

VOTE 2026



MUNICIPAL ELECTION

Internet/Telephone Voting
October 13 -26, 2026



Township of Howick
2026 Municipal Election

Candidate Information Package



Prepared April 2026

Municipal Clerk's Office

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Disclaimer

The information in this package is general in nature and candidates should refer to the Municipal Elections Act, 1996 for specific provisions and additional information. A copy of the Act can be obtained from Publications Ontario (telephone 1-800-668-9938), or online at www.e-laws.gov.on.ca .

1.0 Provincial Candidate Guide for Municipal Elections

The Township of Howick Clerk's Office has prepared this information package for those seeking election or re-election for Municipal Council or School Board Trustee on October 26, 2026. It is general in nature. Candidates should refer to the Municipal Act, 2001 or Municipal Elections Act, 1996 for specific provisions.

The Ontario Ministry of Municipal Affairs and Housing publishes a [Candidates' Guide for Municipal & School Board Elections](#). This guide provides more detail and it is recommended that you consider this, and the applicable legislation, as your first source of information. The Guide covers the following areas:

- Eligibility
- Nominations
- Campaigning
- Third Party Advertising
- On Voting Day
- After Voting day
- Campaign Finances
- Compliance & Enforcement
- Completing the Financial Statement
- Forms

A copy of the provincial Guide will be provided to each candidate.

2.0 Offices to be Elected

Township of Howick Council

- Reeve – one (1) to be elected
- Deputy Reeve – one(1) to be elected
- Councillors - three (3) to be elected

Nominations for the following School Board offices must be filed with the appropriate municipal office:

- **English Public- Avon Maitland District School Board** – number to be elected to be determined by the Board;
- **English Separate- Huron-Perth Catholic District School Board** – number to be elected to be determined by the Board;
- **French Public- Conseil scolaire de district du Centre-Sud-Quest** for the Regional Municipality of Waterloo, County of Wellington, County of Middlesex, County of Perth (including Stratford) and County of Huron – number to be elected to be determined by the Board;
- **French Separate- Conseil scolaire de district des ecoles catholique Providence** for the County of Lambton, County of Huron and the County of Bruce- number to be elected to be determined by the Board;

The filing fee of \$100 for Deputy Reeve, Councillor or School Board Member and \$200 for Reeve, is payable by cash, certified cheque, money order or debit machine. A nomination form must be signed by the candidate and filed in person or by agent during regular business hours between May 1, 2026 to August 20, 2026 from 8:30 a.m. and 4:30 p.m. and **Nomination Day** – August 21, 2026 from 8:30 a.m. to 2:00 p.m.

3.0 Eligibility – Municipal Election

Refer to Section 256-258 of the Municipal Act, 2001; Section 17 & 29-30 of the Municipal Elections Act, 1996

Municipal Employees

- A municipal employee must take unpaid leave of absence before they file their Nomination Form.
- If they are elected, they must resign from their job. They cannot work for a municipality and be on its council at the same time.
- A volunteer firefighter as defined in the Fire Protection and Prevention Act, 1997 is not considered an employee.

Eligible & Ineligible Candidates

Eligible Candidate

- A person must be eligible to hold office on the day they file their Nomination Form.
- Every person qualified **to be an elector** is qualified to hold office as long as they are not disqualified by the Municipal Act or any other Act.
- Canadian citizen, resident, owner, tenant (or spouse of) of land in the municipality.

Ineligible Candidate

- An employee, a judge of a court, MP, MPP, Senator or an inmate serving a sentence in a penal or correctional institution.
- Any person not qualified **to be an elector**.

Qualified Elector

- On Voting Day, resides in or is the owner or tenant (or spouse of) of land in Howick;
- Is a Canadian Citizen;
- Is at least 18 years old;
- Despite the definition of “owner or tenant” and “tenant” in Section 17 of the Municipal Elections Act, the province may make Regulations that specify the circumstances in which a person is, and is not, considered to be a tenant for the purposes of the Act;
- See Section 8 for additional information about qualified voters.

At the time of filing of Nomination Papers, candidates must complete the **Declaration of Qualification**.

