



**THE CORPORATION OF THE TOWNSHIP OF HORTON  
COUNCIL MEETING – OCTOBER 15<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. APPOINT ACTING CLERK NICHOLE DUBEAU**

**6. DELEGATIONS &/OR PUBLIC MEETINGS – NONE**

**7. MINUTES FROM PREVIOUS MEETINGS**

7.1 October 1<sup>st</sup>, 2024 Regular Council

**PG.3**

7.2 October 1<sup>st</sup>, 2024 Public Meeting

**PG.6**

**8. BUSINESS ARISING FROM MINUTES**

**9. COMMITTEE REPORTS:**

**9.1 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE**

▪ **CHAIR HUMPHRIES**

9.1.1 Chair's Report – October 9<sup>th</sup>, 2024

**PG.7**

**9.2 RECREATION COMMITTEE**

▪ **CHAIR HUMPHRIES**

9.2.1 Chair's Report – October 10<sup>th</sup>, 2024

**PG.9**

**10. CORRESPONDENCE SUMMARY**

**10.1 INFORMATION CORRESPONDENCE**

10.1.1 CAO/Clerks Information Memo

**PG.11**

**10.2 ACTION CORRESPONDENCE – NONE**

**11. BY-LAWS – NONE**

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

**13. COUNCIL/STAFF MEMBERS CONCERNS**

**14. RESOLUTIONS**

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

15.1 Pursuant to Section 239(2) 3.1 (1) of the Municipal Act,

3.1 (1) Education or Training – Discussion of Committees

**16. CONFIRMING BY-LAW 2024-38**

**PG.12**

**17. ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF HORTON**

REGULAR COUNCIL MEETING  
OCTOBER 1<sup>ST</sup>, 2024

There was a Regular Meeting of Council held in the Council Chambers on Tuesday October 1<sup>st</sup>, 2024. Deputy Mayor Daina Proctor was present electronically, Councillor Glen Campbell, and Councillor Doug Humphries were present in-person. Staff present was Hope Dillabough, CAO/Clerk– Recording Secretary, and Nathalie Moore, Treasurer.

Mayor David Bennett and Councillor Tom Webster sent their regrets.

**1. CALL TO ORDER**

Deputy Mayor Proctor called the meeting to order at 4:02 p.m. She sent condolences to the family of Jim McBain for his passing.

**2. LAND ACKNOWLEDGEMENT**

Deputy Mayor Proctor read the Land Acknowledgement in its entirety.

**3. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**4. CONFIRMATION OF COUNCIL AGENDA**

Moved by Councillor Humphries

**RESOLUTION NO. 2024-137**

Seconded by Councillor Campbell

**THAT** Council adopt the Agenda for the October 1<sup>st</sup>, 2024 Regular Council Meeting.

**Carried**

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

5.1 Public Meeting – Zoning By-law Amendment – Thompson

5.2 Delegation – Rory Richards, MacKillican & Associates

Rory Richard, MacKillican & Associates was present.

Mr. Richards presented the draft 2023 Financial Statements. He highlighted that taxes receivable, accounts receivable, and accounts payable decreased from the previous year. He added that the Township has good financial management practices. There were no comments or questions from Council. Council thanked Mr. Richards for presenting for Council.

**6. MINUTES**

6.1 September 17<sup>th</sup>, 2024 – Regular Council

Moved by Councillor Campbell

**RESOLUTION NO. 2024-138**

Seconded by Councillor Humphries

**THAT** Council approve the following Minutes:

- September 17<sup>th</sup>, 2024 – Regular Council

**Carried**

**7. BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**8. COMMITTEE REPORTS:**

**8.1 PLANNING COMMITTEE**

8.1.1 September Building Report

Council members reviewed the report.

8.1.2 Planning Files Report

**RETURN TO AGENDA**

Council members reviewed the report.

## **8.2 PROTECTIVE SERVICES COMMITTEE**

8.2.1 Chair's Report – September 19<sup>th</sup>, 2024  
Chair Proctor reviewed the report.

## **8.3 COMMUNITY COMMITTEES/COUNTY COUNCIL**

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

8.3.2 Chamber of Commerce  
Councillor Humphries gave a brief update.

8.3.3 County Council  
Information was previously distributed to Council members.

## **9. CORRESPONDENCE SUMMARY**

**9.1 INFORMATION CORRESPONDENCE – NONE**

**9.2 ACTION CORRESPONDENCE – NONE**

## **10. BYLAWS**

10.1 2024-36 Zoning By-law Amendment – Thompson

## **11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE**

## **12. COUNCIL/STAFF MEMBERS CONCERNS**

Councillor Humphries requested a moment of silence for the passing of MLES owner Jim McBain.

## **13. RESOLUTIONS**

Moved by Councillor Humphries **RESOLUTION NO. 2024-139**  
Seconded by Councillor Campbell  
**THAT** Council approve the Financial Statements as presented by Rory Richards from MacKillican & Associates.  
**Carried**

Moved by Councillor Campbell **RESOLUTION NO. 2024-140**  
Seconded by Councillor Humphries  
**THAT** Council receive the following reports as information:

- September Building Report
- Planning Files Report
- Protective Services Chair's Report – September 19<sup>th</sup>, 2024

**Carried**

Moved by Councillor Humphries **RESOLUTION NO. 2024-141**  
Seconded by Councillor Campbell  
**THAT** upon recommendation from the Protective Services Committee, Council direct the Fire Chief and Deputy Fire Chief to purchase from Frontline Communications, 4 Motorola XPR 3500E for the officers, 4 Kenwood NX-1200AK2 radios for replacement/upgrades and 8 SwissPhone POG-SAG pagers, as well as preventative maintenance for the in-service radio equipment at an upset cost of \$13,000 plus HST;

**AND THAT** this be funded from the Fire Operating Budget.

**Carried**

**RETURN TO AGENDA**

Moved by Councillor Campbell**RESOLUTION NO. 2024-142**Seconded by Councillor Humphries**THAT** Council receive the Community Committees and County Council updates as information.**Carried**Moved by Councillor Campbell**RESOLUTION NO. 2024-143**Seconded by Councillor Humphries**THAT** Council enact the following by-law:

- 2024-36 Zoning By-law Amendment – Thompson

**Carried****14. IN CAMERA (Closed) SESSION – NONE****15. CONFIRMING BYLAW**Moved by Councillor Campbell**RESOLUTION NO. 2024-**Seconded by Councillor Humphries**THAT** Council enact By-law 2024-37– 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
**RETURN TO AGENDA**

THE CORPORATION OF THE TOWNSHIP OF HORTON

**Public Meeting**  
**Zoning Amendment**  
**George Thompson & Brian Thompson**  
**October 1<sup>st</sup>, 2024 at 4:00 p.m.**

There was a Public Meeting held during the Regular Council Meeting on October 1<sup>st</sup>, 2024. Present was Deputy Mayor Daina Proctor, Councillor Doug Humphries, and Councillor Glen Campbell. Staff present was Hope Dillabough, CAO/Clerk – Recording Secretary.

Mayor David Bennett and Councillor Tom Webster sent their regrets.

Applicants George Thompson & Brian Thompson were present.

**1. CALL TO ORDER**

Councillor Campbell called the Public Meeting to Order at 4:02 pm.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest.

**3. PURPOSE OF AMENDMENT**

CAO/Clerk Hope Dillabough stated that the purpose and effect of this amendment is to:

- Remove the exception zone that includes septage disposal as permitted use on the severed and retained lands in Consent Applications B196/23(1) and B197/23(2);
- The severed lands in B196/23(1) and the retained lands will be rezoned from Rural – Exception One (RU-E1) to Rural (RU); and
- The severed lands in B197/23(2) will be rezoned from Rural – Exception One (RU-E1) to Rural – Exception Sixty (RU-E60) to reduce the minimum lot frontage from 40 metres to 30 metres.

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

**4. REPORT ON NOTICE**

**i) READING OF WRITTEN COMMENTS**

CAO/Clerk Hope Dillabough reported that as required by the Planning Act, all property owners within 120 metres were notified of this meeting. Notice of this meeting was sent to twenty-nine (29) property owners within the 120-meter radius in addition to ten (10) Provincial and County Agencies. There was one comment received and was included in the public package.

**ii) PUBLIC PARTICIPATION/COMMENTS**

Brian Thompson, applicant, reviewed the reason for the application.

**5. INFORMATION ON WHO IS ENTITLED TO APPEAL COUNCIL'S DECISION TO THE ONTARIO LAND TRIBUNAL UNDER SECTIONS 34(11) AND (19) OF O.Reg 545/06.**

CAO/Clerk Hope Dillabough read out Sections 34(11) and 34(19) in their entirety.

**6. COUNCIL MEMBERS COMMENTS**

All members of Council voiced their support of the application.

**7. ADJOURNMENT**

Councillor Campbell adjourned the public meeting at 4:08 pm.

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DEPUTY MAYOR Daina Proctor

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**



## Township of Horton COUNCIL / COMMITTEE REPORT

<b>Title:</b>  TES Committee Chair's Report – October 9 <sup>th</sup> , 2024	<b>Date:</b>	October 15 <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:

#### 2025 Proposed Departmental Capital Funding

Public Works Manager Adam Knapp reviewed the report for information.

#### 2025 Proposed Departmental Operating Funding

Public Works Manager Adam Knapp reviewed the report for information.

#### Private Road Grant Program Applications

Public Works Manager Adam Knapp reviewed the report. He suggested that for this year only, the intake deadline be extended until the end of October instead of September. The committee was in agreeance for the intake deadline. There was committee discussion regarding additional information to be distributed from the Fire and Public Works Departments.

Moved by Councillor Webster

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to approve the 2024 Private Road Grant Program Applications for reimbursement, as per Policy T-01.

**Carried**

Moved by Councillor Webster

Seconded by Lois Graveline

THAT the TES Committee recommend to Council to extend the deadline for the 2024 Private Road Grant Program Applications until October 31<sup>st</sup>, 2024.

**Carried**

Moved by Councillor Webster

Seconded by Lois Graveline

THAT the TES Committee recommend to Council to increase the maximum contribution of \$15,000 per year toward the fund for the Private Road Grant Program with a cap fund of \$30,000 for the 2025 Budget.

**Carried**

#### FoodCycler Pilot Program

The Committee was in agreeance to add into the 2025 Budget.

**RETURN TO AGENDA**

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

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

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

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





## Township of Horton

### COUNCIL / COMMITTEE REPORT

<b>Title:</b>  Recreation Chair's Report – Thursday Oct 10 <sup>th</sup> , 2024	<b>Date:</b>	October 15 <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:

#### Horton Country Dance

Ms. Eden presented a review of the Horton Country Dance on Sun Sept 29, 2024, 1-5pm. Low attendance of 44 attendees. Revenue of \$612 (not including \$250 bar revenue). It was an extremely busy day in the community and sunny warm weather, perhaps contributing to the low attendance. Our next dance is Sun Oct 20<sup>th</sup> 1-5pm. The rec committee decided to review how this second afternoon dance goes at our November meeting and make a plan forward for 2025.

#### New Recreation Fees – Micro Evening Fee and Bar Rental Fee

Fees were discussed, including comparisons to our neighboring municipalities. The committee was unanimous in a want for 3 additional rental fees to be added to our By-Law Schedule "F" when by-laws are scheduled for updates.

Micro Evening Rate \$125+HST: Sunday-Thursday 5pm-10pm  
 Hourly Rental Upper Conference Room: \$20/hour anytime  
 Bar Rental Fee: \$100

#### Shuffleboard

At the request of the committee, financial quotes for new shuffleboards were presented by Ms. Eden. The committee felt this would not be a good use of our recreation funds and opted to continue with the supplies we currently have. Drop In shuffleboard may be re-introduced on a weekday evening if a lead volunteer is made available.

#### Proposed Book Club

Ms. Eden presented a program breakdown for a Horton Book Club which was met with positive reviews. It will be set to start in November/December time frame

RETURN TO AGENDA

Upper Conference Room Items

The committee was unanimous in the decision to dispose of the foosball tables and air hockey tables by way of sale or donation. Staff will facilitate.

**ALTERNATIVES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

**CONSULTATIONS:** N/A

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

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



# THE CORPORATION OF THE TOWNSHIP OF HORTON

## Memo from the CAO/Clerk as of October 11, 2024.

INFORMATION provided **NOT** included in the Regular Council meeting package of October 15, 2024.

### **INFORMATION EMAILED**

1. 2025 Conference List
2. 2025 Ontario Volunteer Service Awards
3. Call for nominations – Warden's Community Service Awards
4. Pinnacle of Business Excellence Awards
5. Calendars

**RETURN TO AGENDA**

**CORPORATION OF THE TOWNSHIP OF HORTON****BY-LAW NO. 2024-38****A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF HORTON  
AT THE REGULAR COUNCIL MEETING HELD OCTOBER 15<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 15<sup>th</sup> day of October, 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 15<sup>th</sup> day of October, 2024.

READ a third time and passed this 15<sup>th</sup> day of October, 2024.

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DEPUTY MAYOR Daina Proctor

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CAO/CLERK Hope Dillabough

**RETURN TO AGENDA**