

Bill 108 implemented provisions such that development charges for rental housing, institutional, commercial and industrial development are payable in six equal annual installments (first payment starting on the date of occupancy) and development charges for non-profit housing developments being payable in 21 equal annual payments. This bill also included provisions that development charges for a development (i.e., permit issuance) within two years of a site plan or zoning by-law amendment approval would be in accordance with the development charge that was in effect on the date the planning application was submitted to the municipality. Finally, Bill 108 removed the 10% statutory deduction for soft services.

**Bill 138: Plan to Build Ontario Together Act, 2019**

The amendments to the *Development Charges Act, 1997* as a result of Bill 138 resulted in the removal of installment payments for commercial and industrial developments that were included in the *More Homes, More Choices Act*.

**Bill 197: COVID-19 Economic Recovery Act, 2020**

Bill 197 provided significant amendments to the *Development Charges Act, 1997*. One notable change was that the Act previously defined ineligible services for development charges in Section 2(4). The COVID-19 Economic Recovery Act repealed and replaced Section 2(4) with a defined list of eligible services that may be considered in the development charges by-law. Bill 197 also repealed the rules which allowed for categories of services to be grouped together into a minimum of two categories and replaced it to allow for services to be included in classes that can be composed of any number or combination of services listed in Section 2(4) or capital costs listed in Section 5(3). This bill also added an exemption from payments of development charges related to additional dwelling units within prescribed structures ancillary to existing residential buildings and exemptions to second units in new residential buildings, including structures ancillary to the residential dwelling.

**Bill 213: Better for People, Smarter for Business Act, 2020**

Bill 213 did not directly amend the *Development Charges Act, 1997*, however changes to the Ministry of Training, Colleges and Universities Act exempted the development of land intended for use by a university that receives operating funds from the Government from development charges.

**Bill 109: More Homes for Everyone Act, 2022**

The primary amendment resulting from the *More Homes for Everyone Act* was a requirement for additional prescribed information to be included in the annual Treasurer's Statement on the development charges reserve funds and its publication. This information is set out under the Treasurer's Statement (Sections 12 and 13) of Ontario Regulation 82/98. Additionally, Bill 109 required the Treasurer's Statement to be made readily available to the public.

**Bill 23: More Homes Built Faster, 2022**

Perhaps the most significant changes to the *Development Charges Act* came as a result of *More Homes Built Faster, 2022*, which are summarized as follows:

- Housing services were removed from the list of eligible services.
- New provisions were added for exemptions from development charges for the creation of affordable and attainable residential units, non-profit housing and inclusionary zoning residential units.
- Changes to the method for determining development charges, including the removal of the costs of certain studies from the list of capital costs.
- Previously, subsection 9(1) provided that a development charges by-law expired after five years; Bill 23 extended this period to 10 years.
- Amended Section 26.2 to provide for a percentage based reduction in development charges in the case of a rental housing development.
- The additional residential unit exemptions were amended to include third units for the purpose of being consistent with the Bill 23 changes to the Planning Act regarding additional dwelling units.
- Introduction of a mandatory phase-in of Development Charges over the first five years.
- Non-profit housing development was removed from the installment payment section of the *Development Charges Act*.
- Introduction of a maximum interest rate for installments, set at the average prime rate plus one percentage point.
- New requirement to annually, starting in 2023, spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water and wastewater services, and services related to a highway.

**Bill 97: Helping Homebuyers, Protecting Tenants Act, 2023**

This Act amended the provisions of the mandatory exemption for additional residential units from paying development charges by replacing the term “parcel of urban residential land” with just “parcel of land”. The purpose of this change was to align the wording in the Development Charges Act with the wording in the Planning Act regarding additional dwelling units.

**Bill 134: Affordable Homes and Good Jobs Act, 2023**

Bill 134 implemented the legislative changes enacted by Bill 23 regarding the exemptions for affordable and attainable residential units. Under Bill 23, a bulletin was required to be published by the Ministry of Municipal Affairs and Housing in order for a municipality to be able to implement the exemptions; the Province released this bulletin with an effective date of June 1, 2024. Bill 134 also made amendments to the provisions that set out when a residential unit shall be considered an affordable residential unit.

**Bill 185: Cutting Red Tape to Build More Homes Act, 2024**

Bill 185 received Royal Assent on June 6, 2024. A summary of the changes as a result of this bill are as follows:

- Removes the phased-in development charges enacted by Bill 23.
- Re-adding the costs of certain studies as capital costs that can be used for the determination of a development charge (previously removed as part of Bill 23).

- Reduced the development charge rate freeze timeline for developments proceeding through the site plan or zoning by-law amendment process from two years from the date of application approval to 18 months.

### 3 Methodology

The process followed in order to calculate an eligible development charge for the Township of Horton is set out in the Development Charges Act and can be summarized as follows. The first step in the study was to review demographic and development trends in the Township to determine population and household counts over the past 10 years. An inventory of the services provided over the past 10 years within eligible service categories was undertaken and combined with the results of the population and household counts to calculate the average level of service provided over the past 10 years. This exercise provides an indication of which municipal facilities and equipment will not have sufficient capacity over the next 10 years to accommodate the needs of future growth at historical service levels.

Any services with excess capacity were identified, as the excess capacity must be used up prior to an additional unit of the service being purchased or constructed. The approach to excess capacity says that what is paid for is paid for, unless Council specifically identified that the excess capacity would be paid for through development charges.

This information was then used as the basis for preparing a capital expenditure forecast and population projections for the 10-year period of the Study. The 10-year capital expenditure forecast was prepared based on the principle of continuing to provide the average level of service from the past fifteen years over the next 10-year period. The forecast ensures that the average level of service is not exceeded, and that new development only pays its fair share of the costs.

The 10-year capital expenditure forecast and the population projections were then used as the basis to calculate the eligible development charges that can be collected by the Township.

## 4 Growth Forecasts and Average Level of Service

### 4.1 Introduction

The analysis of population trends is an essential element in determining the municipality's future services, policies and programs. The demand for services in a municipality is considered to be directly related to growth.

The general principle for establishing a development charge rate is that the existing population should not have to pay for the capital costs of growth related development through general taxation. The capital cost of growth related development should be reduced by contributions from those creating the requirement for additional municipal services ("growth pays for growth"). New taxpayers, however, should only have to pay their fair share of the net capital cost of providing the current level of municipal services for new growth.

A review of population trends and growth projections is very important in order to establish an appropriate growth rate so that:

1. the timing and sizing of construction for new municipal services and facilities can be scheduled;
2. the amount of residential and commercial/industrial development sharing the cost of new facilities and services can be estimated; and
3. the average level of service provided in the Township over the 10-year period immediately preceding the preparation of this Study can be established.

### 4.2 Review of Past Population and Development Trends

In order to calculate population and development projections for the Township of Horton, it was necessary to establish what the past demographic, population and development trends in the municipality have been. In this regard, a review of population, property assessment, building permit and land severance information was undertaken to establish what the annual population in the municipality was over the preceding 10-year period from 2014 to 2023. A blend of census data and building permit activity was used to estimate the total permanent and seasonal population over the past 10 years. The seasonal population was included in the population count as seasonal residents use the same services as the permanent population, and because seasonal units can easily become permanent units (without the need for a building permit) simply by longer duration of occupancy. The resulting estimate of the total population for the Township of Horton from 2014 to 2023 is shown in Table A below.

<b>Table A</b> <b>Township of Horton</b> <b>Permanent and Seasonal Population 2014-2023</b>	
Year	Township of Horton
2014	3273
2015	3340
2016	3407
2017	3439
2018	3473
2019	3503
2020	3536
2021	3586
2022	3599
2023	3610

Source: Statistics Canada, Building Permit Data for 2018-2023 and Jp2g Consultants Ltd.

#### 4.3 Average Level of Service Over the Past 10 years

The above population table was applied to the inventory of the equipment and buildings owned by the Township in order to determine the average level of service provided over the past 10 years. The inventory of equipment and facilities from 2014 to 2023 was prepared based on discussions with Township staff and a review of the previous Development Charges Study for the Township of Horton, prepared by Jp2g Consultants Inc. The results of these calculations are presented in Table 1A, which shows the average level of service for capital facilities and equipment in eligible service categories that were selected for inclusion in the Study. Appendix A provides a more detailed inventory of these services over the past 10 years and illustrates what the average level of service was each year.

TABLE 1A  
**10 YEAR AVERAGE MUNICIPAL SERVICE STANDARDS**  
 2014-2023

<b>FIRE PROTECTION</b>	<b>Average Service Standard Per Person</b>
Fire Department Buildings (2 Bays)	0.00060 of a floor area
3/4 ton truck	0.00019 of a vehicle
Fire Vehicle	0.07102 of a vehicle
Breathing Apparatus & Equipment	0.00298 of a breathing apparatus unit & equipment
Pagers & Chargers	0.00566 of a pager & charger
Hose (footage of hose equiv. to cost of 1.5")	2.32202 feet of 1.5" hose (equivalent cost)
Air Tanks	0.00298 of the cost of an air tank
Air Tanks	0.00030 of the cost of an air tank
Training Equipment (Equivalent Value to \$1000)	0.00030 of \$1000 worth of training equipment
Dry Hydrant	0.00030 of a dry hydrant

<b>PUBLIC WORKS - ROADS &amp; BRIDGES</b>	<b>Average Service Standard Per Person</b>
Roads (km)	0.02772 km of HCB/LCB/Gravel Roads
Equipment Buildings/Structures (3.5 Bays)	0.00104 of floor area
Vehicles/Equipment (Equivalent Value to Tandem)	0.00076 of a truck or equipment
Vehicles/Equipment (Backhoe/Excavators)	0.00030 of a truck or equipment
Vehicles/Equipment (Graders)	0.00066 of a truck or equipment
Vehicles/Equipment (Equivalent to half-tonne pick-up)	0.00066 of a truck or equipment
Vehicles/Equipment (Tractor)	0.00041 of a truck or equipment
Mobile Radio Equipment	0.00208 of a mobile radio
Portable Radio Equipment	0.00060 of a portable radio

<b>RECREATION</b>	<b>Average Service Standard Per Person</b>
Recreation Lands (hectares)	0.00060 hectares of developed recreation land
Recreation Field/Community Facilities	0.00030 of a recreation field/community facility

#### 4.4 Demographic and Growth Projections

A growth forecast was prepared for residential and commercial/industrial growth over a 10-year period. The growth forecast corresponds with the 10-year time period following the preparation of this study for which the growth-related need for a development charge can be calculated.

The growth forecast has several purposes.

1. It establishes the level of growth the municipality will be required to provide services for over the forecast period.
2. It provides a basis for identifying the level of growth that will be sharing the cost of new capital facilities over the planning period of the Study.
3. The population projections provide a basis for determining municipal service standards and ensure that the level of service that the Development Charge is collected for does not exceed the average level of service provided for in the municipality over the 10-year period immediately preceding the Study.
4. Finally, the growth projections form the basis of information from which the actual development charges are determined per residential unit and per square metre of non-residential building area.

Based on the analysis of demographic, development and growth trends, population and household projections by dwelling type were prepared for the Township of Horton. Table B shows population and household projections by dwelling type for the Township for the time period between 2024 and 2033. The following population and household projections are presented:

2024 Population	3,655	
		>10-year growth = 379
2033 Population	4,034	

Residential growth rates for the Township are based on a review of development proposals, historical building permit activity and an estimate of average household size. Based on this review, the projections appear to be reasonable for the 10-year planning period of the study.

Commercial/Industrial building growth rates are based on an extrapolation of the historical average growth rate for commercial and industrial building activity. Based on the historical trend, between 2024-2033, commercial/industrial GFA is expected to grow at a rate of 585 square metres per year.

A review of development activity in the Township revealed that most new lots are created through the severance (consent) process and not by plan of subdivision. There are no current active subdivision applications in the Township of Horton. As a result, the anticipated growth over the period of the Study is expected to be distributed geographically throughout the Township and is not isolated to a specific area.



Table B  
POPULATION & HOUSEHOLD PROJECTIONS  
2024-2033

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
(Estimated)											
Single Detached & Attached	1,318	1,337	1,356	1,375	1,394	1,413	1,432	1,451	1,470	1,489	1,508
- annual change		19	19	19	19	19	19	19	19	19	19
- Average Household Size	2.58	2.57	2.57	2.56	2.56	2.55	2.55	2.54	2.54	2.53	2.53
- annual change	-0.04	-0.01	-0.01	-0.01	-0.01	-0.01	-0.01	-0.01	-0.01	-0.01	-0.01
Calculated Population	3400	3443	3485	3526	3568	3609	3650	3691	3732	3773	3814

Apartment/Multiple Attached	45	46	46	47	47	48	48	49	49	50	50
- annual change		1	0	1	0	1	0	1	0	1	0
- Average Household Size	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
- annual change	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Calculated Population	90	92	92	94	94	96	96	98	98	100	100

Mobile Homes	80	80	80	80	80	80	80	80	80	80	80
- annual change		0	0	0	0	0	0	0	0	0	0
- Average Household Size	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
- annual change	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Calculated Population	120	120	120	120	120	120	120	120	120	120	120

Total Non Single (population)	210	212	212	214	214	216	216	218	218	220	220
Total Single (population)	3400	3443	3485	3526	3568	3609	3650	3691	3732	3773	3814

Total No. Households	1443	1463	1482	1502	1521	1541	1560	1580	1599	1619	1638
TOTAL Population	3610	3655	3697	3740	3782	3825	3866	3909	3950	3993	4034
Cumulative increase		44	86	130	171	215	256	299	340	383	423

Weighted Age. Household Size	2.50	2.50	2.49	2.49	2.49	2.48	2.48	2.47	2.47	2.47	2.46
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RETURN TO AGENDA

#### 4.5 Assessment Analysis

The following table illustrates how the eligible development charge is allocated between residential and commercial/industrial land users.

**Table C**  
**Township of Horton**  
**Assessment Analysis - 2023**

	<u>Realty Assessment (in thousands)</u>	<u>Ratio</u>
Residential	\$398,240	0.96
Commercial/Industrial/Institutional	\$15,820	0.04
Total	\$414,060	1.00

Source: Tax Assessment Summary, Township of Horton, 2023.

The assessment basis is used to allocate the capital costs between residential and commercial/industrial growth and is appropriate for the development charges studies in the general eligible services category, the fire protection services category and the transportation service categories as these sectors will benefit proportionally by the services provided. In this regard, it is recommended that 96% of the capital costs associated with the development charges studies within the general eligible service category, the fire protection services category and transportation service category, be allocated to residential growth and 4% of the capital costs be allocated to commercial/industrial growth. However, in the case of the recreation service category, the residential sector is the sole user of the service and therefore, 100% of the capital costs of this service is allocated to residential.

## 5 10-Year Capital Expenditure Forecast

The 10-year capital expenditure forecast is based on a program of not exceeding the average level of service provided for the particular item over the past 15 years. Appendix B illustrates the maximum potential development charge for each service category by applying the average level of service per capita over the previous 15 years to the projected population growth over the next 10-year period. The 10-Year Capital Expenditure Forecast presented in the 2018 Development Charges Study for the Township of Horton, prepared by Jp2g Consultants, was revisited to determine which projects and/or purchases were to be brought forward into this Study. Council decided to revise a number of items from the capital expenditure forecast. The funds that were collected towards any of the deleted projects were re-allocated towards the remaining projects within their respective service categories and therefore, no funds are required to be refunded.

Table D illustrates the individual items within the service categories for which a development charge will be collected, and which are expected to be purchased or constructed over the next 10 years to meet an increase in the need for the service as a result of growth. Table D also provides an estimate of the cost (in 2024 dollars) to acquire or build the particular item and the anticipated expenditure year. The costs included in Table D, are total project costs including any grants, subsidies, and municipal contributions. With regard to roads and recreation projects, the cost includes the portion of the project costs that would be paid for by existing residents (i.e., through taxes).