4.0 Eligibility – School Board Election

Refer to section 219 of the *Education Act*; Section 30 of *Municipal Elections Act, 1996*

In order to run for a trustee position on a school board, a person must be a resident within the jurisdiction of the Board, and eligible to vote in a school board election. On the day they file their Nomination Paper, they must be a Canadian Citizen aged 18 years or older. They must also meet any other qualifications to vote for the school board (i.e. being a Roman Catholic, or hold French language rights).

If a person is an employee of any Ontario school board and they wish to run for a trustee position, they must take an unpaid leave of absence before they file their Nomination Paper. If they are elected, they must resign from their job. They cannot work for a school board and be a trustee in Ontario at the same time.

5.0 Nomination Procedures

Refer to Section 33 of the Municipal Elections Act, 1996

See the [Candidates' Guide for Municipal & School Board Elections](#) for specific information about filing your nomination, the nomination fee, endorsement signatures, deadlines, withdrawing or changing the nomination, acclamations and what happens if not enough nominations are filed with the Clerk.

Candidate Information Session

A joint Huron County Candidate Information Session is scheduled for

Wednesday June 24, 2026 at 7PM

Libro Hall, Clinton

More information will be available closer to the date.

Forms and Filing Information

Every person who proposes to be a candidate must file Nomination Papers prior to receiving any campaign contributions and prior to expending any funds on a campaign.

Nomination Papers (Form 1) are established by the Province of Ontario and available at the Clerk's Office or online.

The Nomination Paper must have original signatures. It may **not** be faxed, mailed or emailed.

The Nomination Paper must be filed with the Howick Township Clerk, Deputy Clerk or designate.

It is strongly recommended that you make an appointment in advance.

- It is the responsibility of each candidate to ensure they meet all the qualifications and file proper Nomination Papers. Since the Clerk may examine the Nomination Papers after the nomination period ends and may reject them, without a meeting with the Clerk a candidate may find that their papers have been rejected and are too late to file additional information.
- The Nomination Papers require the candidate to take a declaration which must be made in front of a Commissioner of Oaths. The Clerk's Office can administer this declaration. Fee for this service is waived. By making an appointment, you are assured that a Commissioner of Oaths is available when you arrive.

The candidate must bring the following with them to their appointment with the Deputy Clerk or delegate:

- Identification suitable to the Clerk
- Nomination Paper – PR Form 1
- Declaration of Qualification Form EL18(A)
- Filing Fee

At the appointment with the Clerk/Deputy Clerk a candidate will also be asked to complete the following:

- Declaration of Proper Use of Voters' List Form TI10
- Notice of Collection/Consent to Release Personal Information LC02

Candidates do not have to provide all names under "Given Name(s)" on the Nomination Paper (Form 1) Candidates should only provide the name(s) as they wish to have it appear on the ballot. If they normally go by a different name than their legal name, they may use that name provided the Clerk agrees.

Nomination Fees

- Office of Reeve - \$200
- All other positions - \$100
- Paid to the Clerk at the time of submitting Nomination Forms
- Refunded if Campaign Financial statement is filed by the deadline
- **Fee is payable by cash, debit, money order or certified cheque only. Payment will not be accepted by credit card or personal cheque. E-transfer is not permitted.**

Nomination Period

- File nominations beginning **May 1, 2026**, 8:30AM.
- Last day & time to file nominations is Nomination Day, **Friday August 21, 2026** (9:00AM-2:00PM)

Endorsement of Nomination

Refer to Section 33 of the Municipal Elections Act, 1996

- In accordance to O. Reg. 101/97 provides for an exemption to the 25 signature requirement for candidates in municipalities with less than 4,000 electors.
Therefore, no signatures are required in the Township of Howick.

Withdrawing a Nomination

Refer to Section 36 of the Municipal Elections Act, 1996

If a candidate decides to withdraw their nomination, they must notify the Clerk in writing by the close of nominations. It is highly recommended that the candidate use the Withdrawal of Nomination Form provided by the Clerk and posted on the municipal website. They must still file a campaign Financial Statement even if they do not incur any expenses. The nomination fee will be refunded by the Clerk if a Financial Statement is filed by the deadline.

