THE CORPORATION OF THE TOWNSHIP OF HORTON

REGULAR COUNCIL MEETING
JULY 22ND, 2025

There was a Regular Meeting of Council held in the Council Chambers on Tuesday July 22nd, 2025. Deputy Mayor Daina Proctor, Councillor Glen Campbell, Councillor Tom Webster, and Councillor Doug Humphries were present. Staff present was Hope Dillabough, CAO/Clerk, Adam Knapp, Public Works Manager, 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 4:00 pm.

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 Webster **RESOLUTION NO. 2025-99**
Seconded by Councillor Campbell
THAT Council adopt the Agenda for the July 22nd, 2025 Regular Council Meeting.
Carried

5. DELEGATIONS &/or PUBLIC MEETINGS

5.1 4:00 pm Zoning By-law Amendment – Sullivan & Brisson

5.2 Delegation – Asset Management Plan – PSD Citywide
Arun Sharma, PSD Citywide was present.

Mr. Sharma present the 2025 Asset Management Plan. He stated that the Township has selected tangible, realistic, and financial sustainable targets for the next 10 years. Mr. Sharma stated that the tax funded assets would only be 0.4% of the annual levy for 10 years. He added that as updated data, reports, studies become available, it is crucial to integrate them into the Township's Asset Management practices and asset register. Council is required to approve the Asset Management Plan and post on the Township's website. Council members thank Mr. Sharma for his time and work towards the completion of the plan and the presentation.

5.3 Delegation – 2024 Financial Statement – MacKillican's
Rory Richards, MacKillican & Associates was present.

Mr. Richards presented the draft 2024 Financial Statements and Significant Accounting Policies. He stated that the Township has good financial management practices and that there was a slight surplus at the end of 2024, which was transferred into reserves. He added that the two debentures that are being paid off are Johnston Road and Thompsonhill. There were no comments or questions from Council. Council thanked Mr. Richards for presenting for Council.

6. MINUTES

6.1 July 8th, 2025 – Regular Council
6.2 July 8th, 2025 – Public Meeting – Zoning By-law Amendment – Transitions Rehab

Moved by Councillor Humphries **RESOLUTION NO. 2025-100**
Seconded by Councillor Webster
THAT Council approve the following Minutes as amended:

- July 8th, 2025 – Regular Council
- July 8th, 2025 – Public Meeting – Zoning By-law Amendment – Transitions Rehab

Carried

7. BUSINESS ARISING FROM MINUTES

7.1 OUTSTANDING BUSINESS

7.1.1 Report – Deputy Mayor Proctor Questions for Mayor Bennett
There was Council consensus to table to report until Mayor Bennett was present and there was a full complement of Council.

Moved by Councillor Webster **RESOLUTION NO. 2025- 101**
Seconded by Councillor Humphries
THAT Council Table item 7.1.1 until Mayor Bennett is present and there is a full complement of Council.

Carried

8. COMMITTEE REPORTS:

8.1 TRANSPORTATION & ENVIRONMENTAL SERVICES COMMITTEE

8.1.1 Chair's Report – July 16th, 2025
Public Works Manager Adam Knapp reviewed the report.

8.1.2 Staff Report – Award of PW 2025-06 Crack Sealing
Public Works Manager Adam Knapp reviewed the report.

8.2 RECREATION COMMITTEE

8.2.1 Chair's Report – July 17th, 2025
Councillor Humphries reviewed the report.

8.3 COMMUNITY COMMITTEES/COUNTY COUNCIL

8.3.1 County Council
Mayor Bennett was absent, therefore there was no update and will be moved to the next Regular Council meeting.

8.3.2 Renfrew & Area Health Services Village
Mayor Bennett was absent, therefore there was no update and will be moved to the next Regular Council meeting.

9. CORRESPONDENCE SUMMARY

9.1 INFORMATION CORRESPONDENCE – NONE

9.2 ACTION CORRESPONDENCE – NONE

10. BYLAWS

10.1 2025-31 Zoning By-law Amendment – Sullivan & Brisson

11. NOTICE TO FILE MOTION FOR NEXT COUNCIL – NONE

12. COUNCIL/STAFF MEMBERS CONCERNS

There were no Council and Staff members concerns.