With regard to the roads projects listed under the Transportation service category in the 10-Year Capital Expenditure Forecast, should it be necessary for Council to substitute a similar road project for one that is listed in this Study, Council may do so without amendment to the Development Charges By-law, subject to the following conditions being met:

- Council must pass a resolution to adopt an amended 10-Year Capital Expenditure Forecast related to Development Charges;
- the portion of road to be funded through development charges must be of equal length;
- the nature of the works must be the same; and
- the same portion of costs are attributable to growth.

**Table D**  
**Township of Horton**  
**10-Year Capital Expenditure Forecast (2024-2033)**

## FIRE PROTECTION

<b>Service Category</b>	<b>No. of Items /m2 / km</b>	<b>Year of Expenditure</b>	<b>Total Estimated Cost (2024 \$'s)</b>
Fire Department Buildings (Per Bay)	1 Bay	2032	\$750,000.00
3/4 Ton Truck w Roll-out Winch	1 vehicle	2024	\$100,000.00
Reserve Pumper with mini-pumps for Private Roads	1 vehicle	2030	\$385,000.00
Fire Vehicle: Pumper/Tanker (add cap & foam tank)	1 vehicle	2028	\$423,000.00
Self-Contained Breathing Apparatus	6 units	2029	\$12,000.00
Face Pieces	15 units	2029	\$15,000.00
Air Tanks	5 units (pairs)	2029	\$15,000.00
Bunker Suits	5 units	2025	\$25,000.00
Pagers & Radios		2029	\$1,400.00
<b>Total</b>			<b>\$1,726,400.00</b>

**Table D  
Township of Horton  
10-Year Capital Expenditure Forecast (2024-2033)**

## TRANSPORTATION

<b>Service Category</b>	<b>No. of Items / % due to growth</b>	<b>Year of Expenditure</b>	<b>Total Estimated Cost (2024 \$'s)</b>
New Storage Facility (Per Bay)	1 Bay	2032	\$750,000
Grader (10% increase in size)	1 vehicle	2029	\$740,000
Lime Kiln Road Geotech Study	10%	2026	\$100,000
Lime Kiln Road Reconstruction	10%	2031	\$1,366,100
Bennett Lafont Road	10%	2026	\$12,900
Bingham Road	10%	2028	\$9,100
Cobus Road	10%	2027	\$35,300
Collins Road	10%	2030	\$3,300
Dugald Road	10%	2024	\$29,000
Eady Road (North)	10%	2029	\$30,000
Eady Road (North)	10%	2033	\$34,700
Eady Road (Middle)	10%	2029	\$4,700
Eady Road (South)	10%	2030	\$4,700
Early Road	10%	2031	\$24,200
Elliot Crescent (North)	10%	2031	\$1,800
Ferrells Landing Road	10%	2031	\$1,400
Ferguson Road	10%	2031	\$19,800
Garden of Eden Road North	10%	2028	\$45,900
Gordie Road	10%	2031	\$2,200
Goshen Road North	10%	2027	\$10,900
Guest Road	10%	2029	\$2,900
Horton School Road	10%	2027	\$2,200
Humphries Road	10%	2032	\$58,100
Jim Barr Road (South)	10%	2025	\$2,300
Jim Barr Road (North)	10%	2025	\$18,100
Kasaboski Road	10%	2031	\$4,500
Keith Road	10%	2031	\$1,100
Lavallee Road	10%	2030	\$24,300
Lime Kiln Road	10%	2024	\$19,900
Lime Kiln Road	10%	2033	\$23,800
Macs Lane	10%	2028	\$900
Madeleine Street	10%	2031	\$1,800
McBride Road North	10%	2026	\$8,800
McInnes Road	10%	2026	\$93,500
McCreary Lane	10%	2031	\$1,600
McQuilty Road	10%	2031	\$500

Mullins Road (East)	10%	2026	\$20,500
Orin Road (West)	10%	2025	\$26,700
Orin Road (East)	10%	2028	\$900
Pallen Road	10%	2025	\$2,100
Pastway Road	10%	2029	\$8,700
Price Road	10%	2030	\$3,700
Ruttan Road	10%	2025	\$6,000
Tinswood Road	10%	2031	\$8,500
Blackburn Road	10%	2024	\$700
Blackburn Road	10%	2033	\$800
Cotieville Road	10%	2030	\$10,100
Elliot Crescent (South)	10%	2027	\$8,300
Elliot Crescent (South)	10%	2031	\$2,800
Fraser Road	10%	2031	\$22,000
Garden of Eden Road (South)	10%	2026	\$67,300
Grantham Road	10%	2029	\$8,100
Grantham Road	10%	2032	\$2,700
Harold Avenue	10%	2026	\$5,300
Harper Avenue	10%	2026	\$4,600
Jamieson Lane	10%	2024	\$10,000
Jamieson Lane	10%	2031	\$36,900
Johnston Road	10%	2033	\$78,000
Leslie Avenue	10%	2026	\$5,500
McBride Road (South)	10%	2029	\$16,700
Pinnacle Road (West)	10%	2029	\$30,100
Pinnacle Road (Middle)	10%	2026	\$27,700
Pinnacle Road (East)	10%	2027	\$53,300
Sherwood Street	10%	2026	\$3,600
Thompson Road	10%	2032	\$99,400
Whitton Road (South)	10%	2033	\$27,300
Whitton Road (North)	10%	2025	\$23,300
Lochwinnoch Road	10%	2025	\$70,000
Gerald Street	10%	2026	\$16,600
Gerald Street	10%	2030	\$5,800
Goshen Road (South)	10%	2024	\$137,600
Goshen Road (South)	10%	2030	\$47,300
Humphries Road (North)	10%	2026	\$14,600
Cobus Road	10%	2028	\$371,600
Lime Kiln Road	10%	2024	\$97,300
Madeleine Street	10%	2026	\$4,400
Madeleine Street	10%	2026	\$4,400
<b>Total</b>			<b>\$4,881,500</b>

**Table D**  
**Township of Horton**  
**10-Year Capital Expenditure Forecast (2024-2033)**

## RECREATION

<b>Service Category</b>	<b>No. of Items /m2 / km</b>	<b>Year of Expenditure</b>	<b>Total Estimated Cost (2024 \$'s)</b>
Community Centre: Air Changers for Kitchen	10%	2026	\$171,400.00
Community Centre: Air Changers for Dressing Rooms	10%	2026	\$38,400.00
Community Centre: Renovation and Building Addition (showers)	10%	2032	\$691,500.00
Community Centre: Engineering Design	10%	2024	\$70,000.00
<b>Total</b>			<b>\$971,300.00</b>

**Table D**  
**Township of Horton**  
**10-Year Capital Expenditure Forecast (2024-2033)**

## GENERAL ELIGIBLE SERVICES

<b>Service Category</b>	<b>No. of Items /m2 / km</b>	<b>Year of Expenditure</b>	<b>Total Estimated Cost (2024 \$'s)</b>
Development Charges Study Every 5 Years*	100%	2024	\$30,000.00
Development Charges Study Every 5 Years*	100%	2029	\$40,000.00
<b>Total</b>			<b>\$70,000.00</b>

\*Assumes new Development Charge by-law will be pursued every five years, despite changes to the Act made by Bill 23, *More Homes Built Faster Act, 2022*, to only require a new by-law every 10 years.



**Table D  
Township of Horton  
10-Year Capital Expenditure Forecast (2024-2033)**

## SUMMARY

Service Category	Total Estimated Cost (2024 \$'s)
Fire Protection	\$1,726,400.00
Public Works: Roads	\$4,881,500.00
Recreation	\$971,300.00
General Eligible Services	\$70,000.00
<b>Total</b>	<b>\$7,649,200.00</b>

**Notes:**

- \* The total estimated project costs are the total purchase price or project cost. Funding for the projects will be from development charges and in some cases a portion of the costs will have to come from other municipal funding sources. For the portion of the project costs which are eligible to be collected from development charges reference should be made to Table 2A in the Study.
- \*\* For more detail regarding the nature of the roads projects, reference should be made to Section 6 of the Study

## 6 Growth-related Capital Costs

The 10-year capital expenditure forecast and the existing Development Charges By-law for lands in the Township of Horton were used as a basis for calculating the eligible development charge. The 2024 costs of growth-related capital expenditures, are listed in Table 2A “Future Municipal Expenditures... That Qualify as Growth-Related under the Development Charges Act”. Table 2A also shows the number of facilities/equipment; the net cost per unit or the project cost; the incremental share of the cost of purchasing equipment or building a capital facility which can be attributed to population growth over the 10-year projection period included in the Study; and the eligible development charge. Table 2B shows how the eligible development charge is divided between residential and commercial/industrial developments.

The following subsections provide a discussion on how the eligible costs were determined.

### 6.1 Funds Collected Under Previous Development Charges By-laws

The Township of Horton “Statement of Development Charges” for the year ending December 31, 2023 indicates that a balance of \$414,827.57 in unallocated development charges had been collected through Development Charges By-law No. 2018-36 as well as former Development Charges By-laws. These funds have since been allocated to specific capital growth items in each service category. Therefore, it is not necessary to discount eligible capital growth items in this study for each service category by the amount of funds remaining in the reserve fund.

### 6.2 Fire Protection

The growth-related capital costs associated with the Fire Protection category were determined to include the capital costs for the following:

- A new bay for the fire department building, at a cost of \$750,000 in 2032;
- A ¾ ton truck with roll-out winch at a cost of \$100,000 in 2024;
- A reserve pumper with mini-pumps for private roads at a cost of \$385,000 in 2030;
- A pumper/tanker fire vehicle with cap & foam tank at a cost of \$423,000 in 2028;
- 6 additional self-contained breathing apparatuses at a cost of \$12,000 in 2029;
- 15 additional face pieces at a cost of \$15,000 in 2029;
- 5 additional air tanks (pairs) at a cost of \$15,000 in 2029;
- 5 additional bunker suits at a cost of \$25,000 in 2025; and
- Pagers and radios at a cost of \$1,400 in 2029.

It was assumed that no grants or subsidies would be available for any of the items. The purchase or construction costs shown in Table 2A were estimated based on 2024 dollars. Table 2B illustrates the allocation of costs between the residential and the commercial/industrial sector.

Council also intends to recover, through future development charges, the costs of the eligible excess capacity in any of the capital items or projects that were identified in 10-Year Capital Forecast in this Development Charges Study for the Township of Horton.

### 6.3 Transportation

The growth-related capital costs associated with the Transportation category were determined to include the capital costs for the following:

- New Storage Facility containing one bay at a cost of \$750,000 in 2032;
- New grader at a cost of \$740,000 in 2029;
- Geotechnical Study for Lime Kiln Road at a cost of \$100,000 in 2026;
- Reconstruction of Lime Kiln Road at a cost of \$1,366,100 in 2031;
- It was determined that 10% of the cost of the following road projects could be attributable to growth:
  - **Gravel roads:**
    - Bennett Lafont Road (2026)
    - Bingham Road (2028)
    - Cobus Road (2027)
    - Collins Road (2030)
    - Dugald Road (2024)
    - Eady Road (North) (2029)
    - Eady Road (North) (2033)
    - Eady Road (Middle) (2029)
    - Eady Road (South) (2030)
    - Early Road (2031)
    - Elliot Crescent (North) (2031)
    - Ferrells Landing Road (2031)
    - Ferguson Road (2031)
    - Garden of Eden Road North (2028)
    - Gordie Road (2031)
    - Goshen Road North (2027)
    - Guest Road (2029)
    - Horton School Road (2027)
    - Humphries Road (2032)
    - Jim Barr Road (South) (2025)
    - Jim Barr Road (North) (2025)
    - Kasaboski Road (2031)
    - Keith Road (2031)
    - Lavallee Road (2030)
    - Lime Kiln Road (2024)
    - Lime Kiln Road (2030)
    - Macs Lane (2028)
    - Madeleine Street (2031)
    - McBride Road North (2026)
    - McInnes Road (2026)
    - McCreary Lane (2031)
    - McQuilty Road (2031)
    - Mullins Road (East) (2026)
    - Orin Road (West) (2025)
    - Orin Road (East) (2028)
    - Pallen Road (2025)

- Pastway Road (2029)
- Price Road (2030)
- Ruttan Road (2025)
- Tinswood Road (2031)
- Blackburn Road (2024)
- Blackburn Road (2033)
- **High Class Bituminous Roads:**
  - Cotieville Road (2030)
  - Elliot Crescent (South) (2027)
  - Elliot Crescent (South) (2031)
  - Fraser Road (2031)
  - Garden of Eden Road (South) (2026)
  - Grantham Road (2029)
  - Grantham Road (2032)
  - Harold Avenue (2026)
  - Harper Avenue (2026)
  - Jamieson Lane (2024)
  - Jamieson Lane (2031)
  - Johnston Road (2033)
  - Leslie Avenue (2026)
  - McBride Road (South) (2029)
  - Pinnacle Road (West) (2029)
  - Pinnacle Road (Middle) (2026)
  - Pinnacle Road (East) (2027)
  - Sherwood Street (2026)
  - Thompson Road (2032)
  - Whitton Road (South) (2033)
  - Whitton Road (North) (2025)
  - Lochwinnoch Road (2025)
- **Low Class Bituminous Roads:**
  - Gerald Street (2026)
  - Gerald Street (2030)
  - Goshen Road (South) (2024)
  - Goshen Road (South) (2030)
  - Humphries Road (North) (2026)
  - Cobus Road (2028)
  - Lime Kiln Road (2024)
  - Madeleine Street (2026)
  - Madeleine Street (2026)

It was assumed that no grants or subsidies would be available for any of the items. The purchase or construction costs shown in Table 2A were estimated based on 2024 dollars. Table 2B illustrates the allocation of costs between the residential and the commercial/industrial sector.

Council also intends to recover, through future development charges, the costs of the eligible excess capacity in any of the capital items or projects that were identified in 10-Year Capital Forecast in this Development Charges Study for the Township of Horton.

## 6.4 Recreation

The growth-related capital costs associated with the Recreation service category were subdivided into categories of buildings, equipment, land, and sports fields. A recreation study was also included in this service category. The eligible development charge for capital items in the Recreation category includes the following:

- 10% of capital costs related to Recreation Building improvements between 2024 and 2033, including the following items:
  - Air changes for kitchen (Community Hall)
  - Air changes for dressing rooms (Community Hall)
  - Renovation and building addition (showers) (Community Hall)
  - Engineering design (Community Hall)

## 6.5 General Eligible Services

The growth-related capital costs associated with the General Eligible Services category were determined to include the capital costs for the following:

- A Development Charges Study to be completed every five years, with the next studies scheduled for 2024 and 2029. Note that for the purposes of this Study, it has been assumed that a new Development Charge by-law will be enacted by the Township every five years, despite changes to the Act made by Bill 23, *More Homes Built Faster Act, 2022*, to only require a new by-law every 10 years.

The net growth-related capital costs shown in Table 2A were calculated on the basis of 10% of the growth-related capital cost being provided by a municipal contribution drawn from a source other than development charge revenues as is required under the Development Charges Act, 1997. It was also assumed that no other grants or subsidies would be available for any of the items in the service category. Table 2B illustrates the allocation of costs between the residential and the commercial/industrial sector.

Council also intends to recover, through future development charges, the costs of the eligible excess capacity in any of the capital items or projects that were identified in 10-Year Capital Forecast in this Development Charges Study.

TABLE 2A  
 FUTURE MUNICIPAL EXPENDITURES AND EXPENDITURES WHERE EXCESS CAPACITY  
 TO CONTINUE TO BE COLLECTED THROUGH DEVELOPMENT CHARGES  
 That Qualify as Growth-Related Under the Development Charges Act  
 (2024 \$000's) Jun-24

	Expenditure Year	Gross cost per unit/project	Net growth-related cost per unit/project	Attributed to growth ('24-'33)	Amount of Funds Already Collected	Eligible Development Charge
<b>GENERAL ELIGIBLE SERVICES</b>						
Development Charges Study Every 5 Years*	2024	\$30.0	\$30.0	1.00	\$17.0	\$13.0
Development Charges Study Every 5 Years*	2029	\$40.0	\$40.0	1.00	\$22.7	\$17.3
<b>Subtotal</b>					<b>\$39.7</b>	<b>\$30.3</b>

\*Assumes new Development Charge by-law will be pursued every five years, despite changes to the Act made by Bill 23, More Homes Built Faster Act, 2022, to only require a new by-law every 10 years.