Certified Candidates

Refer to Section 35 and 37 of the Municipal Elections Act, 1996

After **Nomination Day (August 21, 2026)**, if satisfied that the candidate is qualified to be nominated, the Clerk shall certify the Nomination by signing the Nomination Paper.

The Clerk must examine and certify (or reject) all nominations by **4PM on Monday August 24, 2026**. The Clerk must declare any candidates elected by acclamation at the same time.

A list of Certified Candidates will be posted on the Howick Township website and in the foyer of the Municipal Office.

6.0 Campaigning

See the [Candidates' Guide for Municipal & School Board Elections](#) for specific information campaigning and campaign finances. The provincial Guide provides information regarding record keeping, bank accounts, contributions, fundraising, expenses, inventory, the Financial Statement and surplus/deficits.

Campaign Period

Refer to Section 88.24 of the Municipal Elections Act, 1996

- Campaign Period begins on the date that Nomination Papers are filed
- Campaign Period ends on **January 4, 2027** unless nomination with withdrawn, candidate was not certified or the campaign is extended to pay down a deficit
- Candidates can start campaigning after the Nomination Paper is filed

Campaign Advertising & Signs

Refer to Section 88.3 of the Municipal Elections Act, 1996

- See **Candidates' Guide for Municipal & School Board Elections** and the Act for the definition of a "campaign advertisement".

Huron County Election Sign Policy

The County of Huron By-law 53-1989 references Elections Signs as follows:

- (e) Election Signs: Election signs may be erected on the right of way or adjacent to a County Road, providing:
 - (i) They are not placed closer to the traveled portion of the highway than the outer extremity of the shoulder and do not interfere with the official signs, traffic signals, or other safety devices. Should the extremity of the shoulder be difficult to determine, it shall be the responsibility of the County Engineer to specify its location on any particular County Road.
 - (ii) Election signs are not to be affixed to any permanent or official County sign or support, guide rails or other County structure or facility.
 - (iii) Election signs shall be removed within 24 hours after the election date.

Please see Howick's Election Sign Bylaw 32-2026 for more information relating to Candidate's election signs.

Campaign Finances, Bank Accounts & Contributions

Refer to Section 88 of the Municipal Elections Act, 1996

- Candidates must open a bank account if they accept any contributions (including money from themselves) or incur any expenses.
- The Nomination Fee is considered to be a personal expense.
- All contributions must be deposited into the campaign account. All expenses must be paid out of the campaign account.
- Inventory from previous campaigns (i.e. signs) used in the 2026 campaign must be reported using the current market value as a contribution to their campaign.
- Likewise, reusable campaign materials must be valued and reported as closing inventory.
- If a candidate uses their credit card for purchases, they should make sure they keep clear, defensible records showing that the expense was reimbursed from the campaign account.
- A "contribution" means money, goods & services. A discount is considered a contribution.
- Volunteer labour, donations under \$25, free advertising available to all candidates are not considered a "contribution".
- Contributions must only be accepted from Ontario residents, the candidate and their spouse.
- Contributions are not permitted from corporations, trade unions, federal/provincial parties.

Contribution Limitations & Limits

Refer to Municipal Elections Act, 1996 and Ontario Regulation 101/97

- Contributions over \$25 shall not be made in cash.
- No contributor may contribute more than \$1200 to any one candidate in an election and no more than \$5000 to two or more candidates for the office on the same Council.
- An interim maximum campaign spending limit is provided to each candidate upon filing Nomination Papers.
- Tip: Unincorporated groups (i.e. law partnership) can contribute to a campaign but the candidate should request a list of individual contributors and amounts contributed, issue receipts to individual contributors, report the contributions on the candidate's financial disclosure as individual contributions.
- For additional information about expenses related to the holding of parties and other expressions of appreciation after the close of voting, please refer to the provincial Candidate Guide.