13. RESOLUTIONS

Moved by Councillor Humphries **RESOLUTION NO. 2025-102**
Seconded by Councillor Webster
THAT Council approve the 2025 Asset Management Plan prepared and presented by PSD Citywide Inc., as presented, effective July 1, 2025.

AND FURTHER THAT Council authorize Staff to post the Asset Management Plan on the Township of Horton's Website.

Carried

Moved by Councillor Campbell **RESOLUTION NO. 2025-103**
Seconded by Councillor Humphries
THAT Council approve the 2024 Financial Statements presented by Rory Richards, CPA, MacKillican's & Associates, as presented.

Carried

Moved by Councillor Webster **RESOLUTION NO. 2025-104**
Seconded by Councillor Campell
THAT Council receive the following reports as information:

- TES Chair's Report – July 16th, 2025
- Recreation Chair's Report – July 17th, 2025

Carried

Moved by Councillor Webster **RESOLUTION NO. 2025-105**
Seconded by Councillor Humphries
THAT upon recommendation from the TES Committee, Council sole source Non-Eligible Source collection to Miller Waste Systems upon an approved quotation;

AND FURTHER THAT if Council does not approve the quotation provided, a formal tender be released for Non-Eligible Source collection.

Carried

Moved by Councillor Humphries **RESOLUTION NO. 2025-106**
Seconded by Councillor Campbell
THAT upon recommendation from the TES Committee, Council utilize $10,000 from the Working Funds Reserve in 2025 to procure the services of a local contractor for tree removal on Township Easements;

AND THAT $5,000 be utilized in 2026 from the Working Funds Reserve to establish a tree removal fund in the Operating Budget;

AND FURTHER THAT in 2027 tree removal be fully funded annually through the Operating Budget.

Carried

Moved by Councillor Webster **RESOLUTION NO. 2025-107**
Seconded by Councillor Humphries
THAT upon recommendation from the TES Committee, Council direct staff to release a 3-year Capital Plan for key assets, Roads and Fleet, annually on the Townships website after the annual budget to assist with ratepayers' knowledge and understanding.

Carried

Moved by Councillor Humphries **RESOLUTION NO. 2025-108**
Seconded by Councillor Campbell
THAT upon recommendation from the TES Committee, Council update Environmental User Fees and Charges January 1st, 2026, as drafted.

Carried

Moved by Councillor Webster **RESOLUTION NO. 2025-109**
Seconded by Councillor Humphries
THAT upon recommendation from the TES Committee, Council fund the emergency grind required at the Landfill Site from the Environmental Services Operating Funds and Working Funds Reserves.

Carried

Moved by Councillor Campbell **RESOLUTION NO. 2025-110**
Seconded by Councillor Webster
THAT Council award PW 2025-06, Crack Sealing – Various Locations to Greenwood Paving for a total of $23,617.00 including HST;

AND THAT funding for the Crack Sealing be allocated from the 2025 Operating Budget – Road Maintenance Paved.

Carried

Moved by Councillor Humphries **RESOLUTION NO. 2025-111**
Seconded by Councillor Webster
THAT upon recommendation from the Recreation Committee, Council direct and support staff to apply for the Enhancing Access to Spaces for Everyone (EASE) Grant for accessibility upgrades to the Horton Outdoor Rink and Outdoor Rink Buildings by installing an accessibility ramp and cement walkway.

Carried

Moved by Councillor Campbell **RESOLUTION NO. 2025-112**
Seconded by Councillor Webster
THAT Council enact the following by-law:

- 2025-31 Zoning By-law Amendment – Sullivan & Brisson

Carried

14. IN CAMERA (Closed) SESSION – NONE

15. CONFIRMING BYLAW

Moved by Councillor Humphries **RESOLUTION NO. 2025-113**
Seconded by Councillor Campbell
THAT Council enact By-law 2025-32– Confirming By-Law.

Carried

16. ADJOURNMENT

Deputy Mayor Proctor declared the meeting adjourned at 5:25 p.m.

MAYOR Daina Proctor

CAO/CLERK Hope Dillabough