	Expenditure Year	Gross cost per unit/project	Net growth-related cost per unit/project	Attributed to growth ('24-'33)	Amount of Funds Already Collected	Eligible Development Charge
<b>FIRE PROTECTION</b>						
Fire Department Buildings (Per Bay)	2032	\$750.00	\$750.00	0.23	\$32.2	\$137.0
3/4 Ton Truck w Roll-out Winch	2024	\$100.00	\$50.00	0.07	\$2.1	\$1.5
Reserve Pumper with mini-pumps for Private Rds	2030	\$385.0	\$96.3	0.27	\$4.1	\$21.8
Fire Vehicle: Pumper/Tanker (add cap & foam tank)	2028	\$423.0	\$105.8	0.27	\$4.5	\$23.9
Self Contained Breathing Apparatus (6 additional SVCA)	2029	\$12.0	\$12.0	1.13	\$0.5	\$13.0
Face Pieces (15 additional)	2029	\$15.0	\$15.0	1.13	\$0.6	\$16.3
Air Tanks (5 additional) (pairs)	2029	\$15.0	\$15.0	1.13	\$0.6	\$16.3
Bunker Suits (5 additional)	2025	\$25.0	\$25.0	1.13	\$1.1	\$27.1
Pagers & Radios	2029	\$1.4	\$1.4	1.13	\$0.1	\$1.5
<b>Subtotal</b>					<b>\$46.0</b>	<b>\$258.4</b>

	Expenditure Year	Gross cost per unit/project	Net growth-related cost per unit/project	Attributed to growth ('24-'33)	Amount of Funds Already Collected	Eligible Development Charge
<b>PUBLIC WORKS: ROADS</b>						
New Storage Facility (Per Bay)	2032	\$750.00	\$750.0	0.39	\$49.8	\$246.3
Grader (10% increase in size)	2029	\$740.0	\$74.0	1.13	\$4.9	\$78.6
Lime Kiln Road Geotech Study	2026	\$100.0	\$100.0	0.10	\$6.6	\$3.7
Lime Kiln Road Reconstruction	2031	\$1,366.1	\$1,366.1	0.10	\$90.8	\$50.9
Bennett Lafont Road - Gravel	2026	\$12.9	\$12.9	0.10	\$0.9	\$0.5
Bingham Road - Gravel	2028	\$9.1	\$9.1	0.10	\$0.6	\$0.3
Cobus Road - Gravel	2027	\$35.3	\$35.3	0.10	\$2.3	\$1.3
Collins Road - Gravel	2030	\$3.3	\$3.3	0.10	\$0.2	\$0.1
Dugald Road - Gravel	2024	\$29.0	\$29.0	0.10	\$1.9	\$1.1
Eady Road (North) - Gravel	2029	\$30.0	\$30.0	0.10	\$2.0	\$1.1
Eady Road (North) - Gravel	2033	\$34.7	\$34.7	0.10	\$2.3	\$1.3
Eady Road (Middle) - Gravel	2029	\$4.7	\$4.7	0.10	\$0.3	\$0.2
Eady Road (South) - Gravel	2030	\$4.7	\$4.7	0.10	\$0.3	\$0.2
Early Road - Gravel	2031	\$24.2	\$24.2	0.10	\$1.6	\$0.9
Elliot Crescent (North) - Gravel	2031	\$1.8	\$1.8	0.10	\$0.1	\$0.1
Ferrells Landing Road - Gravel	2031	\$1.4	\$1.4	0.10	\$0.1	\$0.1
Ferguson Road - Gravel	2031	\$19.8	\$19.8	0.10	\$1.3	\$0.7
Garden of Eden Road North - Gravel	2028	\$45.9	\$45.9	0.10	\$3.1	\$1.7
Gordie Road - Gravel	2031	\$2.2	\$2.2	0.10	\$0.1	\$0.1
Goshen Road North - Gravel	2027	\$10.9	\$10.9	0.10	\$0.7	\$0.4
Guest Road - Gravel	2029	\$2.9	\$2.9	0.10	\$0.2	\$0.1
Horton School Road - Gravel	2027	\$2.2	\$2.2	0.10	\$0.1	\$0.1
Humphries Road - Gravel	2032	\$58.1	\$58.1	0.10	\$3.9	\$2.2
Jim Barr Road (South) - Gravel	2025	\$2.3	\$2.3	0.10	\$0.2	\$0.1
Jim Barr Road (North) - Gravel	2025	\$18.1	\$18.1	0.10	\$1.2	\$0.7
Kasaboski Road - Gravel	2031	\$4.5	\$4.5	0.10	\$0.3	\$0.2
Keith Road - Gravel	2031	\$1.1	\$1.1	0.10	\$0.1	\$0.0
Lavallee Road - Gravel	2030	\$24.3	\$24.3	0.10	\$1.6	\$0.9
Lime Kiln Road - Gravel	2024	\$19.9	\$19.9	0.10	\$1.3	\$0.7
Lime Kiln Road - Gravel	2033	\$23.8	\$23.8	0.10	\$1.6	\$0.9
Macs Lane - Gravel	2028	\$0.9	\$0.9	0.10	\$0.1	\$0.0
Madeleine Street - Gravel	2031	\$1.8	\$1.8	0.10	\$0.1	\$0.1
McBride Road North - Gravel	2026	\$8.8	\$8.8	0.10	\$0.6	\$0.3
McInnes Road - Gravel	2026	\$93.5	\$93.5	0.10	\$6.2	\$3.5
McCreary Lane - Gravel	2031	\$1.6	\$1.6	0.10	\$0.1	\$0.1
McQuilty Road - Gravel	2031	\$0.5	\$0.5	0.10	\$0.0	\$0.0
Mullins Road (East) - Gravel	2026	\$20.5	\$20.5	0.10	\$1.4	\$0.8
Orin Road (West) - Gravel	2025	\$26.7	\$26.7	0.10	\$1.8	\$1.0
Orin Road (East) - Gravel	2028	\$0.9	\$0.9	0.10	\$0.1	\$0.0
Pallen Road - Gravel	2025	\$2.1	\$2.1	0.10	\$0.1	\$0.1
Pastway Road - Gravel	2029	\$8.7	\$8.7	0.10	\$0.6	\$0.3
Price Road - Gravel	2030	\$3.7	\$3.7	0.10	\$0.2	\$0.1
Ruttan Road - Gravel	2025	\$6.0	\$6.0	0.10	\$0.4	\$0.2
Tinswood Road - Gravel	2031	\$8.5	\$8.5	0.10	\$0.6	\$0.3
Blackburn Road - Gravel	2024	\$0.7	\$0.7	0.10	\$0.0	\$0.0
Blackburn Road - Gravel	2033	\$0.8	\$0.8	0.10	\$0.1	\$0.0
Cotieville Road - HCB	2030	\$10.1	\$10.1	0.10	\$0.7	\$0.4
Elliot Crescent (South) - HCB	2027	\$8.3	\$8.3	0.10	\$0.6	\$0.3
Elliot Crescent (South) - HCB	2031	\$2.8	\$2.8	0.10	\$0.2	\$0.1
Fraser Road - HCB	2031	\$22.0	\$22.0	0.10	\$1.5	\$0.8
Garden of Eden Road (South) - HCB	2026	\$67.3	\$67.3	0.10	\$4.5	\$2.5
Grantham Road - HCB	2029	\$8.1	\$8.1	0.10	\$0.5	\$0.3
Grantham Road - HCB	2032	\$2.7	\$2.7	0.10	\$0.2	\$0.1
Harold Avenue - HCB	2026	\$5.3	\$5.3	0.10	\$0.4	\$0.2
Harper Avenue - HCB	2026	\$4.6	\$4.6	0.10	\$0.3	\$0.2
Jamieson Lane - HCB	2024	\$10.0	\$10.0	0.10	\$0.7	\$0.4
Jamieson Lane - HCB	2031	\$36.9	\$36.9	0.10	\$2.5	\$1.4
Johnston Road - HCB	2033	\$78.0	\$78.0	0.10	\$5.2	\$2.9
Leslie Avenue - HCB	2026	\$5.5	\$5.5	0.10	\$0.4	\$0.2
McBride Road (South) - HCB	2029	\$16.7	\$16.7	0.10	\$1.1	\$0.6
Pinnacle Road (West) - HCB	2029	\$30.1	\$30.1	0.10	\$2.0	\$1.1
Pinnacle Road (Middle) - HCB	2026	\$27.7	\$27.7	0.10	\$1.8	\$1.0
Pinnacle Road (East) - HCB	2027	\$53.3	\$53.3	0.10	\$3.5	\$2.0
Sherwood Street - HCB	2026	\$3.6	\$3.6	0.10	\$0.2	\$0.1
Thompson Road - HCB	2032	\$99.4	\$99.4	0.10	\$6.6	\$3.7
Whitton Road (South) - HCB	2033	\$27.3	\$27.3	0.10	\$1.8	\$1.0
Whitton Road (North) - HCB	2025	\$23.3	\$23.3	0.10	\$1.5	\$0.9
Lochwinnoch Road - HCB	2025	\$70.0	\$70.0	0.10	\$4.7	\$2.6
Gerald Street - LCB	2026	\$16.6	\$16.6	0.10	\$1.1	\$0.6
Gerald Street - LCB	2030	\$5.8	\$5.8	0.10	\$0.4	\$0.2
Goshen Road (South) - LCB	2024	\$137.6	\$137.6	0.10	\$9.1	\$5.1
Goshen Road (South) - LCB	2030	\$47.3	\$47.3	0.10	\$3.1	\$1.8
Humphries Road - (North) - LCB	2026	\$14.6	\$14.6	0.10	\$1.0	\$0.5
Cobus Road - LCB	2028	\$371.6	\$371.6	0.10	\$24.7	\$13.8
Lime Kiln Road - LCB	2024	\$97.3	\$97.3	0.10	\$6.5	\$3.6
Madeleine Street (LCB)	2026	\$4.4	\$4.4	0.10	\$0.3	\$0.2
Madeleine Street (LCB)	2026	\$4.4	\$4.4	0.10	\$0.3	\$0.2
<b>Subtotal</b>					<b>\$280.0</b>	<b>\$451.3</b>

	Expenditure Year	Gross cost per unit/project	Net growth-related cost per unit/project	Attributed to growth ('24-'33)	Amount of Funds Already Collected	Eligible Development Charge
<b>RECREATION</b>						
Community Centre: Air Changes for Kitchen	2026	\$171.4	\$154.3	0.10	\$8.7	\$7.3
Community Centre: Air Changers for Dressing Rooms	2026	\$38.4	\$34.6	0.10	\$1.9	\$1.6
Community Centre: Renovation and Bldg Addn. (showers)	2032	\$691.5	\$622.4	0.10	\$35.0	\$29.6
Community Centre: Engineering Design	2024	\$70.0	\$63.0	0.10	\$3.5	\$3.0
<b>Subtotal</b>					<b>\$49.1</b>	<b>\$41.5</b>

Note 1: Growth related share of road projects based on Township Development Fee estimates.

TABLE 2B  
FUTURE ACQUISITIONS AND ELIGIBLE COSTS OF EXCESS CAPACITY  
Allocation of Growth-Related Cost to Land Use Type  
(2024 \$000's)

	Eligible Development Charge	Expend. Year	Residential Share 96%	Com/Ind Share 4%
<b>GENERAL ELIGIBLE SERVICES</b>				
Development Charges Study Every 5 Years*	\$13.0	2024	\$12.48	\$0.50
Development Charges Study Every 5 Years*	\$17.3	2029	\$16.65	\$0.66
<b>Subtotal</b>	<b>\$30.3</b>		<b>\$29.1</b>	<b>\$1.2</b>

\*Assumes new Development Charge by-law will be pursued every five years, despite changes to the Act made by Bill 23, More Homes Built Faster Act, 2022, to only require a new by-law every 10 years.

	Eligible Development Charge	Expenditure Year	Residential Share 96%	Com/Ind Share 4%
<b>FIRE PROTECTION</b>				
Fire Department Buildings (Per Bay)	\$137.0	2032	\$131.75	\$5.26
3/4 Ton Truck w Roll-out Winch	\$1.5	2024	\$1.43	\$0.06
Reserve Pumper with mini-pumps for Private Rds	\$21.8	2030	\$20.93	\$0.84
Fire Vehicle: Pumper/Tanker (add cap & foam tank)	\$23.9	2028	\$23.00	\$0.92
Self Contained Breathing Apparatus (6 additional SVCA)	\$13.0	2029	\$12.52	\$0.50
Face Pieces (15 additional)	\$16.3	2029	\$15.65	\$0.63
Air Tanks (5 additional) (pairs)	\$16.3	2029	\$15.65	\$0.63
Bunker Suits (5 additional)	\$27.1	2025	\$26.09	\$1.04
Pagers & Radios	\$1.5	2029	\$1.46	\$0.06
<b>Subtotal</b>	<b>\$258.4</b>		<b>\$248.5</b>	<b>\$9.9</b>