Campaign Financial Reporting & Compliance Audits

Refer to Section 88.22 of the Municipal Elections Act, 1996

- Candidates must issue a receipt for every contribution over \$25
- Candidates must list the name and address of every contributor of more than \$100 in the Financial Statement
- If a Nomination Paper was filed, a Financial Statement must be filed.
- Candidates must retain financial records until the successor Council of the next regular election is organized.
- Financial Statements (Financial Statement – Auditors Report, Candidate – Form 4) must be filed on or before **March 30, 2027**.
- Campaign surplus (after refund contribution made by themselves or spouse) must be paid to the Clerk at the time of filing Financial Statement.
- Campaign deficits can be carried forward to the next election (same Council) or the campaign can be extended to permit additional fundraising.
- Any eligible voter who believes a candidate has contravened the election finance rules may apply for a compliance audit of their campaign finances. Application must be in writing, set out reasons and submitted to the Clerk within 90 days of the deadline to file the Financial Statement.
- See Section 88.33 of the Municipal Elections Act to read about the powers of the Compliance Audit Committee (appointed jointly by all Huron County municipalities).

7.0 Accessibility – Voters & Candidates with Disabilities

Refer to Section 12.1, 88.19(3) and 88.20(4) of the Municipal Elections Act, 1996

Clerk’s Responsibilities

The Clerk shall make every effort to accommodate the needs of voters and candidates with disabilities. When requested, all documents are available in alternative formats.

Expenses that are incurred by a candidate with a disability that are directly related to the disability, and would not have been incurred but for the election, are excluded from the permitted spending limit for the candidate.

The Clerk shall prepare an Election Accessibility Plan and make it available to the public before Voting Date. The Plan will be posted on the municipal website and available from the Clerk’s Office. The Clerk will also prepare a report outlining how the municipality identified, removed and prevented barriers that affect voters and candidates with disabilities.

Candidate Responsibilities

Candidates are encouraged to make their campaign as accessible as possible to voters with disabilities. The AMCTO has published the “AMCTO’s Quick Reference Guide to Accessible Campaign Information”.

8.0 Information for Voters

Candidates play a key role in communication with voters. The following information is general in nature. We encourage all candidates and voters to refer to the municipal website or contact the Clerk’s Office for the most current information.

Qualified Electors

Refer to Section 17 of the Municipal Elections Act, 1996

In order to vote in any municipal election in Ontario, a voter must be aged 18 or older and be a Canadian citizen. Specifically, they must be qualified to vote in Howick. They are several ways to do that:

- Resident Voters – person’s place of residence
- Non-Resident Voters – person lives in another municipality but owns or rents property in Howick.
- Spouse of a Non-Resident Voter – spouse of a qualified non-resident voter

Students & Trailer Owners

A person may have residence in two locations at the same time if the person lives in one municipality in order to attend school, but not with the intention of changing their permanent lodging place. A student can vote in the municipality where they attend school and they can also vote where they live.

Trailer owners in campgrounds are tenants of the campground, therefore, they are potential eligible electors. Under a timeshare contract, to be eligible, the person must be

entitled to use the land on Voting day or for a period of six weeks or more during the calendar year in which the election is held.

Getting on the Voters' List

Prior to **August 12, 2026**, a voter can visit www.RegisterToVoteON.ca This site is site managed by Election Ontario. On this site an eligible voter can:

- Confirm or update their electoral information
- Add an elector name to an address

Elections Ontario provides the Clerk with the Preliminary List of Electors and the Clerk has until **September 1, 2026** to make any obvious corrections and reproduce a Voters' List. Starting on this date, eligible voters may fill out an Application and file it with the Clerk before Voting Day. The Application can be filed in person, by the applicant or an agent. The Application can also be mailed to the Clerk's Office.

Your school support designation matters. Review it by June 1, 2026 So you're ready to vote on October 26!

To ensure your correct school support designation is provided to Elections Ontario in time for the next municipal and school board elections on October 26, 2026, it should be reviewed and, if needed, updated by June 1, 2026.

While Elections Ontario maintains the Permanent Register of Electors in Ontario for provincial, municipal, and school board elections,

MPAC (Municipal Property Assessment Corporation) is legislatively responsible for collecting school support designation information.

What is school support?

Whether you own or rent your home, your property is linked to a school board – even if you don't have children or your children aren't currently attending school. While you're not required to make a designation, you do have the option to choose which school board you support. If you don't make a choice, your support will default to the English-Public school board.