	Eligible Development Charge	Expenditure Year	Residential Share 96%	Com/Ind Share 4%
<b>PUBLIC WORKS: ROADS</b>				
New Storage Facility (Per Bay)	\$246.3	2032	\$236.86	\$9.46
Grader (10% increase in size)	\$78.6	2029	\$75.55	\$3.02
Lime Kiln Road Geotech Study	\$3.7	2026	\$3.58	\$0.14
Lime Kiln Road Reconstruction	\$50.9	2031	\$48.95	\$1.95
Bennett Lafont Road - Gravel	\$0.5	2026	\$0.46	\$0.02
Bingham Road - Gravel	\$0.3	2028	\$0.33	\$0.01
Cobus Road - Gravel	\$1.3	2027	\$1.26	\$0.05
Collins Road - Gravel	\$0.1	2030	\$0.12	\$0.00
Dugald Road - Gravel	\$1.1	2024	\$1.04	\$0.04
Eady Road (North) - Gravel	\$1.1	2029	\$1.07	\$0.04
Eady Road (North) - Gravel	\$1.3	2033	\$1.24	\$0.05
Eady Road (Middle) - Gravel	\$0.2	2029	\$0.17	\$0.01
Eady Road (South) - Gravel	\$0.2	2030	\$0.17	\$0.01
Early Road - Gravel	\$0.9	2031	\$0.87	\$0.03
Elliot Crescent (North) - Gravel	\$0.1	2031	\$0.07	\$0.00
Ferrells Landing Road - Gravel	\$0.1	2031	\$0.05	\$0.00
Ferguson Road - Gravel	\$0.7	2031	\$0.71	\$0.03
Garden of Eden Road North - Gravel	\$1.7	2028	\$1.65	\$0.07
Gordie Road - Gravel	\$0.1	2031	\$0.08	\$0.00
Goshen Road North - Gravel	\$0.4	2027	\$0.39	\$0.02
Guest Road - Gravel	\$0.1	2029	\$0.10	\$0.00
Horton School Road - Gravel	\$0.1	2032	\$0.08	\$0.00
Humphries Road - Gravel	\$2.2	2025	\$2.08	\$0.08
Jim Barr Road (South) - Gravel	\$0.1	2025	\$0.08	\$0.00
Jim Barr Road (North) - Gravel	\$0.7	2025	\$0.65	\$0.03
Kasaboski Road - Gravel	\$0.2	2031	\$0.16	\$0.01
Keith Road - Gravel	\$0.0	2031	\$0.04	\$0.00
Lavallee Road - Gravel	\$0.9	2030	\$0.87	\$0.03
Lime Kiln Road - Gravel	\$0.7	2024	\$0.71	\$0.03
Lime Kiln Road - Gravel	\$0.9	2033	\$0.85	\$0.03
Macs Lane - Gravel	\$0.0	2028	\$0.03	\$0.00
Madeleine Street - Gravel	\$0.1	2031	\$0.07	\$0.00
McBride Road North - Gravel	\$0.3	2026	\$0.31	\$0.01
McInnes Road - Gravel	\$3.5	2026	\$3.35	\$0.13
McCreary Lane - Gravel	\$0.1	2031	\$0.06	\$0.00
McQuilty Road - Gravel	\$0.0	2031	\$0.02	\$0.00
Mullins Road (East) - Gravel	\$0.8	2026	\$0.73	\$0.03
Orin Road (West) - Gravel	\$1.0	2025	\$0.96	\$0.04
Orin Road (East) - Gravel	\$0.0	2028	\$0.03	\$0.00
Pallen Road - Gravel	\$0.1	2025	\$0.08	\$0.00
Pastway Road - Gravel	\$0.3	2029	\$0.31	\$0.01
Price Road - Gravel	\$0.1	2030	\$0.13	\$0.01
Ruttan Road - Gravel	\$0.2	2025	\$0.22	\$0.01
Tinswood Road - Gravel	\$0.3	2031	\$0.30	\$0.01
Blackburn Road - Gravel	\$0.0	2024	\$0.02	\$0.00
Blackburn Road - Gravel	\$0.0	2033	\$0.03	\$0.00
Cotieville Road - HCB	\$0.4	2030	\$0.36	\$0.01
Elliot Crescent (South) - HCB	\$0.3	2027	\$0.30	\$0.01
Elliot Crescent (South) - HCB	\$0.1	2031	\$0.10	\$0.00
Fraser Road - HCB	\$0.8	2031	\$0.79	\$0.03
Garden of Eden Road (South) - HCB	\$2.5	2026	\$2.41	\$0.10
Grantham Road - HCB	\$0.3	2029	\$0.29	\$0.01
Grantham Road - HCB	\$0.1	2032	\$0.10	\$0.00
Harold Avenue - HCB	\$0.2	2026	\$0.19	\$0.01
Harper Avenue - HCB	\$0.2	2026	\$0.17	\$0.01
Jamieson Lane - HCB	\$0.4	2024	\$0.36	\$0.01
Jamieson Lane - HCB	\$1.4	2031	\$1.32	\$0.05
Johnston Road - HCB	\$2.9	2033	\$2.79	\$0.11
Leslie Avenue - HCB	\$0.2	2026	\$0.20	\$0.01
McBride Road (South) - HCB	\$0.6	2029	\$0.60	\$0.02
Pinnacle Road (West) - HCB	\$1.1	2029	\$1.08	\$0.04
Pinnacle Road (Middle) - HCB	\$1.0	2026	\$0.99	\$0.04
Pinnacle Road (East) - HCB	\$2.0	2027	\$1.91	\$0.08
Sherwood Street - HCB	\$0.1	2026	\$0.13	\$0.01
Thompson Road - HCB	\$3.7	2032	\$3.56	\$0.14
Whitton Road (South) - HCB	\$1.0	2033	\$0.98	\$0.04
Whitton Road (North) - HCB	\$0.9	2025	\$0.84	\$0.03
Lochwinnoch Road - HCB	\$2.6	2025	\$2.51	\$0.10
Gerald Street - LCB	\$0.6	2026	\$0.60	\$0.02
Gerald Street - LCB	\$0.2	2030	\$0.21	\$0.01
Goshen Road (South) - LCB	\$5.1	2024	\$4.93	\$0.20
Goshen Road (South) - LCB	\$1.8	2030	\$1.69	\$0.07
Humphries Road - (North) - LCB	\$0.5	2026	\$0.52	\$0.02
Cobus Road - LCB	\$13.8	2028	\$13.32	\$0.53
Lime Kiln Road - LCB	\$3.6	2024	\$3.49	\$0.14
Madeleine Street (LCB)	\$0.2	2026	\$0.16	\$0.01
Madeleine Street (LCB)	\$0.2	2026	\$0.16	\$0.01
<b>Subtotal</b>	<b>\$451.3</b>		<b>\$433.9</b>	<b>\$17.3</b>

	Eligible Development Charge	Expenditure Year	Residential Share 100%	Com/Ind Share 0%
<b>RECREATION</b>				
Community Centre: Air Changes for Kitchen	\$7.3	2026	\$7.3	\$0.0
Community Centre: Air Changers for Dressing Rooms	\$1.6	2026	\$1.6	\$0.0
Community Centre: Renovation and Bldg Addn. (showers)	\$29.6	2032	\$29.6	\$0.0
Community Centre: Engineering Design	\$3.0	2024	\$3.0	\$0.0
<b>Subtotal</b>	<b>\$41.5</b>		<b>\$41.5</b>	<b>\$0.0</b>

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## 7 Fund Administration

In accordance with the legislation, a separate development charge reserve fund for each service to which the development charge relates must be created into which all development charge revenues are deposited. Interest earned on the fund balance accrues to the fund and is an integral part of the development charge structure. Withdrawals from the fund are made only to pay for the growth-related net capital cost of service types listed in this report or to refund overpayment to property owners, with interest, in the event a development charge is reduced.

Each reserve fund for the identified service types shall be maintained and the indicated proportionate share of development charge revenues and interest accumulated and appropriate expenditures deducted (Tables 3A and 3B).

The following Table E summarizes how the development charges that are collected are to be allocated between reserve fund sub-accounts.

**Table E**  
**Township of Horton**  
**Allocation of Development Charges Among Service Categories**

<u>Service Category</u>	<u>Proportional Share</u>	
	<u>Residential</u>	<u>Commercial/Industrial</u>
General Services	4.4%	4.7%
Fire Services	44.3%	35.2%
Transportation	45.7%	60.2%
Recreation	<u>5.6%</u>	<u>0.0%</u>
	100.0%	100.0%

The reasons for the sub-accounts, rather than different reserve funds is simplicity of accounting and control and the ability to “borrow” funds from one service type to another without creating an overdraft in a reserve fund.

Responsibility for the reserve fund and sub-account operations should be with the Treasurer who is ultimately responsible for the fiscal viability of the reserve fund and its future commitments.

An annual report relating to the development charges by-law and reserve funds must be prepared by the Chief Administrative Officer/Clerk-Treasurer and submitted to Council in accordance with the requirements of the Development Charges Act. The annual report is to include statements of the opening and closing balances of the reserve fund for the preceding year and the transactions relating to the reserve funds, and it must be submitted to the Minister of Municipal Affairs and Housing within 60 days after it is presented to Council. The annual report from the Clerk-Treasurer must also include the following information for each reserve fund:

- A description of the service for which the fund was established (list of services in the service category).
- For any credits in relation to the service or service category for which the fund was established, the amount outstanding at the beginning of the previous year, the amount given in the year, the amount used in the year and the amount outstanding at the end of the year. These amounts must then be broken down further by individual credit holder.





- The amount of any money borrowed from the fund by the Township during the previous year and the purpose for which it was borrowed.
- The amount of interest accrued during the previous year on the money borrowed from the fund by the Township.
- The amount and source of any money used by the municipality in the previous year to repay money borrowed from the fund or interest on such money.
- A schedule that identifies credits recognized under Section 17 of the development Charges Act and, for each credit recognized, the service against which the credit is applied, and the source of funds used to finance the credit.

For each project that is financed in whole or in part through development charges:

- The amount of money from each reserve fund that is spent on the project.
- The amount and source of any other money that is spent on the project.

Table 3A  
 SCHEDULE OF FUTURE ACQUISITIONS BY YEAR  
 That Qualify as Growth-Related  
 (2024 \$000's)

RESIDENTIAL

	Ratio	NPV	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
General Eligible Services	4.4%	26.2	12.5	0.0	0.0	0.0	0.0	16.6	0.0	0.0	0.0	0.0
Fire Protection	44.3%	261.6	1.4	26.1	3.6	0.0	23.0	120.8	20.9	0.0	131.8	0.0
Public Works: Roads	45.7%	270.27	10.6	7.4	10.4	3.9	15.4	3.6	3.5	53.6	240.6	5.9
Recreation	5.6%	32.90	3.0	0.0	9.0	0.0	0.0	0.0	0.0	0.0	29.6	0.0
<b>TOTAL</b>	<b>100%</b>	<b>591.0</b>	<b>27.5</b>	<b>33.5</b>	<b>22.9</b>	<b>3.9</b>	<b>38.4</b>	<b>141.1</b>	<b>24.5</b>	<b>53.6</b>	<b>401.9</b>	<b>5.9</b>

Table 3B  
 SCHEDULE OF FUTURE AQUISITIONS BY YEAR  
 That Qualify as Growth-Related  
 (2024 \$000's)

COMMERCIAL / INDUSTRIAL

	Ratio	NPV	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
General Eligible Services	4.7%	1.0	0.5	0.0	0.0	0.0	0.0	0.66	0.0	0.0	0.0	0.0
Fire Protection	35.2%	7.8	0.1	1.0	0.0	0.0	0.9	1.8	0.8	0.0	5.3	0.0
Public Works: Roads	60.2%	13.4	0.4	0.3	0.6	0.2	0.6	3.2	0.1	2.1	9.6	0.2
Recreation	0.0%	0.0										
<b>TOTAL</b>	<b>100%</b>	<b>22.3</b>	<b>1.0</b>	<b>1.3</b>	<b>0.6</b>	<b>0.2</b>	<b>1.5</b>	<b>5.6</b>	<b>1.0</b>	<b>2.1</b>	<b>14.9</b>	<b>0.2</b>

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## 8 Implementation

### 8.1 Application of Development Charge

Development charges can be implemented uniformly across an entire municipality or using a combination of uniform charges and charges for specific service areas. A uniform development charge rate is recommended across the entire Township for the following reasons:

- Most capital expenditures in the Township are designed to service the entire population, and therefore, a Township-wide approach is an equitable approach for allocating these costs.
- Most capital projects represent large irregular expenditures that preclude an even rate of expansion or implementation. The construction or acquisition program must be based on priority of need rather than attempting to balance construction by the financial returns of differing areas.
- There are no municipal services (i.e., sewer and water) within the Township.
- It is simple to administer.

The Development Charges By-law will expire 10 years after the day it comes into force unless Council identifies an earlier expiry date or repeals it sooner.

### 8.2 Adjustments for Inflation

The development charge in the Township is based on a combination of projects to be built in the future discounted to 2024 dollars. It is therefore recommended that an annual inflation factor be applied to the development charge fee to adjust for inflationary pressures. The regulation to the Development Charges Act (Ontario Regulation 82/98) identifies the Statistics Canada Non-residential Building Construction Price Index for Ottawa-Gatineau or Toronto, as appropriate to use for indexing purposes.

### 8.3 Development Charge Implementation and Collection

The development charges by-law should be implemented in full on the date of passage of the By-law and should apply to all new building permit applications. The Development Charges Act identifies the building permit stage as the time when development charges are payable. As services are required at or near the date that a building is occupied, it is appropriate to collect the development charge at the building permit stage.

### 8.4 Pamphlet

The Development Charges Act requires that a pamphlet be prepared which describes the general purpose of the development charges that are being imposed; the rules for determining if a development charge is payable and the amount; a list of the services to which the development charges relate; and a description of the general purpose of the Clerk-Treasurer's annual report (statement of the Treasurer) and where it may be viewed by the public. One copy of the pamphlet is to be distributed free of charge to anyone requesting it.

### 8.5 Conditions to be Imposed on Subdivision Approvals

The Development Charges Act requires that one of the conditions in giving approval to a draft plan of subdivision, must ensure that the persons who first purchase the subdivided land after the final approval of the draft plan of subdivision are informed at the time the land is transferred, of all of the development charges related to the development.

## 9 Development Charges

### 9.1 Proposed New Development Charges

Table F below provides the new residential and commercial development charges that are recommended for the Township of Horton.

**Table F  
Township of Horton  
Development Charges Summary**

Development Charges		
Use	Category	New Charge
Residential (charge per dwelling unit)	Single Detached and Single Attached	\$3,837
	Apartment	\$3,029
	Mobile Home	\$2,272
Commercial/Industrial/ (charge per m <sup>2</sup> of GFA)	All Categories (Except Industrial Expansions of less than 50% of the current GFA)	\$4.70/m <sup>2</sup>
Institutional	Charge determined based on nature of use, i.e. residential components charged according to class of use and other components charged based on Commercial/ Industrial rate.	

### 9.2 Development Charges in Surrounding Municipalities

Table G below provides a summary of the current development charges in surrounding municipalities. This information is provided to assist Council in determining a development charge that achieves the Township's capital investment goals, while being aware of development charges in surrounding municipalities with similar development contexts.

**Table G: The Township of Horton  
Development Charges in Area Municipalities**

Municipality	Residential Development Charges (Single-Detached dwelling)	Commercial/Industrial Development Charges	By-law Implementation/ Expiry Date
McNab/Braeside	\$3,954	\$9.00 m <sup>2</sup>	June 27, 2019/ June 27, 2024
Township of Greater Madawaska	\$7,764	\$4.76 m <sup>2</sup>	April 19, 2022 / April 19, 2027
Township of Whitewater Region*	Municipal wide services: \$3,000	Municipal wide services: \$0.50	July 1, 2021 / June 30, 2026

\* The development charge for the Township of Whitewater Region is for the rural lands only (additional charges apply for lands that are partially or fully serviced by municipal services)



### 9.3 Credits for Lot Levies Previously Collected

If the Township previously charged a lot levy for the creation of a new lot, the Township must continue the practice of deducting the amount of the lot levy already paid for a vacant lot from the development charge that would be payable under the new development charges by-law, at the time a building permit is obtained for the lot. In other words, the Township is not permitted to 'double dip' and charge both a lot levy and development charge at the time of building permit issuance.

TABLE 4A  
 DEVELOPMENT CHARGES CALCULATION (Scenario 1 - Apply No Reserve Funds with Estimated Growth at 19 units yr)  
 Net Growth-Related Capital Cost  
 (2024 \$000's)

RESIDENTIAL

		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Population Forecast By Year	npv	3,610	3,655	3,697	3,740	3,782	3,825	3,866	3,909	3,950	3,993	4,034
Per year growth	423	344	44	42	44	42	43	41	43	41	43	41
Persons per Household		2.502	2.498	2.494	2.490	2.486	2.482	2.478	2.474	2.471	2.466	2.462
Decrease in Persons per Household	0.032		0.004	0.004	0.004	0.004	0.004	0.004	0.004	0.004	0.004	0.004

Household Forecast By Year		1,443	1,463	1,482	1,502	1,521	1,541	1,560	1,580	1,599	1,619	1,638
Annual Increase	195	158	20	19	20	19	20	19	20	19	20	19

Net Present Value	4%
Net Capital Cost	591.0
Adjusted Population Growth	390
Net Capital Cost Per Capita	\$1,514

DWELLING UNIT TYPE	PERSONS PER UNIT			PV of
	Current	Decrease Factor	Adjusted	Cost / Capita
Average Household	2.498	0.032	2.466	\$1,514
Single Detached & Attached	2.575	0.042	2.533	\$1,514
Apartment	2.000	0.000	2.000	\$1,514
Mobile Home	1.500	0.000	1.500	\$1,514

Mobile Homes at 1.5 Persons Per Household  
 DEVELOPMENT CHARGE  
 TABLE

DWELLING UNIT TYPE	Gross	Tax Credit	Net
Avg. Household	\$3,735	\$0.00	\$3,735
Single Detached & Attached	\$3,837	\$0.00	\$3,837
Apartment	\$3,029	\$0.00	\$3,029
Mobile Home	\$2,272	\$0.00	\$2,272

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TABLE 4B  
 DEVELOPMENT CHARGES CALCULATION  
 Net Growth-Related Capital Cost  
 (2024 \$000's)

COMMERCIAL / INDUSTRIAL

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Commercial/ Industrial Square Metres (sq. metres of building space)										
Annual Growth	585	585	585	585	585	585	585	585	585	585

Net Present Value	4%
Net Capital Cost	22.3
Net Growth In Space	4745
Cost Per sq. m.	4.70
Tax Credit	0
Development Charge Per Sq. m. of Building Space	\$4.70

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## 10 Long Term Capital and Operating Costs

This section provides a brief examination of the long-term capital and operating costs for the capital facilities and infrastructure to be included in the Development Charges Study. This examination is required by the Development Charges Act, 1997.

### 10.1 Net operating costs over the forecast period

The Municipality's net operating costs are not expected to increase by any significant amount as a result of the capital infrastructure program included in this Development Charge Study.

### 10.2 Long-term capital financing from non-development charge sources

Table 5A summarizes the components of the development-related capital program that will require funding from non-development charge sources. In total, \$6,805,000 will need to be financed from non-development charge sources over the next 10 years. This includes about \$104,130 in respect of the mandatory 10 per cent discount required by the Development Charges Act for eligible general and recreational services and about \$6,700,870 for shares of projects related to capital replacement and for non-growth related shares of projects that provide benefit to the existing community.



**Table 5A**  
**SUMMARY OF LONG TERM**  
**CAPITAL IMPACT**  
**(2024 \$000's)**

Jun-24

	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>Total</b>
Gross Cost	\$494.5	\$173.6	\$599.4	\$110.0	\$851.5	\$924.6	\$484.1	\$1,495.3	\$2,351.7	\$164.6	\$7,649.2
Eligible Development Charge	\$28.4	\$32.7	\$23.5	\$4.1	\$39.9	\$146.7	\$25.5	\$55.7	\$418.9	\$6.1	\$781.5
<b>TOTAL</b>	<b>\$466.1</b>	<b>\$140.9</b>	<b>\$575.9</b>	<b>\$105.9</b>	<b>\$811.6</b>	<b>\$777.8</b>	<b>\$458.6</b>	<b>\$1,439.5</b>	<b>\$1,932.8</b>	<b>\$158.4</b>	<b>\$6,867.7</b>

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## 11 Asset Management

In accordance with subsection 10(2), an asset management plan is required as part of the development charge background study; subsection 10(3) sets out what is required as part of the asset management plan. A key function of the Asset Management Plan is to demonstrate that all assets proposed to be funded under the development charges by-law are financially sustainable over their full life cycle.

### 11.1 Annual Capital Provisions

The annual capital provisions required to replace the capital infrastructure proposed to be funded under the development charges by-law is based on useful life assumptions and the capital cost of acquiring each asset.

As shown in Table 5A, by 2033 the Municipality will need to fund an additional \$6,805,000 over 10 years in order to properly fund the full life-cycle costs of the new assets supported under this Development Charges By-Law.

The calculated annual funding provision should be considered within the context of the Municipality's projected growth over the next 10 years. This growth will have the effect of increasing the overall assessment base to offset the capital asset provisions required to replace the infrastructure proposed to be funded under the development charges bylaw.

The calculated annual provisions identified are considered to be financially sustainable as it is expected that the increased capital asset management requirements can be absorbed by the tax base over the long-term.

## 12 Conclusion

This Background Study has been prepared in accordance with Section 10(2) of the Development Charges Act, 1997 and Ontario Regulation 82/98 in support of a new development charges by-law for the Township of Horton. The proposed development charges are considered to be fair and reasonable compared to similar rural municipalities within the County of Renfrew. These development charges will allow for the municipality to continue to collect funds to help pay for capital expenditures and improvements associated with the growth of the Township.

## 13 References

- A. The Development Charges Act, 1997 and Ontario Regulation 82/98, as amended.
- B. Census Canada 2011, 2016 and 2021 Statistics.
- C. Jp2g Consultants Inc. Development Charges Background Study. Township of Horton, May 2018.
- D. Ontario Ministry of Finance/MPAC, Assessment Statistics, 2023
- E. Interviews with Horton Township staff, completed on February 23, 2024.

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End of report.

# Appendix A

## Inventory of Existing Municipal Facilities and Service Standards

FIRE PROTECTION	Number or Length or g.f.a. (m <sup>2</sup> )	Year of Purchase/ Construction	Service Standard Per Person															Average Service Standard	
			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023		
Fire Department Buildings (2 Bays)	2	since 1994	0.0006	0.0006	0.0007	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006
3/4 ton truck	1	since 2014						0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003
Fire Vehicle	2	since 1994	0.0006	0.0006	0.0007	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006
Fire Vehicle	1	2014-15, 2020 >						0.0003	0.0003					0.0003	0.0003	0.0003	0.0003	0.0003	0.0003
Breathing Apparatus & Equipment	10	since 2008	0.0031	0.0032	0.0033	0.0032	0.0031	0.0031	0.0030	0.0029	0.0029	0.0029	0.0029	0.0028	0.0028	0.0028	0.0028	0.0028	0.0028
Pagers & Chargers	19	since 1994	0.0059	0.0061	0.0062	0.0061	0.0059	0.0058	0.0057	0.0056	0.0055	0.0055	0.0054	0.0054	0.0053	0.0053	0.0053	0.0053	0.0053
Hose (footage of hose equiv. to cost of 1.5")	7800	since 1994	2.4322	2.4841	2.5391	2.4849	2.4329	2.3831	2.3353	2.2894	2.2681	2.2459	2.2267	2.2059	2.1751	2.1673	2.1604	2.3220	
Face pieces	10	since 2009						0.0031	0.0030	0.0029	0.0029	0.0029	0.0029	0.0028	0.0028	0.0028	0.0028	0.0028	0.0019
Air Tanks	10	since 2007	0.0031	0.0032	0.0033	0.0032	0.0031	0.0031	0.0030	0.0029	0.0029	0.0029	0.0029	0.0028	0.0028	0.0028	0.0028	0.0028	0.0030
Bunker Suits		since 2008	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Pagers & Radios		since 2009	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000

PUBLIC WORKS - ROADS & BRIDGES	Number or km or g.f.a. (m <sup>2</sup> )	Year of Purchase/ Construction	Service Standard Per Person															Average Service Standard	
			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023		
Gravel Surface Roads (km)		2007-2017																	
LCB Surface Treated Roads (km)		2007 to 2017																	
Roads (km)	93.1	since 2007	0.0290	0.0296	0.0303	0.0297	0.0290	0.0284	0.0279	0.0273	0.0271	0.0268	0.0266	0.0263	0.0260	0.0259	0.0258	0.0277	
Equipment Buildings/Structures (3.5 Bays)	4	since 1989	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010
Vehicles/Equipment (Equivalent Value to Tandem)	3.0	since 2003	0.0009	0.0010	0.0010	0.0010	0.0009	0.0009											
Vehicles/Equipment (Equivalent Value to Tandem)	2.5	since 2015							0.0007	0.0007	0.0007	0.0007	0.0007	0.0007	0.0007	0.0007	0.0007	0.0007	0.0008
Vehicles/Equipment (Backhoe/Excavators)	3.0	since 2000	0.0009	0.0010	0.0010	0.0010	0.0009	0.0009	0.0009	0.0009									
Vehicles/Equipment (Backhoe/Excavators)	2.0	since 2017									0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	
Vehicles/Equipment (Graders)	1.0	since 1992	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003
Vehicles/Equipment (Equivalent to half-tonne pick-up)	3.0	to 2013	0.0009	0.0010	0.0010	0.0010	0.0009												
Vehicles/Equipment (Equivalent to half-tonne pick-up)	1.5	2014 to 2017						0.0005	0.0004	0.0004	0.0004								
Vehicles/Equipment (Equivalent to half-tonne pick-up)	2.0	since 2018										0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0007
Vehicles/Equipment (Tractor)	1.0	since 2003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	
Vehicles/Equipment (Tractor)	1.0	since 2018										0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0004
Mobile Radio Equipment	7.0	since 1998	0.0022	0.0022	0.0023	0.0022	0.0022	0.0021	0.0021	0.0021	0.0020	0.0020	0.0020	0.0020	0.0019	0.0019	0.0019	0.0019	0.0021
Portable Radio Equipment	2.0	since 1998	0.0006	0.0006	0.0007	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006

RECREATION	Number or hectares or g.f.a.(m <sup>2</sup> )	Year of Purchase/ Construction	Service Standard Per Person															Average Service Standard	
			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023		
Recreation Lands (hectares)	2.02	since 1998	0.0006	0.0006	0.0007	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006
Recreation Field/Community Facilities	1	since 1998	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003

RETURN TO AGENDA



## Appendix B

### Estimated Year of purchase Based on Average Level of Service

[RETURN TO AGENDA](#)

APPENDIX B - ESTIMATED YEAR OF PURCHASE BASED ON AVERAGE LEVEL OF SERVICE  
2024 to 2033

FIRE PROTECTION	Existing no./length / g.f.a. (m <sup>2</sup> )	Cumulative Total Service Standard											due to growth
		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Fire Department Buildings (2 Bays)	2	2.15	2.18	2.20	2.23	2.25	2.28	2.30	2.33	2.35	2.38	2.40	0.23
3/4 ton truck	1	0.69	0.70	0.71	0.72	0.73	0.73	0.74	0.75	0.76	0.77	0.77	0.07
Fire Vehicle	2	2.56	2.60	2.63	2.66	2.69	2.72	2.75	2.78	2.81	2.84	2.86	0.27
Breathing Apparatus & Equipment	10	10.75	10.88	11.00	11.13	11.26	11.39	11.51	11.64	11.76	11.89	12.01	1.13
Pagers & Chargers	19	20.42	20.67	20.91	21.16	21.39	21.64	21.87	22.11	22.34	22.59	22.81	2.14
Hose (footage of hose equiv. to cost of 1.5")	7800	8383.52	8485.97	8583.35	8684.96	8781.50	8882.27	8977.97	9077.91	9172.78	9271.88	9365.93	879.96
Face pieces	10	6.93	7.01	7.10	7.18	7.26	7.34	7.42	7.50	7.58	7.66	7.74	0.73
Air Tanks	10	10.75	10.88	11.00	11.13	11.26	11.39	11.51	11.64	11.76	11.89	12.01	1.13
Bunker Suits	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pagers & Radios	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PUBLIC WORKS - ROADS & BRIDGES	Existing no./km/ g.f.a. (m <sup>2</sup> )	Cumulative Total Service Standard											due to growth
		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Roads (km)	93.10	100.06	101.29	102.45	103.66	104.82	106.02	107.16	108.35	109.49	110.67	111.79	10.50
Equipment Buildings/Structures (3.5 Bays)	4	3.76	3.81	3.85	3.90	3.94	3.99	4.03	4.07	4.12	4.16	4.20	0.39
Vehicles/Equipment (Equivalent Value to Tandem)	2.5	2.75	2.78	2.81	2.85	2.88	2.91	2.94	2.98	3.01	3.04	3.07	0.29
Vehicles/Equipment (Loaders/Excavators)	2.0	2.75	2.78	2.81	2.85	2.88	2.91	2.94	2.98	3.01	3.04	3.07	0.29
Vehicles/Equipment (Graders)	1.0	1.07	1.09	1.10	1.11	1.13	1.14	1.15	1.16	1.18	1.19	1.20	1.23
Vehicles/Equipment (Equivalent to half-tonne pick-up)	3.0	2.39	2.42	2.45	2.47	2.50	2.53	2.56	2.59	2.61	2.64	2.67	0.25
Vehicles/Equipment (Tractor)	2.0	1.48	1.50	1.52	1.53	1.55	1.57	1.59	1.60	1.62	1.64	1.66	1.67
Mobile Radio Equipment	7.0	7.52	7.62	7.70	7.79	7.88	7.97	8.06	8.15	8.23	8.32	8.41	8.59
Portable Radio Equipment	2.0	2.15	2.18	2.20	2.23	2.25	2.28	2.30	2.33	2.35	2.38	2.40	2.45

RECREATION	Existing no./ha g.f.a.(m <sup>2</sup> )	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	due to growth
Recreation Lands (hectares)	2.02	2.17	2.20	2.22	2.25	2.27	2.30	2.33	2.35	2.38	2.40	2.43	0.23
Recreation Field/Community Facilities	1	1.07	1.09	1.10	1.11	1.13	1.14	1.15	1.16	1.18	1.19	1.20	0.11

RETURN TO AGENDA



**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
SEPTEMBER 3<sup>RD</sup>, 2024

There was a Regular Meeting of Council held in the Council Chambers on Tuesday September 3<sup>rd</sup>, 2024. Present were Deputy Mayor Daina Proctor, Councillor Glen Campbell, Councillor Doug Humphries, and Councillor Tom Webster. Staff present was Hope Dillabough, CAO/Clerk, and Nichole Dubeau, Executive Assistant – Recording Secretary.

Mayor David Bennett sent his regrets.

**1. CALL TO ORDER**

Deputy Mayor Proctor called the meeting to order at 4:01 p.m.

**2. LAND ACKNOWLEDGEMENT**

Deputy Mayor Proctor read the Land Acknowledgement in its entirety. She wished the best to Mayor Bennett in his absence. She also provided sincere condolences to the family of former CAO/Clerk Mackie McLaren on his passing.

**3. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**4. CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Campbell

**RESOLUTION NO. 2024-115**

Seconded by Councillor Webster

**THAT** Council adopt the Agenda for the September 3<sup>rd</sup>, 2024 Regular Council Meeting.

**Carried**

**5. DELEGATIONS &/or PUBLIC MEETINGS**

Delegation – Brian Thompson

Brian Thompson and George Thompson were present.

Brian Thompson discussed preliminary interest in additional consents along Whitton Road and the possibility of a subdivision in the future.

**6. MINUTES**

6.1 July 16<sup>th</sup>, 2024 – Regular Council

6.2 August 8<sup>th</sup>, 2024 – Special Council Meeting

6.3 August 8<sup>th</sup>, 2024 – Public Meeting

6.4 August 27<sup>th</sup>, 2024 – Special Council Meeting

Moved by Councillor Humphries

**RESOLUTION NO. 2024-116**

Seconded by Councillor Webster

**THAT** Council approve the following Minutes:

- July 16<sup>th</sup>, 2024 – Regular Council
- August 8<sup>th</sup>, 2024 – Special Council Meeting
- August 8<sup>th</sup>, 2024 – Public Meeting
- August 27<sup>th</sup>, 2024 – Special Council Meeting

**Carried**

**7. BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**RETURN TO AGENDA**

**8. COMMITTEE REPORTS:****8.1 PLANNING COMMITTEE**

Public Advisory Member Bob Johnston was present.

8.1.1 July & August Building Report  
Council members reviewed the report.

8.1.2 Planning Files Report  
Council members reviewed the report.

**8.2 COMMUNITY COMMITTEES/COUNTY COUNCIL**

8.2.1 Renfrew & Area Seniors Home Support  
Councillor Humphries gave a brief update.

8.2.2 Chamber of Commerce  
Councillor Humphries gave a brief update.

8.2.3 County Council  
Information was previously distributed to Council members. Deputy Mayor Proctor attended her first meeting August 28<sup>th</sup>.

**9. CORRESPONDENCE SUMMARY**

**9.1 INFORMATION CORRESPONDENCE – NONE**

**9.2 ACTION CORRESPONDENCE – NONE**

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

There were no Council and Staff Members concerns. Councillor Campbell requested a moment of silence for the loss of former CAO/Clerk Mackie McLaren.