How to update school support designations

Property owners can change their school support designation online using **MPAC AboutMyProperty™** or our online portal for tenants. To get started, choose the option that applies to you:

- [I am a property owner](#)
- [I am a tenant](#)

A step-by-step guide is available in [English](#) or [French](#).

Please note: Registration may take up to 24 hours to activate.

You can submit a paper *Application for Direction of School Support* form in [English](#) or [French](#) and [mail or email](#) it to MPAC.

To learn more or update a school support designation, visit mpac.ca/schoolsupport.

Internet & Phone Voting – Election Manual

In 2025 the Township of Howick chose to utilize Internet & Telephone voting. This will be the third election that this voting method has been used. All municipalities in Huron County are utilizing the same method of voting.

The Clerk must establish and publish election procedures and forms used for Internet & Phone voting by **June 1, 2026**. A copy of the Election Manual will be provided to each candidate and published on the municipal website. This is a great reference guide as it provides copies of all forms and explains all processes.

Missing Voter Information Letters & PINS

The Voters' List is the database used to create the Voter Information Letters (VILs). The VILs will be mailed to electors during the first two weeks of October. The VIL will contain a Personal Identification Number (PIN) plus an additional security element to gain access to the internet or phone voting system.

If an eligible elector is not on the Voters' List or has not received a VIL, please direct them to contact the Clerk's Office immediately. The Clerk's Office will assist them.

9.0 Howick Council Information

Composition

The Howick Township Council is composed of the Reeve, Deputy Reeve and three (3) Councillors (elected at large). There is a total of five (5) members of Council.

Roles & Responsibilities

Refer to Sections 224-226.1 of the Municipal Act, 2001

The Ontario Municipal Act, 2001 sets out the roles and responsibilities of Council and staff. The Ministry of Municipal Affairs and Housing has published "[The Ontario Municipal Councillor Guide](#)".

The Guide is excellent. It reviews topics such as Accountability & Transparency measures, definition of a meeting (including Closed meetings), the role of Council, municipal powers, fiscal responsibilities, land use planning, building regulations, emergency management, etc.

One of the first, and most important acts as a member of a municipal Council is to make the Declaration of Office. The Declaration includes the following four promises:

- I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
- I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or any improper manner.
- I will disclose any pecuniary interest, direct or indirect, in accordance with the Municipal Conflict of Interest Act.
- I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second.

Boards & Committees

Immediately following the Inaugural Meeting of Council, members will be polled to determine their interest in Howick Township Committees & Boards. The Reeve reviews the interest expressed and puts forward a roster of members, which is adopted by by-law. Some of the Committees & Boards meet on a very regular basis (i.e. monthly) while others meet more infrequently.

Howick Township Council also holds meetings specifically focused on the Budget and Strategic Planning.

Howick Township Committees of Council

- Canine Control Tribunal – All Council members
- Committee of Adjustment (Planning Act) – All Council members
- Property Standards Committee – All Council members
- Emergency Management Planning Committee – Reeve and Deputy Reeve
- Court of Revision (Drainage Act)
Municipal Drains in Howick only – ALL Council members
Municipal drains involving neighbouring municipalities – Reeve (Chair), Deputy Reeve and One member appointed by each neighbouring municipal Council

Inter-municipal Committees to which Howick appoints a Member

- Ausable, Bayfield, Maitland Valley Source Protection
- CSWB – Community Safety and Well Being Plan
- Maitland Valley Conservation Authority/Source Protection
- Saugeen Valley Conservation Authority (Shared with Morris-Turnberry and South Bruce)
- Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection
- Sustainable Huron Steering Committee

Local Boards and Committees to which Howick appoints a Member

- Belmore Arena Board
- Fordwich Cemetery Board
- Fordwich Park Board
- Fordwich Village Management Board
- Gorrie Cemetery Board
- Gorrie Community Hall Board
- Gorrie Park Board
- Gorrie Village Management Board
- Lakelet Cemetery Board
- Wroxeter Cemetery Board
- Wroxeter Community Hall Board
- Wroxeter Park Board
- Wroxeter Village Management Board

Huron County Council

The Reeve automatically holds membership on Huron County Council and has the opportunity to participate in a number of their Boards and Committees.

The Municipal Act permits a municipality to appoint an alternate member to act in the place of the Reeve if they are not able to attend a meeting (except in the case of a member on parental leave).

Huron County Council meets twice monthly (first and third Thursday of each month).

A copy of the regular [Council and Committee meeting schedule](#) is available on the Huron County website.

Inaugural Meeting & Regular Meeting Schedule

The Municipal Act states that a candidate shall not take a seat on Council until the person takes the Declaration of Office. The Inaugural Meeting of Council is scheduled for **Tuesday, November 17, 2026 at 9 AM**. Details of this event will be available closer to the date.

The Inaugural Meeting of Huron County Council is scheduled for **Wednesday November 25, 2026 at 9AM**. Details available closer to the date.

The regular meeting of Council schedules is established in accordance with the Howick

Township Procedure By-law. Regular meetings are held bi-weekly on Tuesdays of the month. Agendas are published not later than forty-eight (48) hours prior to the meeting. Items for the agenda and delegation appointments must be submitted to the Clerk no later than noon on the Friday prior to the meeting.

The 2027 meeting schedule will be established in mid-2026 but can be revisited by the new Council if necessary.

Council Remuneration & Technology Provided

Council Remuneration:

Council must, at least one time during a term, review their own Remuneration. It is recommended that this review is undertaken within the first year of the new term.

The current Remuneration By-law was adopted in 2025.

All members earn an Honorarium. Members are paid a per-meeting rate (including Council, Committees, conferences & seminars) and mileage to travel to meetings outside of the municipality.

Elected members are paid monthly (12 times annually).

A copy of the Council Remuneration & Expense Rates By-law 3-2025 is attached

Candidates should consider the impact of the remuneration earned on their personal income tax circumstances.

Technology Provided:

Council Members shall be issued the following devices and/or electronic tools at the beginning of their term of office:

- one (1) corporate standard electronic device (corporate standard to be determined by the Treasurer in consultation with the CAO/Clerk.
- one (1) corporate email address.
- Corporate standard software identified as essential to the business of the Township, to be determined by the Treasurer in consultation with the CAO/Clerk.

Council Orientation

Howick Township staff, experts and other representatives will provide the newly formed Council with the training & information necessary to fill their roles and responsibilities. Attendance at Council Orientation should be considered a priority.

Joint Huron County Council Orientation: **Date to be determined (full day)**

Howick Township Orientation: **November 3, 24, December 3, 8**

10.0 Important Dates

The following list of dates is subject to change. Please see municipal website or contact the Clerk for clarification.

May 1, 2026 (8:30AM) – Nomination Period starts – First day to file Nomination Papers

June 1, 2026 – Election Manual published by the Clerk

June 24, 2026 (7:00PM) – Libro Hall, Clinton – Joint Huron County Candidate Information Session

August 21, 2026 (9:00AM-2:00PM) – Nomination Period – Last day to file, change or withdraw Nomination Papers

August 24, 2026 (by 4:00PM) – Announcement of Acclamations & Certified Candidates

September 1, 2026 – Voters' List Published

September 15, 2026 – Interim List of Changes to the Voters' List

September 30, 2026 – Final expense limits provided to candidates and registered third parties.

October 13, 2026 at 9:00am – Telephone and online voting opens (Continuous voting period 24/7 until Monday October 26th at 8pm

October 23, 2026 – Last day for an individual or entity to file a notice of registration as a third party advertiser

October 26, 2026 (until 8:00PM) – Voting Day

October 26, 2026 (8:00PM-8:30PM) – Announcement of Results at Howick Council Chambers

October 27, 2026 – Declaration of Election Results by the Clerk

November 3, 2026 – Final meeting of the outgoing Council

November 17, 2026 (9:00AM) – Inaugural Meeting of Council for 2026-2030 Term

November 25, 2026 (9:00AM) – Inaugural Meeting of Huron County Council

December 15, 2026 (7:00PM) – Regular Council Meetings

December 31, 2026 – End of campaign period

March 31, 2027 at 2pm – Deadline to file Election Financial Statement

11.0 Links to Legislation, Policies, Maps & Forms

Provincial Legislation & Guides:

[Municipal Act, 2001](#)

[Municipal Elections Act, 1996](#)