**13. RESOLUTIONS**

Moved by Councillor Webster

**RESOLUTION NO. 2024-117**

Seconded by Councillor Humphries

**THAT** Council receive the following reports as information:

- July & August Building Report
- Planning Files Report

**Carried**

Moved by Councillor Webster

**RESOLUTION NO. 2024-118**

Seconded by Councillor Humphries

**THAT** Council receive the Community Committees and County Council updates as information.

**Carried**

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

Moved by Councillor Humphries  
Seconded by Councillor Webster

**RESOLUTION NO. 2024-119**

**THAT** Council went into a Closed Session Meeting at 4:26 p.m. to discuss the following items pursuant to Section 239(2) (e) of the Municipal Act;

- (e) Litigation or potential litigation – Tomlinson Group – ZBLA

**Carried**

Moved by Councillor Humphries  
Seconded by Councillor Webster

**RESOLUTION NO. 2024-120**

**THAT** Council came out of Closed (In-Camera) Session at 4:48 p.m. and discussed items pursuant to Section 239(2) (e) of the Municipal Act;

- (e) Litigation or potential litigation – Tomlinson Group – ZBLA

**Carried****15. CONFIRMING BYLAW**

Moved by Councillor Webster  
Seconded by Councillor Humphries

**RESOLUTION NO. 2024-121**

**THAT** Council enact By-law 2024-32– Confirming By-Law.

**Carried****16. ADJOURNMENT**

Deputy Mayor Proctor declared the meeting adjourned at 4:50 p.m.

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 DEPUTY MAYOR Daina Proctor

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 CAO/CLERK Hope Dillabough



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  TES Committee Chair's Report – September 4 <sup>th</sup> , 2024	<b>Date:</b>	September 17 <sup>th</sup> , 2024
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Nikky Dubeau, Executive Assistant
	<b>Department:</b>	TES

### **RECOMMENDATIONS:**

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

### **BACKGROUND:**

#### **2024 Sign Inspection Report**

Public Works Manager Adam Knapp reviewed the report for information.

#### **Compaction and Covering Form of Agreement**

Public Works Manager Adam Knapp reviewed the report. Committee members were in agreeance for the updated changes to the agreement.

Moved by Councillor Webster

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to enter into an updated agreement with Brian Dedo for compaction and covering at the Horton Landfill Site.

**Carried**

#### **Ontario Trillium Foundation Application**

Public Works Manager Adam Knapp reviewed the report. He stated there is a new grant out he is interested in applying for the Community Emergency Preparedness Grant which provides funding to help communities purchase emergency supplies, equipment and services. he will be applying for a sand bagging machine, emergency signage trailer, and variable message board on trailer.

Moved by Councillor Webster

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to direct the Public Works Manager to apply for the Community Emergency Preparedness Grant for a sand bagging machine, emergency signage trailer, and variable message board on trailer.

**Carried**

#### **2025 Departmental Funding Requirements**

Public Works Manager Adam Knapp reviewed the report.

**RETURN TO AGENDA**

**New/Other Business**

Public Works Manager Adam Knapp stated that all capital projects have been completed for the year. He added that due to some complaints from Goshen Road residents and there being extra money in the budget, Greenwood Paving went down the road and swept off the excess dust. Councillor Webster requested that the extra funds be included in the future budget in order to sweep additional roads after completed work.

Public Works Manager Adam Knapp stated that the grinding at the landfill site has not been up to standard and is well behind on the timeline. The committee discussed options for 2025 and the budget.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

**Prepared by:** Nikky Dubeau, Executive Assistant

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

**Reviewed by:** Adam Knapp, Public Works Manager



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>TREASURER'S REPORT</b>	<b>Title:</b>	<b>Date:</b> September 17, 2024
		<b>Council/Committee:</b> Council
		<b>Author:</b> Nathalie Moore, Treasurer
		<b>Department:</b> General Government

### RECOMMENDATIONS:

**THAT** Council receive the Treasurer's Report dated September 17, 2024, as presented.

### BACKGROUND:

Municipalities need a budget for several reasons, particularly in managing and operating effectively. Horton Township can significantly benefit from a well-devised budget. Department heads have received their working papers for the 2025 budget. We have reviewed possible scenarios as well as shortfalls that will need to be addressed in 2025.

Financial planning and control ensure limited resources are directed toward priority projects and services. It aids in preventing overspending and ensuring that expenditures do not exceed revenues. It prepares the Township for unforeseen events and contingencies, such as natural disasters or unexpected repairs.

Throughout July & August, staff worked in conjunction with our website provider to update the look and feel of the Township's website. The shell and functionality of the page has been developed and suggested changes were made. Ms. Dillabough and I met with Mr. Burgess on Sept. 13 to review the changes as well as content conversion. Once there is a core site completed a link will be circulated for information.

For the months of July and August 2024, the Township processed a total of \$ 475,249.25 in accounts payable transactions. Notable expenses were:

- ~ B.R. Fulton Construction Ltd. - \$ 70,519.53 – Annual Gravel Haul/Operating Gravel
- ~ Emterra Environmental - \$ 28,080.48 – Monthly Curbside pick up
- ~ Greenwood Paving - \$ 28,349.82 – Pavement Overlays and Patching.
- ~ Mackillican & Associates - \$ 25,255.50 – Annual Audit
- ~ Minister Of Finance - \$ 71,294.00 – July & August OPP Billing
- ~ Valley Bytes - \$ 10,602.07 – Adobe Renewals, CLO Laptop/Dock, Various supports
- ~ W.O. Stinson & Son Ltd. - \$ 13,347.72 – July & August Fuel/Propane

**RETURN TO AGENDA**

The departmental summary of revenues and expenditures for July 1 – August 31, 2024.

	<u>JULY/AUG</u> 2024	<u>JULY/AUG</u> 2023	2024	2024
<b>GENERAL GOVERNMENT</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(6,217,951.00)**	(5,987,052.00)**	(3,291,972.00)	-88.88
EXPENSES	588,506.00	616,924.00	803,770.00	26.78
<b>PROTECTION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(54,720.00)	(56,087.00)	(65,850.00)	16.90
EXPENSES	420,301.00	341,854.00	501,615.00	16.21
<b>TRANSPORTATION / STORM SEWER</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(54,885.00)	(52,461.00)	(389,511.00)	85.91
EXPENSES	733,160.00	799,354.00	1,615,955.00	54.63
<b>ENVIRONMENT</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(58,056.00)	(92,488.00)	(92,600.00)	37.30
EXPENSES	202,581.00	344,607.00	411,883.00	50.82
<b>RECREATION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(44,615.00)	(48,201.00)	(85,500.00)	47.82
EXPENSES	170,871.00	194,647.00	259,346.00	34.11
<b>LIBRARY / HEALTH SERVICES</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	-	(50.00)	(5,050.00)	100.00
EXPENSES	36,740.00	44,668.00	50,826.00	27.71
<b>PLANNING</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(6,475.00)	(7,290.00)	(6,800.00)	4.78
EXPENSES	7,941.00	3,893.00	4,800.00	-65.44
<b>FIRE DEPARTMENT</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(19,196.00)	(9,879.00)	(124,250.00)	84.55
EXPENSES	192,651.00	113,622.00	358,108.00	46.20
<b>BUILDING</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>% REMAINING</b>
REVENUE	(41,624.00)	(62,354.00)	(95,314.00)	56.33
EXPENSES	67,960.00	36,281.00	95,314.00	28.70

\*\* these figures include the amounts collected and distributed for County & School Boards

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



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  AMO 125 Conference Report	<b>Date:</b>	September 17 <sup>th</sup> , 2024
	<b>Council/Committee:</b>	General Government
	<b>Author:</b>	Nikky Dubeau
	<b>Department:</b>	Administration

### RECOMMENDATIONS:

THAT Council receive the AMO 125 Conference Report as submitted by the Executive Assistant.

### REPORT:

Councillor Webster and I attended the AMO (Association of Municipalities of Ontario) Conference in Ottawa from August 18<sup>th</sup> – August 21<sup>st</sup>, 2024. AMO was celebrating their 125<sup>th</sup> anniversary and had more than 3,300 municipal leaders, government officials, public servants, sponsors, exhibitors, and media, with the largest number of conference participants ever.

#### Sessions attended August 18<sup>th</sup>, 2024

- Practical Tips Towards a More Age-Friendly Community (AFC)

This session reviewed implementing Age-Friendly Community's to improve the quality of life for seniors. Other communities who have taken the AFC journey demonstrated their techniques and how to use the Age Friendly Community planning guide to implement best practices.

#### Sessions attended August 19<sup>th</sup>, 2024

- Women's Networking Breakfast: Hosted by The Honourable Edith Dumont, Lieutenant Governor of Ontario

The Honourable Edith Dumont emphasized that there is no recipe for a successful leader. Being curious, listening, showing compassion for people, valuing diversity in ideas, and expertise are just ingredients. She highlighted that this conference is one of the rare occurrences where elected officials get to collaborate, and share experiences, both professional & personal.

- Opening Keynote Speaker: Andrew Coyne

Mr. Coyne highlighted current affairs, emerging and potential threats to democracy, and how municipal leaders can navigate the declining tone of discourse between elected officials and community members.

- Ontario Regional Chief Abram Benedict

**RETURN TO AGENDA**



Chief Benedict focused on the importance for municipalities to work with the 133 First Nations communities in Ontario. He stated that their visions are the same and that everyone wants prosperity. He added that Indigenous voices are welcomed at the municipal table.

- Annual General Meeting

AMO's Secretary-Treasurer presented the 2023/2024 Financial Statements.

- The Honourable Doug Ford, Premier of Ontario

Premier Ford discussed housing and the Building Faster Fund. He outlined the government's investments in water and wastewater expansion, public spaces and recreation facilities. He added that growth has challenges and opportunities, and he wants economic growth while keeping costs down. Premier Ford emphasized Ontario's economic growth and competitiveness. He emphasizes efforts to make it easier for companies to come to Ontario. He spoke to infrastructure investments (especially highways) to support growth, while maintaining competitive taxation.

Other speakers:

- The Hon. Sean Fraser, Minister of Housing, Infrastructure and Communities, Canada
- Marit Stiles, Leader of the Official Opposition and NDP
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Green Party of Ontario

### **Sessions attended August 20<sup>th</sup>, 2024:**

- Planning in the Public Interest: Navigating the New Planning Framework

Good planning is the key to building great communities. It's the informed thinking that is needed to plan successful and livable urban, suburban, and rural communities while balancing short-term and long-term public needs over the next two, 10, or 30 years. The last two years, the sector has seen the most significant transformation of Ontario's planning system in decades.

- A Lifecycle Look at Recreation Infrastructure

This session reviewed the lifecycle of recreation facilities. Featured municipalities shared the lessons learned and how all municipalities can build, maintain, and revitalize their recreation infrastructure.

- Geoff Stewart, President, FCM

President Geoff Stewart stated that the funding model & growth framework for municipalities must be modernized as it would unlock the full potential of our municipalities. Additionally, municipalities need more support to address the housing crisis.

- Revolutionizing Waste: Shaping Communities' Sustainable Future

This session explored the challenges of increasing consumerism, population growth, and circular economy complexities. It highlighted a practical carbon-negative approach addresses waste management needs while aligning with environmental goals and considers limited taxpayer resources.

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- AI and Municipalities

Patricia Kosseim, Information and Privacy Commissioner of Ontario reviewed the benefits and risks of Artificial Intelligence. She highlighted that “Clear and effective guardrails are needed to ensure the benefits of AI don’t come at the cost of Ontarians’ privacy and other fundamental human rights. Ontarians might want their public sector institutions to deploy AI technologies for the public good, but only if it is safe, transparent, accountable, and ethically responsible.”

- The Honourable Sylvia Jones, Minister of Health
- The Honourable Kinga Surma, Minister of Infrastructure
- The Honourable Paul Calandra, Minister of Municipal Affairs and Housing

**Sessions attended August 21<sup>st</sup>, 2024:**

- Aging in Place: Community Wellness Hubs

This session reviewed how municipal officials implemented the model and its’ benefits. The Burlington Ontario Health Team has been a leader in bringing together both health, housing and social service organizations to help seniors age in place. One example is through their innovative program called the Community Wellness Hub.

- Housing in Ontario
- Thinking Differently About Infrastructure

Conclusion: This was a great conference, especially for my first. It was more “political” than I expected it to be, but great to hear all the parties and ministry leaders in person. During the networking events, it was obvious that Horton Township is not the only rural municipality that is facing struggles, especially with the lack of funding from provincial and federal governments. Other municipal delegations were not successful in any funding opportunities and told to “try again”.

**Prepared by:** Nikky Dubeau, Executive Assistant



## Township of Horton

### COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Recreation Chair's Report – September 12 <sup>th</sup> , 2024	<b>Date:</b>	September 17 <sup>th</sup> , 2024
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Hope Dillabough CAO/Clerk
	<b>Department:</b>	Recreation

### RECOMMENDATIONS:

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

### BACKGROUND:

#### Community Sport and Recreation Infrastructure Fund

The Community Sport and Recreation Infrastructure Fund is a capital funding program delivered by the Ministry of Sport to revitalize existing community sport and recreation infrastructure. The purpose is to extend the lifespan of existing facilities and improve local programming and accessibility features to meet the community's need. Funding starts at \$150,000 for application purposes. If successful with the application, the funding is split 50% CSRIF Fund and %50 Township of Horton. There are sufficient funds in the Recreation Reserve. The Recreation Committee discussed at length and provided direction to Rachel Eden, Community Liaison Officer to make an application for the following: Concrete pad on the rink surface, accessibility ramp, concrete walkway and fencing for pest and weather control. An endorsement resolution is required from Council to support the application upon submission. If the application is successful, a report will come back to Council with further details.

#### **Moved by Claire Rouble**

#### **Seconded by Debby Johnston**

THAT the Recreation Committee recommend to Council to direct and support staff to make application to the Community Sport and Recreation Infrastructure Fund, Stream 1: Repair and Rehabilitation for the purpose of extending the existing lifespan of the Outdoor Rink facility, enhance accessibility features to meet community needs and improve overall local programming.

**Carried**

#### Recreation Inventory

Staff performed a very thorough inventory of all recreation items in the Community Centre. Some items were brought forward for the Recreation Committee to review and assess needs and wants. It was identified that there was limited storage space and staff sought approval to dispose of any unneeded, outdated or overstocked items.

#### Request to Remove Chandelier

A request was provided to Rachel Eden, Community Liaison Officer, to have the chandelier removed. The Recreation Committee discussed and the collective response was to keep it in place for the time being.

**RETURN TO AGENDA**

### New Hall Rental Fees/Bar Usage Fees

Fee changes were discussed. A detailed report will be brought forward for further discussion in the coming months.

### Family Fall Events

Ms. Eden presented several ideas for small family events to be held in the coming months that would be cost recovery to the Township. The committee provided consensus to move forward with some of the ideas. Some of them included, but not limited to were: Pres-school/children craft time, kids night out, family night out etc.

### Taste of the Valley – Expression of Interest

Ms. Eden presented information regarding the potential submission of an expression of interest and whether the Committee would like to consider. It was discussed that at this time, the Community Centre does not meet the criteria to hold the large event however it would be looked at again the next round of Expressions of Interest were advertised for.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

**Prepared by:** Rachel Eden, Community Liaison Officer

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

**RETURN TO AGENDA**



# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of September 13<sup>th</sup>, 2024

INFORMATION provided **NOT** included in the  
Regular Council meeting package of September 17<sup>th</sup>, 2024

### **INFORMATION EMAILED**

1. 2024 Conference Sponsorship Opportunities
2. Renfrew County Day Invitation
3. Climate Matters Forum
4. Calendars

**RETURN TO AGENDA**

**From:** Matt Harper <[hortongolfclassic@gmail.com](mailto:hortongolfclassic@gmail.com)>

**Sent:** Wednesday, September 4, 2024 8:07 PM

**Subject:** 2024 Horton Golf Classic

To whom it may concern,

The Horton Firefighter's Association (HFA) is a community group consisting of volunteer firefighters from the Horton Fire Department. The HFA regularly hosts community events throughout the year to promote fire safety within our community and raise money for local charities and organizations.

This year, the HFA is hosting the 4th annual Horton Fall Classic Golf Tournament on September 29, 2024 at the Renfrew Golf Club.

We recognize you are an Important Sponsor for this event. We are reaching out to see if you would like to sponsor again, through hole sponsorships, teams and raffle prize donations! Possible contributions could include;

Gold Sponsor - \$500 including sponsorship recognition at designated hole and tournament advertising as well as on golf carts

Silver Sponsor - \$300 including sponsorship recognition at designated hole with advertising on golf carts

Bronze Sponsor- \$200 including sponsorship recognition at designated hole

Raffle Donation – prize donation (gift basket, gift cards or packages etc.)

Enter a Team! – \$100 per player (Max 4 players) with a cart

All proceeds from this event will go to the Horton Firefighters Association, to support local charities and organizations. All donors and local businesses will be formally recognized for their generous support. We would also greatly appreciate your support through promoting our event at your establishment or on your preferred social media outlet. Last year, your donation helped out organizations such as Hospice, and the Renfrew Food Bank.

If you have any questions, concerns or would like to learn more about this event please contact [hortongolfclassic@gmail.com](mailto:hortongolfclassic@gmail.com) or Matt Harper (event organizer) directly at 613-401-9158.

Matt Harper  
Event Organizer  
Horton Firefighters Association  
613-401-9158  
[hortongolfclassic@gmail.com](mailto:hortongolfclassic@gmail.com)

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Register at [hortonfallclassic.rsvpify.com](http://hortonfallclassic.rsvpify.com) 63



**Horton Firefighters Association  
presents**

**4th Annual  
HORTON FALL  
CLASSIC  
GOLF TOURNAMENT**

**Sunday September 29**

**At Renfrew Golf Club | \$125 per person | 18 holes, Cart and Dinner  
Door Prizes and contests**

**Register**



**For Sponsorship or more  
information contact Matt Harper  
613-401-9158 or  
[hortonfallclassic@gmail.com](mailto:hortonfallclassic@gmail.com)**

**Register**





# HORTON FIREFIGHTERS ASSOCIATION

2253 Johnston Road  
Renfrew, ON K7V 3Z8  
(o) 613-432-6271 ext. 106  
(f) 613-432-3658

## Sponsorship Form

Name of Business: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

### Sponsor Package

Gold Package

Silver Package

Bronze Package

Prize Donation

Payment Method:

- Cash
- Cheque (please make payable to Horton Firefighters association)
- E-transfer (hortongolfclassic@gmail.com)

X \_\_\_\_\_  
signature



Township of Horton

Attachment 'A'

Application for a Donation from Township of Horton

A. APPLICATION INFORMATION

1. Name of organization/individual: Horton Firefighters Association
Incorporation number:
Affiliated with a larger organization. If yes please provide name

2. Mailing Address:
2253 Johnston Road
Town: Horton Township Postal Code: K7V3Z8 Phone: 6135700698

3. Contact Person(s):
Name: Matt Harper Title: Firefighter Address: 2253 Johnston Road Phone: 613-401-9158
Name: Daryl Eady Title: Captain Address: 692 Pinnacle Road Phone: 613-570-0698

4. List of Executive of organization:
President Daryl Eady Vice President
Secretary Ashley Bennett Treasurer Kyle Schroeder

B. GRANT CATEGORY

1. Category of grant are you applying for:
Program Development Travel Festivals Annual Sponsorship
(Note: If you are applying under the travel category, please attach a list of participant's names and home addresses at the time of application. Substitutions will be permitted providing an 80% citizenship level is maintained.)

2. Amount requested: \$1000.00

3. Are you requesting funds from other sources: Yes No X
Explain if answer is yes:

C. PROJECT INFORMATION

1. What is the purpose of your grant request? Describe the event - time, place, participants. If more space is required, please attach a separate sheet.
4th Annual Golf Tournament. September 29th. Renfrew Golf Course 30 teams of 4 players.

2. If your program is not new, in what way is your project an enhancement to your present program, and how will it increase participation?
This is our 4th annual tournament, we are requesting funds for to supply some door prizes for the participants.

**Township of Horton**

3. How many Township residents will actively participate? Unknown
4. How many tourists do you anticipate attracting to this event? Unknown
5. How many people will be non-participants, spectators? No spectators

**D. PROJECT BENEFITS**

1. Is this a onetime only request? Yes \_\_\_\_\_ No X  
 Explain if answer is no:  
We would love to have support from the Township for many years to come.
2. Will there be a charge to participants? Yes X No \_\_\_\_\_  
 Comments: To participate it is \$125/person or \$500 per team. Other firefighters will be \$100.00
3. If your group/project is anticipating a profit, describe how these funds will be used.  
Our association will continue as always to donate back to the local area and better our department.
4. What area does the activity serve? The Horton Township are as well as surrounding municipalities.
5. Whom does your project or activity serve? All local organizations.

**E. PROJECT BUDGET**

Please attach a budget which clearly outlines the project revenues and expenditures of your project/event.

STATEMENT BY APPLICANT: On behalf of and with authority of the organization,

I certify that the information provided on this application for a grant is true, correct and complete, and that the organization agrees to abide by the program guidelines. I/we hereby agree to provide the Town of Perth with a post-project report upon successful completion of the project.

Signature of official signing officer Daryl Eady Date September 9th 2024

*The legal authority for the collection of this information is the Municipal Act of Ontario. The Township of Horton uses this information for the purpose of carrying out its responsibilities under the Act.*

**RETURN TO AGENDA**

Township of Horton

**POST PROJECT REPORT**

*(To be completed and returned within sixty (60) days after your event. Failure to return this form will result in the refusal of future grants to your organization)*

Applicant: Horton Firefighters Association

Amount Received: \$ 1000.00 Purpose of Grant: To supply door prizes to gift to players.

Final Statement of Operations (enclose with report) If your final statement indicates that a profit was achieved, please describe how these funds will be utilized. If you applied for a travel grant, please attach a list of participant names and home addresses to your final report.

I certify that this report is a true statement of our project.

Name: Daryl Eady Signature: D.Eady Date: September 9th 2024  
(Please Print)

PLEASE RETURN THIS FORM TO: Township of Horton  
2253 Johnston Rd  
RENFREW ON  
K7V 3Z8

September 10, 2024

Hope Dillabough, CAO/Clerk  
Township of Horton

RE: Leave of Absence Request

I am providing this letter to the Clerk, Hope Dillabough and Council with a request for a Leave of Absence as Mayor from Council of the Township of Horton until December 31<sup>st</sup>, 2024. I am currently going through some medical issues and wish to focus on my physical and mental health therefore I feel it is time to request a Leave of Absence from Council for this period of time.

Sincerely,



David M. Bennett  
Mayor  
Horton Township

**CORPORATION OF THE TOWNSHIP OF HORTON**

**BY-LAW NO. 2024-33**

**Being a By-Law to authorize the Mayor and CAO/Clerk to execute a contract with Brian Dedo with respect to the covering, levelling, and compaction of refuse at the Horton Landfill Site.**

**WHEREAS** Section 11(3), Chapter 25 of the Municipal Act, S.O. 2001 authorizes Council to contract with any person for the operation and maintenance of the landfill site upon such terms and conditions as may be considered expedient.

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

1. That the Corporation of the Township of Horton and Brian Dedo are desirous to enter into a contract generally in the form annexed hereto as Appendix "A" to provide for the covering, levelling and compaction of the Horton Landfill Site at 2082 Eady Road.
2. The Appendix "A" attached hereto forms part of this By-Law.
3. The Appendix "B" attached hereto forms part of this By-Law.
4. That the Mayor and CAO/Clerk be and are hereby authorized to execute said agreement attached hereto with Brian Dedo on behalf of the Corporation of the Township of Horton and it be effective September 18<sup>th</sup>, 2024.
5. That By-Law 2019-59 is hereby repealed.

Read a first and second time this 17<sup>th</sup> day of September, 2024.

Read a third and final time this 17<sup>th</sup> day of September, 2024.

---

DEPUTY MAYOR Daina Proctor

---

CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**

**APPENDIX "A"****FORM OF AGREEMENT****AGREEMENT MADE THIS 17<sup>th</sup> day of September, 2024****BETWEEN: THE CORPORATION OF THE TOWNSHIP OF HORTON**  
(Hereinafter called the Corporation)**OF THE FIRST PART****AND: BRIAN DEDO**  
(Hereinafter called the Contractor)**OF THE SECOND PART****WITNESSETH**

**THAT** the Corporation and the Contractor in consideration of the fulfillment of their respective promises and obligations herein set forth covenant and agree with each other as follows:

**ARTICLE 1:**

a) A general description of the work is:

The operation of a bulldozer for the purpose of covering, leveling and compaction work at the landfill site.

b) The Contractor shall provide at his own expense all labour, machinery, and fuel and things necessary for due execution of all the work set out in this contract.

c) The Contractor is permitted to use cover material located at the landfill site at no cost. The contractor shall advise the Township's Public Works Manager if sufficient quantities of cover material are not readily available.

**ARTICLE 2:**

The INFORMATION TO THE CONTRACTOR attached hereto shall form part of this contract and be binding on the Parties.

**ARTICLE 3:**

The Corporation covenants with the Contractor that the Contractor, having in all respects complied with this contract, will be paid for and in respect of all the works the sum of money equal to the quoted rate as stated in Appendix "B"

**ARTICLE 4:**

Where any notice, direction or other communication is required to be given or made by one of the parties hereto the other, it shall be deemed sufficiently given or made if mailed or delivered in writing to such party at the following address:

**THE CORPORATION:**  
The Township of Horton  
2253 Johnston Rd  
Renfrew, ON  
K7V 3Z8

**RETURN TO AGENDA**

**THE CONTRACTOR:**

Brian Dedo  
 3010 Stone Road  
 R.R. #2  
 Douglas, ON  
 K0J 1S0

**ARTICLE 5:**

The contractor declares that in contracting the works and in entering into this contract he/she has investigated for himself the character of the work and all conditions that might affect his contract or his acceptance of the work, or that, not having so investigated, he is willing to assume and does hereby assume all risk of conditions arising or developing or any items thereof more expensive in character, or more onerous to fulfill, that was contemplated or known when the contract was signed. The contractor also declares that he did not and does not rely upon information furnished by any methods whatsoever, by the Corporation or its officers or employees, and being aware that any information from such sources were approximate and speculative only and were not in any manner warranted or guaranteed by the Corporation.

The Contractor further acknowledges the municipality's ownership of any and all structures and materials presently located at the landfill sites.

**ARTICLE 6:****SCOPE OF WORK**

1. The Horton Landfill Site shall be compacted and covered on designated days as unless otherwise directed by the Public Works Manager and/ or designate.
2. Should weather conditions prevent work to be done as outlined above, then the work shall be done as soon as conditions are satisfactory.
  - a) The Contractor is required to spread and compact the refuse as specified and as directed by the Public Works Manager and/ or designate.
  - b) The Contractor may be required to meet on occasion with the Municipal Engineers and the Public Works Manager and/or designate.
  - c) The Contractor is required to report in writing any problems and/or concerns which may arise from time to time to the Public Works Manager and/or designate.
  - d) The Contractor is required to keep such records and complete forms as requested by the Municipality.

**ARTICLE 7:****SUPERVISION**

1. The Contractor will be supervised on occasions by the Public Works Manager and/ or designate.
2. The Contractor will be supplied with keys to the Landfill Site but under no condition is he allowed giving them to anyone else and/or using the dump for personal use when the attendant is off duty.

**ARTICLE 8:**

This contract shall apply to and be binding on the parties hereto and their successors, administrators, and executors. The Contractor, Brian Dedo agrees to do the above scope of work unless revision is made in writing as a result of negotiations between the Contractor and Council.

**ARTICLE 9:****DURATION OF CONTRACT:**

This contract will be effective for a period of five (5) years beginning September 18<sup>th</sup>, 2024, and will terminate on December 31<sup>st</sup>, 2029.

Either party may terminate this agreement upon the giving of sixty (60) days notice in writing to the other party. This contract may also be extended by resolution for an additional period upon the agreement of both parties.

Notwithstanding the above, any legislated changes to the work in this contract, which increases or decreases the cost of performing this work, will result in the contract being opened for renegotiations.

**ARTICLE 10:****SPECIAL PROVISIONS**

1. The Contractor shall provide the Municipality with a certificate of Liability Insurance for not less than one Million Dollars.
2. The Contractor shall provide the Municipality with a valid Workplace Safety and Insurance Board Certificate

**IN WITNESS WHEREOF** the parties have hereunto set their hands and seals on the above written, or caused their Corporate Seals to be affixed, attested by the signature of their proper officers, as the case may be.

---

Brian Dedo  
Contractor

---

Daina Proctor  
Deputy Mayor, Township of Horton

---

Hope Dillabough  
CAO/Clerk, Township of Horton



## “Appendix B”

The following rates apply for covering and for additional cleanup/re-work when required.

### **Covering Rates:**

#### **2024 / 2025 Rates**

Six hundred (\$600) per covering – once a week *(unless the Ministry of the Environment Compliance Branch changes the weekly cover requirement)*

Additional Cleanup: One hundred and fifty dollars (\$150) per hour

#### **2026 Rates**

Six hundred and ten (\$610) per covering – once a week *(unless the Ministry of the Environment Compliance Branch changes the weekly cover requirement)*

Additional Cleanup: One hundred and sixty dollars (\$160) per hour

#### **2027 Rates**

Six hundred and twenty (\$620) per covering – once a week *(unless the Ministry of the Environment Compliance Branch changes the weekly cover requirement)*

Additional Cleanup: One hundred and seventy dollars (\$170) per hour

#### **2028 Rates**

Six hundred and thirty (\$630) per covering – once a week *(unless the Ministry of the Environment Compliance Branch changes the weekly cover requirement)*

Additional Cleanup: One hundred and eighty dollars (\$180) per hour

#### **2029 Rates**

Six hundred and forty (\$640) per covering – once a week *(unless the Ministry of the Environment Compliance Branch changes the weekly cover requirement)*

Additional Cleanup: One hundred and ninety (\$190) per hour

The Township of Horton shall pay to the Contractor the above amounts monthly. The work will be carried out under the supervision of the Public Works Manager and/or designate. Payment shall be made within thirty (30) days following receipt of the invoice. A statement from the Contractor be presented at the municipal office the first week of every month.

**THE CORPORATION OF THE MUNICIPALITY OF THE  
TOWNSHIP OF HORTON**

**BY-LAW NUMBER 2024-34**

**A BY-LAW WITH RESPECT TO DEVELOPMENT CHARGES**

WHEREAS the Development Charges Act, 1997 (the "Act"), permits Council to pass by-laws for the imposition of development charges if development or redevelopment of land within the municipality is for uses which would increase the need for services and any one or more of the actions set out in subsection 2. (2) of the Act is required for such development or redevelopment;

AND WHEREAS a development charges background study has been completed, in accordance with the Development Charges Act.

AND WHEREAS Council has given notice of and held a public meeting on September 17, 2024, in accordance with the Act.

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

1. In this By-law:

"Act" means the Development Charges Act, 1997, as amended, or any successor thereof.

"Additional dwelling unit" means a dwelling unit, whether contained within a proposed single detached dwelling, semi-detached dwelling or row dwelling, or ancillary to a single detached dwelling, a semi-detached dwelling, or a row dwelling including but not limited to a coach house, laneway suite or structure constructed above an existing garage or other structure separate from the primary dwelling unit, and which is not capable of being legally conveyed as a separate parcel of land from the primary dwelling unit.

"Affordable Residential Unit" means a Residential Unit that meets the criteria set out in subsection 4.1 of the Act.

"Agricultural Use" means when referring to the use of a building or structure, a use for which a permit is issued under the Ontario Building Code in accordance the Canadian Farm Building Code.

"Attainable Residential Unit" means a residential unit that meets the criteria set out in subsection 4.1 of the Act.

"Board of Education" means a board as defined in the Education Act, as amended, or any successor thereof.

"Building Code Act" means the Building Code Act, S.O. 1992, as amended, or any successor thereof.

"Capital Cost" means capital costs as defined in subsection 5(3) of the Act.

"Commercial Use" means a use of land, building or structure for the purpose of buying or selling commodities and/or supplying services, but does not include residential, industrial or institutional uses as otherwise defined in this By-law.

"Council" means the elected Council of the Township of Horton.

"Development" means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment.

"Development Charge" means a charge imposed against land with respect to the growth-related net capital costs under this By-law.

"Dwelling, Single Detached" means a single dwelling unit which is freestanding, separate and detached from other main buildings or main structures and includes a modular single detached dwelling but does not include a mobile home.

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“Dwelling Unit” means a suite of habitable rooms which:

- i) is located in a building;
- ii) is used or intended to be used in common by one or more persons as a single, independent and separate housekeeping establishment;
- iii) contains food preparation and sanitary facilities provided for the exclusive common use of the occupants thereof; and
- iv) has a private entrance directly from outside the building or from a common hallway or stairway inside the building.

“Dwelling Unit, Apartment” means a dwelling unit located in any one of the following types of dwellings:

- i) “Dwelling, Apartment” means the whole of a building not otherwise defined herein, which contains four (4) more dwelling units serviced by a common entrance or by an independent entrance directly from the outside in which the occupants have the right to use in common any corridors, stairs or elevators contained therein, and the yards appurtenant thereto.
- ii) “Dwelling, Accessory” means a dwelling unit accessory to a permitted non-residential use, but shall not include an accessory single attached dwelling unit or an accessory single detached dwelling unit as otherwise defined in this By-law.

“Dwelling Unit, Multiple Attached” means a dwelling unit located in any one of the following types of dwellings:

- i) “Dwelling, Duplex” means a building that is divided horizontally into two separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule; or
- ii) “Dwelling, Row House” means a building that is divided vertically into three or more dwelling units, each of which has a separate and independent entrance at finished grade and separated from the adjoining unit or units by a common unpierced wall with no interior access between each dwelling unit. Townhouse shall have a corresponding meaning; or
- iii) “Dwelling, Semi-Detached” means a building that is divided vertically into two separate dwelling units each of which has an independent entrance either directly from the outside or from a common vestibule; or
- iv) “Dwelling, Triplex” means the whole of a building that is divided horizontally into three separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule.

“Existing” means existing as of the date of passing of this By-law.

“Gross Floor Area (GFA)” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls.

“Growth-Related Net Capital Costs” means the portion of the net capital cost of services that is reasonably attributed to the need for such net capital cost that results or will result from new development in all or a defined part of the Municipality.

“Industrial Use” means land, buildings or structures used for or in connection with,

- i) manufacturing, producing, processing, storing, or distributing something,
- ii) research or development in connection with manufacturing, producing or processing something,
- iii) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, producing or processing takes place,

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- iv) office or administrative purposes, if they are:
1. carried out with respect to manufacturing, producing, processing, storage or distributing something, and
  2. in or attached to the building or structure used for that manufacturing, producing, processing, storage or distribution.

“Institutional Use” means a use of land, building or structure for social purposes by a non-profit group or organization but not for commercial or industrial purposes as defined in this By-law and may include religious, charitable, fraternal, philanthropic or other similar uses. Similar uses that are not by a non-profit group or organization, shall be considered to be classified as a residential, commercial or industrial use depending on the nature of the specific use.

“Local Board” means a local board as defined in Section 1 of the Municipal Affairs Act other than a board as defined in subsection 1 (1) of the Education Act.

“Mobile Home” means any dwelling that is designed to be made mobile and constructed or manufactured to be used in like manner as a single detached dwelling for the permanent accommodation of one or more persons, notwithstanding that the running gear is or may be removed, or that such dwelling is or may be fixed on a finished and permanent foundation or has become in any other manner so adapted and affixed to the land upon which it is situated that it is, or has become, an immobile and permanent structure, and includes any mobile home as defined in Section 46 (1) of the Planning Act, as amended from time to time, or any successors thereto.

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

“Net Capital Cost” means the capital cost less capital grants, subsidies and other contributions made to the Municipality or that the Council of the Municipality anticipates will be made, including conveyances or payments under Sections 41, 51 and 53 of the Planning Act, as amended, in respect of the capital cost. The net capital cost also includes a 10 per cent reduction as required under Section 5.(1)8. of the Act for all services except those set out in Section 5.(5) of the Act.

“Non-profit housing”, means a development of a building or structure intended for use as residential premises by:

- i) a corporation without share capital to which the Corporations Act applies, that is in good standing under that Act and whose primary objective is to provide housing;
- ii) a corporation without share capital to which the Canada Not-for-profit Corporation Act applies, that is in good standing under that Act and whose primary objective is to provide housing; or
- iii) a non-profit housing co-operative that is in good standing under the Cooperative Corporations Act.

“Official Plan” means the most recent Official Plan for the County of Renfrew and in effect for the Township of Horton, which may be amended from time to time.

“Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed.

“Rate” means the interest rate established weekly by the Bank of Canada for Treasury Bills having a term of 30 days.

“Regulation” means Ontario Regulation 82/98, as amended.

“Rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises.

“Residential Use” means any use of land, building or structure for the purposes of one or more dwelling units, as defined in this By-law.

“Services” means those services, facilities, buildings and things shown on Schedule “A” to this By-law.

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“Services in Lieu” means those services specified in an agreement made under Section 9 of this By-law.

“Zoning By-law” means Zoning By-law No. 2010-14 of the Township of Horton, passed under Section 34 of the Planning Act, and as amended, or any successor thereof.

2. (a) This By-law applies to all lands in the Municipality whether or not the land or use thereof is exempt from taxation under the Assessment Act.
- (b) Notwithstanding Clause 2 (a) above, this By-law does not apply to the development of land that is owned by and used for the purposes of:
  - i) a Board of Education;
  - ii) the Municipality or Local Board thereof;
  - iii) the County of Renfrew or any Local Board thereof; or
  - iv) a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education.
3. Schedules “A”, and “B”, attached hereto are incorporated into and form part of this By-law.
4. (a) The development charges set out in this By-law shall be imposed where the development of land for residential or institutional uses would increase the need for services and the development requires:
  - (i) the passing of a zoning by-law or an amendment to a zoning by-law passed under section 34 of the Planning Act;
  - (ii) the approval of a minor variance under section 45 of the Planning Act;
  - (iii) a conveyance of land to which a by-law passed under subsection 50 (7) of the Planning Act applies;
  - (iv) the approval of a plan of subdivision under Section 51 of the Planning Act;
  - (v) a consent under Section 53 of the Planning Act;
  - (vi) the approval of a description under Section 50 of the Condominium Act; or
  - (vii) the issuing of a building permit under the Building Code Act, in relation to a building or structure.
- (b) No development charge shall be imposed in respect of any action mentioned in Clauses 4.(a)
  - (i) through (vii), if the only effect of the action is to permit:
    - (i) the enlargement of an existing dwelling unit;
    - (ii) A second residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.
    - (iii) A third residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
    - (iv) One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
  - (ii) No development charge shall be imposed in respect of any action mentioned in Clauses

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- 4.(a) through (vii), if the only effect of the action is to permit:
- (i) A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit.
  - (ii) A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units.
  - (iii) One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units.
- (c) No development charge shall be imposed in respect of any action mentioned in Clause 4.(a) (vii), if the only effect of the action is to permit the restoration, strengthening, replacement or reconstruction of a building or structure that is damaged or destroyed by cause beyond control of the owner (ie. flood, fire, environmental constraints, etc.). The restoration, strengthening, replacement or reconstruction of the building or structure must not increase the height bulk and floor area of such use or result in a change of use. Notwithstanding, such restoration, strengthening, replacement or reconstruction of a building or structure must occur within 24 months of the day such building or structure is damaged or destroyed by cause beyond control of the owner (i.e. flood, fire, environmental constraints, etc.) and must also be in accordance with the provisions of the Zoning By-law.
- (d) No development charge shall be imposed in respect of exempt development described in section 4 of the Act, namely:
- (i) the enlargement of the gross floor area of an existing industrial building, if the gross floor area is enlarged by 50 percent or less;
  - (ii) Notwithstanding paragraph (a), if the gross floor area of an existing industrial building is enlarged by more than 50 percent, development charges shall be calculated and collected in accordance with Schedule "A" on the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
  - (iii) For the purpose of the application of section 4 of the Act to the operation of this by-law:
    - a. the gross floor area of an existing industrial building shall be calculated as it existed prior to the first enlargement in respect of that building for which an exemption under section 4 of the Act is sought; and
    - b. the enlargement of the gross floor area of the existing building must:
      - 1. be attached to the existing industrial building;
      - 2. not be attached to the existing industrial building by means only of a tunnel, bridge, canopy, corridor or other passageway, shared below-grade connection, foundation, footing, parking facility, service tunnel or service pipe;
      - 3. be for use or in connection with an industrial purpose as set out in this by-law; and
      - 4. constitute a bona fide increase in the size of the existing building.
- (e) No development charge shall be imposed in respect of exempt development described in Sections 4.1, 4.2 or 4.3 of the Act, being the development of affordable, attainable, non-profit and inclusionary zoning residential units.
5. The Development Charges shown on Schedule "B" attached hereto as the "Development

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- Charges” are hereby authorized and established and shall be imposed upon all lands within the Municipality.
6. (a) For lots existing prior to June 3, 2008, all applicable development charges imposed hereunder as adjusted from time to time in accordance with Clause 8. of this By-law, shall be paid in full on the date a building permit under the said Building Code Act is to be issued in respect of a building or structure on land to which the development charges apply.
  - (b) No building permit shall be issued for any building or structure on land in respect of which the applicable Development Charges or any part thereof remains unpaid for a lot existing prior to June 3, 2008.
  - (c) For new lots created after June 3, 2008, all applicable development charges imposed hereunder as adjusted from time to time in accordance with Clause 8 of this by-law, shall be paid in full immediately upon the parties entering into an agreement for development that requires approval of a plan of subdivision under Section 51 of the Planning Act or a Consent under Section 53 of the Planning Act and for which a subdivision agreement or consent agreement is entered into.
7. Nothing in this By-law prevents Council from requiring as a condition of approval under Section 41, 51 or 53 of the Planning Act, that the Owner install at his own expense such services as Council may require.
  8. All Development Charges established in this By-law may be adjusted annually on the 31st of December in each year, without amendment to this by-law, commencing on the 31st of December 2024, in accordance with the prescribed index in the Act (Statistics Canada Table 18-10-0276-02, as of the passing of this By-law).
  9. (a) Council may by written agreement, permit an Owner to provide at the Owner’s expense, Services in Lieu of payment of all or any portion of the applicable Development Charges, in accordance with Section 38 of the Act. Such agreement shall specify that where the Owner provides Services in Lieu in accordance with the agreement, Council shall give to the owner a credit against the Development Charges otherwise applicable to his development equal to the reasonable cost of providing the Services in Lieu.
  - (b) Council by written agreement may give a credit equal to the owner’s reasonable cost of providing Services in addition to or of a greater size or capacity than would be required under this By-law.
  - (c) Any dispute as to the reasonable cost of providing the Services in Lieu or the Services mentioned in Paragraph 9.(b) above, shall be referred to the Municipality’s Engineer whose decision shall be final and binding on the Owner and the Municipality.
10. A certified copy of this By-law may be registered against such lands in the Municipality as Council by resolution from time to time may direct.
  11. (a) The Treasurer shall create reserve funds which shall be separate from the other reserve funds of the Municipality and all payments received by the Municipality pursuant to this By-law shall be deposited into said reserve funds, which funds shall be divided into reserve fund accounts as set out in paragraph 11.(b) of this By-law. Monies paid from the reserve fund accounts shall be taken only to meet growth-related net capital costs for which the Development Charges were imposed.
  - (b) The Treasurer shall create within the reserve fund, separate reserve fund sub-accounts or categories for each of the Services identified in Schedule “A” hereto. As Development Charges are received pursuant to this By-law, the monies shall be placed in separate reserve funds for each of the Services as shown on Schedule “A” hereto.
  - (c) All monies contained within the reserve funds from time to time may be invested in such securities as a Trustee may invest under the Trustee Act, R.S.O. 1990, c. T.23 and earnings derived from the investment of such money shall be credited to the reserve fund and apportioned among the categories within the reserve fund in the proportions determined by the balances in the categories within the reserve fund as of December 31st of the previous year.
  - (d) A consolidated account shall be kept so that it will be possible to determine therefrom the true state of each category within the reserve fund.

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12. The Treasurer of the Municipality shall, in each year on or before March 31, furnish to Council a statement in respect of the reserve fund for the prior year established hereunder containing the information required under the Regulation.



13. (a) If this By-law is amended or repealed by Council or the Ontario Land Tribunal, the Treasurer shall determine within 30 days of the amendment or repeal whether any owner has overpaid in respect of the Development Charge paid hereunder and if such an overpayment has been made, the Treasurer shall calculate the amount of such overpayment.
- (b) Any refund payable under this By-law shall include interest calculated from the date upon which the overpayment was collected by the Municipality to the date on which the refund is made. Such interest shall be paid at the Rate (see definition) in effect from time to time from the date of enactment of this By-law as adjusted in Clause 13.(c) of this By-law.
- (c) The Bank of Canada Rate in effect on the date of enactment of this By-law shall be adjusted on the first business day of October, 2024 to the Rate established by the Bank of Canada on that day and shall be adjusted four times each year thereafter on the first business day of October, January, April and July to the Rate established by the Bank of Canada on the day of the adjustment.
- (d) Any overpayment determined under Clause 13.(a), shall be paid to the person who made the payment by his or her last known address within 30 days of the date of the repeal of amendment of this By-law.
- (e) If the person who made the payment cannot be found or his or her last address is unknown then the repayment obligation under this By-law is at an end.
14. (a) The By-law shall continue in force and effect for a term of ten (10) years from the date of its enactment.
- (b) From the coming into force of this By-law, all previous By-laws passed by the Township of Horton under the Development Charges Act or a predecessor thereof, shall be repealed.
15. This By-law comes into force on the date it is given third and final reading.

By-law read a first and second time on the 17<sup>th</sup> day of September 2024

By-law read a third time and finally passed this 17<sup>th</sup> day of September 2024.

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Deputy Mayor, Daina Proctor

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CAO/Clerk, Hope Dillabough

## SCHEDULE "A"

TO BY-LAW NO. 2024-34

TOWNSHIP OF HORTONDEVELOPMENT CHARGE SERVICE CATEGORIESAllocation of Development Charges Between Service Categories

Service Category	<u>Proportional Share</u>	
	Residential	Commercial/ Industrial
General Eligible Services	4.4 %	4.7 %
Fire Protection	44.3 %	35.2 %
Public Works: Roads	45.7 %	60.2 %
Recreation	5.6 %	0.00 %
Total	100.0%	100.0%

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## SCHEDULE "B"

## TO BY-LAW NO. 2024-34

TOWNSHIP OF HORTON - DEVELOPMENT CHARGE

<u>Use</u>	<u>Category</u>	<u>Development Charge</u>
Residential (per dwelling unit)	Single Detached Dwelling and Single Attached Dwelling	\$3,837.00
	Apartment	\$3,029.00
	Mobile Home	\$2,272.00
Commercial/ Industrial (per m <sup>2</sup> of GFA)	Applies to all categories.	\$ 4.70 per m <sup>2</sup>
Institutional	Charge determined as per nature of the use, i.e., Residential components charged according to class of use and other components charged as per Commercial/ Industrial rate.	

# CORPORATION OF THE TOWNSHIP OF HORTON

## BY-LAW NO. 2024-35

### A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF HORTON AT THE REGULAR COUNCIL MEETING HELD SEPTEMBER 17<sup>TH</sup>, 2024

**WHEREAS** Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Horton at this meeting be confirmed and adopted by by-law;

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

1. That the actions of the Council at the meeting held on the 17<sup>th</sup> day of September, 2024 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Horton are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Horton to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 17<sup>th</sup> day of September, 2024.

READ a third time and passed this 17<sup>th</sup> day of September, 2024.

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DEPUTY MAYOR Daina Proctor

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CAO/CLERK Hope Dillabough

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