[Municipal Conflict of Interest Act, 1990](#)

[Candidates' Guide for Municipal & School Board Elections](#)

[Ontario Municipal Councillor's Guide](#)

[Association of Ontario Municipalities – How Local Governments Work](#)

[Register to Vote – Elections Ontario](#)

Required Forms:

Nomination Paper – PR Form 1

Endorsement of Nomination - Form 2 –*Howick and Morris-Turnberry are Exempt*

Declaration of Qualification EL18(A)

Declaration of Proper Use of Voters List TI11

Notice of Collection/Consent to Release Personal Information LC02

Withdrawal of Nomination Form EL19

Financial Statement – Auditors Report, Candidate – PR Form 4

Howick Policies:

Council Remuneration Rates 2025

Procedural Bylaw

Use of Corporate Resources During an Election

Council Policy

Council-Staff relationship Policy

Howick and County of Huron Maps

Howick Map

Ward Maps - County of Huron

[Huron County GIS Mapping](#)

12.0 Contact Information

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Corporation of the Township of Howick

By-law No. 3-2025

A By-law to Fix the Remuneration of Members of Council and to Authorize Payment or Reimbursement for Expenses to Members of Council and Employees

WHEREAS, Section 283(1) of the Municipal Act, 2001 authorizes the Council of a municipality to pass a by-law to establish rates of remuneration for members of Council; and

AND WHEREAS, Section 283(2) of the Municipal Act, 2001 provides that the Council of a municipality may pay for or reimburse the expenses of the officers and employees of the municipality; and

AND WHEREAS, the Council of the Corporation of the Township of Howick deems it necessary to pass a by-law to establish the amounts of remuneration for the members of Council and to establish rates to be paid for expenses incurred by the officers and employees of the Corporation;

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

1. That the following are hereby confirmed as members of Council:

Reeve _____ Doug Harding
Deputy Reeve _____ Megan Gibson
Councillor _____ Doug Hargrave
Councillor _____ Marvin Grimes
Councillor _____ Rosemary Rognvaldson

2. That the honorarium for members of Council is hereby established as follows:

Reeve _____ \$9,826.36 per annum
Deputy Reeve _____ \$8,675.02 per annum
Councillors _____ \$8,338.63 per annum

3. That the per diem rates paid to members of Council for authorized attendance at any and/or all meetings and events as defined in the 'Municipal Council/Councillor Policies' and described hereunder are hereby established as follows:

Meeting Per Diem

- i. Regular and Special Council Meetings - \$185.00 per meeting
- ii. Board and Committee Meetings - \$114.00 per meeting

Seminar/Training Per Diem

- i. Half Day Session (up to 3 hours) - \$114.00
- ii. Full Day Session (over 3 hours) - \$185.00

Note: municipal staff who are required and authorized to attend meetings and/or seminars occurring outside of normal working hours will be reimbursed at the above 'per diem' rates.

Conference Per Diem

- i. One day only - \$185.00
- ii. Overnight (1 educational day + 1 overnight stay) - \$217.00

4. That Council remuneration for the Township of Howick be adjusted annually by the Cost-of-Living from the previous 12-month average on September 30.

5. That expenses incurred by the officers and employees of the Corporation in the authorized exercise of duties for the Township shall be reimbursed in accordance with the Township's 'Employment Policies' and 'Council/Councillor Policies' at the rates established as follows:

a) Mileage is paid at \$0.72 per km for the first 5,000 km; \$0.66 per km thereafter as per Canada Revenue Automobile and Motor Vehicle allowances.

b) Meeting/Conference/Seminar Associated Costs

Meal allowance (when meal not included in registration for event) up to \$69.00 per day. Note: claims must be supported by original receipts.

6. That all members of Council shall be defended, indemnified and saved harmless out of the funds of the Corporation for such fines, penalties, costs, charges, fees and expenses as are incurred, occasioned, imposed or awarded in any proceedings of the Corporation of the Township of Howick.

7. That By-law 3-2024 is hereby rescinded.

8. That this by-law shall take effect upon the final passing thereof.

Read a first and second time this 14th day of January, 2025.

Read a third time and finally passed this 14th day of January, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis