



**Township of Howick Council Agenda
Tuesday, March 18, 2025, at 7:00 p.m.
Howick Council Chambers**

- 1. Call to Order**
- 2. Confirmation of the Agenda**

Recommended Motion:

That the Council of the Township of Howick hereby adopts the March 18, 2025, Council Agenda as presented.

- 3. Declaration of Pecuniary Interest under the “Municipal Conflict of Interest Act”**
- 4. Minutes of Previous Meetings**

Recommended Motion:

That the Council of the Township of Howick hereby adopts the following minutes:

4.1 [February 25, 2025 Council Meeting Minutes](#)

- 5. Delegations and/or Presentations**
- 6. Public Meetings/Hearings**

7. Consent Agenda

Items on the Consent Agenda are considered routine and are enacted in one motion. Prior to the motion being voted on, any Council Member may request that one or more items be removed from the Consent Agenda and discussed and/or voted on separately.

Recommended Motion:

That Consent Agenda items 7.1 to 7.3 be received for information and approved.

7.1 [FIN-2025-13, Accounts Payable to March 12, 2025](#)

For Information Only.

7.2 [FIR-2025-06, February 2025 Department Update](#)

For Information Only.

7.3 [PW-2025-07, February Department Update](#)

For Information Only.

8. Regular Agenda

8.1 Planning – Huron County Planner Jenn Burns

9. Municipal Drains - Drainage Superintendent Scott Richardson

9.1 DRN-2024-02, Blind Lake Municipal Drain

Recommended Motion:

That the Council of the Township of Howick, in accordance with Section 78(5) of the Drainage Act, proceed with the request for minor improvement of the Blind Lake Municipal Drain;

And That Council appoint RJ Burnside & Associates Limited to investigate, design and prepare a report for the new crossing on the Blind Lake Municipal Drain.

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

10.2 Manager of Development & Protective Services/ Fire Chief Josh Kestner

10.3 Manager of Public Works Jamie McCarthy

10.3.1 PW-2025-06, 2025 Spring Maintenance Gravel Tender Results

Recommended Motion:

That the Council of the Township of Howick receives report PW-2025-06, Tender Results RFT PW-2025-01, 2025 Spring Maintenance Gravel;

And That Howick Council award Tender PW-2025-01 to McKenzie & Henderson Limited in the amount of \$263,600.00 excl. of HST;

And That Council approve By-law No. 15-2025 being a By-law to Authorize the Entering Into and Execution of an Agreement between the Corporation of the Township of Howick and McKenzie & Henderson Ltd. for the supply, crushing, loading, hauling and application of maintenance gravel

10.4 Manager of Recreation Brady Ropp

10.4 Treasurer Amy Van Meeteren

10.4.1 FIN-2025-14, 2024 Property Tax Adjustments

Recommended Motion:

That the Council of the Township of Howick accept this report and approve the tax assessment adjustments for the Minutes of Settlements (RFR), 357 reductions, Post Roll Adjustment Notices (PRANS) and Farm Tax Incentive Program adjustments (TIA) for the tax year of 2024 in the amount of \$32,101.79.

10.4.2 FIN-2025-15, Township Board Fees and Charges Update

Recommended Motion:

That the Council of the Township of Howick receive this report;

And That a By-law be enacted to amend Schedule H of the Consolidated Fees and Charges By-law 60-2024, to come into effect March 18, 2025.

10.5 CAO/Clerk Caitlin Gillis

10.5.1 ADM-2025-02, Amendment to the Voter List Management Services Agreement

Recommended Motion:

That the Council of the Township of Howick accept report ADM-2025-02 for information;

And That Council approve the Amendment to the Voter List Management Service Agreement;

And That Council authorize the CAO/Clerk to sign and execute the amendment to the Voter List Management Services Agreement.

10.5.2 ADM-2025-03, Belmore Community Centre – Engineering Services Proposal

Recommended Motion:

That the Council of the Township of Howick accept report ADM-2025-03 for Information;

And That Council authorize R.J. Burnside & Associates Limited to arrange for or perform the work at the Belmore Community Centre as described in the Proposal Letter dated February 20, 2025;

And that Council authorize the CAO/Clerk to sign and execute the Agreement via the Authorization to Proceed

11. Committee and Board Reports

Recommended Motions:

That the Council of the Township of Howick approve the following Board or Committee minutes:

11.1 Belmore Arena Board Meeting Minutes – December 16, 2024

12. Correspondence

12.1 Fordwich & Community Parks Association – re. Annual Men’s Slow Pitch Tournament May 23 to May 25, 2025

Recommended Motion:

That Council of the Township of Howick hereby declares the Men’s Slow Pitch Tournament scheduled for Friday, May 23, 2025 to Sunday, May 25, 2025 at the Fordwich Ball Park and hosted by the Fordwich & Community Parks Association, to be of municipal significance.

12.2 Howick Minor Hockey – re. Request for an increase in profit share for their 2025 Hockey Banquet

Recommended Motion:

That the Council of the Township of Howick approve an extra 25% net bar profits for Howick Minor Hockey for their annual banquet scheduled for April 17, 2025.

12.3 Maitland Valley Conservation Authority re. 2025 Naturalization and Grass Maintenance, Gorrie Conservation Area & Grass Maintenance Agreement

Recommended Motion:

That the Council of the Township of Howick accept the letter from Maitland Valley Conservation Authority regarding the 2025 Naturalization and Grass Maintenance at Gorrie Conservation Area and direct staff on preparing a coordinated response.

12.4 Huron County Federation of Agriculture – re. Annual MP/MPP Local Politicians Forum, March 28, 2025, 10AM-2PM, Clinton Legion

Recommended Motion:

That the Council of the Township of Howick send _____ as a representative to the Huron County Federation of Agriculture MP/MPP Local Politicians Forum on Friday, March 28, 2025 at the Clinton Legion.

12.5 Jessi Koehler, Resident of Howick re. Business Case for Updating Bylaw to Allow Backyard Chickens in Howick Township, A Proposal for Sustainable Urban Agriculture

12.6 The Town of Goderich – re. Support for an Ontario-wide licensing framework for rideshare companies

12.7 Canadian Radio-television and Telecommunications Commission – re. Broadcasting Notice of Consultations, March 6, 2025

12.8 Avon Maitland District School Board – re. Board Meeting Highlights, February 25, 2025

12.9 City of Sarnia – re. Carbon Tax

12.10 Huron County Economic Development – re. Departmental Update, January 2025

12.11 Huron County Economic Development - re. Thrive Summit 2025

Save the Date

12.12 Facile Perth – re. Invitation for Building Bright Futures in Rural Ontario Breakfast and Learn March 25, 2025

12.13 Township of Limerick re. Ontario Deposit Return Program

12.14 County of Northumberland re. Eastern Ontario Wardens’ Caucus Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve’s Verbal Update from County Council

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

15. Other Business

16. Enactment of By-laws – First, Second & Third Reading

16.1 By-law 15-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to By-law 15-2025;

Being a by-law to Authorize the Entering Into and Execution of an Agreement between the Corporation of the Township of Howick and McKenzie and Henderson Ltd. for the Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel

16.2 By-law 16-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to By-law 16-2025;

Being a By-law to amend Schedule “H” of the Consolidated Fees and Charges By-law 60-2024, to amend the Township Boards Fee Schedule.

16.3 By-law 17-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to By-law 17-2025;

Being a By-law to Authorize the Entering Into and Execution of an Amending Agreement with Comprint Systems Incorporated (operating as "DataFix") for use of their Election Management System known as VoterView.

16.4 By-law 18-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to By-law 18-2025;

Being a By-law to Authorize the Entering Into and Execution of an Agreement with R.J. Burnside & Associates for Engineering Services for the Belmore Community Centre

17. Closed Session

Recommended Motion:

That a closed meeting of Council of the Township of Howick be held on Tuesday, March 18, 2025 at 8:00 p.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, for the purpose of considering the following matters:

- b) personal information about identifiable individuals, including municipal or local board employees
- d) labour relations and employee negotiations

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for March 18, 2025

Returns to Open Agenda

18. Motion to Reconvene into Open Session and Reporting Out

Recommended Motion:

That the Council of the Township of Howick reconvene into Open Session at ____:____ p.m.

Reeve Harding to report out the reasons why Council met in Closed Session.

19. Confirming By-law

19.1 By-law 19-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to By-law 19-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on March 18, 2025.

20. Adjournment

Recommended Motion:

That the Council of the Township of Howick adjourn the March 18, 2025 Council meeting at __:__ p.m.



**Township of Howick Council Minutes
Tuesday, February 25, 2025, at 9:00 a.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 9:00 a.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby adopts the February 25, 2025, Council Agenda as presented.

Carried.

3. Declaration of Pecuniary Interest under the “Municipal Conflict of Interest Act”

None declared.

4. Minutes of Previous Meetings

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby adopts the following minutes:

4.1 January 23, 2025 Special Council Meeting Minutes

4.2 February 4, 2025 Council Meeting Minutes

Carried.

5. Delegations and/or Presentations

5.1 Tracy Chalifoux, Xplore Inc. – Accelerated High Speed Internet Program

Mr. Chalifoux attended the meeting remotely to explain the Accelerated High Speed Internet Program and the installation of new utility poles in greater detail. A lot of problems were identified during COVID-19 for rural connectivity for High Speed Internet access. Government of Ontario committed nearly \$4 billion to bring

access to reliable, high-speed internet by the end of 2025. 8 ISPs, Rogers, Bell and Xplore have about 85% of the project. Construction methods put forward by engineering companies, new pole infrastructure, plowing and direction boring. Poles were identified in Howick Township as the preferred method. A lot of permits required for attaching to Hydro One. More than 14,000 permits have been submitted to Hydro One, so new utility poles will be owned by Xplore Inc. to take advantage of the deployment timelines and cost efficiencies by leveraging aerial infrastructure. 10,000 poles being installed across the province. Most cost effective and efficient method for these areas of Howick. Benefits for future use of new poles, can accommodate up to 3 additional ISPs per pole. Keeps right of way clean if additional ISPs are able to connect to poles.

6. Public Meetings/Hearings

6.1 Public Meeting – Zoning By-law Amendment Z04-2024 Devries

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby proceeds into a Public Meeting in order to consider Zoning By-law Amendment Z04-2024.

Carried.

PUBLIC MEETING – ZONING BY-LAW AMENDMENT

6.1.1 Call to Order

Reeve Harding called the public meeting to order at 9:44 a.m.

6.1.2 Declaration of Pecuniary Interest

None declared.

6.1.3 Requirement

This Public Meeting is being held under Section 34 of the Planning Act, as amended, which requires that Council hold at least one public meeting and that proper notice be given. The subject land is identified as Howick Con 6 Pt Lot 19 RP;22R6512 Part 2, South East Howick.

6.1.4 Presentation from Huron County Planner Jenn Burns and Student Planner Sarah Kurtz

Huron County Planner Jenn Burns introduced Student Planner Sarah Kurtz who has just completed her Masters in Planning at the University of Guelph. The purpose of the application is to rezone approximately 3.45 acres from Natural Environment to AG4-25 to align with current Howick Official Plan mapping and to recognize reduced minimum side yard setbacks for the primary dwelling and

proposed accessory structure. New personal shed to replace an old shed.

6.1.5 Opportunity to Comment on Application by Applicant and/or Agent

The applicant was not present and no questions or comments were submitted.

6.1.6 Opportunity to Comment by Members of the Public

None.

6.1.7 Opportunity for Questions/Comments from Council Members

There were no questions from members of Council.

6.1.8 Zoning By-law Procedure Following Public Meeting

This is a Public Meeting of the Council of the Township of Howick; thus, a decision of Council may or may not be made today on the Zoning By-law Amendment.

If the By-law is passed by Council, the Clerk is required to send Notice of the Passing of the By-law to persons or public bodies that have written request to be notified of the decision.

There is a 20-day objection period from the time the Notice of Passing of the By-law has been mailed by first class post, wherein submissions/letters of objection or support in respect to the passing of the by-law, will be received by the Clerk.

If an objection is received, an Appeal is lodged with the Ontario Land Tribunal and at that point the Township no longer has any control over the time factor involved.

If Council does not pass the by-law, the applicant may Appeal to the Ontario Land Tribunal.

If the by-law is passed and no objections are received within the objection period, the Clerk certifies that the by-law is in force and of effect as of the date of its passing and Notice is forwarded to the Huron County Planning and Development Department.

6.1.9 Recommendation of the Huron County Planner

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby approves the Zoning By-law Amendment File #Z04-2024; as it applies to Con 6 PT Lot 19 RP;22R6512 Part 2, South East Howick, Township of Howick in accordance with the draft by-law attached to this report.

Carried.

6.1.10 Close Public Meeting

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

That Council of the Township of Howick hereby closes the Public Meeting to consider Zoning By-law Amendment Z04-2024 and reconvenes its regular meeting of Council at 9:51 a.m.

Carried.

6.1.11 Consideration of Zoning By-law Amendment (By-law 11-2025) Z04-2024 Devries

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That leave be given to introduce By-law 11-2025, being a By-law to amend By-law No. 23-1984, as amended, being the Zoning By-law of the Corporation of the Township of Howick; for a Zoning By-law Amendment, as it applies to Con 6 PT Lot 19 RP;22R6512 Part 2, South East Howick, Township of Howick; be introduced, read a first, second, third and final time and finally be passed this 25th day of February, 2025.

Carried.

7. Consent Agenda

Items on the Consent Agenda are considered routine and are enacted in one motion. Prior to the motion being voted on, any Council Member may request that one or more items be removed from the Consent Agenda and discussed and/or voted on separately.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That Consent Agenda items 7.1 to be received for information and approved.

7.1 FIN-2025-10, Accounts Payable to February 25, 2025
For Information.

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Jenn Burns

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

10.2 Fire Chief/By-law Enforcement Officer Josh Kestner

10.3 Manager of Public Works Jamie McCarthy

10.3.1 PW-2025-04, Municipal Development and Servicing Guidelines

Township of Howick did not have development and servicing standards for development, subdivision engineering, requirements, preferred construction materials etc. This document will facilitate a smoother process for developers to assist with different development applications. There are two options for urban road cross-sections, one semi-urban cross-section, and one rural road cross-section.

Moved by: Councillor Rognvaldson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick receive report PW-2025-04, Municipal Development and Servicing Guidelines for Information;

And That the Municipal Development and Servicing Guidelines be adopted and posted on the Township website.

Carried.

10.3.2PW-2025-05, January Department Update

Waste Management has requested to change our curbside collection day to Thursdays instead of Wednesday. Staff to bring a report in March regarding options. Staff would like at least 30 days notice to publicize the change in collection day.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That Council of the Township of Howick request that Howick's Manager of Public Works receive additional information and bring a report to the March 18, 2025 council meeting regarding changing curbside waste collection day.

Carried.

10.4 Manager of Recreation Brady Ropp

10.4 Treasurer Amy Van Meeteren

10.4.1 FIN-2025-11, Passing the 2025 Budget By-law

Office space needs assessment was removed from the capital budget. OCIF money was redistributed to a roads project. Tax rate increase did not change, proposing 5.439% + 2% Capital Infrastructure Levy. Tax Rate By-law will come to Council once Huron County has passed their budget.

Any member of the public would like more information on an agenda item please contact the Clerk's office at 519-335-3208 ext 2 or email clerk@howick.ca, alternative formats of this publication available upon request

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick pass By-law 12-2025; being a by-law to adopt the 2025 Budget for the Township of Howick.

Carried.

10.5 CAO/Clerk Caitlin Gillis

10.5.1 ADM-2025-01, Alternative Voting Methods for the 2026 Municipal Election

All of the lower tier municipalities within Huron County intend to run telephone and internet based voting in the 2026 election. A Joint RFP will be issued once each municipality passes their by-law authorizing the alternative voting method.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby receives the report of the CAO/Clerk, dated February 25, 2025, regarding Alternative Voting Methods for the 2026 Municipal Election;

And That Council authorizes the use of telephone and internet-based voting for the 2026 Municipal Election;

And That Council consider By-law 13-2025, being a by-law to authorize telephone and internet-based voting for the 2026 Municipal Election;

And That Council authorizes staff to participate in the Huron County Election Working Group to establish policies and procedures, issue a joint RFP, and investigate potential group pricing for telephone and internet voting in conjunction with staff representatives from other Huron County municipalities.

Carried.

11. Committee and Board Reports

Belmore Community Centre has had to cancel a few meetings due to weather.

12. Correspondence

12.1 Town of Minto re. Notice of Meeting to Consider Engineer's Report

Court of Revision for Minto # 121 Drain is scheduled for April 8, 2025 at 3:00 p.m.

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick appoints Councillor Hargrave to the Minto Drain No. 121 Court of Revision scheduled for

April 8th at 3 p.m.

Carried.

12.2 County of Wellington re. Notice Open House and Public Meeting

12.3 Autism Ontario re. Proclamation on World Autism Day 2025

12.4 Town of Parry Sound re. Resolution No. 2025-18, Buy Canadian

12.5 Saugeen Valley Conservation Authority re. Board of Directors Meeting Minutes – January 17, 2025

12.6 City of Toronto re. Request for Expressions of Interest #2025-01

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

The Menestung Bridge needs repairs. Over \$600,000 has been raised. They have requested a loan from Huron County to complete all of the work. Back-up generators being installed at each EMS buildings across Huron County. New Emergency Management Coordinator David Wagner has replaced Chad Kregar. Notice of motion from Paul Klopp, to look into transferring the planning department to the lower tiers. Report to come from the Huron County CAO. County Council is completing another service level review with a three day meeting to be held to decide on priorities.

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

Belmore Community Centre Wing Night is February 28. Proposal and quote received from R.J. Burnside for the repainting of the Belmore Community Centre and will be forwarded to the Belmore Community Centre Board.

15. Other Business

16. Enactment of By-laws – First, Second & Third Reading

16.1 By-law 12-2025

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 12-2025;

Being a by-law to Adopt the 2025 Budget for the Township of Howick.

Carried.

16.2 By-law 13-2025

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 13-2025;

Being a By-law to Authorize the use of Telephone and Internet Voting as an Alternative Voting Method for the 2026 Municipal Election.

Carried.

17. Closed Session and Reporting out

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That a closed meeting of Council of the Township of Howick be held on Tuesday, February 25, 2025 at 10:59 a.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, for the purpose of considering the following matters:

b) personal information about identifiable individuals, including municipal or local board employees

d) labour relations and employee negotiations

f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried.

18. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick reconvene into Open Session at 12:15 p.m.

Carried.

19. Confirming By-law

19.1 By-law 14-2025

Moved by: Councillor Rognvaldson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick give first, second, third and

The Corporation of the Township of Howick Council Minutes February 25, 2025
final reading to By-law 14-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on
February 25, 2025.

Carried.

20. Adjournment

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick adjourn the February 25, 2025
Council meeting at 12:16p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis

Township of Howick

Department: Finance

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: Accounts Payable

1. Recommendation

That the Council of the Township of Howick receive this report for information only.

2. Purpose/Issues:

To update Council on the Accounts Payable Report for the period of February 20 to March 12, 2025 in the amount of \$1,301,673.65.

3. Attachments:

Appendix A: Accounts Payable February 20 to March 12, 2025

Respectfully submitted by: Amy Van Meeteren, Treasurer

Accounts Payable

Bills and Accounts Feb 20-Mar 12 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-02-20 to 2025-03-12 Paid Invoices Cheque Date 2025-02-20 to 2025-03-12

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001708 A.J. STONE	189103	TANK SUPPLY LINE HOLDER 4"	024139	2025-03-03	2025-03-03	1,510.54
		01-2100-2101-90000 TANK SUPPLY LINE HOLDER 4"				1,510.54
001795 ALLIED MEDICAL	17833	O-TWO SYSTEMS/OXIMETER/POR TABL	024140	2025-03-03	2025-03-03	2,889.31
		01-2100-2107-50553 O-TWO SYSTEMS/OXIMETER/PORTABL				228.26
		01-2100-2103-50553 BATTERIES/PORTABLE CUFF/VAC				592.12
		01-2100-2106-50553 PULSE OXIMETER/PORTABLE CUFF/V				592.12
		01-3800-3840-50555 O-TWO SYSTEMS-ALUM. REGULATOR				99.44
		01-2100-2101-50553 GUEDEL AIRWAYS/STETHOSCOPE				1,377.37
001011 ASSOCIATION OF ONTARIO R Feb 27/25		TRAINING-R.ROCK	024141	2025-03-03	2025-03-03	2,017.05
		01-3900-3901-50103 TRAINING-R.ROCK				2,017.05
001468 AVENIR ENERGY	125105	FH PROPANE 1270.6@0.6812	001714	2025-03-05	2025-03-05	1,155.80
		01-2100-2101-50510 FH PROPANE 1270.6@0.6812				1,155.80
001468 AVENIR ENERGY	114145	FORD PROPANE 188.7@0.6682	001714	2025-03-05	2025-03-05	168.88
		01-9200-0000-50555 FORD PROPANE 188.7@0.6682				168.88
001468 AVENIR ENERGY	117250/27103	FORD PROPANE 315.6@0.5002	001714	2025-03-05	2025-03-05	222.53
		01-9200-0000-50555 FORD PROPANE 315.6@0.5002				222.53
001468 AVENIR ENERGY	121678	OFFICE PROPANE 574@0.6822	001714	2025-03-05	2025-03-05	522.79
		01-1300-0000-50510 OFFICE PROPANE 574@0.6822				522.79
001468 AVENIR ENERGY	110727	GARAGE PROPANE 2870.90@0.6642	001714	2025-03-05	2025-03-05	2,556.36
		01-3900-3901-50510 GARAGE PROPANE 2870.90@0.6642				2,556.36
001468 AVENIR ENERGY	113178	HCC PROPANE 2590.80@0.6682	001714	2025-03-05	2025-03-05	2,318.66
		01-7100-7101-50510 HCC PROPANE 2590.80@0.6682				2,318.66
001468 AVENIR ENERGY	109889	CYLINDER EXCHANGE X 3	001714	2025-03-05	2025-03-05	120.20
		01-7100-7101-50510 CYLINDER EXCHANGE X 3				120.20
001468 AVENIR ENERGY	133737	FIREHALL PROPANE 1263.30@0.624	001714	2025-03-05	2025-03-05	1,067.79
		01-2100-2101-50510 FIREHALL PROPANE 1263.30@0.624				1,067.79
001468 AVENIR ENERGY	131780	CYLINDER EXCHANGE X 4	001714	2025-03-05	2025-03-05	160.27
		01-7100-7101-50510 CYLINDER EXCHANGE X 4				160.27
001468 AVENIR ENERGY	128000	FORD PROPANE 45.2L @0.6702	001714	2025-03-05	2025-03-05	40.55
		01-9200-0000-50556 FORD PROPANE 45.2L @0.6702				40.55
Vendor Total						8,333.83
001051 AVON MAITLAND DISTRICT SC March 2025		MARCH 2025	024142	2025-03-03	2025-03-03	213,645.31
		01-9500-0000-79500 MARCH 2025				213,645.31
001053 BELL MOBILITY	527167077-Feb 2025	CELLULAR SERVICES-FEB 2025	001715	2025-03-05	2025-03-05	299.83
		01-3900-3901-50530	5192910879			24.03
		01-7100-7101-50530	5192917106			27.49

Accounts Payable

Bills and Accounts Feb 20-Mar 12 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-02-20 to 2025-03-12 Paid Invoices Cheque Date 2025-02-20 to 2025-03-12

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-2400-2401-50530	5192917732			24.54
		01-3900-3901-50530	5192921482			87.91
		01-2100-2101-50530	5193570847			18.42
		01-2100-2101-50530	5193575825			27.33
		01-3900-3901-50530	5193576834			23.79
		01-4300-0000-50530	5193576845			18.42
		01-3900-3901-50530	5193577394			23.90
		01-3900-3901-50530	5193577531			24.00
001145 BELMORE COMMUNITY CENT	Feb 28/25	DONATIONS	024143	2025-03-03	2025-03-03	1,000.00
		01-0000-0000-57100	DONATIONS			1,000.00
001879 BELMORE HOMECOMING 2025	Feb 27/25	BELMORE HOMECOMING	024144	2025-03-03	2025-03-03	3,500.00
		DONATIONS				
		01-0000-0000-57100	BELMORE HOMECOMING DONATIONS			3,500.00
001251 BILL MILLER	Feb 2025	SNOW BLOWING/SANDING FEB 2025	024145	2025-03-03	2025-03-03	1,620.00
		01-9200-0000-50556	SNOW BLOWING/SANDING FEB 2025			1,620.00
001293 CENTRA DOOR NORTH COMP	10849-IN	FIRST BAY DOOR REPAIR	024146	2025-03-03	2025-03-03	344.65
		01-3800-3850-50551	FIRST BAY DOOR REPAIR			344.65
001056 CIBC VISA	Feb 11-Eventbrite	HURON COUNTY ECONOMIC-B ROGNVA	001716	2025-03-05	2025-03-05	43.63
		01-1100-0000-50103	HURON COUNTY ECONOMIC-B ROGNVA			43.63
001056 CIBC VISA	Feb 12/25-Eventbrite	ECONOMIC OVERVIEW-R ROGNVALDSO	001716	2025-03-05	2025-03-05	31.59
		01-1100-0000-50103	ECONOMIC OVERVIEW-R ROGNVALDSO			31.59
001056 CIBC VISA	Feb 18/25-MMAH	CBO 2025 REGISTRATION	001716	2025-03-05	2025-03-05	128.00
		01-2400-2401-50104	CBO 2025 REGISTRATION			128.00
001056 CIBC VISA	Feb 10/25-Best Buy	IPADS	001716	2025-03-05	2025-03-05	2,642.60
		01-2100-2101-90000	IPADS			2,642.60
001056 CIBC VISA	Jan 27/25-AMCTO	DEPUTY CLERK JOB AD	001716	2025-03-05	2025-03-05	789.87
		01-1300-0000-50230	DEPUTY CLERK JOB AD			789.87
001056 CIBC VISA	Jan 30/25 Gov Deals	PORTABLE FAN	001716	2025-03-05	2025-03-05	101.81
		01-2100-2103-50553	PORTABLE FAN			101.81
001056 CIBC VISA	Feb 4/25-Peavey	FARM JACK/BOTTLE JACK	001716	2025-03-05	2025-03-05	223.72
		01-3800-3840-50555	FARM JACK			122.03
		01-2100-2106-50553	BOTTLE JACK			101.69
001056 CIBC VISA	Feb 4/25-Walmart	TOTES/PICTURE FRAMES	001716	2025-03-05	2025-03-05	160.19
		01-2100-2101-50553	TOTES/PICTURE FRAMES			160.19
001056 CIBC VISA	Feb 24/25-LCBO	BAR SUPPLIES	001716	2025-03-05	2025-03-05	506.70
		01-7100-7101-57200	BAR SUPPLIES			506.70
001056 CIBC VISA	Feb 5/25-Canadian Ti	FLOOR JACK	001716	2025-03-05	2025-03-05	225.99
		01-2100-2103-50553	FLOOR JACK			225.99
001056 CIBC VISA	Feb 21/25-Amazon	SAFETY OVERALLS	001716	2025-03-05	2025-03-05	120.80

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Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
			01-7100-7101-50205 SAFETY OVERALLS				120.80
001056	CIBC VISA	Feb 14/25-MTO	INCORRECT PARKING	001716	2025-03-05	2025-03-05	126.89
			TICKET FEE				
			01-0000-0000-12811 INCORRECT PARKING TICKET FEE				126.89
001056	CIBC VISA	Feb 11/25	LABELS FOR LABEL	001716	2025-03-05	2025-03-05	19.20
			MAKER				
			01-1300-0000-50200 LABELS FOR LABEL MAKER				19.20
001056	CIBC VISA	Feb 13/25-Amazon	TWEEZERSX8/ELASTIC	001716	2025-03-05	2025-03-05	57.58
			BANDAGE				
			01-2100-2101-50553 TWEEZERSX8/ELASTIC BANDAGE				57.58
001056	CIBC VISA	Feb 14/25-Amazon	CANVAS ZIPPER BAGS	001716	2025-03-05	2025-03-05	33.89
			01-2100-2101-50553 CANVAS ZIPPER BAGS				33.89
001056	CIBC VISA	Feb 18/25-Amazon	EXTRICATION COLLAR	001716	2025-03-05	2025-03-05	62.83
			BAG				
			01-3800-3840-50555 EXTRICATION COLLAR BAG				62.83
001056	CIBC VISA	Feb 3/25-Amazon	4"BINDER - FINANCE	001716	2025-03-05	2025-03-05	37.46
			01-1300-0000-50200 4"BINDER - FINANCE				37.46
001056	CIBC VISA	Feb 18/25-Stokes	BADGES/CROSS NAME	001716	2025-03-05	2025-03-05	229.57
			BAR				
			01-2100-2101-50102 BADGES/CROSS NAME BAR				229.57
001056	CIBC VISA	Jan 29/25-Lenova	KEYBOARD/MONITOR X2	001716	2025-03-05	2025-03-05	455.76
			01-3900-0000-90000 KEYBOARD/MONITOR X2				455.76
001056	CIBC VISA	Feb 11/25-Staples	LASER PRINTER	001716	2025-03-05	2025-03-05	279.10
			01-7100-7101-50555 LASER PRINTER				279.10
Vendor Total							6,277.18
001110	CONTINUIT CORP.	65062858-7445	NETWORK SUPPORT	024147	2025-03-03	2025-03-03	1,518.95
			01-1300-0000-50250 NETWORK SUPPORT				1,518.95
001110	CONTINUIT CORP.	65062858-7420	CYBER PROTECTION-3 YR	024147	2025-03-03	2025-03-03	1,655.03
			RENEWAL				
			01-1300-0000-50250 CYBER PROTECTION-3 YR RENEWAL				1,655.03
001110	CONTINUIT CORP.	65062858-7310	CLOUD BACKUP	024147	2025-03-03	2025-03-03	113.00
			01-1300-0000-50250 CLOUD BACKUP				113.00
001110	CONTINUIT CORP.	65062858-7873	M365 MARCH 2025	024147	2025-03-03	2025-03-03	492.54
			01-1300-0000-50250 M365 MARCH 2025				492.54
001110	CONTINUIT CORP.	65062858-7862	NETWORK SUPPORT-FEB	024147	2025-03-03	2025-03-03	1,518.95
			2025				
			01-1300-0000-50250 NETWORK SUPPORT-FEB 2025				1,518.95
001110	CONTINUIT CORP.	65062858-7721	CLOUD BACKUP-FEB 2025	024147	2025-03-03	2025-03-03	113.00
			01-1300-0000-50250 CLOUD BACKUP-FEB 2025				113.00
001110	CONTINUIT CORP.	65062858-7671	M365-JAN 2025	024147	2025-03-03	2025-03-03	492.54
			01-1300-0000-50250 M365-JAN 2025				492.54
001110	CONTINUIT CORP.	65062858-7637	NETWORK SUPPORT-JAN	024147	2025-03-03	2025-03-03	1,518.95
			2025				
			01-1300-0000-50250 NETWORK SUPPORT-JAN 2025				1,518.95
001110	CONTINUIT CORP.	65062858-7522	CLOUD BACKUP-JAN 2025	024147	2025-03-03	2025-03-03	113.00
			01-1300-0000-50250 CLOUD BACKUP-JAN 2025				113.00
001110	CONTINUIT CORP.	65062858-7461	M365-JAN 2025	024147	2025-03-03	2025-03-03	492.54
			01-1300-0000-50250 M365-JAN 2025				492.54

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001110 CONTINUIT CORP.	65062858-7916	CLOUD BACKUP-MAR 2025	024147	2025-03-03	2025-03-03	113.00
		01-1300-0000-50250 CLOUD BACKUP-MAR 2025				113.00
					Vendor Total	8,141.50
001009 COUNTY OF HURON	21081	JAN 16/25-CODE OF CONDUCT SESS	024148	2025-03-03	2025-03-03	536.28
		01-1100-0000-50103 JAN 16/25-CODE OF CONDUCT SESS				268.14
		01-1300-0000-50103 JAN 16/25-CODE OF CONDUCT SESS				268.14
001009 COUNTY OF HURON	March 2025	MARCH 2025	024148	2025-03-03	2025-03-03	651,309.00
		01-9100-0000-79100 MARCH 2025				651,309.00
					Vendor Total	651,845.28
001394 D & M AUTO SERVICE	9418	CHANGED OIL/REPLACED LICENCE P	024149	2025-03-03	2025-03-03	215.83
		01-3800-3814-50554 CHANGED OIL/REPLACED LICENCE P				215.83
001969 DOUGLAS R ARMSTRONG TR. 34867		LANDFILL TRAILER- MAR6 -MAY5/25	024150	2025-03-03	2025-03-03	791.00
		01-4300-0000-50556 LANDFILL TRAILER- MAR6-MAY5/25				791.00
001764 EQUITABLE LIFE OF CANADA Mar 2025		MARCH 2025 BENEFITS	001717	2025-03-05	2025-03-05	7,606.86
		01-2400-2401-50102 MARCH 2025 BENEFITS				484.60
		01-1300-0000-50102 MARCH 2025 BENEFITS				2,691.16
		01-3900-3901-50102 MARCH 2025 BENEFITS				2,708.78
		01-7100-7101-50102 MARCH 2025 BENEFITS				1,305.11
		01-2100-2101-50102 MARCH 2025 BENEFITS				417.21
001558 FOGALS INDEPENDENT	Feb 4/25	CEREAL/CHEESE/MILK/BA GEL	001713	2025-02-26	2025-02-26	44.17
		01-7200-7201-50550 CEREAL/CHEESE/MILK/BAGEL				44.17
001444 FORDWICH PARKS BOARD	Mar 3/25	FORDWICH PLAYGROUND DONATION	024151	2025-03-03	2025-03-03	500.00
		01-9200-0000-50556 FORDWICH PLAYGROUND DONATION				500.00
001597 FOXTON FUELS LIMITED	617731	DYED DIESEL 2503.60@1.12	001718	2025-03-05	2025-03-05	3,773.69
		01-3900-3901-50559 DYED DIESEL 2503.60@1.12				3,773.69
001597 FOXTON FUELS LIMITED	617732	DIESEL 1406.50@1.21	001718	2025-03-05	2025-03-05	2,263.07
		01-3900-3901-50559 DIESEL 1406.50@1.21				2,263.07
001597 FOXTON FUELS LIMITED	617190	DIESEL 2048.7 @ 1.226	001718	2025-03-05	2025-03-05	3,333.42
		01-3900-3901-50559 DIESEL 2048.7 @ 1.226				3,333.42
001597 FOXTON FUELS LIMITED	617189	DYED DIESEL 2638.50 @ 1.136	001718	2025-03-05	2025-03-05	4,024.74
		01-3900-3901-50559 DYED DIESEL 2638.50 @ 1.136				4,024.74
001597 FOXTON FUELS LIMITED	616374	DYED DIESEL 851.5 @ 1.1440	001718	2025-03-05	2025-03-05	1,306.57
		01-3900-3901-50559 DYED DIESEL 851.5 @ 1.1440				1,306.57
001597 FOXTON FUELS LIMITED	616637	GASOLINE 548.70 @ 1.1370	001718	2025-03-05	2025-03-05	814.17
		01-3900-3901-50559 GASOLINE 548.70 @ 1.1370				814.17

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001597	FOXTON FUELS LIMITED	616636	DIESEL 1836.5@1.234	001718	2025-03-05	2025-03-05	3,004.76
			01-3900-3901-50559 DIESEL 1836.5@1.234				3,004.76
001597	FOXTON FUELS LIMITED	616635	DYED DIESEL 1962.4 @ 1.144	001718	2025-03-05	2025-03-05	3,011.17
			01-3900-3901-50559 DYED DIESEL 1962.4 @ 1.144				3,011.17
001597	FOXTON FUELS LIMITED	616376	DIESEL 776.3 @ 1.234	001718	2025-03-05	2025-03-05	1,270.13
			01-3900-3901-50559 DIESEL 776.3 @ 1.234				1,270.13
Vendor Total							22,801.72
001239	GABEL ELECTRIC, PLUMBING	32591	HEATING SERVICE CALL LABOUR	024152	2025-03-03	2025-03-03	237.30
			01-3800-3850-50551 SERVICE CALL LABOUR				237.30
001281	GEORGIAN BAY FIRE & SAFE	83341	EXTINGUISHER INSPECTION	024153	2025-03-03	2025-03-03	1,422.11
			01-7100-7101-50556 EXTINGUISHER INSPECTION				1,422.11
001646	HEINMILLER REPAIRS LTD	10011	REPLACE AIR GOVERNOR	024154	2025-03-03	2025-03-03	192.38
			01-3800-3813-50554 REPLACE AIR GOVERNOR				192.38
001646	HEINMILLER REPAIRS LTD	9983	EGR DIFFERENTIAL REPLACEMENT	024154	2025-03-03	2025-03-03	678.00
			01-3800-3813-50554 EGR DIFFERENTIAL REPLACEMENT				678.00
Vendor Total							870.38
001380	HOWICK MINOR HOCKEY	Feb 27/25	HOWICK HOCKEY DAY PROFIT SHARE	024155	2025-03-03	2025-03-03	285.57
			01-7100-7101-57100 HOWICK HOCKEY DAY PROFIT SHARE				285.57
001785	HOWICK OPTIMIST CLUB	Feb 28/25	PROFIT SHARE-HOCKEY TOURN-FEB	024156	2025-03-03	2025-03-03	2,360.27
			01-7100-7101-57100 PROFIT SHARE-HOCKEY TOURN-FEB				2,360.27
001785	HOWICK OPTIMIST CLUB	Feb 27/25	TIN CAN CURLING PROFIT SHARE	024156	2025-03-03	2025-03-03	1,009.36
			01-7100-7101-57100 TIN CAN CURLING PROFIT SHARE				1,009.36
Vendor Total							3,369.63
001111	HURON COUNTY MUTUAL FIRE	Feb 27/25	2025 MUTUAL AID DUES	024157	2025-03-03	2025-03-03	575.00
			01-2100-2101-50104 2025 MUTUAL AID DUES				575.00
001125	HURON COUNTY ROAD SUPERVISOR	2025	2025 MUNICIPAL AND J. MCCARTHY	024158	2025-03-03	2025-03-03	450.00
			01-3900-3901-50104 2025 MUNICIPAL AND J. MCCARTHY				450.00
001052	HURON-PERTH COUNTY ROM	March 2025	MARCH 2025	024159	2025-03-03	2025-03-03	12,798.84
			01-9600-0000-79600 MARCH 2025				12,798.84
001298	HYDRO ONE NETWORKS INC	January 2025	JANUARY 2025 HYDRO	001719	2025-03-05	2025-03-05	16,305.71
			01-9400-0000-50500 JANUARY 2025 HYDRO				59.10
			01-1300-0000-50500 JANUARY 2025 HYDRO				491.33
			01-3900-3901-50500 JANUARY 2025 HYDRO				590.75
			01-9400-0000-50500 JANUARY 2025 HYDRO				34.33
			01-7100-7102-50500 JANUARY 2025 HYDRO				64.51

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount	
		01-2100-2101-50500	JANUARY 2025	HYDRO		614.15	
		01-7100-7101-50500	JANUARY 2025	HYDRO		11,196.18	
		01-9300-0000-50500	JANUARY 2025	HYDRO		34.30	
		01-9400-0000-50500	JANUARY 2025	HYDRO		114.96	
		01-9400-0000-50500	JANUARY 2025	HYDRO		960.77	
		01-9300-0000-50500	JANUARY 2025	HYDRO		1,062.32	
		01-9000-0000-50500	JANUARY 2025	HYDRO		79.23	
		01-8900-0000-50500	JANUARY 2025	HYDRO		21.85	
		01-9200-0000-50500	JANUARY 2025	HYDRO		864.94	
		01-9400-0000-50500	JANUARY 2025	HYDRO		64.25	
		01-9400-0000-50500	JANUARY 2025	HYDRO		12.69	
		01-9300-0000-50500	JANUARY 2025	HYDRO		10.39	
		01-9200-0000-50500	JANUARY 2025	HYDRO		16.97	
		01-9400-0000-50500	JANUARY 2025	HYDRO		12.69	
001060	IDEAL SUPPLY COMPANY LTE 2650494	HIGHWAY FLARE	001720	2025-03-05	2025-03-05	185.32	
		01-2100-2101-50553	HIGHWAY FLARE			185.32	
001060	IDEAL SUPPLY COMPANY LTE 263039	24V HEADLIGHT BULB	001720	2025-03-05	2025-03-05	21.83	
		01-3800-3824-50553	24V HEADLIGHT BULB			21.83	
Vendor Total						207.15	
001128	INNOVATIVE PRINTING	85183	BAG TAGS X 50000	024160	2025-03-03	2025-03-03	2,891.18
			01-4300-0000-50555	BAG TAGS X 50000			2,891.18
001165	MAITLAND VALLEY CONSERV 10802	STRUCTURE 32 ALTERATION PERMIT	024161	2025-03-03	2025-03-03	975.00	
		01-3500-9015-90000	STRUCTURE 32 ALTERATION PERMIT			975.00	
001930	MATT BRODHAECKER	Mar 3/25	WOOD FOR TRAINING PROP	024162	2025-03-03	2025-03-03	214.44
			01-2100-2101-50103	WOOD FOR TRAINING PROP			214.44
001391	MICROAGE BASICS	39216	4872 BLACK/5000 COLOUR	024163	2025-03-03	2025-03-03	411.40
			01-1300-0000-50200	4872 BLACK/5000 COLOUR			411.40
001185	MIDWESTERN EQUIPMENT (L 59880		OIL FILTER/SAFETY ELEMENT/FILT	001721	2025-03-05	2025-03-05	698.33
			01-3800-3835-50553	OIL FILTER/SAFETY ELEMENT/FILT			698.33
001142	MINISTER OF FINANCE-EHT	Feb 2025 EHT	FEBRUARY 2025 EHT	001722	2025-03-05	2025-03-05	2,604.55
			01-0000-0000-25110	FEBRUARY 2025 EHT			2,604.55
001063	MINISTER OF FINANCE-OPP	382602250858079	JANUARY 2025 OPP LSR	024164	2025-03-03	2025-03-03	45,745.00
			01-2200-0000-50556	JANUARY 2025 OPP LSR			45,745.00
001894	MITCH ROWLEY PLUMBING	2153	URINAL FLUSH VALVE CARTRIDGE	024165	2025-03-03	2025-03-03	213.30
			01-2100-2101-50554	URINAL FLUSH VALVE CARTRIDGE			213.30
001042	ONTARIO GOOD ROADS ASSC 75625		2025 MEMBERSHIP	024166	2025-03-03	2025-03-03	906.51

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			01-3900-3901-50104		2025 MEMBERSHIP		906.51
001081	ONTARIO MUNICIPAL EMPLO\`Feb 2025		FEBRUARY 2025	024167	2025-03-03	2025-03-03	22,841.16
			01-0000-0000-25110		FEBRUARY 2025		22,841.16
001979	ONTARIO MUNICIPAL FIRE PF 2025		2025 MEMBERSHIP RENEWAL	024168	2025-03-03	2025-03-03	150.00
			01-2100-2101-50104		2025 MEMBERSHIP RENEWAL		150.00
001674	PBJ CLEANING DEPOT	33841	TOILET BOWL CLEANER/WIPES	024169	2025-03-03	2025-03-03	251.40
			01-2100-2101-50553		TOILET BOWL CLEANER/WIPES		251.40
001674	PBJ CLEANING DEPOT	33841-02	TOILET BOWL CLEANER	024169	2025-03-03	2025-03-03	23.15
			01-2100-2101-50553		TOILET BOWL CLEANER		23.15
Vendor Total							274.55
001020	PUROLATOR COURIER LTD.	505125142	MCKENZIE HENERSON/AJ STONE	024170	2025-03-03	2025-03-03	11.76
			01-1300-0000-50210		MCKENZIE HENERSON		6.10
			01-2100-2101-50554		AJ STONE COMPANY		5.66
001954	R&R PET PARADISE	125	JANUARY ANIMAL CONTROL FEES	024171	2025-03-03	2025-03-03	1,017.00
			01-2400-2402-50556		JANUARY ANIMAL CONTROL		1,017.00
001594	RADAR AUTO PARTS - BRUSS 5341-458534		MILLER DIFFUSER/NOZZLES	024172	2025-03-03	2025-03-03	45.20
			01-3800-3850-50550		MILLER DIFFUSER/NOZZLES		45.20
001594	RADAR AUTO PARTS - BRUSS 5341-456098		25LB COLOR RAGS	024172	2025-03-03	2025-03-03	53.21
			01-3800-3850-50550		25LB COLOR RAGS		53.21
Vendor Total							98.41
001064	RECEIVER GENERAL FOR CA PP#5 Feb 15-28/25		PP#5 FEB 15-28/25	001723	2025-03-05	2025-03-05	21,801.72
			01-0000-0000-25100		PP#5 FEB 15-28/25		21,801.72
001303	SENTINEL PEST CONTROL	54744	MONTHLY PEST CONTROL	024173	2025-03-03	2025-03-03	175.17
			01-2100-2101-50554		MONTHLY PEST CONTROL		175.17
001739	STEVE'S LANDSCAPE AND CC 1981		JANUARY SNOW REMOVAL	024174	2025-03-03	2025-03-03	4,275.92
			01-9300-0000-50556		JANUARY SNOW REMOVAL		4,275.92
001305	STILLWATER CONSULTING LI 5387		FIRE LEARNING MANAGEMENT SYSTE	024175	2025-03-03	2025-03-03	246.91
			01-2100-2101-50103		FIRE LEARNING MANAGEMENT SYSTE		246.91
001351	TECHNICAL STANDARDS SAF 10138153		ELEVATOR MAINTENANCE	024176	2025-03-03	2025-03-03	523.19
			01-7100-7101-50556		ELEVATOR MAINTENANCE		523.19
001798	THE NATIONAL PAYROLL INS` 2025 Membership		2025 MEMBERSHIP	024177	2025-03-03	2025-03-03	361.60
			01-1300-0000-50104		2025 MEMBERSHIP		361.60

Accounts Payable

Bills and Accounts Feb 20-Mar 12 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-02-20 to 2025-03-12 Paid Invoices Cheque Date 2025-02-20 to 2025-03-12

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001563	THE PEPSI BOTTLING GROUF	Mar 3/25	POP	024178	2025-03-03	2025-03-03	504.34
			01-7100-7101-57550 POP				504.34
001681	TOROMONT CAT	PS601168370	ELEMENTS	024179	2025-03-03	2025-03-03	947.66
			01-3800-3824-50553 ELEMENTS-AS				192.80
			01-3800-3818-50553 ELEMENTS-PRIM				459.50
			01-3800-3825-50553 ELEMENTS-ASM				295.36
001681	TOROMONT CAT	WO600853790	ALL WHEEL DRIVE REPAIR	024179	2025-03-03	2025-03-03	6,697.70
			01-3800-3824-50554 ALL WHEEL DRIVE REPAIR				6,697.70
Vendor Total							7,645.36
001978	VAN HARTEN SURVEYING INC	75217	LAND SALE SURVEY COSTS	024180	2025-03-03	2025-03-03	9,820.01
			01-8100-0000-12810 LAND SALE SURVEY COSTS-WALTHER				9,820.01
001980	VERMEER CANADA INC	20250305	2025 VERMEER DIESEL WOOD CHIPP	024181	2025-03-03	2025-03-03	94,581.00
			01-3900-0000-90000 2025 VERMEER DIESEL WOOD CHIPP				94,581.00
001420	WASTE MANAGEMENT	5623-0677-9	SINGLE STREAM COLLECTION	001724	2025-03-05	2025-03-05	1,914.07
			01-4300-0000-50656 CURBSIDE COLLECTION				1,914.07
001420	WASTE MANAGEMENT	705250-0256-7	CURBSIDE COLLECTION	001724	2025-03-05	2025-03-05	14,377.37
			01-7100-7101-50556 CURBSIDE COLLECTION				194.17
			01-4400-0000-50656 CURBSIDE COLLECTION				1,082.18
			01-4400-0000-50656 CURBSIDE COLLECTION				5,436.61
			01-4300-0000-50656 CURBSIDE COLLECTION				5,476.77
			01-4300-0000-50656 CURBSIDE COLLECTION				2,187.64
Vendor Total							16,291.44
001070	WATSON'S BUILDING CENTRE	HJ5308	LED LIGHT 4' WHITE	001725	2025-03-05	2025-03-05	144.64
			01-3800-3850-50550 LED LIGHT 4' WHITE				144.64
001070	WATSON'S BUILDING CENTRE	HJ5769	SMOKE/CO DETECTOR	001725	2025-03-05	2025-03-05	109.60
			01-2100-2101-50553 SMOKE/CO DETECTOR				109.60
001070	WATSON'S BUILDING CENTRE	140787	FIRST AID KIT/FIRE BLANKET/EXT	001725	2025-03-05	2025-03-05	151.39
			01-2100-2101-50250 FIRST AID KIT/FIRE BLANKET/EXT				151.39
001070	WATSON'S BUILDING CENTRE	212841	GARBAGE BAGS	001725	2025-03-05	2025-03-05	10.16
			01-2100-2101-50553 GARBAGE BAGS				10.16
001070	WATSON'S BUILDING CENTRE	140913	SNOW SHOVELS	001725	2025-03-05	2025-03-05	135.52
			01-3800-3850-50550 SNOW SHOVELS				135.52
001070	WATSON'S BUILDING CENTRE	HJ5647	KEY CUTTING X 2	001725	2025-03-05	2025-03-05	6.76
			01-2100-2101-50553 KEY CUTTING X 2				6.76
001070	WATSON'S BUILDING CENTRE	141079	COUPLING PIPE/WRENCH SET	001725	2025-03-05	2025-03-05	35.91
			01-2100-2101-50553 COUPLING PIPE/WRENCH SET				35.91
001070	WATSON'S BUILDING CENTRE	140245	BULK BOLTS/NUTS/PLATE	001725	2025-03-05	2025-03-05	7.60
			01-2100-2101-50553 BULK BOLTS/NUTS/PLATE				7.60

Accounts Payable

Bills and Accounts Feb 20-Mar 12 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-02-20 to 2025-03-12 Paid Invoices Cheque Date 2025-02-20 to 2025-03-12

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001070	WATSON'S BUILDING CENTRE	140268	WHITE PIPE TAPE	001725	2025-03-05	2025-03-05	7.90
			01-2100-2101-50553 WHITE PIPE TAPE				7.90
001070	WATSON'S BUILDING CENTRE	140370	SETTER SCREWS/ADHESIVE/SCR EWS	001725	2025-03-05	2025-03-05	47.43
			01-7100-7101-50555 SETTER SCREWS/ADHESIVE/SCREWS				47.43
Vendor Total							656.91
001072	WORKPLACE SAFETY & INSU FEB 2025	WSIB	FEBRUARY 2025 WSIB	001726	2025-03-05	2025-03-05	4,538.08
			01-0000-0000-25110 FEBRUARY 2025 WSIB				4,538.08
001072	WORKPLACE SAFETY & INSU Feb 2025	WSIB-VFF	FEBRUARY 2025 WSIB-VFF	001726	2025-03-05	2025-03-05	700.25
			01-2100-2101-50102 FEBRUARY 2025 WSIB-VFF				700.25
Unpaid Invoices							0.00
Paid Invoices							1,211,080.24
Invoices Total							1,211,080.24
Selected G/L Account Total							1,211,080.24

Payroll PP#5	44,220.85
Payroll PP#6 Council	5726.77
Payroll PP#6	40,645.79
Payroll Expenditures	90,593.41
Grand Total Expenditures	1,301,673.65

Township of Howick**Department: Fire**

To: Council Meeting**Meeting Date: March 18, 2025****Report Title: February 2025 Department Update**

1. Recommendation:**For Information Only.****2. Purpose/Issues:**

To provide council with an overview of the Fire Department's activity for the month of February 2025

3. Report Highlights:**Call for Service:**

The Howick Township Fire Department responded to 6 calls for service in February 2025. These included three motor vehicle collisions, two medical assists, and one CO alarm. No incidents were reported as a result of any calls to service, and reports have been filed. The year-to-date total for calls to service as of February 28th, 2025, is 8.

Operations:

Nelson Dawley Engineering has been chosen to proceed with an inspection and report on the current Howick Fire Station, and to make recommendations regarding its potential renovation or replacement. This report will also provide a rough floor plan of any work to be completed, and a corresponding budget. Staff have also been engaging various property owners, Huron County, and the Ministry of Transportation regarding possible building sites should the recommendation be to replace the fire station. The full report will be presented to Council once it is ready, hopefully by mid-year.

Staff have completed an overhaul of the department's medical equipment, with all equipment now being standardized across front-line apparatus. This is another step towards the department's goal of having cross-capable apparatus for simultaneous calls or coverage of other response areas.

Tablets purchased using FMPFSC grant funds awarded in February have been purchased and are being put into service in March. These tablets will be placed in all front-line apparatus, streamlining access to information and mapping.

Training:

Firefighters trained on medical best practices, CPR, and the new medical equipment for the month of February. Three platoon practices were held, with a whole department medical renewal to be held later.

Recruits completed their second session of the Huron County Recruit Training Program in Brussels on February 22nd-23rd. The Fire Chief assisted in instruction at this session as well. The next session will be held in March in Blyth, utilizing instructors from North Huron and Howick.

Staff have begun a DZ driver certification program to be held in-house. Three instructors will be working to license and certify three firefighters as emergency vehicle operators. This course is expected to be completed by June.

Personnel:

Sara Whitehead has joined the department as a co-op student for the spring semester. Sara is a student at FE Madill in Wingham. Sara is completing a four-credit co-op, and her time will be split evenly between the Howick Township Fire Department and the Fire Department of North Huron in Wingham. We were very pleased to be able to collaborate on this and hope that this allows for more exposure to the world of firefighting. Howick and North Huron will evaluate this placement at the end of the semester and will decide if we want to continue to offer this in the future.

Health & Safety:

Shawn Ross has been selected by staff to head the Joint Health and Safety Committee for 2025. Shawn will be enrolled in H&S training to prepare for his new roll. Members on this committee also include Josh Kestner, Kyle Dickert, and Guy Boulanger. The committee will meet again in March.

4. Attachments:

[Appendix A](#) – February 2025 Fire Call Summary

Respectfully submitted by:

Josh Kestner – Manager of Development and Protective Services / Fire Chief



Howick Township Fire Department

Fire Chief :Josh Kestner

2005 Nelson St. N Gorrie ON NOG 1X0

PH : 519 335-3202 FAX : 519 335-3210

URL : www.howick.ca/living-here/fire-department

Date of Report

13 Mar 25 10:17

Incident Summary From Feb 1 25 to Feb 28 25

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Feb 3 25 25-003	05:27:23 GIBSON ST / HARRISTON RD Vehicle Collision	164	13		
Feb 8 25 25-004	18:05:35 1083 CENTRE ST CO false alarm - perceived emergency (no CO present)	78	13		
Feb 11 25 25-005	16:30:05 HOWICK TURNBERRY RD / FOREST LI Vehicle Collision	89	9		
Feb 18 25 25-006	11:29:20 GORRIE LI / CREAMERY RD Vehicle Collision	121	8		
Feb 21 25 25-007	14:13:54 43393 HURON BRUCE RD Accident or illness related - cuts, fractures, person fainted, etc.	75	5		
Feb 27 25 25-008	15:29:34 1100 CHURCH ST Accident or illness related - cuts, fractures, person fainted, etc.	51	5		
6 incidents for	Howick Township Fire Dept	9 hrs 38 mins	53		
		9 hrs 38 mins	53		

Township of Howick

Department: Public Works

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: February Department Update

1. Recommendation:

For Information Only.

2. Purpose/Issues:

Staff are providing this report to update Council on a variety of activities that occur in the public works department.

3. Report Highlights:

- Winter operations continued with significant winter weather events occurring in February.
- Snow removals were needed multiple times in January from bridges, culverts and building infrastructure due to lack of snow storage areas.
- Landfill operations have remained status quo.
- New woodchipper was purchased at the end of the month and delivery of unit is scheduled.
- Recruitment for Equipment Operator/Labour posted in February.
- Roadside spraying for noxious weeds will be completed alongside Huron County. Public Notice has been issued.

4. Financial Implications:

No financial impacts stemming from the report herein.

5. Conclusion / Next Steps:

Updates will be provided to Council on activities to keep Council and residents apprised of relevant information.

6. Input from Other Sources:

March 18, 2025

Report: PW-2025-07

Shawn Nicholson, Lead Hand

Respectfully submitted by: Jamie McCarthy, Public Works Manager

Township of Howick**Department: Drainage**

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: Blind Lake Municipal Drain

1. Recommendation:

That the Council of the Township of Howick, in accordance with Section 78(5) of the Drainage Act, proceed with the request for minor improvement of the Blind Lake Municipal Drain;

And That Council appoint RJ Burnside & Associates Limited to investigate, design and prepare a report for the new crossing on the Blind Lake Municipal Drain.

2. Purpose/Issues:

The purpose of this report is for Council to consider a Section 78(5) request under the Drainage Act on the Blind Lake Municipal Drain.

3. Background:

The owner of N. PT Lot 2, Concession 15, is constructing a new hog barn and as a requirement for a permit from MVCA, upgrades are to be made to the existing laneway. The Blind Lake Municipal Drain intersects the property, and the new hog barn will be built in the field behind the drain.

The request as per Section 78(5) is for "Minor Improvement" of the Drainage Act, was received on February 7, 2025. A segment of the Blind Lake Municipal Drain runs through N. PT Lot 21, Concession 15, required a new culvert to be included in the land upgrades. There is an existing culvert that is deteriorating, in poor condition and undersized.

The previous Blind Lake Municipal Drain report was prepared by Fred A. Edgar in 1923, under By-law #5.

With a minor improvement, the owner is responsible for the cost of the entire project, no other landowners will be assessed, and any future maintenance of the new structure is also the sold responsibility of the owner.

The section 78(5) minor improvement option will also streamline the project, the Court of Revision appeal process is not applicable and will not be required. This project would also be eligible for the OMAFRA 1/3 grant.

MVCA has already provided comments. At this point we can continue with the recommendations.

4. Financial Implications:

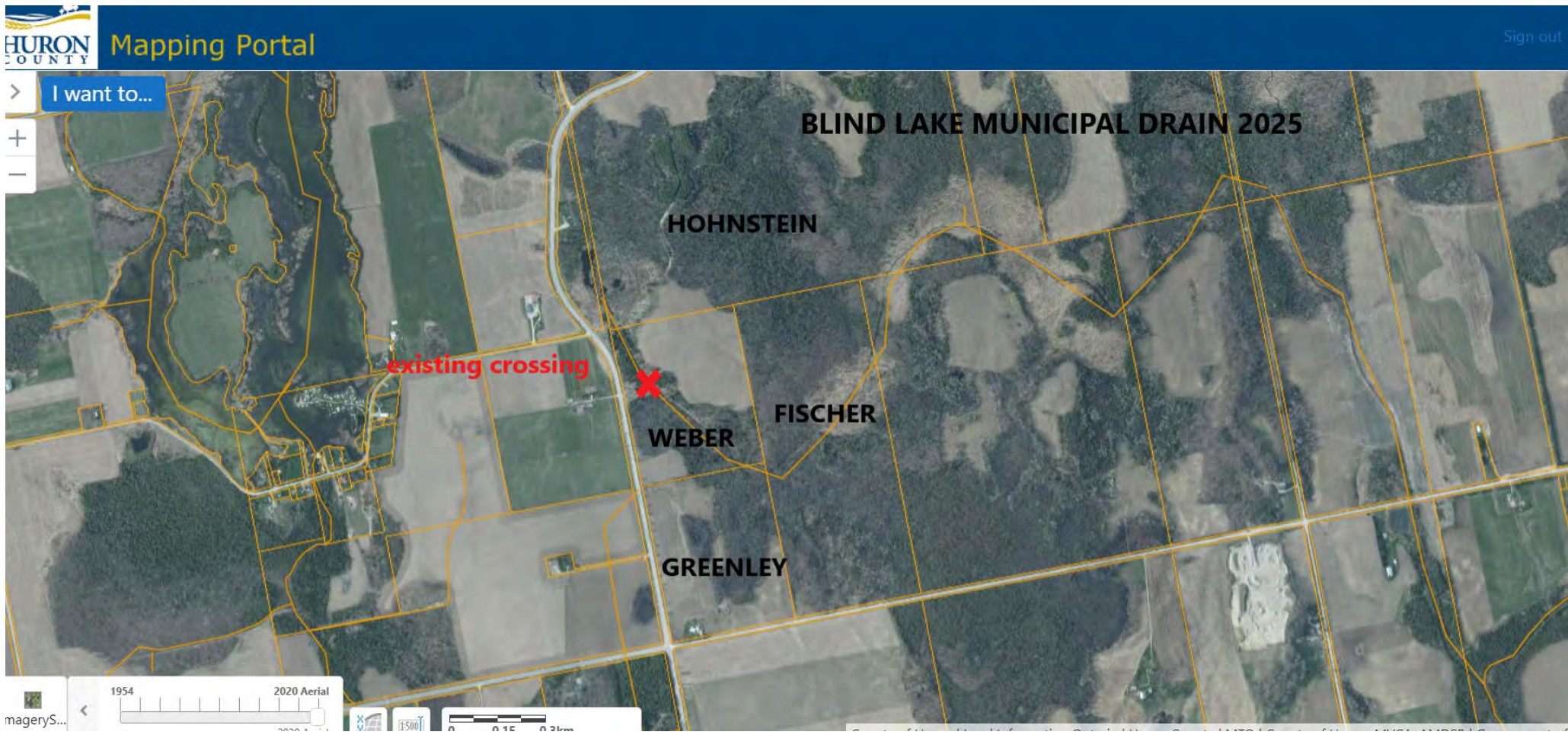
There will be no financial obligations to the Township for this project.

5. Attachments:

Appendix A: Blind Lake Municipal Drain Map

Respectfully submitted by: Scott Richardson, Drainage Superintendent

Appendix A to DRN-2025-02



Township of Howick**Department: Public Works**

To: Council Meeting**Meeting Date: March 18, 2025****Report Title: Tender Results RFT PW-2025-01, 2025 Spring Maintenance Gravel**

1. Recommendation:

That the Council of the Township of Howick receives report PW-2025-06, Tender Results RFT PW-2025-01, 2025 Spring Maintenance Gravel;

And That Howick Council award Tender PW-2025-01 to McKenzie & Henderson Limited in the amount of \$263,600.00 excl. of HST;

And That Council approve By-law No. 15-2025 being a By-law to Authorize the Entering Into and Execution of an Agreement between the Corporation of the Township of Howick and McKenzie & Henderson Ltd.

2. Purpose/Issues:

To enter into an agreement with McKenzie & Henderson Ltd. to provide Spring maintenance gravel for the Township of Howick.

3. Report Highlights:

- Tender documents were prepared and issued to obtain unit rate pricing for maintenance gravel.
- Tender documents were posted on the Township of Howick's Bids and Tenders electronic bidding system to solicit bids through an open, competitive bidding process. This resulted in three bid submissions being received before bid closing on February 27, 2025.

4. Background:

Tender documents were issued to solicit bids for the supply, crushing, loading, hauling, and application of OPSS 1010 compliant maintenance gravel. The tender documents

specified estimated material quantities to be supplied for spring maintenance gravel. This report summarizes the tender results and recommends awarding the bid to McKenzie & Henderson Ltd.

The following chart shows the tender submissions received and costing with the non-refundable HST portion:

Table 1: Tender PW-2025-01 2025 Spring Maintenance Gravel Submission Results

Business Name	Item Description	Est. Quantity	Unit	Unit Price	Total
Donegan's	Supply crush load haul and apply gravel specified in Appendix B for Spring 2025 delivery	20000	MT	\$ 13.25	\$265,000.00
Non-refundable HST portion:					\$4,664.00
Total Contract Amount:					\$269,664.00
Joe Kerr	Supply crush load haul and apply gravel specified in Appendix B for Spring 2025 delivery	20000	MT	\$ 13.95	\$279,000.00
Non-refundable HST portion:					\$4,910.00
Total Contract Amount:					\$283,910.40
Mackenzie Henderson	Supply crush load haul and apply gravel specified in Appendix B for Spring 2025 delivery	20000	MT	\$ 13.18	\$263,600.00
Non-refundable HST portion					\$4,639.36
Total Contract Amount:					\$268,239.36

All bids received were found to be complete and are accompanied by all documentation required by the submission. McKenzie and Henderson Ltd. are experienced and have provided these services to Howick Township. They completed Howick's Fall gravel in 2024.

5. Financial Implications:

Maintenance gravel is an operational expense which is supported by the annual operating budget. The tendered price from McKenzie & Henderson Ltd. represents a decrease of \$0.25 per metric tonne over 2024 pricing. Donegan's also had a substantial

decrease in the bid as 2025 Spring was \$1.50 per metric tonne lower than 2024 fall gravel pricing. The total tendered price is a significant saving from budgeted and staff are requesting that some overage can be accommodated to add additional gravel in areas needed in the amount of 750 MT. The remaining would be left to go to the bottom line for the 2025 Budget.

Table 2: Tender amount comparison with budget

Operational Item	Budget Amount	Tender Amount	Variance
Gravel Resurfacing	\$316,250.00	\$268,239.36	\$47,010.61
Requested budget deviation			\$10,000.00
Total expected to go to bottom line			\$37,010.61

6. Conclusion / Next Steps:

With the passing of By-law XX-2025, staff will execute the tender agreement and schedule Spring maintenance gravel work to be completed beginning once half loads are removed from the area road network.

7. Attachments:

Appendix A: Draft By-law XX-2025, being a By-law to Authorize the entering into and execution of an agreement between the Corporation of the Township of Howick and McKenzie & Henderson Ltd.

Respectfully submitted by: Jamie McCarthy, Public Works Manager

Corporation of the Township of Howick

By-law No. XX-2025

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and McKenzie and Henderson Ltd. for the provision of Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel

WHEREAS Subsection 5(1) of the Municipal Act, S.O. 2001, c. 25 as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS Subsection 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that municipal power shall be exercised by By-law;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township Of Howick as follows:

1. That the Corporation of the Township of Howick enter into the Agreement with McKenzie and Henderson attached hereto as Schedule "A", which forms part of this by-law.
2. That the Reeve and CAO/Clerk are hereby authorized to execute and affix the Corporate Seal to an Agreement between the Corporation of the Township of Howick and McKenzie and Henderson Ltd. for the Supply, Crushing, Loading, Hauling and Application of Spring Maintenance Gravel (Tender PW-2025-01) for a one-year period at the unit rates tendered.
3. That this By-law shall come into force and take effect upon its final passage.
4. That this By-law may be cited as the "2025 Spring Maintenance Gravel Agreement" By-law.

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed this 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

APPENDIX C FORM OF TENDER AND AGREEMENT

The Contractor has carefully examined the provisions, plans, specifications and conditions attached to this tender package and has carefully examined the site and locations of the work to be done under this contract and the Contractor understands and accepts the said provisions, plans, specifications and conditions, and for the prices set forth in this tender, hereby offers to furnish all machinery, tools, apparatus and other means of construction, furnish all materials, except as otherwise specified in the contract, and to complete the work in strict adherence to the provisions, plans, specifications and conditions attached to this tender.

Attached to this tender is a certified cheque or bid bond in the amount specified in the "Tendering Requirements" made payable to the Township of Howick. The proceeds of the cheque shall, upon acceptance of this tender, constitute a deposit which shall be forfeited to the Township of Howick if the Contractor fails to complete the work in accordance to the provisions, plans, specifications and conditions attached hereto.

It is agreed that the tender quantities are estimated only and may be increased or decreased by the Township of Howick's Manager of Public Works or their designate, without alteration of the contract unit price.

I/We the Contractor hereby certify that we will commence work outlined in the Scope of Work no earlier than May 26, 2025, and to diligently perform the work continuously without undue delay and further promise to substantially complete the work on or before June 30, 2025.

This form of Tender and Agreement when signed by the Contractor shall constitute a formal and binding contract when accepted and signed on behalf of the Township of Howick.

Legal Business Name (Contractor)	Location of Gravel Pit(s)
Signature of Authorized Signing Officer <small>(I have the authority to bind the company)</small>	Email
Name and Title of Signing Officer	Registered Business Number

This section for completion on acceptance by the Township of Howick

Signature of Township Officer <small>Affix Corporate Seal</small>	Township Officer Name and Title
Signature of Township Officer	Township Officer Name and Title

Acceptance date _____, 2025

Township of Howick

Department: Finance

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: 2024 Property Tax Adjustments

1. Recommendation

That the Council of the Township of Howick accept this report and approve the tax assessment adjustments for the Minutes of Settlements (RFR), 357 reductions, Post Roll Adjustment Notices (PRANS) and Farm Tax Incentive Program adjustments (TIA) for the tax year of 2024 in the amount of \$32,101.79.

2. Purpose/Issues:

Section 357 of the Municipal Act allows for the reduction, cancellation, or refund of taxes upon application for adjustments made in accordance with the act.

3. Report Highlights:

In 2024 there were a large number of property tax adjustments, including 2023 Farm Forestry Exemptions and 2024 education tax rate discounts applied to Aggregate Extraction properties. There was also a significant amount of omitted assessments. The additions were \$83,637.82 and the write offs were \$51,536.03 for a net increase of \$32,101.79 to the municipal tax portion of property taxes.

4. Attachments:

Appendix A: 2024 Property Tax Adjustments

Respectfully submitted by: Amy Van Meeteren, Treasurer

2024									
Roll	Year	Class	Addition	Reduction	Increase Due to Farm Reclass Municipal	Decrease Due to Farm Reclass Municipal Write Offs	Municipal Portion	Municipal Portion Write Offs	Reason Code
23-11601	2022	RT	38,000				\$146.32		Supp/Omit
01-019	2023	FT	53,000				\$24.49		Supp/Omit
02-02	2023	FT	165,000				\$169.01		Supp/Omit
05-003	2023	FT	138,000				\$235.85		Supp/Omit
05-015	2023	FT	162,000				\$193.00		Supp/Omit
06-009	2023	RT	14,000				\$66.71		Supp/Omit
08-012	2023	RT	25,000				\$17.26		Supp/Omit
08-027	2023	RT	283,000				\$1,159.53		Supp/Omit
10-003	2023	FT	165,000				\$254.44		Supp/Omit
12-007	2023	FT	59,000				\$20.69		Supp/Omit
14-028	2023	RT	41,000				\$73.95		Supp/Omit
15-023	2023	RT	188,000				\$782.85		Supp/Omit
15-029	2023	RT	35,000				\$25.66		Supp/Omit
16-024	2023	RT	13,000				\$43.42		Supp/Omit
19-038	2023	FT	58,000				\$117.85		Supp/Omit
22-083	2023	RT	231,000				\$328.50		Supp/Omit
23-05	2023	RT	45,000				\$155.42		Supp/Omit
23-11601	2023	RT	38,000				\$344.63		Supp/Omit
							\$4,013.26		
01-019	2024	FT	53,000				\$115.01		Supp/Omit
02-02	2024	FT	165,000				\$358.04		Supp/Omit
05-003	2024	FT	138,000				\$299.45		Supp/Omit
05-015	2024	FT	162,000				\$351.53		Supp/Omit
10-003	2024	FT	165,000				\$358.04		Supp/Omit
12-007	2024	FT	59,000				\$128.03		Supp/Omit
19-038	2024	FT	58,000				\$125.86		Supp/Omit
10-011	2024	FT	435,000				\$714.39		Supp/Omit
06-009	2024	RT	14,000				\$121.52		Supp/Omit
08-012	2024	RT	25,000				\$217.00		Supp/Omit
08-027	2024	RT	283,000				\$2,456.39		Supp/Omit
14-028	2024	RT	41,000				\$355.87		Supp/Omit
15-023	2024	RT	188,000				\$1,631.81		Supp/Omit
15-029	2024	RT	35,000				\$312.08		Supp/Omit
16-024	2024	RT	13,000				\$112.84		Supp/Omit
22-083	2024	RT	231,000				\$2,133.71		Supp/Omit
23-05	2024	RT	45,000				\$432.46		Supp/Omit
23-11601	2024	RT	38,000				\$329.83		Supp/Omit
23-14090	2024	RT	40,000				\$334.00		Supp/Omit
							\$10,887.86		
06-01	2023	FT	214,000				\$28.45		Supp/Omit
06-01	2023	FT	1,614,000				\$202.53		Supp/Omit
15-012	2023	FT	14,000				\$107.82		Supp/Omit
							\$338.80		
06-01	2024	FT	1,828,000				\$3,966.67		Supp/Omit
08-027	2024	FT	18,000				\$34.26		Supp/Omit
15-012	2024	FT	14,000				\$30.38		Supp/Omit
19-053	2024	FT	14,000				\$29.63		Supp/Omit
23-04825	2024	RT	273,000				\$1,799.25		Supp/Omit
							\$5,860.19		

04-008	2023	FT	4,500				\$9.14		PRAN
04-025	2023	E	19,900				\$0.00		PRAN
04-025	2023	FT		-5,900				-\$11.99	PRAN
05-001	2023	E	32,400				\$0.00		PRAN
05-001	2023	FT	10,600				\$21.54		PRAN
05-004	2023	E	9,100				\$0.00		PRAN
05-004	2023	FT	8,900				\$18.08		PRAN
05-006	2023	E	64,600				\$0.00		PRAN
05-006	2023	FT		-20,600				-\$41.86	PRAN
05-007	2023	E	54,000				\$0.00		PRAN
05-007	2023	FT		-44,000				-\$89.41	PRAN
05-008	2023	E	11,700				\$0.00		PRAN
05-008	2023	FT	6,300				\$12.80		PRAN
05-013	2023	E	80,900				\$0.00		PRAN
05-013	2023	FT		-65,900				-\$133.90	PRAN
05-017	2023	E	62,200				\$0.00		PRAN
05-017	2023	FT		-6,200				-\$12.60	PRAN
05-019	2023	E	69,000				\$0.00		PRAN
05-019	2023	FT		-7,000				-\$14.22	PRAN
05-031	2023	E	62,600				\$0.00		PRAN
05-031	2023	FT		-20,600				-\$41.86	PRAN
06-001	2023	E	17,900				\$0.00		PRAN
06-001	2023	FT	24,100				\$48.97		PRAN
06-002	2023	E	2,700				\$0.00		PRAN
06-002	2023	FT	3,300				\$6.71		PRAN
06-003	2023	E	32,400				\$0.00		PRAN
06-003	2023	FT		-3,400				-\$6.91	PRAN
06-00715	2023	E	46,400				\$0.00		PRAN
06-00715	2023	FT		-14,400				-\$29.26	PRAN
06-024	2023	E	27,600				\$0.00		PRAN
06-024	2023	FT		-2,600				-\$5.28	PRAN
06-037	2023	E	47,000				\$0.00		PRAN
06-037	2023	FT		-16,000				-\$32.51	PRAN
07-02	2023	E	48,500				\$0.00		PRAN
07-02	2023	FT		-3,500				-\$7.11	PRAN
08-02	2023	E	4800				\$0.00		PRAN
08-02	2023	FT		-1,800				-\$3.66	PRAN
09-007	2023	E	3100				\$0.00		PRAN
09-007	2023	FT		-100				-\$0.22	PRAN
09-011	2023	E	8,300				\$0.00		PRAN
09-011	2023	FT		-3,300				-\$6.71	PRAN
09-017	2023	E	4,200				\$0.00		PRAN
09-017	2023	FT		-1,200				-\$2.44	PRAN
09-035	2023	E	62,000				\$0.00		PRAN
10-009	2023	E	4,400				\$0.00		PRAN
10-009	2023	FT		-1,400				-\$2.84	PRAN
10-017	2023	E	6,300				\$0.00		PRAN
10-017	2023	FT		-1,300				-\$2.64	PRAN
10-03	2023	E	46,200				\$0.00		PRAN
10-03	2023	FT		-1,200				-\$2.44	PRAN
10-031	2023	E	32,200				\$0.00		PRAN
10-031	2023	FT		-1,200				-\$2.44	PRAN
11-002	2023	E	25,000				\$0.00		PRAN
11-002	2023	FT	5,000				\$10.16		PRAN
11-004	2023	E	73,500				\$0.00		PRAN
11-004	2023	FT		-27,500				-\$55.88	PRAN
11-006	2023	E	4,400				\$0.00		PRAN
11-006	2023	FT		-1,400				-\$2.84	PRAN
11-012	2023	E	4,300				\$0.00		PRAN
11-012	2023	FT		-1,300				-\$2.64	PRAN
11-013	2023	E	4,300				\$0.00		PRAN
11-013	2023	FT		-1,300				-\$2.64	PRAN
11-014	2023	E	6,300				\$0.00		PRAN
11-014	2023	FT		-2,300				-\$4.67	PRAN
11-018	2023	E	34,900				\$0.00		PRAN

11-018	2023	FT		-12,900				-\$26.21	PRAN
11-024	2023	E	27,500				\$0.00		PRAN
11-024	2023	FT		-5,500				-\$11.18	PRAN
12-009	2023	E	12,700				\$0.00		PRAN
12-009	2023	FT		-3,700				-\$7.52	PRAN
12-01	2023	E	4,300				\$0.00		PRAN
12-01	2023	FT		-1,300				-\$2.64	PRAN
12-012	2023	E	7,500				\$0.00		PRAN
12-012	2023	FT		-2,500				-\$5.08	PRAN
12-018	2023	E	62,600				\$0.00		PRAN
12-018	2023	RT		-62,600				-\$508.80	PRAN
12-021	2023	E	11,000				\$0.00		PRAN
12-021	2023	RT		-5,000				-\$40.64	PRAN
12-022	2023	E	40,200				\$0.00		PRAN
12-022	2023	RT		-40,200				-\$326.74	PRAN
12-03	2023	E	63,300				\$0.00		PRAN
12-03	2023	FT		-8,300				-\$16.87	PRAN
12-033	2023	E	35,000				\$0.00		PRAN
12-033	2023	FT		-5,000				-\$10.16	PRAN
13-009	2023	E	38,300				\$0.00		PRAN
13-009	2023	FT		-13,300				-\$27.02	PRAN
13-01	2023	E	4,400				\$0.00		PRAN
13-01	2023	FT		-1,400				-\$2.84	PRAN
13-013	2023	E	9,900				\$0.00		PRAN
13-013	2023	FT		-2,900				-\$5.89	PRAN
13-014	2023	E	4,400				\$0.00		PRAN
13-014	2023	FT		-1,400				-\$2.84	PRAN
13-019	2023	E	77,600				\$0.00		PRAN
13-019	2023	FT		-26,600				-\$54.05	PRAN
13-026	2023	E	8,500				\$0.00		PRAN
13-026	2023	RT	2,500				\$20.32		PRAN
13-036	2023	E	22,500				\$0.00		PRAN
13-036	2023	FT	7,500				\$15.24		PRAN
13-037	2023	E	43,200				\$0.00		PRAN
13-037	2023	FT	13,800				\$28.04		PRAN
14-004	2023	E	82,500				\$0.00		PRAN
14-004	2023	FT		-16,500				-\$33.53	PRAN
14-008	2023	E	43,000				\$0.00		PRAN
14-008	2023	FT		-15,000				-\$30.48	PRAN
14-01	2023	E	4,300				\$0.00		PRAN
14-01	2023	FT		-1,300				-\$2.64	PRAN
14-013	2023	E	43,000				\$0.00		PRAN
14-013	2023	FT		-14,000				-\$28.45	PRAN
15-004	2023	E	34,700				\$0.00		PRAN
15-004	2023	FT		-14,700				-\$29.87	PRAN
15-005	2023	E	13,800				\$0.00		PRAN
15-005	2023	FT		-3,800				-\$7.72	PRAN
15-006	2023	E	22,500				\$0.00		PRAN
15-006	2023	FT		-4,500				-\$9.14	PRAN
15-01	2023	E	18,200				\$0.00		PRAN
15-01	2023	FT		-6,200				-\$12.60	PRAN
15-014	2023	E	1,700				\$0.00		PRAN
15-014	2023	FT	300				\$0.61		PRAN
15-015	2023	E	1,700				\$0.00		PRAN
15-015	2023	FT		-700				-\$1.42	PRAN
15-017	2023	E	4,400				\$0.00		PRAN
15-017	2023	FT		-1,400				-\$2.84	PRAN
15-018	2023	E	12,000				\$0.00		PRAN
15-018	2023	FT	14,000				\$28.45		PRAN
15-02	2023	E	6,000				\$0.00		PRAN
15-02	2023	FT		-2,000				-\$4.06	PRAN
15-021	2023	E	1,400				\$0.00		PRAN
15-021	2023	FT	600				\$1.22		PRAN
15-043	2023	E	2,200				\$0.00		PRAN
15-043	2023	FT	800				\$1.63		PRAN

15-047	2023	E	32,200			\$0.00		PRAN
15-047	2023	FT		-6,200			-\$12.60	PRAN
16-025	2023	E	16,800			\$0.00		PRAN
16-025	2023	FT		-16,800			-\$34.14	PRAN
17-005	2023	E	44,600			\$0.00		PRAN
17-005	2023	FT		-7,600			-\$15.44	PRAN
17-012	2023	E	3,200			\$0.00		PRAN
17-012	2023	FT		-1,200			-\$2.44	PRAN
17-016	2023	E	17,500			\$0.00		PRAN
17-016	2023	FT		-5,500			-\$11.18	PRAN
18-003	2023	E	10,200			\$0.00		PRAN
18-003	2023	FT	8,800			\$17.88		PRAN
18-02	2023	E	82,100			\$0.00		PRAN
18-02	2023	FT		-28,100			-\$57.10	PRAN
19-041	2023	E	44,500			\$0.00		PRAN
19-041	2023	FT		-14,500			-\$29.46	PRAN
19-042	2023	E	44,600			\$0.00		PRAN
19-042	2023	FT	11,400			\$23.16		PRAN
19-044	2023	E	7,500			\$0.00		PRAN
19-044	2023	FT		-2,500			-\$5.08	PRAN
20-01	2023	E	20,500			\$0.00		PRAN
20-01	2023	FT		-1,500			-\$3.05	PRAN
20-015	2023	E	38,000			\$0.00		PRAN
20-015	2023	FT		-24,000			-\$48.77	PRAN
20-018	2023	E	4,900			\$0.00		PRAN
20-018	2023	FT		-3,900			-\$7.92	PRAN
20-03	2023	E	8,700			\$0.00		PRAN
20-03	2023	FT	7,300			\$14.83		PRAN
20-035	2023	E	29,300			\$0.00		PRAN
20-035	2023	FT		-4,300			-\$8.74	PRAN
20-036	2023	E	6,500			\$0.00		PRAN
20-036	2023	FT		-6,500			-\$13.21	PRAN
21-018	2023	E	5,300			\$0.00		PRAN
21-018	2023	FT	11,700			\$23.77		PRAN
21-027	2023	E	86,500			\$0.00		PRAN
21-027	2023	FT		-24,500			-\$49.78	PRAN
21-028	2023	E	89,700			\$0.00		PRAN
21-028	2023	FT		-6,700			-\$13.61	PRAN
21-03	2023	E	136,100			\$0.00		PRAN
21-03	2023	FT	6,900			\$14.02		PRAN
						\$354.97	-\$2,392.01	
03-001	2024	IT		-279,900			-\$2,672.43	PRAN
03-001	2024	IT1	279,900			\$2,672.43		PRAN
07-027	2024	IT		-297,000			-\$2,835.70	PRAN
07-027	2024	IT1	297,000			\$2,835.70		PRAN
13-034	2024	IT		-116,400			-\$1,111.36	PRAN
13-034	2024	IT1	116,400			\$1,111.36		PRAN
14-026	2024	IT		-179,300			-\$1,711.92	PRAN
14-026	2024	IT1	179,300			\$1,711.92		PRAN
19-014	2024	IT		-45,200			-\$431.56	PRAN
19-014	2024	IT1	45,200			\$431.56		PRAN
20-037	2024	IT		-464,500			-\$4,434.95	PRAN
20-037	2024	IT1	464,500			\$4,434.95		PRAN
21-022	2024	IT		-286,300			-\$2,733.54	PRAN
21-022	2024	IT1	286,300			\$2,733.54		PRAN
21-023	2024	IT		-324,600			-\$3,099.22	PRAN
21-023	2024	IT1	324,600			\$3,099.22		PRAN
21-02305	2024	IT		-90,000			-\$859.30	PRAN
21-02305	2024	IT1	90,000			\$859.30		PRAN
21-025	2024	IT		-368,800			-\$3,521.23	PRAN
21-025	2024	IT1	368,800			\$3,521.23		PRAN
						\$23,411.21	-\$23,411.21	

Township of Howick
Department: Finance
To: Council Meeting
Meeting Date: March 18, 2025
Report Title: Township Board Fees and Charges Update
1. Recommendation

That the Council of the Township of Howick receive this report;

And That a By-law be enacted to amend Schedule H of the Consolidated Fees and Charges By-law 60-2024, to come into effect March 18, 2025.

2. Purpose/Issues:

At the February 4, 2025 council meeting, staff was authorized to rent the Gorrie Hall basement for the use of approximately 6 gun licence and safety courses per year at a cost of \$1000 including HST.

3. Financial Implications:

Below is the proposed change to Schedule 'H' of the consolidate fees and charges by-law.

Community Halls				
Gorrie Community Hall				
Item	Fee/Charge	HST	2025	Unit/Measure
Hall Basement - Courses	\$884.96	\$115.04	\$1000.00	per year

4. Attachments:

Appendix A – Draft by-law – Township Boards

Respectfully submitted by: Amy Van Meeteren, Treasurer

Corporation of the Township of Howick

By-law No. __-2024

**A By-law to amend Schedule “H” of the Consolidated Fees and Charges
By-law 60-2024, to amend the Township Boards Fee Schedule.**

WHEREAS the Municipal Act, 2001, S.O. 2001, provides that a municipality may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS section 391 of the Municipal Act provides that without limiting sections 8, 9 and 10 of the Municipal Act, those sections authorize a municipality to impose fees or charges on persons,

- a) For services or activities provided or done by or on behalf of it;
- b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) For the use of its property including property under its control.

AND WHEREAS section 398 of the Municipal Act provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively;

AND WHEREAS Council of the Township of Howick adopted By-law 60-2024 known as the “Consolidated Fees and Charges By-law”;

AND WHEREAS Council of the Township of Howick deems it necessary to amend By-law 60-2024 from time to time;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township of Howick as follows:

1. That **Schedule “H” to By-law 60-2024**, be amended by adding the following section:

Item	Fee/Charge	HST	2025	Unit
Hall Basement - Training	\$884.96	\$115.04	\$1000.00	Each

3. All other provisions of By-law 60-2024 remain in force and effect.
4. This by-law shall come into force and takes effect on March 18, 2025

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Township of Howick

Department: CAO/Clerk

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: Amendment to the Voter List Management Services Agreement

1. Recommendation:

That the Council of the Township of Howick accept report ADM-2025-02 for information;

And That Council approve the Amendment to the Voter List Management Services Agreement;

And That Council authorize the CAO/Clerk to sign and execute the amendment to the Voter List Management Services Agreement.

2. Purpose/Issues:

For Council to receive and review the proposed amendment to our Voter List Management Services Agreement with Comprint Systems Incorporated o/a Datafix.

3. Report Highlights:

- Howick Township entered into a Voter List Management Services Agreement with Comprint Services Incorporated (operating as DataFix) in June 2023 to provide Election Management System services to make changes to the Voters List and other services required for electoral planning.
- The amendment to the Voter List Management Services Agreement was received from Comprint Systems Incorporated on February 27, 2025

4. Background:

The amendment concerns granting user access to VoterView. VoterView is not intended to be used by the Township's Internet and Telephone Voting Service Provider. The services are meant to be accessed by municipal elections staff only. This amendment outlines this amendment.

5. Financial Implications:

There are no financial implications from this amendment.

6. Conclusion / Next Steps:

With Council's authorization, the CAO/Clerk will sign and execute the amending agreement and it will be filed with the original agreement.

7. Attachments:

Appendix A: Amendment to the Voter List Management Services Agreement

Respectfully submitted by: Caitlin Gillis, CAO/Clerk

AMENDMENT TO THE VOTER LIST MANAGEMENT SERVICES AGREEMENT

This amending agreement (“**First Amendment**”) is effective as of January 30, 2025 (“**Effective Date**”).

BETWEEN

TOWNSHIP OF HOWICK, a municipality incorporated pursuant to the laws of the Province of Ontario (“**Client**”)

- and -

COMPRINT SYSTEMS INCORPORATED, o/a “DataFix”, a corporation incorporated pursuant to the laws of the Province of Ontario (“**DataFix**”)

WHEREAS the Client and DataFix entered into the Voter List Management Services Agreement dated **30th day of May 2023** (the “Services Agreement”);

AND WHEREAS the Client and DataFix desire to amend the Services Agreement to clarify the scope of the definition of “Client Users” such that DataFix’s competitors and Online Voting Service Providers would be restricted from any use of the Application under the Services Agreement;

NOW THEREFORE in consideration of the mutual covenants contained in this First Amendment and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

1. Changed language in the Services Agreement:

(a) Paragraph 1.1(f) is deleted in its entirety and replaced with:

“1.1(f) “Client Users” means designated persons within the Client’s organization who Client has authorized to use the Application and, for clarity, shall not include Online Voting Service Providers nor competitors of DataFix.

(b) The following sentence shall be added to the end of Paragraph 2.4:

“For clarity, competitors of DataFix and/or vendors supplying online voting services shall not be permitted Client Users under this Agreement and neither Client nor Client Users shall ever provide access to VoterView to these types of third parties.

2. Change of DataFix Address

DataFix has moved head offices in Toronto, Ontario and this is your notice that pursuant to Section 17.1, DataFix's address is:

1 Toronto St. Suite 214
Toronto, ON M5C 2V6
Attention: Geoff Day
Email: gday@datafix.com
Copy: hharvey@datafix.com

3. Definitions

All capitalized terms used in this First Amendment have the same meaning as in the Services Agreement, unless separately defined in this First Amendment.

4. Interpretation

The Client and DataFix agree that, except for those amendments described in this First Amendment, all terms and conditions contained in the Services Agreement will remain in full force and effect. In the event of a conflict between the terms and conditions of this First Amendment and any terms and conditions of the Services Agreement, this First Amendment will prevail with regard to the subject matter herein.

5. Governing Law

This First Amendment is governed by, construed, and enforced in accordance with the laws of the Province of Ontario and the laws of Canada which may be applicable to a party in the Province of Ontario. Both parties irrevocably attorn to the jurisdiction of the courts of the Province of Ontario.

6. Counterparts and Electronic Signatures

The parties agree that this First Amendment may be executed in any number of counterparts, each of which counterpart will be deemed an original hereof, and all the counterparts taken together will constitute one enforceable binding instrument.

The parties further agree that this First Amendment, including any counterparts, may be executed and delivered by email, facsimile or other electronic means and that such electronic signature will have the same force and effect as the original handwritten signature and will be binding on the parties.

IN WITNESS WHEREOF the Client and DataFix have executed this First Amendment as at the date first written at the top of page 1.

COMPRINT SYSTEMS INCORPORATED, operating as “DataFix”:

By: _____
Signature

Hortense L. Harvey
Print Name

National Director, Client Services
Print Title

TOWNSHIP OF HOWICK:

By: _____
Signature

Caitlin Gillis
Print Name

Clerk
Print Title

Township of Howick

Department: CAO/Clerk

To: Council Meeting

Meeting Date: March 18, 2025

Report Title: Belmore Community Centre – Engineering Services Proposal

1. Recommendation:

That the Council of the Township of Howick accept report ADM-2025-03 for information;

And That Council authorize R.J. Burnside & Associates Limited to arrange for or perform the work at the Belmore Community Centre as described in the Proposal Letter dated February 20, 2025;

And That Council authorize the CAO/Clerk to sign and execute the Agreement via the Authorization to Proceed.

2. Purpose/Issues:

For Council to authorize proceeding with R.J. Burnside & Associates' proposal for Engineering Services for the Belmore Community Centre.

3. Report Highlights:

- R.J. Burnside & Associates (Burnside) has provided a proposed scope of work and estimate for Joist, Beam and Steel Decking Repainting and an updated Structural Condition Assessment for the Belmore Community Centre.
- The Belmore Community Centre Board has requested to have this work completed before their 2025 Homecoming in June.

4. Background:

R.J. Burnside & Associates Limited (Burnside) completed a Structural Condition Assessment on the Belmore Community Centre in August 2021. Widespread paint failure and corrosion on the open-web steel joists above the ice pad, girder trusses and steel decking were noted and recommended for cleaning and priming with a corrosion-inhibiting primer and compatible topcoat paint. Work was completed in 2022 that is

failing, with bubbling, peeling and debris falling off onto the ice pad and curling rink areas.

The Township requested Burnside to provide a cost-estimate for completing an updated structural condition assessment and to prepare tender documents, administer a competitive tender process and provide construction review and contract administration services for the repainting of the open web steel joists, steel beams and underside of steel decking. The proposal is attached in [Appendix A](#).

5. Financial Implications:

The 2025 Capital Budget includes \$50,000 for an updated Belmore Community Centre Condition Assessment and \$80,000 for a Belmore Community Centre Loan to the Belmore Arena Board to cover 1/3 of the estimated cost to complete the repainting work. Once tenders are received, staff should have a better estimate of the total cost to complete the repainting.

Staff are still waiting on a response to our application for the Community Sport and Recreation Infrastructure Fund for funding to be used towards this rehabilitation project.

6. Conclusion / Next Steps:

With Council's approval, staff will execute the Authorization to Proceed included in [Appendix A](#) and Burnside will proceed with tendering the project and scheduling the work to be completed on the Belmore Community Centre.

7. Attachments:

[Appendix A](#): Proposal for Belmore Community Centre – Engineering Services

Respectfully submitted by: Caitlin Gillis, CAO/Clerk



February 20, 2025

Via: Email (clerk@howick.ca)

Caitlin Gillis
CAO/Clerk
Township of Howick
44816 Harriston Road
Gorrie, ON N0G 1X0

Dear Caitlin:

Re: **91122 Belmore Line, Wroxeter**
Belmore Community Centre - Engineering Services
Project No.: 9000059778.0000

R.J. Burnside & Associates Limited (Burnside) is pleased to respond to your request for services. Below we highlight our proposed scope of work and deliverables. Should you require more information concerning our firm and the engineering and environmental services we offer, please feel free to contact us.

1.0 Background

We understand that the Township of Howick (Township) is looking to retain an engineering firm to provide engineering services for the Belmore Community Center located at 91122 Belmore Line, Wroxeter, ON. We understand that the services requested include the following:

- Phase 1 – Joist, Beam, and Steel Decking Repainting: Prepare tender documents, administer a competitive tender process, and provide construction review and contract administration services for repainting of existing open web steel joists, steel beams, and underside of steel decking. It is our understanding that repainting is to be completed above the arena ice pad (central section of the building) and above the curling ice sheets (north section of the building).
- Phase 2 - Structural Condition Assessment Update: Complete an on-site assessment of the existing condition of the exposed structural members and provide an updated report based on the report prepared by Burnside dated August 24, 2021. The assessment and report will also include review and recommendations for the building envelope components commented on in the August 2021 report.

We understand that the ice is anticipated to be removed from the community centre at the end of March 2025 and that a Homecoming event at the community centre is planned for mid-June 2025. We also understand that the Township would like to have the joist repainting completed

prior to the Homecoming event in June. Based on this, we are proposing splitting the project into two distinct phases as noted above. Scheduling of each Phase is discussed further in the sections below.

2.0 Scope of Work

2.1 Phase 1 – Joist, Beam, and Steel Decking Repainting

Your requirements at this time, and as we understand them, are to provide design, tender, contract administration, and construction review services related to the items described for Phase 1 in Section 1.0 above. Our understanding of the project schedule is that design and tender will occur as soon as possible so that construction can commence as early as possible following removal of the ice from the arena and curling pads. Construction is required to be completed by early June, in advance of the Homecoming event scheduled for mid-June 2025. For this proposal, we have assumed that the work will only be tendered once, and the successful bidder will complete the project as a single phase.

2.1.1 Design and Tender Services

Design:

- Attend site to understand scope of work and work areas, obtain measurements, etc.
- Coordinate with paint manufacturer's technical representative
- Submit a draft set of drawings and specifications for review and comment.
- Meet with the Owner to review draft drawings and specifications.
- Finalize the design documents based on feedback received.

Tender:

- Administer a competitive tender process to obtain pricing.
- Attend one on-site meeting with bidders to review the scope of work.
- Provide addenda to answer bidder's questions if necessary.
- Summarize and analyze the bids and make a recommendation with respect to award.

2.1.2 Construction Review and Contract Administration

Our contract administration services will consist of the following:

- Prepare CCDC 2 contracts for execution by the Owner and the Contractor.
- Prepare building permit application forms and provide the Contractor with stamped drawings and specifications (if applicable).
- Review the Contractor's invoices and certify payment for completing work as allowed for under the general conditions of the contract.
- Review the Contractor's product submissions for conformance with the project specifications.
- Prepare Change Orders, if required.
- Prepare a Certificate of Substantial Performance which will trigger the start of the 60-day lien period.
- Authorize release of hold back after the lien period has expired and assuming no liens are registered on the project. Upon release of holdback, our services on this phase of the project will be considered completed.

Our construction review services will consist of the following:

- Chair three on-site construction meetings with the Contractor and Owner's representative at the following stages:
 - Construction start-up to review project requirements.
 - After cleaning of roof structural elements is completed.
 - At completion.
- Review the work in progress for general conformity with the contract documents while on site for the meetings outlined above, including reviewing completed work upon substantial completion. Electronic site visit reports will be completed following our reviews and a copy provided to the Contractor and the Owner. We will prepare a Final Review letter outlining outstanding items upon substantial completion. Our site visit at the time of substantial completion will be our final site visit under this contract.
- Provide site instructions in response to Contractor requests for information.
- Review existing roof structural elements for section loss after cleaning is completed and prior to painting. Equipment required to access roof structural elements be provided by the contractor. These findings will be documented in the Phase 2 report.

2.2 Phase 2 – Structural Condition Assessment Update

We will perform an on-site assessment of the existing condition of the exposed structural members. This will involve a visual assessment of the building interior including attic spaces, and the exterior from grade and flat roof areas to which we are provided access. The walkthrough survey will document evidence of structural deterioration such as section loss due to corrosion or cracks in interior finishes that may indicate distress of concealed structural members. Prior to our site visit, we will review documentation made available to us by the Township such as building drawings. Additionally, we will complete a review of the building envelope components that were commented on in the report prepared by Burnside in August 2021. Our site assessment will be non-destructive in nature and therefore will not include any openings in finishes, building envelope components, etc.

Following our site review, we will issue a report that summarizes our observations with regards to the building structure. The report will include recommendations for structural repairs needed immediately. We will also provide recommendations for structural repairs needed within five years and suggestions for preventative maintenance repairs pertaining to structural components. Our report will match the format of the report prepared by Burnside in August 2021. Providing cost estimates for recommended repair work is not included in this scope of work.

We will commence work for this Phase following the tender period for the Phase 1 Joist, Beam, and Steel Decking Repainting work. This is to ensure that the repainting work can be completed prior to the June 2025 Homecoming event as discussed in Section 2.1 above.

3.0 Overall Assumptions and Constraints

Please note this proposal is based on the following assumptions and constraints:

Phase 1: Joist, Beam, and Steel Decking Repainting

- Any existing architectural or structural drawings depicting the existing stairs will be provided for review prior to commencement of the design phase.
- Our design fee is based on the scope of repairs described in Section 1.0. Should the scope of repairs change, or concealed conditions be discovered which require design changes; our design fees will be amended accordingly through an engineering change order issued for your review and approval.
- Our tender, contract administration, and construction review fees assume that the work will only be tendered once, and the successful bidder will complete the project as a single phase. Any additional tender processes or phasing of the project will require additional fees to be approved through an engineering change order prior to proceeding with the work.
- Our deliverables consist of one electronic copy at the following stages:
 - 80% draft stage for Municipality's review and comments.
 - Final set for tender and permit (if required).
 - Final set for construction.
- Preparing addenda in response to client requested changes to the scope of work will be completed on a time and expense basis at our hourly rates.
- Attendance at any meetings in addition to those described in Section 2.0, if required, will be charged on a time and expense basis.
- Our proposed fees are based on the services outlined above. Should additional services be required, then additional fees for the work will apply. We will issue an Engineering Change Order to obtain your formal authorization for any agreed upon increase or reduction to the value of CRCA fees in this proposal.
- Applying for and obtaining all Permits for the work will be the responsibility of the Contractor.
- Our scope of services and related fees assume that the Contractor will undertake a quality control program, and that construction will proceed in a good and workmanlike manner.

Phase 2: Structural Condition Assessment Update

- Attendance at meetings relating to Phase 2, other than those directly identified in our proposal, is outside our scope of work.
- The Township is to provide access throughout the building including attic hatches. Burnside will also bring a 12 ft. telescoping ladder to assist in our review. A scissor/boom lift, if required, is not included in our fee estimate below and is assumed to be provided and operated by the Township.
- Our report is based on a visual review only and will not include destructive openings to review concealed condition nor engineering calculations of the capacity of structural members.
- Any building code deficiencies noticed by our staff will be included in our report, however, we have assumed that the Township is not looking to obtain a Code Compliance Review, nor will our report be intended for that purpose.
- Reporting on the condition of the interior finishes (carpet, paint, etc.), mechanical and electrical systems fall outside the scope of this report.

4.0 Proposed Fees

The following table summarizes our costs to complete the above scope of work.

Description of Tasks	Estimated Fee
1. Phase 1: Design Drawings and Specifications	\$7,350
2. Phase 1: Tender Services	\$2,550
3. Phase 1: Construction Review & Contract Administration	\$12,250
4. Phase 2: Structural Condition Assessment Update	\$5,650
5. Allowance for expenses related to engineering services (e.g. mileage, printing, courier)	\$2,050
Total Fees (Excluding Taxes)	\$29,850

- Monthly interest of 1.0% to be charged on overdue accounts.

Hourly Rates

Fees are based on our current regular hourly billing rates of:	
Sr. Engineer	\$242.00
Engineer	\$191.00
Tech IX	\$165.00
EIT IV	\$145.00
EIT I	\$133.00
Clerical Staff	\$100.00
Fees for work additional to that outlined in this proposal will be based upon these hourly rates. Hourly rates are subject to change based on yearly rate reviews.	

The above noted fees do not include HST.

Terms of Agreement

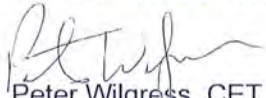
As per the attached standard agreement.

We trust this proposal meets your requirements. Please note that the proposal is good for 60 days from the date of issue. If you would like us to proceed with this work, kindly sign and return the enclosed form.

Should you have any questions or require further information, please do not hesitate to contact us.

Yours truly,

R.J. Burnside & Associates Limited



Peter Wilgress, CET
Project Manager

Enclosure(s) Authorization to Proceed
Standard Conditions of Service

Authorization to Proceed

Date: February 20, 2025 **Project No.:** 9000059778.0000
Client: Township of Howick
Submitted By: Peter Wilgress, CET
Project: Belmore Community Centre - Engineering Services

I, _____, being a signing authority for _____, hereby authorize the firm of R.J. Burnside & Associates Limited (the Consultant), to arrange for or perform the work described in the Proposal Letter dated February 20, 2025.

I understand that the payment is based on a Fixed Fee plus estimated expenses and will not be exceeded without my authorization due to a change in the scope of work.

Description of Tasks	Estimated Fee
Phase 1: Design Drawings and Specifications	\$7,350
Phase 1: Tender Services	\$2,550
Phase 1: Construction Review & Contract Administration	\$12,250
Phase 2: Structural Condition Assessment Update	\$5,650
Allowance for expenses related to engineering services (e.g. mileage, printing, courier)	\$2,050
Total Fees (Excluding Taxes)	\$29,850

By affixing my signature, I understand that the scope of work contained in the Proposal Letter (noted above) is governed by the attached Standard Conditions of Service.

Signature

Date

Position/Title

I have authority to bind the Corporation.

To guarantee the rates and pricing provided in the attached proposal, this ATP must be signed and returned to R.J. Burnside & Associates Limited within 60 days from the date above.

Standard Conditions of Service

Services

The services provided, if not specifically limited by the Client, will be at the Consultant's discretion for acting in the Client's best interest for the type of work requested.

Fees and Expenses

Billing will be in accordance with the fees as outlined in the proposal, plus expenses. Expenses including any sub-consultants properly incurred in connection with the project will be billed at cost plus an administrative charge of eight percent.

The Consultant may assist in coordinating other Consultants on Client's behalf. The Consultant does not accept any liability for other Consultants' work. Clients are encouraged to contract directly with other consultants.

Invoices

Invoices will be submitted on a monthly basis. Interest (1 percent per month of the unpaid amount) will be added to all unpaid balances after 30 days from date of invoicing. If the Client objects to all or any portion of an invoice, the Client shall so notify the Consultant in writing within 14 calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute.

If the Client fails to pay undisputed invoiced amounts within 30 calendar days of the date of the invoice, the Consultant may at any time, without waiving any other claim against the Client and without thereby incurring any liability, suspend or terminate this Agreement as provided elsewhere in these Standard Conditions of Service.

Changes in Scope

The scope of work identified is based on the Consultant's understanding of the work required to complete the project at the time of this proposal. In light of occurrences or discoveries that were not originally contemplated by or known by the Consultant, the Consultant may be required to discuss with the Client a change in the scope of the project, which may require a revision to this agreement. Should such a situation arise, the Consultant shall identify the changed conditions which make such discussions necessary and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this agreement in order to continue to meet the Client's needs. If an agreement cannot be reached on the change in scope, the Client agrees that the Consultant has the absolute right to terminate this agreement.

Mediation

All claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to this agreement or the breach thereof shall be decided by mediation, unless the parties mutually agree otherwise.

Limitation of Liability

For purposes of limitation of liability provisions contained herein, the Client expressly agrees that it has entered into this Agreement with the Consultant, both on its own behalf, and as agent on behalf of its employees and principals.

Except for claims or losses arising from the negligence or wilful misconduct of the Client for which the Client agrees the Consultant shall have no liability, the consultant's liability to the Client in Contract and Tort is limited to the total amount of the fee paid for professional services, save and except with respect to any damages for destruction of property, personal injury and/or death, arising directly as a result of the Consultant's negligent performance of the services.

The Client expressly agrees that the Consultant's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Consultant's employees or principals in their personal capacity.

No other party shall rely on the Consultant's work without the express written consent of the Consultant.

The Client will give prompt written notice to the Consultant whenever the Client or his representative becomes aware of any defects or deficiencies in Consultant's work.

Hold Harmless

Burnside's commitments as set forth in this Agreement are based on the expectation that all of the services described in this Agreement will be provided. In the event the Client later elects to reduce Burnside's scope of services, the Client hereby agrees to release, hold harmless, defend and indemnify Burnside from any and all claims, damages, losses or costs associated with or arising out of such reduction in services.

Field Review Services

Where engaged by the Client, the Consultant will provide field review services. It is understood that in engaging the Consultant, the Client recognizes that the role of the Consultant in completing field review is to witness construction for general conformity with the identified design. The Consultant does not provide direction to the Contractor on construction methods, nor does the Consultant warrant the Contractor's work - this is the sole responsibility of the Contractor for which the

Consultant will not take any liability. Prior to the initiation of construction, the Client and the Consultant will agree on a field review schedule. The Client acknowledges that where a reduced field review schedule is agreed, the Consultant will not be held liable for any work completed by the Contractor for which the Consultant has not been on site to witness conformity with the design.

In the event that the Consultant is not engaged for field review services, the Consultant shall not be held liable for any issues arising during the construction period nor will the Consultant be liable for any changes to the design which may be directed by others.

Governing Law

The laws of the Province of Ontario will govern the validity of this agreement, its interpretation and performance, and remedies for contract breach or any other claims related to this agreement.

Assignment

Neither party shall assign responsibilities without the written consent of the other.

Termination

The Client or Consultant may terminate this Agreement at any time and no further expense will be incurred beyond the time of notice to terminate. In the event such termination becomes necessary, the party effecting termination shall so notify the other party in writing, and termination will become effective 14 calendar days after receipt of such notice.

Irrespective of which party shall effect termination or the cause therefore, the Client shall, within 30 calendar days of termination, remunerate the Consultant for services rendered and costs incurred, in accordance with the Consultant's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as those associated with termination itself, such as demobilizing, modifying schedules, reassigning personnel, and so on. Costs shall include those incurred up to the time of termination, as well as those associated with termination and post-termination activities.

Suspension

Upon 14-calendar day's written notice to the Consultant, the Client may suspend the Consultant's work. If payment of undisputed Consultant's invoices is not maintained on a 30 calendar day current basis by the Client, the Consultant may by 14-calendar day's written notice to the Client suspend further work until payment is restored to a current basis. Suspension for any reason exceeding 45-calendar days shall, at the suspending party's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and the Consultant, and the Consultant shall be compensated for services performed and charges incurred prior to the suspension date, plus suspension charges.

Suspension charges may include, but shall not be limited to, services and costs associated with putting analyses and documents in order, rescheduling and reassigning personnel and/or equipment and issuing necessary or customary notices to appropriate government boards. Compensation to the Consultant shall be based upon the Consultant's prevailing fee schedule and expense reimbursement policy.

Ownership of Documents

All drawings, specifications and documents prepared by the Consultant hereunder, for which the Consultant has been fully paid under the terms of this agreement shall be and remain the property of the Client. The Client hereby agrees that all drawings, specifications and documents prepared by the Consultant shall only be used for their intended purpose and not be reproduced for use on other projects, sites or locations. The Client agrees to indemnify and hold harmless the Consultant for any claims arising from the unauthorized re-use of drawings, specifications, designs and documents.

Client's Responsibility

The Client will fully disclose all relevant information or data pertinent to the Project, which is required by the Consultant. The Consultant shall be entitled to rely upon the accuracy and completeness of such information and data furnished by or on behalf of the Client.

The Client will give prompt consideration to all requests or documents relating to the project submitted by the Consultant and whenever prompt action is necessary, inform the Consultant of his decisions in such reasonable time so as not to delay the Services of the Consultant. The Client shall arrange and make provision for the Consultant's entry and ready access to the project site as necessary to enable the Consultant to perform his services.

Standard of Care

The consultant will perform the services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same area under similar circumstances and conditions.

Tax

Any applicable taxes will be added to invoices.

Belmore Arena Board Meeting MINUTES December 16, 2024

Time: 8:00pm Location: Lounge, Belmore Community Centre

Attendees: Jeremy Underwood, Lindsay Underwood, Marvin Grimes, Kim Harris, Mark Ireland, Ian Inglis, Brett McPherson, Jenn VanDyk, Kyra Wright, Chris Inglis, Warren Weber, Nigel Van Dyk, Jamie McCallum, Coreen Gautreau

Regrets: Wanda Inglis, Randy Scott, Davie Eadie, Heidi Dupuis

Secretary/Recorder: Darlene Loos

<i>Time</i>	<i>ITEM</i>	<i>(Discussion, Approval, Information Sharing)</i>	<i>Meeting Notes/Action Items</i>
8:00	Call to Order Approval of December 16, 2024 Agenda <ul style="list-style-type: none"> • <i>Jeremy Underwood</i> 		Called to order: 8:04pm Motion to approve agenda by Nigel Van Dyk, 2 nd Ian Inglis Any Additions to Agenda? None
8:02	<ul style="list-style-type: none"> • Approve Previous Mtg Minutes Nov 18, 2024 (attached) - <i>Board</i> 		Motion to approve minutes by Marvin Grimes, 2 nd Warren Weber. Carried
Agenda Items			
8:05	Update Previous Action Items (below agenda items) <ul style="list-style-type: none"> - <i>Jeremy Underwood</i> 	Standing	Reviewed Action Items below.
8:20	Results from Syrup Festival Meal Costs <ul style="list-style-type: none"> - <i>Chris Inglis</i> 	Information Sharing	Chris Dickson did a cost analysis. Cost per person = \$4.87 Net income \$1.54/person Meal Prices will increase for 2025 <ul style="list-style-type: none"> - \$17 Adult, \$9 Child (6-11 years) *Does not include Propane or hydro costs
8:30	Operational Budget Draft <ul style="list-style-type: none"> - <i>Jenn Van Dyk</i> 	Discussion	Jenn gave an overview of the Draft 2025 Operating Budget. <ul style="list-style-type: none"> - She derived these numbers through analysis of 2023 & 2024 ledgers Thanks to Jenn for doing all of this work. It is a valuable resource and give the Arena Board a good starting place. We will discuss this more at a future meeting.
8:45	Grants Update <ul style="list-style-type: none"> - <i>Kyra Wright</i> 	Standing	No update
8:55	Treasurer's Report <ul style="list-style-type: none"> - <i>Jenn VanDyk</i> 	Standing	Bills to be paid \$2802.07 Motion to pay bills by Jenn Underwood, 2 nd by Kim Harris. Carried

			Howick Twp asked us if we have any items we want added to the 2025 Budget. - Nothing to add
9:05	Belmore Homecoming Update - Committee	Standing	Last Homecoming meeting was cancelled. Working with Howick Treasurer to get things worked out.
9:15	Belmore Catering - Chris Inglis/Kim Harris	Committee Report	Oven is fixed. Dishwasher has a lot of calcium buildup. Charlie has descaled it. A tech will come and reset the dishwasher – should be no service call feel.
9:20	General Maintenance - Jeremy Underwood/Warren Weber	Committee Report	Bills coming for compressor room for pump leaks. Pump leak has been repaired.
9:25	Parks Board - Brett McPherson	Committee Report	Nothing
9:30	Rentals - Hall & Lounge - Kim Harris	Committee Report	Still busy with rentals.
9:35	Ice Rentals & Installation - Warren Weber	Committee Report	Ice rentals were doing good. 20 hours lost due to storm days. A lot of paint coming down on the ice.
9:40	Belmore Curling - Dave Eadie	Committee Report	Absent
9:45	Belmore Figure Skating • Heidi Dupuis, Andrea Warwick	Committee Report	Had AGM last week. May extend season by a week to make up for snow days.
9:50	South Bruce - Mark Ireland	Committee Report	NWMO project going north, a lot of disappointment in South Bruce. South Bruce is thankful for the support they did receive and people who stepped up and educated themselves.
9:55	Morris-Turnberry - Jamie McCallum	Committee Report	Nothing to report.
10:00	Howick - Marvin Grimes	Committee Report	Nothing to report. Merry Christmas and Happy New Years.
10:05	Communication • Lyndsay Underwood	Committee Report	Does the NWMO signage remain up in the arena. - Leave sign up, NWMO contributed a lot of funds and volunteer hours.
10:10	Belmore Chamber of Commerce - Randy Scott	Committee Report	AGM coming up and Chamber would like financial statements from Belmore Arena Board by February 1 st .

Next Meeting – January 20, 2025 at 8pm

Adjournment of Meeting: 8:54pm

Motion to adjourn by: Warren Weber

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
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Jeremy/ Warren	General Maintenance	<p>20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container</p> <p>20240115: A plan has been set to close the gap in the table storage container.</p> <p>20240226: Paul did measurements and is to be fixing the gap.</p> <p>20240415: No update on Container</p> <p>20241118: Rubber matting in players benches needs to be replaced; also patch by door going onto the ice. Jeremy will look into it.</p> <p>20241118: Glass broken along top of timekeepers' box.</p> <p>20241118: Need stoppers for doors going from kitchen into hall and door from lounge out into the vestibule.</p>
Kyra / Jeremy / Kim	Grants	<p>20240415: Jeremy to email Karn's quote to Kyra Wright for grant research</p> <p>20240527: No update</p> <p>20240527: Suggestion made that stone be put between parking barriers and wall (<i>very difficult to cut the grass & adds a lot of weedeating</i>). If grant money available poured concrete sidewalk would be the way to go – possibility accessibility grant? Kyra may know more.</p> <p>20240617: No update</p> <p>20240715: Kyra will look into grants for defibs, hand dryers and urinals</p> <p>20240916: Motion to have Howick apply for the Leyland and Vance Fund on our behalf, by Nigel, 2nd by Kim.</p> <p>20240916: CHRIS SUGGESTION. Could use this to replace the brine header. Jeremy to get the quote to Kyra. Need to be a Twp to apply.</p> <p>20240925: Marvin shared that the Vance Grant was discussed at Howick Council last night September 24, 2024 and it was motioned and approved to go ahead with the grant. Kyra plans to apply for \$20, 000 for brine header costs. The grant is 100%, no cost sharing.</p> <p>20240916: Sport and Recreation Infrastructure Fund – Howick will apply for their asks and Belmore will apply for their asks and it will be lumped together. The ask will be the 50% coverage guideline. Everything to Howick by October 15th.</p> <ul style="list-style-type: none"> - Need to decide what we want to apply for: <ul style="list-style-type: none"> o Quote on compressor <ul style="list-style-type: none"> ▪ Came here in the 1970's and was rebuilt in 2006 o New boards o Sidewalk around the arena o Baseball diamond lights o Sandblasting and ceiling painting in the arena o Asphalt at the back

		<ul style="list-style-type: none"> ○ Resurfacing tennis court <p>New boards, brine header (if can apply), ball lights, Sandblasting and Painting.</p> <ul style="list-style-type: none"> - Motion to apply for new boards, brine header and ball lights and possibly Sandblasting and Painting. ○ Can't move forward with our grant submissions until we know if we need to pay for Sandblasting and Painting. <p>Motion to partnership with Howick to apply for the CSRIF by Kyra Wright, 2nd by Lindsay, carried.</p> <p>20240925: Kyra plans to speak with Caitlyn about the Community Sport and Recreation Infrastructure Fund (50% funding) tomorrow. Application due to Howick by October 15. Application to Government is due October 29.</p> <p>Baseball Lights – total cost quoted at \$33, 000 (with labour, lift rental and parts)</p> <p>Brine Header - \$58, 000</p> <p>Arena Boards – no quote yet. Boards are more of a “want” than a “need”</p> <p>Kyra to discuss with Howick staff tomorrow to confirm the arena board getting quotes for ceiling sandblasting/painting.</p> <p>20240925: To include the following items in the Community Sport and Recreation Infrastructure Fund application: baseball lights, brine header and ceiling sandblasting/painting.</p> <p>20241021: Vance Grant applied for \$20,000 for Brine Header. If receive this grant, must complete work in 2025.</p> <p>20241021: Kyra to proceed in applying for full grant.</p> <p>Sports Grant</p> <ul style="list-style-type: none"> - Baseball Lights - \$35,000 - Brine Header - \$60,000 - Sandblasting & Painting of Arena (no curling club) - \$280,000 <p>Max we would receive is 50%, applying for special consideration of 70%. The Arena Board is responsible for the other 50% (or 30%).</p> <p>Will indicate Baseball lights, Brine Header and Sandblasting & Painting in 2025.</p>
Kyra/Marvin	Defibrillators	<p>20241021: We received \$2300 from TMI to buy defibrillators for hall. We need to purchase first and then TMI will reimburse. Kyra will talk to Huron County about purchase of defibrillator.</p> <p>20241118: Kyra called the Huron County guy – on holidays</p> <p>20241216: Quote for \$2300. Jamie McCallum motion to proceed as per quote, 2nd by Ian Inglis. Carried</p>
Jeremy	Repainting of Arena	<p>20240919: Would really like this looked after before Syrup Festival and Homecoming. Jeremy will contact Caitlin.</p>

		20241118: Waiting to hear from Howick Twp and Burnside
Gord Harris / Paul Inglis	Lobby Bench Steel	20240916: larger bench top will be too heavy to move. Will look at making aluminum legs for new top instead of installing on top on the old center bench.
Darlene	Ice Rental Fees	<p>20240916: Correspondence to be sent to Howick Township along with approved minutes showing the increase was passed.</p> <p>20241021: Email from Amy Van Meeteren, Howick Twp Treasurer needing clarification re motion made at last meeting: <i>Warren recommends that ice rentals go up \$5/hour.</i></p> <ul style="list-style-type: none"> - Hockey \$135/hour. - Broomball \$105/hour. <p><i>Motion to increase ice costs by \$5/hour by Jamie McCallum, 2nd by Mark Ireland, carried.</i></p> <p>20241021: Motion that rates for November 1, 2024 will be \$135/hour for Prime Time Ice and Hockey and \$105/hour for Broomball (HST included) to October 31, 2025. In addition rates for November 1, 2025 will be \$140/hour for Prime Time Ice and Hockey and \$105/hour for Broomball (HST included). Motion by Warren Weber and 2nd by Ian Inglis, carried.</p> <p><i>We recognize Amy mentioned these rates being effective for January 1st, 2025 (instead of November 1, 2024); if our November 1st date isn't reachable for this year, we understand.</i></p>
Board	Notes from Meeting with Municipalities/Twps	<p>20241024: Under cost sharing agreement – agree to pay as a loan. \$240,000 (\$80,000 each municipality) to be repaid over 5 years (could be renegotiated if needed) in 2025 budgets.</p> <p>20241024: Waiting to see if they are filing a defense or reaching a settlement</p> <p>20241024: Did FD and Arena projects have to go through an engineer? - Caitlin will look into this</p> <p>20241024: Take the Terms of Reference away – get a short list of sticking points and come up with suggestions. Come back together and discuss this list</p> <p>20241024: Caitlin will talk to Brady and he will make arrangements to chat with a couple of our guys.</p> <p>20241024: Caitlin will talk to finance and get Asset Management Plan information to us.</p> <p>20241118: Nothing received.</p>
Jenn/ Darlene	Operating Budget	<p>20241118: Jenn has drafted an Operating Budget – will bring it to next meeting for discussion.</p> <p>20241216: ON THIS AGENDA</p> <p>20241216: <i>Will discuss at a future meeting.</i></p>
Arena Board	Capital List (Wish List)	20241118: Arena Board will also put together a Capital List/Wish List (running list of projects and end of life). Once completed The Chamber would like a copy.
Jenn	Recycling Bins	20241118: 3 of the recycling bins are in bad shape. Jenn to look into getting 6 recycle bins.

		<p>20241216: Jenn received prices for 6 - 95 gallon bins – \$293/each (Rubbermaid), \$193/each Uline, \$160/each IPL Rona.</p> <p>20241216: Jeremy will stop in at Wing Night</p>
Marvin	Procurement Policy and Budget Template	<p>20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template.</p> <p>20241216: No update.</p>
Parking Lot		
Arena Board/ Howick Twp	Sandblasting & Painting	<p>20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting</p> <p>20221121: Jeremy contacted J-K and advised of partial payment and once he returned to do touchups and around door. J-K advised he could come back in spring but more money would be due.</p> <p>20221121: Jeremy will advise J-K that Board will pay for lift but will not be paying more money for the job quoted.</p> <p>20221219: Nothing to Report – defer to next meeting</p> <p>2023016: Supposed to come – we look. May charge interest on balance owing.</p> <p>20230228: No further communication.</p> <p>20230417: Next step is, we need to speak with Howick and see if they will back us if this goes to court.</p> <p>- Speak to CAO and Operations Manager to see if they can reach out to J-K regarding the contract and our (Belmore and Twp) concerns.</p> <p>Motion to continue to hold payment and speak to Howick Twp as to next steps.</p> <p>20230515: J-K will not speak with Jeremy. Only wants to speak to Howick Twp. Howick Twp is in support of us. J-K is 100% at fault for the poor workmanship. Three townships are onboard and have their lawyers working on it. The lawyers want Burnside (Engineers) to come in and assess the work again. The matter is now out of our hands. MOVE TO PARKING LOT</p> <p>20230821: No further update.</p> <p>20240226: Marvin reported no further word from Lawyer on this matter.</p> <p>20240226: Jeremy reported something will have to be done with the loose paint before Syrup Festival. Paint is falling off. Would be good to do between shut down and Syrup Festival. Marvin will report this back to Howick Township.</p> <p>20240318: No updates regarding the bubbling/peeling paint in the arena. Marvin acknowledges something needs to be done before the syrup festival. Marvin will speak with Caitlyn (CAO). Jeremy spoke with Caitlyn today, told her the plan to remove peeling paint; was told to take pictures before doing the work.</p> <p>20240617: Send an email to the Municipality about the status of this issue. Marvin will speak to Caitlyn and ask them to put a push on things due to Homecoming. Would Marvin ask Municipality if they could pay for sandblasting to Arena and Curling Club to be redone as the legal battle carries on. Formal request from the Arena Board for Howick to put it in</p>

		<p>their budget. Jamie made motion to send a letter to Howick, 2nd by Kim. Carried. Jenn V will draft a letter to Howick Township and cc other 2 municipality CAOs.</p> <p>20240715: 3 Municipalities met in Belmore, but no update received from that meeting yet.</p> <p>20240715: Lawyer has filed.</p> <p>20241118: Another follow-up meeting with the Insurance Rep. Asked Jeremy dates that suit him.</p>
Group	Suggestion of Installation of Acoustic Panels in Arena – by Pickleball	<p>200115: Dan Renwick attended Board Mtg on behalf of Pickleball. He raised the suggestion of putting up Acoustic Panels to control the sound on the arena side. Board suggested the Pickleball group will have to do more research on the panels and get pricing. Putting in Parking Lot, will look back at this after the Whitewashing and Painting is looked after on the arena side.</p>
Jeremy / Brett	Parks Board	<p>20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter.</p> <p>20240715: Donation box to be put up on outside wall by public washrooms and put sign up in pavilion advising of the donation box.</p> <p>20240819: Mitch Inglis will manufacture a box for us. Put signs up, and give key to Ellen Underwood</p> <p>20240819: Fence topper (heavier gauge) for baseball diamond to be purchased and installed. Stingers are willing to pay half.</p> <p>20240916: Fence topper was ordered – cheaper than quoted \$1945 + tax</p> <p>Fence Topper - PUT INTO PARKING LOT</p>
Jeremy/ Warren	General Maintenance – for Summer	<p>20230228:</p> <ol style="list-style-type: none"> 1) Brine header – prevent.ve maintenance by 2025. <ul style="list-style-type: none"> o 20230821: Need to let Municipalities know (in November/December) about Brine Header replacement project before their budgets are made. o 20231016: working on a couple of quotes for brine headers. o 20240617: spoke with Ben and his company should have time to repair it. Moving ahead with this. o 2024118: Q1-Q2 should hear whether or not we received grant money <ul style="list-style-type: none"> ▪ If we don't receive grant, we need to put it into a budget 2) Boards around the ice surface need to be replaced. <p>PUT INTO PARKING LOT</p>
Adjournment:		Next Meeting - January 20, 2025 at 8pm

Curtis Harding
89210 Malcolm Line
Gorrie, Ontario
NOG 1X0

Township of Howick
44816 Harriston Road
Gorrie, Ontario
NOG 1X0

March 5, 2025

To Whom It May Concern:

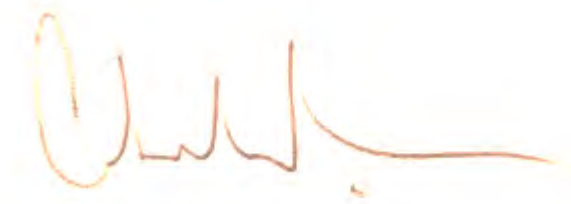
This letter is to inform you that the Fordwich Community Parks Association is **holding their annual Men's Slow Pitch Tournament on May 23 to 25, 2025.**

The event will be held at the Fordwich Ball Park from 6:00pm to 2:00am on Friday May 23rd, 9:00am to 2:00am on Saturday May 24th and 9:00am to 7:00pm on Sunday May 25th, 2025. Part of the fundraising will include a bar, in which the liquor license will be in my name. We will be serving food, via BBQ and will also offer to Howick Minor Ball to sell treats/snacks in the food booth as an option for them to raise funds for their organization.

The proceeds of this event will be put toward ball park improvements, Howick Minor Baseball and Howick Minor Hockey. If you have any questions regarding this event, please call me at 519-291-8057. Thank you.

If you could please provide the usual Resolution sheet in return back so that I can include a copy of it with the liquor license application, it would be appreciated.

Sincerely,



Curtis Harding
Board Member
Fordwich Community & Parks Association

cc. LCBO

Ontario Provincial Police
Huron County Health Unit
Howick Fire Department



March 7th, 2025

Dear Howick Township,

Howick Minor Hockey is hosting their year end banquet on April 17th, 2025 and would like to ask for the additional profit from the bar, as we will supply bartenders to work for the evening.

Thank you for taking the time to view this request.

Sincerely,
Howick Minor Hockey



March 5, 2025

Township of Howick
44816 Harriston Road
Gorrie, ON
N0G 1X0

Dear Reeve Harding and Council

Re. 2025 Naturalization and Grass Maintenance at Gorrie Conservation Area

At the Maitland Conservation Members meeting held on January 22nd, Members reviewed correspondence received from the Township of Howick's Deputy Reeve regarding the naturalization efforts at Gorrie Conservation Area (CA).

We appreciate receiving your comments as we continue to develop this site to benefit the environment. We value our long-term partnership with the Township of Howick in the management of Gorrie CA.

In 2024, the Authority committed to expanding naturalization plans to help reduce vegetation maintenance and to create ecological diversity at Gorrie CA. This plan will increase tree, shrub and wildflower plantings on the south side of the river in 2025, along with similar naturalization for the north side of the river if the Township of Howick indicated they no longer wished to maintain the grass in the future.

The Authority welcomes your offer to provide additional plant species recommendations and would also like to extend an invitation to meet with your Council and staff this summer at Gorrie CA to discuss completed and proposed naturalization plans and outcomes. Authority staff will continue to update plans this summer after these discussions, with additional planting taking place in the fall of 2025.

Attached to this letter, please find the Annual Gorrie CA Maintenance Agreement for consideration of vegetation mowing on the north side of the river. If Council would like to continue this service for 2025, please sign and return to the Authority's office.

We appreciate our on-going partnership with the Township of Howick.

Sincerely,

A handwritten signature in black ink that reads "Ed McGugan".

Ed McGugan
Chair, MVCA



**GORRIE CONSERVATION AREA
MAINTENANCE AGREEMENT**

THIS AGREEMENT made this ____ day of _____, 2025

**BETWEEN: MAITLAND VALLEY CONSERVATION AUTHORITY
hereinafter called the "Authority"**

and

**TOWNSHIP OF HOWICK
hereinafter called the "Township"**

WHEREAS the Authority owns and manages a 68 acre property, being Lots 36 to 38; 62 to 64 Mill Pond Dam; Part Lots 14, 61, 105 Con 8; Part Lots 5 to 9 Riverbed, Village of Gorrie, Township of Howick, known as the Gorrie Conservation Area for purposes of environmental protection and public day-use recreation;

AND WHEREAS the Township is desirous of maintaining parts of the Gorrie Conservation Area property identified in Schedule "A", owned by the Authority as "Parkland" (maintained grass for public use) in accordance with the terms and conditions of this agreement.

This Agreement witnesseth that the Authority and the Township in mutual consideration herein contained, agree with each other as follows:

- 1) **The Authority grants permission to the Township, to legally access the Gorrie Conservation Area for the purpose of grass cutting and trimming by Township staff and/or a contractor hired by the Township on those lands identified on Schedule "A" as Parkland- Township.**
- 2) **The Township will be responsible for all costs associated with the grass cutting and trimming in the areas identified on Schedule "A" as Parkland- Township.**
- 3) **The Authority will be responsible to maintain areas identified on Schedule "A" as Parkland-Authority and Naturalized Areas.**
- 4) **Any work shall comply with all Municipal Bylaws and/or Provincial and Federal regulations and/or Occupational Health and Safety regulations as may be applicable.**
- 5) **The Township agrees to defend, indemnify, and save the Authority harmless from all lost, cost, expense, judgement, or damage on account of injury to persons including death or damage to property, in any way caused by the negligence of the Township, or any such person or persons authorized by the Township, related to or arising out of the matters to which this agreement pertains, together with all legal expenses and costs incurred by the Authority in defending any legal action pertaining to the above.**
- 6) **The Township shall provide proof of general liability insurance of a minimum of Five Million Dollars (\$5,000,000.00) in the form of a certificate from the Township's insurance company, indicating that the Authority is named as an additional insured party for the duration and purpose of this agreement.**
- 7) **The term of this agreement shall be in effect from the 1st day of April 2025 to the 31st day of October 2025 and may be amended annually if required or terminated at any given time, subject to the mutual agreement of both parties upon thirty (30) days notice.**

**Township of Howick
44816 Harriston Road,
Gorrie, Ontario, N0G 1X0**

Reeve

Witness

Date

**Maitland Valley Conservation Authority
1093 Marietta Street, Box 127
Wroxeter, Ontario, N0G 2X0**

MVCA Chairman

General Manager/Secretary Treasurer

Date

Schedule A

Gorrie Conservation Area Parkland Grass Cutting locations



- | | |
|---|---|
| <ul style="list-style-type: none"> Parkland- Township Parkland- Authority | <ul style="list-style-type: none"> Naturalized Areas Gorrie Conservation Area Boundary Property Boundaries |
|---|---|



President: *Rob VandenHengel*

Office Administrator: Lori Gordon

42 First Ave, Clinton, ON N0M 1L0 519-482-9642/1-800-511-1135 ph
519-482-1416 fax office@hcfa.on.ca www.hcfa.on.ca

February 27, 2025

The Huron County Federation of Agriculture is pleased to host our annual MP MPP Local Politicians Forum for 2025. This forum provides our elected Municipal, Provincial and Federal government representatives with input from local agricultural organizations.

With help from our local commodity groups, we are putting together a brief on current issues which will be presented at this meeting and will have some discussion on the issues brought forward.

We would like to invite two (2) representatives from your Municipality to our MP/MPP Local Politician Forum on Friday March 28th from 10am to 2pm at the Clinton Legion

Please reply with the name of the representatives attending by March 14th.

We look forward to seeing your representatives at our meeting.

Lori Gordon

Huron County Federation of Agriculture

Business Case for Updating Bylaw to Allow Backyard Chickens in Howick Township

A Proposal for Sustainable Urban Agriculture



Executive Summary

Howick Township is surrounded by some of the best agricultural land in Ontario, yet restrictions on keeping chickens in urban settings prevent residents from fully embracing sustainable urban agriculture. This proposal advocates for updating the current bylaw to allow families to keep chickens in their backyards, aligning with practices in larger city centers such as Kitchener, Kingston, Newmarket, Niagara Falls, Brampton, and Guelph. As food costs continue to rise, accessible food sources become increasingly vital. Allowing backyard chickens will not only provide a sustainable food source but also offer educational opportunities for children to learn about agriculture.

Introduction

The purpose of this business case is to present the benefits and rationale for updating Howick Township's bylaw to permit the keeping of chickens in urban settings. This change will foster sustainable living, provide economic benefits, and enhance educational opportunities for residents.

Background

Urban agriculture is gaining popularity across Canada as cities recognize the importance of local food sources. Larger municipalities have already amended their bylaws to permit backyard chickens, recognizing the advantages of sustainable food production and community well-being. Given Howick Township's proximity to prime agricultural land, it is logical to extend these benefits to its residents.

Benefits of Allowing Backyard Chickens

1. Sustainable Food Source

Backyard chickens provide a reliable source of fresh eggs, contributing to food security and reducing reliance on commercial food supply chains. As food costs continue to rise, having access to home-produced eggs can significantly alleviate household expenses.

2. Educational Opportunities

Keeping chickens offers hands-on learning experiences for children, teaching them about responsibility, animal care, and the origins of their food. This aligns with broader educational goals to promote agricultural literacy and sustainability.

3. Environmental Benefits

Chickens contribute to waste reduction by consuming kitchen scraps and producing natural fertilizer for gardens. This enhances soil health and reduces the need for chemical fertilizers, promoting an eco-friendly lifestyle.

4. Community Engagement

Urban farming initiatives, including backyard chickens, can foster a sense of community and shared purpose. Residents can exchange knowledge, resources, and support, strengthening neighborhood bonds. There is nothing more special than sharing resources with the people you care about.

Case Studies

Kitchener and Kingston

Both Kitchener and Kingston have successfully integrated backyard chickens into their urban environments. These cities provide guidelines and resources for residents, ensuring that the practice is sustainable and minimally disruptive.

Guelph and Brampton

Guelph and Brampton have also amended their bylaws to allow backyard chickens, with positive outcomes in terms of community engagement and environmental benefits.

Addressing Concerns

Health and Safety

Concerns about health and safety can be mitigated through clear guidelines on coop construction, maintenance, and waste management. Education programs can ensure residents adhere to best practices, minimizing any potential risks.

Noise and Nuisance

By restricting the number of chickens and prohibiting roosters, noise complaints can be effectively managed. Proper coop design and placement can also reduce any potential disturbances to neighbors.

Conclusion

Updating the bylaw to allow backyard chickens in Howick Township presents numerous benefits, from sustainable food production to educational opportunities and community engagement. Given the township's agricultural heritage and the success of similar initiatives in larger cities, it is a logical and beneficial step forward. We respectfully request that the bylaw be amended to permit families to keep chickens in their backyards, supporting a healthier, more sustainable future for all residents. Thank you for your consideration.

Kind Regards,

Jessi Koehler
1075 Mill Street
Wroxeter Ontario.

Monday, January 20, 2025

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Legislative Building, Room 281
Toronto, Ontario M7A 1A1
Premier@ontario.ca

SENT VIA EMAIL

The Honourable Prabmeet Sarkaria
Minister of Transportation
5th Flr, 777 Bay St
Toronto, ON M7A 1Z8
minister.mto@ontario.ca

RE: Support for an Ontario-wide licencing framework for rideshare companies

Dear Premier Ford and Minister Sarkaria,

Please be advised of the following motion that was passed at the January 13, 2025, Goderich Town Council meeting:

Moved By: Councillor Kelly

Seconded By: Deputy Mayor Noel

Whereas Rideshare services are increasingly relied upon by seniors, students, visitors and tourists, and residents looking for safe, affordable, convenient, and reliable ways to travel;

And Whereas, the standardization and consistency of regulations across municipalities, particularly in Ontario, can improve the efficiency and effectiveness of the regulatory framework;

And Whereas, transferring the responsibility of ride-share regulations and licensing to the provincial level would contribute to a more streamlined and uniform governance structure, while eliminating associated red tape and unnecessary administrative costs;

Therefore, Be It Resolved that the Town of Goderich Council hereby expresses its support for the migration of ride-share regulations and licensing from the municipal level to the provincial level;

Be It Further Resolved that the Town of Goderich Council formally requests the Government of Ontario to initiate the transfer of responsibilities in the interest of creating a more coherent and standardized regulatory framework for ride-sharing services across the province;

Be It Further Resolved that copies of this motion be distributed to the Honourable Doug Ford, Premier of Ontario; the Honourable Prabmeet Sarkaria, Minister of Transportation; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable Lisa Thompson, Minister of Rural Affairs; the Association of Municipalities of Ontario (AMO); the Eastern Ontario Wardens Caucus, the County of Huron; and all six neighbouring Huron County lower-tier municipalities, and all Ontario municipalities.

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca



CARRIED

If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or afisher@goderich.ca

Yours truly,

A handwritten signature in cursive script that reads "Andrea Fisher".

Andrea Fisher
Director of Legislative Services/Clerk
/ab

Enclosed:

1. Policy Note – Expanding Transportation Options in Ontario
2. Eastern Ontario Warden's Caucus Letter of Support

cc: Hon. Paul Calandra, Minister of Municipal Affairs and Housing minister.mah@ontario.ca
Hon. Lisa Thompson, Minister of Rural Affairs minister.mra@ontario.ca
The Association of Municipalities Ontario (AMO) amopresident@amo.on.ca
Rural Ontario Municipal Association (ROMA) roma@roma.on.ca
Meredith Staveley-Watson, Manager of Government Relations, EOWC info@eowc.org
The Eastern Ontario Wardens Caucus, info@eowc.org
The County of Huron and all neighbouring Huron County lower-tier municipalities and all Ontario municipalities.

Policy Note - Expanding Transportation Options in Ontario

The purpose of this note is to outline the current challenges with respect to the regulation of ridesharing in Ontario and the benefits to the province that could be unlocked through a provincial regulatory framework.

[Context](#)

[Current Challenges](#)

[Municipal Interest in Ontario](#)

[Benefits of Provincial Approach](#)

[Jurisdictional Scan](#)

Context

- Since 2016, dozens of municipalities across Ontario have developed unique bylaws to regulate ridesharing.
- These bylaws cover topics such as licensing scheme, insurance requirements, driver screening standards, vehicle requirements, and fee / payment schedules.
- Currently, there are several ridesharing companies operational in Ontario, including Lyft, U-Ride, Uber and others.
- Ridesharing provides a vital transportation option in communities across the province, but much of the province is still underserved by ridesharing services.

Current Challenges

The current regulatory structure has significant policy challenges that impacts the province's transportation system and economic growth. Challenges include:

- **Patchwork regulatory framework** - As the province recently demonstrated through its [One Fare](#) announcement, transportation does not stop at municipal boundaries and is increasingly regional. The regulation of ridesharing has become a patchwork regulatory system where a driver can pick up in one municipality but may not be able to pick up in the neighbouring municipality, leading to deadheading.
- **Increasing red tape** - For ridesharing companies that wish to expand in Ontario at the moment, they have to go to individual municipalities and develop bespoke compliance systems. This increases red tape and the cost of doing business in Ontario. It severely limits the ability of ridesharing companies to scale across rural Ontario.
- **Lack of rural transportation options** - Many rural municipalities in Ontario are significantly growing as a result of the Government's investment in housing and infrastructure, yet they lack sufficient transportation options for their residents. Even when options exist, they are often only available at limited times of the day.

Municipal Interest in Ontario

Due to the lack of rural transportation options and the benefits of ridesharing services, over the past months, several municipalities that do not currently have ridesharing services have expressed interest in bringing ridesharing to their communities. These include:

- **Municipality of Brighton** - Northumberland-Peterborough South
- **Township of Russell** - Glengarry-Prescott-Russell
- **City of Pembroke** - Renfrew-Nippissing-Pembroke
- **Township of Southgate** - Bruce-Grey-Owen Sound
- **Town of St. Mary's** - Perth-Wellington

Some of these communities, including Brighton, ON have already passed resolutions (see [Appendix A](#) for full resolution) declaring “support for the migration of ride-share regulations and licensing from the municipal level to the provincial level”.

Benefits of Provincial Approach

A provincial approach to the regulation of ridesharing would have considerable benefits to the Ontario economy and the people of Ontario. These benefits include:

- **Supports economic development** - As Ontario continues to attract investments in areas such as EV manufacturing, communities across the province will need additional transportation options. Ridesharing helps people get around growing communities while also providing part-time flexible work opportunities.
- **Connects communities** - The current patchwork regulatory structure does not reflect the reality of regional transportation, which does not stop at municipal borders. Similar to the One Fare approach of the government, a provincial regulatory framework would allow people to use ridesharing to move seamlessly between communities in the province.
- **Helps reduce impaired driving** - Research shows that the presence of ridesharing in a community can help reduce impaired driving, which is why Uber is a proud partner of MADD Canada. In many rural communities, transportation options are often sparse or unavailable late at night, which can lead some to drive impaired. A provincial regulatory framework would allow ridesharing to expand more easily into these communities and provide citizens with a good reason not to drink and drive.
- **Enables innovative approaches to transit** - Uber and the Town of Innisfil co-designed a custom transit solution, named Innisfil Transit. With a touch of a button, residents are offered flat fare rides to popular destinations, such as the train station, the recreation complex, or the Innisfil Employment Area. Since the launch of Innisfil Transit, thousands of residents have taken trips to connect with the commuter rail station, get to work, go out with friends, or visit their doctor.
- **Connectivity to higher order transit** - As Metrolinx builds out the GO RER expansion and the Ontario Northlander resumes services, more Ontarians and visitors to our

province will use these services to connect with communities. Ridesharing would help boost the success of these services by serving as a “first-mile / last-mile” solution in communities across the RER and Northlander corridors.

Jurisdictional Scan

The majority of other provinces in Canada have adapted a provincial model to the regulation of ridesharing. Some examples of provincial models include:

Province	Legislation	Website / More Information
Newfoundland and Labrador	Transportation Network Company Regulations	Transportation Network Companies (Ride-sharing Service) - Digital Government and Service NL
Quebec	Bill 17, An Act respecting remunerated passenger transportation by automobile - National Assembly of Québec	Authorized drivers or drivers of a vehicle comparable to a taxi - SAAQ
Alberta	Transportation Network Companies Regulation	Ride-for-hire services Alberta.ca
Saskatchewan	Vehicles for Hire Act Vehicles for Hire Regulations	Ridesharing services - SGI

Appendix A: Municipality of Brighton Resolution

WHEREAS, the Municipality of Brighton faces challenges related to limited access to transportation, and there exists a pressing need for a ride-sharing service to address transportation gaps within our community;

WHEREAS rideshare services are increasingly relied upon by seniors, students, visitors and tourists, and residents looking for safe, affordable, convenient, and reliable ways to travel;

WHEREAS, the standardization and consistency of regulations across municipalities, particularly in Ontario, can improve the efficiency and effectiveness of the regulatory framework;

WHEREAS, transferring the responsibility of ride-share regulations and licensing to the provincial level would contribute to a more streamlined and uniform governance structure, while eliminating associated red tape and unnecessary administrative costs;

THEREFORE, BE IT RESOLVED that the Municipality of Brighton Council hereby expresses its support for the migration of ride-share regulations and licensing from the municipal level to the provincial level;

BE IT FURTHER RESOLVED that the Municipality of Brighton Council formally requests the Government of Ontario to initiate the transfer of responsibilities in the interest of creating a more coherent and standardized regulatory framework for ride-sharing services across the province;

BE IT FURTHER RESOLVED that copies of this motion be distributed to the Honourable Doug Ford, Premier of Ontario; the Honourable Prabmeet Sarkaria, Minister of Transportation; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South; the Association of Municipalities of Ontario (AMO); the Eastern Ontario Wardens Caucus, the County of Northumberland; and all six neighbouring Northumberland lower-tier municipalities, and all Ontario municipalities.

October 24, 2024

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Legislative Building, Room 281
Toronto, Ontario M7A 1A1
Premier@ontario.ca

The Honourable Prabmeet Sarkaria
Minister of Transportation
5th Flr, 777 Bay St
Toronto, ON M7A 1Z8
minister.mto@ontario.ca

**Re: Eastern Ontario Wardens' Caucus support for an Ontario-wide
licensing framework for rideshare companies**

Dear Premier Ford and Minister Sarkaria,

On behalf of the [Eastern Ontario Wardens' Caucus \(EOWC\)](#), representing 103 rural and small urban municipalities across Eastern Ontario, I am writing to request that the Ontario Government strongly consider adopting a province-wide licensing framework for rideshare companies.

Municipalities across Eastern Ontario, including the County of Northumberland and Township of Russell, have been advocating for a provincial licensing framework for rideshare companies that would align Ontario with Quebec and British Columbia. Ridesharing provides a vital transportation option in communities across Ontario, but much of the province is still underserved by ridesharing services.

In many parts of the province, ridesharing is unregulated or regulated in a 'patchwork' manner. Since 2016, dozens of municipalities across Ontario have developed unique bylaws to regulate ridesharing. These bylaws cover topics such as licensing scheme, insurance requirements, driver screening standards, vehicle requirements, and fee / payment schedules.

The benefits of an Ontario-wide licensing framework of rideshare companies include:

- **Supports economic development** - As Ontario continues to attract investments in areas such as electronic vehicle (EV) manufacturing, communities across the province will need additional transportation options. Ridesharing helps people get around growing communities while also providing part-time flexible job opportunities.
- **Connects communities** - The current patchwork regulatory structure does not reflect the reality of regional transportation, which does not stop at municipal borders. Similar to the One Fare approach of the government, a provincial regulatory framework would allow people to use ridesharing to move seamlessly between communities in the province.
- **Helps reduce impaired driving** - Research shows that the presence of ridesharing in a community can help reduce impaired driving. In many rural communities, transportation options are often sparse or unavailable late at night, which can lead some individuals to choose to drive impaired. A provincial regulatory framework would allow ridesharing to expand more easily into these communities and provide people with a safe ride option.
- **Enables innovative approaches to transit** – As one example of innovative partnerships, the Town of Innisfil and Uber Canada co-designed a custom transit solution, named Innisfil Transit. With a touch of a button, residents are offered flat fare rides to popular destinations, such as the train station, the recreation complex, or the Innisfil Employment Area. Since the launch of Innisfil Transit, thousands of residents have taken trips to connect with the commuter rail station, get to work, go out with friends, or visit their doctor.

Premier Ford and Minister Sakaria, we thank you for your consideration of this important issue. As always, the EOWC remains a trusted partner and welcomes continued collaboration and opportunities for open dialogue on behalf of our member municipalities.

Sincerely,

A handwritten signature in black ink, appearing to read 'PEM', with a long horizontal flourish extending to the right.

Peter Emon
Chair, 2024
Eastern Ontario Wardens' Caucus
Info@eowc.org

CC: Hon. Paul Calandra, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca

Hon. Lisa Thompson, Minister of Rural Affairs
minister.mra@ontario.ca

The Association of Municipalities Ontario (AMO)
amopresident@amo.on.ca

Rural Ontario Municipal Association (ROMA)
roma@roma.on.ca

Meredith Staveley-Watson, Manager of Government Relations, EOWC
info@eowc.org



Broadcasting Notice of Consultation CRTC 2025-72

PDF version

Gatineau, 6 March 2025

Public record: 1011-NOC2025-0072

Call for comments on market capacity and the appropriateness of issuing a call for radio applications to serve Wingham, Ontario, and surrounding areas

Deadline for submission of comments: 7 April 2025

Deadline for submission of replies: 22 April 2025

[\[Submit an intervention/comment/answer or view related documents\]](#)

Summary

The Commission received an application for a commercial radio station to serve Wingham, Ontario, and surrounding areas¹. The applicant requested to operate an English-language commercial FM radio station to replace an existing AM station in Wingham, which would use one of the last known FM frequencies available in this area. As a result, the Commission is seeking comments on market capacity and the appropriateness of issuing a call for radio applications to serve Wingham. The Commission encourages the public, as well as the applicant, to submit interventions to provide additional information.

The deadline for the receipt of interventions is **7 April 2025**. Only parties that file interventions may file a reply to matters raised during the intervention phase. This requirement applies to all interested persons, including the applicant. The deadline to file replies is **22 April 2025**.

The Commission expects persons interested in serving the Wingham radio market to express their interest during the intervention period. Should little or no interest be expressed to serve that radio market, the Commission may publish the application for consideration during the non-appearing phase of a public hearing rather than issue a call for applications.

Background

1. According to Broadcasting Regulatory Policy 2014-554 (the Radio Call Policy), when the Commission receives an application for a new radio station or a licence amendment to an existing service that is proposing to use one of the last known frequencies, it will generally publish a notice of consultation to seek comments on market capacity and the

¹ Surrounding areas include but are not limited to: Walkerton, Paisley, Chesley, Palmerston, South Bruce, Brockton, Mildmay, Hanover, Hawick, Huron-Kinloss, Ripley, and Ayton, Ontario.

appropriateness of issuing a call for radio applications. While the Radio Call Policy includes a list of exceptions to the issuance of a call, applications that propose to use one of the last known frequencies in a market will not be eligible for an exception.

2. The Commission does so to ensure that new radio stations are introduced to the market in a transparent and efficient manner and that the ability of existing radio stations to serve their communities is not compromised. It also aims to provide interested persons with an opportunity to express their views on introducing new radio services prior to a call being issued.
3. On 22 August 2023, in Broadcasting Information Bulletin 2023-278, the Commission announced the suspension of the consideration of new applications and complaints relating to radio undertakings during the implementation of its regulatory plan for modernizing the Canadian broadcasting framework. In this case, the applicant has asked the Commission to make an exception to this rule due to failing equipment and infrastructure at its AM facility, along with the significant costs to maintain its AM towers. For this reason, the Commission finds it is in the public interest to move forward with this proceeding as well as issue a call for radio applications, if necessary, following this notice of consultation.

Application for Wingham

4. The Commission received the following application for a broadcasting licence to operate an English-language commercial FM radio station to replace an existing AM station in Wingham, Ontario:

Applicant	Type of Service	Technical Parameters	Main communities included in the primary contour
Blackburn Media Inc.	English-language commercial FM station	104.3 MHz (channel 282B) with an average radiated power (ERP) of 16,700 watts (maximum ERP of 28,000 watts)	Wingham and surrounding areas ²

5. Given that the applicant proposed to use one of the last known frequencies available in Wingham, the Commission is publishing a notice of consultation to seek comments on market capacity and the appropriateness of issuing a call for radio applications.

² Ibid.

Call for comments

6. In light of the above, the Commission is seeking comments on the capacity of Wingham and surrounding areas to support a new service and on whether it should issue a call for applications for new radio stations to serve this community. The Commission also encourages the public, as well as the applicant, to submit information on how this market is currently being served, the diversity of programming, and the availability of services in this area.
7. Aggregated commercial and non-commercial financial information relating to the radio market in Ontario can be found in the Commission's [Broadcasting Financial Summaries](#) and on the [Open Data Portal](#). For commercial radio stations, information for the Wingham market is grouped with the "Southern Ontario" region under the non-designated radio market section. For non-commercial stations, information for the Wingham market can be found under the "Ontario" region.
8. Following receipt of comments, the Commission will conduct an assessment of the capacity of Wingham to support an additional station, taking into account economic and financial data as well as the comments received in the public consultation.
9. As indicated in the Radio Call Policy, the Commission will weigh factors such as market capacity, spectrum availability or scarcity, comments from the public and interest by other parties in serving the market when deciding whether to:
 - publish the application for consideration during the non-appearing phase of a public hearing (for example, in instances where there is capacity in the market, a number of frequencies of comparable quality [or coverage] are available or there is a low probability of other applications to serve the market);
 - issue a call for applications (for example, in instances where there is capacity in the market, a limited number of frequencies available or a high probability of multiple applications to serve the market); or
 - make a determination that the market cannot sustain additional stations, return the application and issue a decision setting out this determination.

Procedure

10. The *Canadian Radio-television and Telecommunications Commission Rules of Practice and Procedure* (the Rules of Procedure) apply to the present proceeding. The Rules of Procedure set out, among other things, the rules for content, format, filing and service of interventions, answers, replies and requests for information; the procedure for filing confidential information and requesting its disclosure; and the conduct of public hearings. Accordingly, the procedure set out below must be read in conjunction with the Rules of Procedure and related documents, which can be found on the Commission's website under "[Statutes and Regulations](#)." The guidelines set out in Broadcasting and Telecom

Information Bulletin 2010-959 provide information to help interested persons and parties understand the Rules of Procedure so that they can more effectively participate in Commission proceedings.

11. The Commission invites interventions that address the issues and questions set out above. The Commission will accept interventions that it receives on or before **7 April 2025**. Only parties that file interventions may file a reply to matters raised during the intervention phase. This requirement applies to all interested persons, including the applicant. The deadline for the filing of replies is **22 April 2025**.
12. The Commission encourages interested persons and parties to monitor the record of the proceeding, available on the Commission's website, for additional information that they may find useful when preparing their submissions.
13. Submissions longer than five pages should include a summary. Each paragraph of all submissions should be numbered, and the line *****End of document***** should follow the last paragraph. This will help the Commission verify that the document has not been damaged during electronic transmission.
14. Pursuant to Broadcasting and Telecom Information Bulletin 2015-242, the Commission expects incorporated entities and associations, and encourages all interested persons and parties, to file submissions for Commission proceedings in accessible formats (for example, text-based file formats that allow text to be enlarged or modified, or read by screen readers). To provide assistance in this regard, the Commission has posted on its website guidelines for preparing documents in accessible formats.
15. Submissions must be filed by sending them to the Secretary General of the Commission using **only one** of the following means:

by completing the

[\[Intervention/comment/answer form\]](#)

or

by mail to

CRTC, Gatineau, Quebec K1A 0N2

or

by fax at

819-994-0218

16. Parties who send documents electronically must ensure that they will be able to prove, upon Commission request, that filing, or where required, service of a particular document was completed. Accordingly, parties must keep proof of the sending and receipt of each

document for 180 days after the date on which the document is filed or served. The Commission advises parties who file or serve documents by electronic means to exercise caution when using email for the service of documents, as it may be difficult to establish that service has occurred.

17. In accordance with the Rules of Procedure, a document must be received by the Commission and all relevant parties by 5 p.m. Vancouver time (8 p.m. Gatineau time) on the date it is due. Parties are responsible for ensuring the timely delivery of their submissions and will not be notified if their submissions are received after the deadline. Late submissions, including those due to postal delays, will not be considered by the Commission and will not be made part of the public record.
18. The Commission will not formally acknowledge submissions. It will, however, fully consider all submissions, which will form part of the public record of the proceeding, provided that the procedure for filing set out above has been followed.

Important notice

19. All information that parties provide as part of this public process, except information designated confidential, whether sent by postal mail, fax, email or through the Commission's website at www.crtc.gc.ca, becomes part of a publicly accessible file and will be posted on the Commission's website. This information includes personal information, such as full names, email addresses, postal/street addresses, telephone and fax numbers, etc.
20. The personal information that parties provide will be used and may be disclosed for the purpose for which the information was obtained or compiled by the Commission, or for a use consistent with that purpose.
21. Documents received electronically or otherwise will be put on the Commission's website in their entirety exactly as received, including any personal information contained therein, in the official language and format in which they are received. Documents not received electronically will be available in PDF format.
22. The information that parties provide to the Commission as part of this public process is entered into an unsearchable database dedicated to this specific public process. This database is accessible only from the web page of this particular public process. As a result, a general search of the Commission's website with the help of either its own search engine or a third-party search engine will not provide access to the information that was provided as part of this public process.

Availability of documents

23. Links to interventions, replies and answers/final replies filed for this proceeding, as well as other documents referred to in this notice, are available on the Commission's "[Consultations and hearings: have your say](#)" page.
24. Documents are available upon request during normal business hours by contacting:

Documentation Centre
Examinationroom@crtc.gc.ca
Tel.: 819-997-4389
Fax: 819-994-0218

Client Services
Toll-free telephone: 1-877-249-2782
Toll-free TTY: 1-877-909-2782

Secretary General

Related documents

- *Change to the processing time for applications and complaints relating to radio undertakings*, Broadcasting Information Bulletin CRTC 2023-278, 22 August 2023
- *Filing submissions for Commission proceedings in accessible formats*, Broadcasting and Telecom Information Bulletin CRTC 2015-242, 8 June 2015
- *A targeted policy review of the commercial radio sector*, Broadcasting Regulatory Policy CRTC 2014-554, 28 October 2014
- *Guidelines on the CRTC Rules of Practice and Procedure*, Broadcasting and Telecom Information Bulletin CRTC 2010-959, 23 December 2010

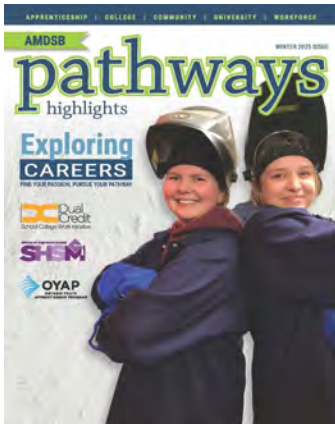


Land Acknowledgement

School Council Chair Sheri DiGiovanni from Maitland River Elementary School (MRES) presented their group's land acknowledgment. She explained that they wrote their personalized acknowledgment after a guest speaker taught them about why they are important and what components should be included. She expressed appreciation for the land and water and outlined the commitments of the MRES parents.

Good News

New Pathways Highlights E-Magazine



Communications Manager Chera Longston was pleased to share the Winter 2025 edition of the Pathways Highlights. This e-magazine showcases a number of Pathways programs including the Ontario Youth Apprenticeship Program, Dual Credit and cooperative education. Students from Grades 6 to 12 are featured in this photo-rich resource. Another issue is planned for late Spring and the current issue can be found on the board website: [Pathways Highlights](#).

Days of Significance Around the District (February Edition)

Communications Manager Chera Longston presented the February edition of the Days of Significance wrap-up. This month features Black History Month, Valentine's Day, Family Day, Winter Walk Day, School Crossing Guard Appreciation and Pink Shirt Day!

[DOS - Feb 2025 Wrap-Up](#) by AMDSB Communications

Mornington Central PS Receives Gold in "Let's Talk Careers" Competition

Trustee Julie Moore was proud to share that Mornington Central PS secured 1st place on the A leaderboard for the Let's Talk Careers: Canada's Most Informed School Competition! She extended her



congratulations to the entire school, with special recognition to Brett McGuinness and Deb Jagger for their exceptional efforts. As a result, the school has earned \$400 and will also be receiving a division Championship banner. Additionally, six students earned \$100 bursaries for their outstanding efforts in the competition: Abe G, Emily B, Susie G, Louis B, David B, and John B. Congratulations!

Family Literacy Day

Trustee Sheila Armstrong-Marshall was pleased to highlight the Family Literacy Day celebrations at Little Falls Public School (PS) and South Perth Centennial PS. Little Falls PS had students visiting classrooms to enjoy a book, activity, craft and theme - including costumes! South Perth Centennial PS also took part by having a book character dress-up day and hosting literacy activities in all classrooms. Full details can be found in a recent [St Marys Independent article](#).

Student Trustee Update

Student Trustee Sophia Buckman shared that Heather Hirdes (AMDSB Mental Health Lead) will be joining their meeting to discuss their mental health initiatives including a video for Pink Shirt Day. Student Trustee Alexandra Haviaras shared that the Senate is working with the Listowel District SS Equity Group to release a survey for students and staff about ensuring that student fees are consistent among secondary schools.

Senior Staff Updates

School Year Calendar for 2025/2026 Approved

The trustees approved the proposed School Year Calendar for the 2025/2026 school year. Full details are posted on the [School Year Calendar page](#).

Long-term Enrolment Projections

Superintendent Cheri Carter shared the updated Long-Term Student Enrolment projections for the board, which were prepared by Watson & Associates Economists Ltd ("Watson"). Watson Partner Jack Ammendolia recorded a video, which was shared with trustees in the agenda package, along with the accompanying information report.

All information can be found on the Board website on the [Pupil Accommodation & Enrolment Projections page](#). The AMDSB Data Dashboards are also available on that page and provide information about student enrolment projections and school locations, structures and sizes, as well as AMDSB community demographic information. A full instruction manual can also be found for how to navigate and understand this information.

North Perth Boundary Review

Superintendent Cheri Carter shared that two North Perth Boundary Review Committee online meetings have been hosted and that the participants are very engaged. The videos from those meetings are posted on the [North Perth Boundary Review page](#). The feedback from the committee will be taken by Watson & Associates Economists Ltd. who will prepare a public report. The report, along with a survey to collect feedback from the broader community, will be released early March. In addition, an open house will be hosted on March 6 (6-8pm) at Listowel District SS. The event will have large posters to show the possible boundary review changes, allow attendees to ask questions and provide paper copies of the survey. Translation services will also be provided.

Future Board Meetings

Regular Board Meetings are held in person unless otherwise noted. Links to join the meetings online will be posted on the [Board Meeting page](#) the day before the meeting. The public portion begins at 4:45 p.m.

- Tuesday, March 25, 2025 at 4:45 p.m.: Regular Session, followed by Committee of the Whole, Closed Session
- Tuesday, April 8, 2025 at 4:45 p.m. Committee of the Whole, Open Session
- Tuesday, April 22, 2025 at 4:45 p.m. Regular Session, followed by Committee of the Whole, Closed Session

Future Meetings/Events with Trustee Representation

- Supervised Alternative Learning (SAL) – Monday, February 24, 2025 at 8:30 a.m.
- Ad Hoc Policy Committee – Wednesday, February 26, 2025 at 11:00 a.m. (Microsoft Teams)
- Special Education Advisory Committee (SEAC) – Wednesday, March 5, 2025 at 4:00 p.m. (Microsoft Teams)
- North Perth Boundary Review Open House – March 6, 2025 at 6:00 p.m. (Listowel District SS cafeteria)
- North Perth Boundary Review Committee – April 3, 2025 at 6:00 p.m. (Microsoft Teams)
- Audit Committee – April 9, 2025 at 5:00 p.m. (in person and Microsoft Teams)
- Accessibility for Ontarians with Disabilities Act (AODA) – April 25, 2025 at 2:00 p.m. (in person at Stratford Intermediate and Microsoft Teams)

March 6, 2025

The Right Honourable Justin Trudeau, P.C., M.P.
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2
Justin.trudeau@parl.gc.ca

Re: Carbon Tax

Dear Prime Minister,

At the meeting of Sarnia City Council held on March 3, 2025, the following resolution was adopted:

That given the advent of the US tariffs and the economic impact on Canadians it is even more critical at this time to petition our own Federal liberal government to put a stop the 20 percent increase to the carbon tax scheduled to be implemented April 1, 2025. The vast majority of Canadians do not support the carbon tax, and the timing could not be worse for the impact to our citizens; and

That the resolution be forwarded to the Prime Minister, his Cabinet, Leaders of Opposition, our MP, and All Ontario Municipalities.

Your consideration of this matter is respectfully requested.

Yours sincerely,



Amy Burkhart
City Clerk

Cc: Cabinet Ministers
The Honourable Pierre Poilievre, M.P.
The Honourable Marilyn Gladu, M.P.
All Ontario Municipalities

Corporation of the County of Huron

To: Warden and Members of County Council

From: Vicki Lass, Director

Date: 02/19/2025

Subject: Economic Development Departmental Update, January 2025

Recommendation

Recommended Motion

That:

The Warden and Members of County Council receives the report by Vicki Lass, Economic Development Director, dated February 19, 2025, titled Economic Development Department January 2025 Update, as presented for information.

Background

Huron County Economic Development January 2025 Departmental Update

The following is an update of major projects and initiatives led by the Huron County Economic Development department over the past month.

Huron County Economic Development Department



Mission Statement

Offering support and leadership to enhance the economy and quality of place in Huron County.

Vision Statement

A diverse, thriving, and sustainable economy and rural community.

Upcoming Dates

Council Priorities: Welcoming & Inclusive Communities, Economic Readiness and Youth Engagement

The Guardian Network Training, Provincial Virtual Trainings:

- January 29th, 2025: 9am – 4pm
- February 26th, 2025: 9am – 4pm
- March 10th, 2025: 9am – 4pm

Register here: [Guardian Network Registration Form \(Virtual\)](#)

In The Know is a mental health literacy course for farmers. Upcoming virtual trainings are:

- February 12th, 2025: 10am – 2pm
- February 26th, 2025: 10am – 2pm
- March 26th, 2025: 10am – 2pm

Register here: [In The Know Registration \(Virtual\)](#)

For community events check the County Event Calendars:

[Huron County Community Events](#) and [Ontario's West Coast Events Calendar](#)

Thank you to local partners who provide us with the list of activities in their municipalities. We encourage you to share with your municipalities and ratepayers that the community events calendar is live and a great resource for sharing and finding information.

Stay current on all departmental activities by following us online!

Huron County Economic Development [Facebook](#) & [Instagram](#)

Huron County Immigration Partnership [Facebook](#)

Ontario's West Coast [Facebook](#) & [Instagram](#)



Celebrating Excellence in the County of Huron

Council Priorities: Economic Readiness, Youth Engagement and Agriculture

Honourable Mention Received for the Farm Succession Planning Project at EDCO



The Farm Succession Planning Project was selected as a finalist in the category of Business Retention and Expansion for the 2024 EDCO Awards of Excellence.

Thank you to all of the individuals who participated in making this project a success but especially to the members of our agricultural community who participated in the creation of our local podcast series.

Brad Chandler (Hensall Coop), Gwen Devereaux (Gateway Center for Rural Health Excellence), Jim Lynn (Principal Lynn Consulting Solutions), Teresa Van Raay (The

Whole Pig), Vanda McNeil (Heather Holme Holsteins), Anita Van Hittersum (Rolling Lands Farm), Emily Morrison (Morrison Berries), Derek Van Dieten (Van Dieten Dairy Farms), Florence Witherspoon (Clerk ACW), Chris Spaleta (Executive Director, Eat Local Huron), Glen McNeil (Heather Holme Holsteins), Don Miltenburg (Esteem Farms), Jeff Van Soest (Soestdale Holsteins) and **Podcast Moderator**, Roz Elliott

Economic Development Board

Council Priorities: Economic Readiness, and Youth Engagement

The Economic Development Board welcomes new public members for a three year term from January 2025 to December 2027. We are excited for the broad range of skills and experiences these community members bring to the Economic Development Board.

Ezra Silverton – Owner Lune 1860 events venue, expertise in driving profitability & process optimization through digital technologies.

Swet Ghandi – Owner/Operator Boston Pizza Goderich

Roz Elliott - Corporate Communications Executive, former Vice President of Public Affairs for a Fortune 500 company, with almost 25 years in the energy industry.

John Marshall - Entrepreneur and Business Development Specialist with a proven track record of delivering profitable growth to several of North America's premier manufacturers.

We would also like to welcome **County Councillor, Trevor Bazinet** to the Board.



Sector Support: Workforce Development

Council Priorities: Workforce Attraction

ROMA Announcements:

Rural Economic Development program to be renamed to Rural Ontario Development (ROD) program and funding to increase to \$10 million per year in 2025 and 2026 for a total investment in ROD of \$20 million. No further details of the program have been released.

Ministry of Rural Affairs released [Enabling Opportunities: Ontario's Rural Economic Development Strategy](#). The Ministry has listened closely to the needs of Rural Ontario and has made the ROD program more responsive to help tackle the economic challenges in rural Ontario.

Life on the Coast Podcast

The Workforce Project, funded by the previous Rural Economic Development (RED) program continues. Our most recent podcast dropped in early January. Episode 4 of Huron County's Life on the Coast Podcast is titled: "Workforce Recruitment and Retention – Retiree's Perspective".




In this next episode of the workforce recruitment and retention series, we deep dive into the perspective of retirees reentering the workforce. The retirees discuss leaving their long-term careers, moving to Huron County from the city, and challenges entering the workforce again, part-time. We also explore their insights into the benefits of working part-time after retirement.

Guest Speakers:

- Mary DeCarlo
- Wanda Harvey

 **Listen to the podcast today!** www.huroncounty.ca/life-on-the-coast

The Huron County's Life on the Coast Podcast is made possible by the County of Huron and is partially funded by the Ontario Government through the Rural Economic Development Program.

 Disclaimer: The views expressed in this podcast may not necessarily represent those of the County of Huron or the Province.

Farm Succession/Transition Planning

Council Priorities: Economic Readiness, Youth Engagement and Agriculture

AgWO Announces Continuation of Ag Mental Health Supports

Agriculture Wellness Ontario (AgWO) is excited to share the recent announcement that the federal and provincial governments are investing close to \$10 million over the next 3 years for two of AgWO's mental health initiatives, dedicated to serve the agricultural community. With this new funding, the Canadian Mental Health Association (CMHA), Ontario's Agriculture Wellness Ontario will continue delivering its Farmer Wellness Initiative and Guardian Network programs through the end of 2027. This investment will help ensure farmers continue to have access to critical mental health services and support as they navigate the challenges of this demanding industry.

Sector Support: Trade

Council Priorities: Economic Readiness

The Economic Development Department is closely monitoring the unfolding tariff situation and its potential impact on our local business and agricultural communities. While the full scope, duration, and implications of these tariffs remain uncertain, we want to assure council that we are engaged and actively assessing the situation.

The Canadian Federation of Agriculture (CFA) is working closely with government officials, industry stakeholders and US counterparts to ensure our farmers' voices are heard. See the CFA's key objectives at this link. [Canada-US Agriculture | CFA-FCA](#)

Business Services

Council Priorities: Economic Readiness and Youth Engagement



SUMMER Company

This summer, mind your own business.

Students aged 15-29 can apply now for a \$3,000 grant.

HURON COUNTY | mcall macbain FOUNDATION | Ontario

Summer Company

Staff are busy behind-the-scenes preparing for the 2025 Summer Company program, which will launch by March 1, 2025. This year's program will have spots for 11 students, with 5 being funded through our partnership with the McCall MacBain Foundation and the balance through the Province of Ontario.

The Huron Business Centre team is pleased to announce a new partnership with the Avon Maitland District School Board that will allow students to earn summer co-op credits by

participating in the Summer Company program. Staff are exploring a similar partnership with the Huron Perth Catholic District School Board.



Foodpreneur Advantage Program

The second intake for the Foodpreneur Advantage program kicked-off on January 23. To date, there have been 6 Huron County businesses signed up for this intake.

The **Foodpreneur Advantage Program** is for individuals looking to start or expand a food or beverage manufacturing business focused on consumer-packaged goods.

The program includes sessions on the following:

- Starting a Food Business and Regulatory Compliance
- How to Sell Your Food Product
Costing and Pricing to Make Profits
- Marketing and Branding your Food Product
- Selling to Food Retailers
- Labelling and Packaging your Food Product

A friendly reminder that individuals must sign up for each of these sessions individually, which allows them to pick sessions they are interested in instead of committing to the entire 6-part series. The next 6-part series will begin on April 24, 2025.

The next 6-week program is scheduled to start on April 24, 2025. If interested individuals are unable to attend the sessions live, they should register for the session to receive a recorded version that they can watch at their convenience.

Interested individuals are also reminded to seek one-on-one Business Advisory support to help support them in developing their business idea!

Business Advisory Services

January was a slower month for business advisory services than we typically have at the start of a new year. During the month of January, Business Advisors held 17 consultations supporting start-ups and expanding businesses. The Huron Business Centre had 66 inquiries in January.

When not coaching, Business Advisor staff have been working diligently on upcoming programming and the development of resources that help our staff be more efficient and effective in our service delivery and reporting.

Immigration Partnership

Council Priorities: Welcoming & Inclusive Communities

ESL Classes in South Huron Update

Thirty-eight people are participating in ESL classes in Dashwood, working hard to improve their language skills. The strong turnout highlights the community's commitment to learning and growth. The classes are offered by Set7 Skills & Technology with support from the Huron County Economic Development Board and The Municipality of South Huron.

Thank you to the Anti-Racism & Culture Club from St. Anne's Catholic Secondary School for the donation to the Huron County Immigration Partnership, from the ARC Club – Candy for Kindness Fundraiser.



Learn to Curl Event

The Huron County Immigrant Advisory Council hosted its third annual Learn to Curl event at the Vanastra Curling Club. More than 40 newcomers to Canada and their supporters gathered for an afternoon of fun and community building.

Volunteers from the Vanastra Curling Club guided participants through the basics of curling, ensuring an engaging experience for all. The Huron County Library, Clinton Branch, provided children's activities and shared information about library services, while a representative from the YMCA of Southwestern Ontario Settlement Services attended the event and provided refreshments for the group.



A heartfelt thank you to everyone who contributed to making this event a success—we appreciate your support in creating a welcoming and inclusive community!

Tourism

Council Priorities: Welcoming & Inclusive Communities, Economic Readiness, and Youth Engagement

As part of the Taste Trails project in 2025 that promotes the incredible local food options our region has to offer to our 1.2 million annual visitors. To achieve this, we are creating a new **Taste Trails Guide**, available in both print and digital formats. This guide will feature maps and site listings for various Taste Trails across Huron County, highlighting agritourism businesses, local markets, wineries, breweries, farm stands, and more.

As part of this initiative, we're offering additional support to our local food producers and retailers. On January 30th, we started hosting a series of free workshops designed to provide valuable insights into agritourism trends, the importance of partnerships, visual merchandising, and meeting customer expectations.

In addition to sharing industry knowledge, these workshops aim to strengthen the network of local food producers and retailers in Huron County. They also provide an opportunity for us to update the sector on the Taste Trails as the project progresses over the winter and spring.

Upcoming workshops taking place between January 30 and March 27, 2025:

Agritourism Taste Trail Workshop Series: Partnerships

Thursday, January 30 at 2:00 p.m. – VIRTUAL

Presenter: <https://thefoodiesgroup.com/>



The first workshop in our Agritourism Taste Trails Series will explore the vital role of partnerships in tourism, highlighting the significant impact of collaborative efforts on industry growth. Attendees will learn practical strategies for forming successful business alliances and harnessing the power of teamwork to achieve common goals.

<https://www.eventbrite.ca/e/agritourism-taste-trail-workshop-series-partnerships-tickets-1138509154529?aff=oddtcreator>

Agritourism Taste Trail Workshop Series: Merchandising

Thursday, February 27 at 2:00 p.m. – In person at East Street Cider Co., Goderich

Presenter: <https://www.theretailduo.com/>



Discover how merchandising can increase sales and create brand recognition. With a focus on visual merchandising, learn how you can use colour, lighting, space, and arrangement in a way that maximizes sales and enhances the customer experience.

<https://www.eventbrite.ca/e/agritourism-taste-trail-workshop-series-merchandising-tickets-1141244315469?aff=oddtcreator>

Agritourism Taste Trail Workshop Series: Trends

Thursday, March 13 at 2:00 p.m. – VIRTUAL

Presenter: <https://thefoodiesgroup.com/>



In this workshop we'll delve into the latest trends shaping the tourism industry, offering insights into emerging patterns and behaviors. Attendees will gain valuable knowledge on leveraging these trends to innovate and create new, exciting products and experiences that cater to evolving market demands.

<https://www.eventbrite.ca/e/agritourism-taste-trail-workshop-series-trends-tickets-1145923340559?aff=oddtcreator>

Agritourism Taste Trail Workshop Series: Customer Service

Thursday, March 27 at 2:00 p.m. – In person at Cowbell Brewing Co., Blyth

Presenter: <https://thefoodiesgroup.com/>



This final workshop in our Agritourism Taste Trails Series will focus on the intersection of customer experiences and visitor expectations in the tourism industry. Participants will learn effective strategies for anticipating and exceeding guest expectations, creating unforgettable experiences that build loyalty and drive positive word-of-mouth.

<https://www.eventbrite.ca/e/agritourism-taste-trail-workshop-series-customer-service-tickets-1141424424179?aff=oddtcreator>

Huron County Economic Development 2025 Operational Plan

Background: Overview of Operational Plan

In 2024 the Huron County Economic Development department made great strides in:

- shock proofing the department with the development of standard operating procedures, policies and best management practices;
- identifying and delivering on annual core services,
- focusing on Agriculture through Taste of Huron Trails, Succession Planning, Foodpreneur,
- exploring our place in alternate energy solutions and investment attraction opportunities,
- creating welcoming communities for visitors, newcomers and residents alike through OWC, events, and LIP activities,
- promoting Huron County as a great place to live, work and play through workforce campaigns and the promotion of the www.jobsinhuron.ca job board.

Operational Overview 2025

Huron Business Center (HBC) will concentrate on the issue of business succession planning as well as business closures. As Huron County employers age out or are affected by the worsening economic conditions HBC will strive to support these transitions in all sectors of Huron's economy. Efforts will include leading an Ec Dev Board working group on succession planning with actionable items in the first two quarters of 2025. Development and communication of services and resources for those facing business financial hardship. Reaching out to local and newcomer populations to interest them in business ownership in Huron County, including resources for newcomers to understand business ownership in Ontario and Canada. HBC will seek to continue adding value to existing programming through activities such as working with local school boards to explore course credit, connected to high skills major programming, for Summer Co participants.

Tourism/Agri-Tourism will be continuing its marketing message of Huron is not just beaches but also agriculture, with a campaign to encourage those enjoying our beaches to explore Huron County's interior and extend their stay. Visitors will be offered opportunities to enjoy our Taste of Huron Trail, local events, Vine and Ale Trail, local Farmers' Markets, or strolling through our historic downtowns. Taste of Huron Trail animation will begin spring 2025 and business training and participation in the trail will be offered.

The **Huron County Local Immigration Partnership** (LIP) will be working to expand its reach and impact. There will be a focus on workforce initiatives and entrepreneurial opportunities for newcomers. We will maximize connections to promote these opportunities by liaising with Newcomer Center of Peel, where newcomers wishing to live rurally can find contacts. The important welcoming community work the LIP is known for will continue with the aid of community partners. With the change of funding from Immigration Refugee Citizenship Canada over the next three years starting April 2025, work will be undertaken to build fruitful partnerships and seek additional funding opportunities.

The **Sector Support** line of business will continue to build partnerships and solidify our position with respect to the Clean Energy Frontier and alternate energy opportunities. Transit will continue to be a focus, working specifically with WOWC to promote a regional transit system which supersedes County boundaries. Engagement with our municipal partners will continue to explore investment attraction education and activity, while clearly defining the role County Ec Dev can take to support this important work. Investment attraction work will focus on agriculture, innovation, youth attraction & retention and alternate energy as outlined in the Investment Attraction and Clean Energy Update report to council, November 20, 2024. Workforce recruitment and employer engagement will be a focus in 2025 as we seek to support our broad spectrum of business owners through an uncertain economic climate.

Economic Development Board will continue to focus on timely topics through working groups and board meetings to utilize the board members skills, knowledge, experience and networks.

Brand Management and Communications will be further developed this year. Our strategic goals have all seen significant advancement in 3 of our 4 key areas, Sustain, Include, Collaborate, but there is still significant work to be done in how the department is promoted to the public. There will be a shift from the internal language of economic development to a more client facing exchange promoting services by and engagement with the department. This will include creating a communications plan and marketing plan for Ontario's West Coast as well as exploring a strong brand for the Huron Business Center. The work of the department has reached an increased level of professionalism and it is now time to focus our communications on increasing our engagement with the local business community, aspiring entrepreneurs, not for profits and other collaborators.

A fifth goal has been added to our work which is **Stabilize**. The intent is to protect the department's mandate, mission and vision through the development and adoption of standard operating procedures, policies and best management practices. The implementation of key work tools such as a client relationship management (CRM) will aid in bringing stability to the department. These tools and practices will aid the department in clarifying what is in and out of scope, our professional conduct and shock proof the department in times of change.

Adaptability and Responsiveness

The economy is rarely static and the early days of 2025 have clearly reminded us of this fact. This operational plan has room for adaptation to evolving priorities of County Council and the Economic Development Board along with economic realities, showing a responsiveness that is needed to assist our stakeholders to THRIVE. At the same time there is much to be gained from a maintaining a steady path forward addressing the department's stated purpose and mandate.

Current department adaptations will be to amplify opportunities in our normal course of business such as:

- expanding SHOP Local and SHOP HURON campaigns

- promoting OWC to a broader audience, encouraging increased overnight stays
- providing ongoing supports to local businesses through multiple channels and as opportunities arise such as;
 - Branding - Made In Canada, Product of Canada, Foodland
 - How to successfully transition your business
 - Tools and resources to increase business efficiencies
- Supporting welcoming community efforts through LIP, OWC and partner organizations such as;
 - Community Safety and Well Being Committees partnerships
 - Access SLED
 - Promotion of mental health resources provided by partner organizations.

The Economic Development Department recognizes the need for collaborative conversations to ensure our stakeholders and team members are executing responsive, impactful and priority initiatives within our mandate. As adaptations are required work will be reassessed and changes to the operational plan will reflect priority substitutions.

Goal #1: INCLUDE: Huron County offers an inclusive and high quality of place to live, work and play.

Council Priorities: Welcoming & Inclusive Communities, Youth Engagement, Workforce Attraction

Objectives	Activity	Lead	Budget	Time Frame
Objective A: Workforce and resident attraction and retention, in partnership with local employers, service delivery agencies,	Workforce Development Continued promotion of www.jobsinhuron.ca and development of workforce resources	EDO Sector Support	\$35 K RED funding	Ongoing
	Welcoming Week	Manager LIP	\$1500	September

Objectives	Activity	Lead	Budget	Time Frame
educational institutions and all levels of government.	Partner with Service System Manager on employment services initiatives	Sector Support	Staff Time	Monthly
Objective B: Enable underrepresented community members to feel belonging and fully participate in our rural community and economy. Newcomers, youth.	Conversation circles	Manager LIP	Staff Time	Monthly
	Anti-Discrimination Day – schools	Manager LIP	Staff Time	March
	Healthcare & Immigration Event	Manager LIP	\$2500	February
	ESL Pilot Evaluation	Manager LIP	Staff Time	April
	Newcomer Winter Event	Manager LIP	Staff Time	February
	Indigenous Art Event	Manager LIP	\$500	October
	Newcomer business programming	Manager LIP Manager HBC	Staff Time	April and October
	Employment Event	Manager LIP EDO –Sector Support	\$750	October
	Immigrant Advisory Council	LIP Manager	\$750	8 meetings annually
	Newcomer Day at Camp	Manager LIP	\$500	August
	Huron County Multicultural Festival	Manager LIP Cultural Services	\$10K	June
	Multilingual Collection at Huron County Libraries	Manager LIP with Libraries	\$500.00	Annually
Huron Area Newcomer Fund	Manager LIP with Goderich Lions	Staff Time	Ongoing	

Goal #2: COLLABORATE: Huron County is the go-to leader on regional economic and community development activity, playing a key role in sharing information and coordinating initiatives to create alignment amongst partners.

Council Priorities: Economic Readiness, Workforce Attraction, Agriculture, Alternate Energy Solutions, Welcoming & Inclusive Communities, Youth Engagement

Objectives	Activity	Lead	Budget	Timeframe
Objective A: Build a culture of community collaboration to support economic development in Huron County both within the corporation and with external local and regional partners.	Municipal Roundtable – Speakers, Workshops	Manager HBC EDO Tourism EDO Sector Support	\$2k (meetings and speakers) \$3k award sponsorship Chambers	Monthly
	Build collaboration with Newcomer Center of Peel	Manager LIP EDO Sector Support	Staff time	Begin January Ongoing
	Continue to foster collaboration with Community Futures Huron	Manager HBC EDO Tourism – Board Member CFH Ec Dev Board - SLED & working groups Director	Staff Time	Monthly meetings Updates ongoing

Objectives	Activity	Lead	Budget	Timeframe
	Economic Development Board and Working Groups	Director	SLED \$100K SLYP up to \$10K Working Groups up to \$30K	SLED April SLYP July Succession – April, ongoing Alternate Energy - September
	RT04 Research Projects – Indigenous, Sustainable Tourism and Resident Survey	EDO Tourism	Staff time	April 2025 final report
	Mentoring of annual events Winery Brewery trade show Maple Mania Oktoberfest	EDO Tourism	Staff Time Staff Time \$5K	Winery Brewery – Feb/March Maple Mania - March Oktoberfest - October
	Work with agricultural organizations to identify opportunities to increase economic activity on farm	EDO Tourism/Local Food HBC Manager EDO Sector Support	Staff Time	Ongoing
	HMA Youth Scholarship	Director	\$1K	1 st Quarter
Objective B: Explore and build new and innovative partnerships that support strategic objectives, where	Clean Energy Frontier Participation	Director/ EDO Sector Support	Staff Time	Ongoing
	WOWC Ec Dev Leaders	Director/EDO Sector Support	Staff Time	Quarterly and AGM
	WOWC Transit working group	EDO Sector Support	Staff Time	Ongoing
	SOIC	Director/EDO Sector Support	Staff Time	Ongoing

Objectives	Activity	Lead	Budget	Timeframe
common values and interests align.	Work with Huron County Planning Department to develop Agricultural Systems Approach for Agricultural Impact Assessments	EDO Sector Support	Staff Time	3 rd quarter
Objective C: Create new avenues to facilitate collaboration and idea sharing amongst the business community, stakeholders, and the broader community (research opportunities, summits, municipal roundtable).	Thrive Summit Support Community Safety and Well Being projects Succession Planning sessions	Ec Dev Team	\$20K Ticket sales and sponsorship to offset	April 14-15, 2025
	Newcomer Housing research project Coordination of data, Report and Presentations	Manager LIP	\$5,280	March published 2 nd Quarter presentations
	Support BIA	Manager HBC	\$1K	3 rd Quarter

Goal#3: SUSTAIN: Huron County sustains a thriving business community that has access to high-quality, responsive support which enables resilience, growth, and innovation.

Council Priorities: Economic Readiness, Workforce Attraction, Welcoming & Inclusive Communities, Alternate Energy Solutions, Youth Engagement, Agriculture

Objectives	Activity	Lead	Budget	Timeframe
Objective A: Deliver high-quality business coaching programs to help businesses grow and remain sustainable, with a focus on improving business planning and growth along the life cycle, including succession planning.	Starter Company Plus	Manager HBC	\$26K	August - December
	Business Advisory Services	Manager HBC	Staff Time	Ongoing
	Foodpreneur	Manager HBC	\$4K	4 intakes Annually
	Taste of Huron Trail participant workshops	HBC Manager EDO Local Food	\$5K	1 st Quarter
	Business Training Events Determined annually based on demand	Manager HBC	\$4K	Throughout the year
	Succession Planning Working Group	Manager HBC and Ec Dev Board Working Group	TBD	Ongoing – focus for 2025
	Explore business resources for new Canadians	Manager HBC	Staff time	1 st Quarter
Objective B: Develop and undertake an investment readiness program towards responding to and seeking target opportunities for strategic growth.	Investment Readiness ongoing Education Initiative with Partner Municipalities	EDO Sector Support	Staff time	Ongoing
	Discussions with Partner Municipalities Investment Attraction	EDO Sector Support	Staff Time	March
	Participate on BYC working Group	EDO Sector Support	Staff Time	Ongoing
	Maintenance of Data for decision making and business recruitment	EDO Sector Support	Staff Time	Ongoing
	Respond to unsolicited Investment Inquiries	EDO Sector Support	Staff Time	Ongoing

Objectives	Activity	Lead	Budget	Timeframe
Objective C: Engage Youth Entrepreneurial Opportunities	Summer Company Recruitment includes visiting all 5 secondary schools to talk about entrepreneurship	Business Advisor – Tricia Denomme	\$18K grants & \$16K from McCall MacBain	Completed August
	Negotiate credit for Summer Company Students with School Board	Business Advisor – Tricia Denomme	Staff Time	May
	Provide Support to Youth Makers Market	Manager HBC	\$2K	3 rd Quarter 2 events
Objective D: Engage employers and address challenges and barriers to growth.	Meet with employers, sector-wide to discuss challenges including finding workforce.	EDO – Sector Support	Staff time and Travel	Ongoing
	Employer Roundtable to promote workforce resources and identify further employer needs	EDO – Sector Support	\$1K	Ongoing
	Monitor funding program opportunities	All Leads	Staff Time	Ongoing
	Apply for funding programs	All Leads	Staff Time	Ongoing
	Reports to Funders (e.g. ROD)	All Leads	Staff Time	Ongoing and on demand
	Apply to awards programs when applicable to increase visibility and credibility	All Leads	Staff time \$300/award	Annually

Goal 4: COMMUNICATE: Internally, to ensure there is a clear understanding of the work the Huron County Economic Development Department is undertaking. Externally, so that tourists, prospective residents and investors know what Huron County has to offer.

Council Priorities: Welcoming & Inclusive Communities, Economic Readiness, Agriculture, Youth Engagement, Workforce Attraction,

Objectives	Activity	Lead	Budget	Timeframe
Objective A: Create a clear communications strategy that reviews and considers each of our brands and lines of business, including best media for delivering messaging	Buy Local Campaign and supports for businesses including creation of SHOP HURON visual ID.	EDO Tourism/Local Food Supported by all Leads	Staff time	Ongoing
	Development of a Communications and Social Media Plan for the Department including content development	TBD	Staff Time	2 nd Quarter
	Podcasts	TBD	\$10k	January 2025 March 2025 May 2025 July 2025 September 2025 November 2025
	Develop Marketing Materials for Various Economic Development Programs and implementation (Excluding Tourism Campaigns)	TBD	Included in Project Budgets	Ongoing

Objectives	Activity	Lead	Budget	Timeframe
	Social Media Asset Development Reels, photos, video content	TBD	Included in project budgets	Ongoing –seasonal
Objective B: Clear branding so clients and community have a clear understanding of services delivered by the department.	Move Huron Business Centre visual identity to registered brand status	HBC Manager and Comms Staff	Included in SBEC budget	3 rd Quarter
	Community Profile for workforce – online and print.	EDO – Sector Support	\$8K	February 2025
Objective C: Timely and meaningful reporting.	MEDJCT Reporting – HBC	Manager HBC	Staff time	Bi-weekly
	IRCC Reporting – LIP	Manager LIP	Staff time	Quarterly
	Annual Department Report	Director/Leadership Team	Staff time	1 st Quarter
	Monthly Reporting to County Council, Ec Dev Board and Partner Municipalities	Director Leadership Team Office Administrator	Staff time	Monthly
	OWC website Stats	EDC Tourism Local Food	Staff time	February
	Propulsa Data and Annual reporting	EDO Tourism Local Food	Staff time	February
Objective D: Marketing, Promotion and Publications	Social media management – LIP, OWC, Ec Dev, Buy Local	All Leads	Staff time	Daily/3times per week
	OWC blog and weekly newsletter	EDC Tourism Local Food	Staff time	Monthly blog Weekly newsletter

Objectives	Activity	Lead	Budget	Timeframe
	Advertising	All Leads	Within project budgets	Ongoing
	Events Calendar for County & Muni Partners	EDC Tourism and Local Food	Staff time – 1 day per week	Weekly
	Influencers	EDO Tourism and Local Food	\$5K	Annually
	Visitors Guide	EDO Tourism and Local Food	\$15K	Annually
	Hiking Guide	EDO Tourism and Local Food	\$8K	Biennially
	Vine and Ale Trail	EDO Tourism Local Food	\$1K	Annually
	Seasonal Guide	EDC Tourism Local Food	\$4K	Annually
	Cycling Map	EDO Tourism and Local Food	\$1.5K	Annually
	RV Guide	EDO Tourism and Local Food	\$1.5K	Biennially
	Food Taste Trails Brochure – 3 in 1	EDO Tourism and Local Food	\$8K	Annually
	Taste of Huron Trail Development and Animation	EDO Tourism and Local Food	Tourism Growth Funding	1 st event Spring 2025 Ongoing events Annual Intakes
	Events Calendar – build in house solution	EDC Tourism Local Food	\$12k	3 rd Quarter
	Assets for Film Ontario	EDO Tourism and Local Food	Dependent on funding	Ongoing
	OWC Signage Program	EDO Tourism and Local Food	Produces income	Annually
	Seasonal Photography	EDO Tourism and Local Food	Dependent on funding	Annually

Objectives	Activity	Lead	Budget	Timeframe
D2. LIP	Newcomer Guide	Manager LIP	\$1000	January
	Housing Research Report	Manager LIP	\$5750	Published March
D3. HBC/Sector Support	Workforce recruitment package for employers including printable community profile	EDO Sector Support	\$5K	February
	Employer Hiring Guide Updated	EDO Sector Support	\$5K	February
	Toolkits and Resources – e.g. Business Start Up Guide	Manager HBC	Staff Time	Ongoing
	Newsletter	Manager HBC	Staff Time	Monthly or as needed
	Buy Local Resource webpage and additional business supports as needed	Manager HBC EDO Local Food EDO Sector Support	Staff Time	Ongoing

Goal 5: STABILIZE: Stabilize the department by creating processes, standard operating procedures, policies, best management practices and implementing tools. Explore alternate sources of revenue all while rising to the challenge of continuous improvement and work-life balance for staff.

Council Priorities: Economic Readiness, Asset Management

Objectives	Activity	Lead	Budget	Timeframe
Objective A: shock proof department from staff turnover and loss of client and institutional knowledge	Customer Relationship Management (CRM) - final implementation and staff training for CRM	Manager HBC EDO Sector Support Director	\$6K	1 st Quarter
	Huron Business Center – Standard Operating Procedure	Manager HBC	Staff Time	1 st Quarter

Objectives	Activity	Lead	Budget	Timeframe
	3 Year Marketing Plan for OWC	EDO Tourism & Local Food	Staff Time	3rd Quarter
	Anti-Racism Policy	Manager LIP	Staff Time	1 st Quarter
	Volunteer policy extended to all business lines	Director	Staff Time	2 nd Quarter
	Sustainable Tourism Guide	EDO Tourism	Staff Time	2 nd Quarter
Objective B: Set Vision and strategic objectives to scope work for next 5-10 years.	Strategic Planning – Master Planning with Partner Municipalities and Ec Dev Board	Director	TBD by RFP Staff Time	Completion by Feb 2026
Objective C Funding contracts updated and secured for Department	McCall MacBain Summer Company Grant Contract signed	Manager HBC	\$16K revenue	January
	MEDJCT – work on updated requirements for 2026- 2029	Manager HBC	Staff time	4 th Quarter
	IRCC for 2025-2028 Gather required documentation and negotiate funding.	Manager LIP	Staff time	March
	Seek opportunities to monetize some projects and find new sources of income	Director	Staff Creative Time	Ongoing

THRIVE SUMMIT

April 14 & 15, 2025

Blyth, ON

**Tickets
available soon!**



THRIVE Summit on April 14th and 15th at Blyth Memorial Hall, brought to you by the County of Huron's Economic Development Team and Community Safety and Well Being for Huron. Attendees will participate in expert-led discussions, engage in panel sessions, and take part in interactive breakout workshops, all carefully crafted to address key opportunities and challenges facing our local communities.

Topics will include:

- Strategies for resilience and adaptability in uncertain times
- Leveraging tools and techniques to tell your unique story
- How to harness the latest digital marketing trends
- Practical strategies to embrace Artificial Intelligence (AI)
- Pitfalls of selling a business and how to avoid them
- Building safer, healthier communities
- The power of social connections for overall well-being
- Unlocking the key to well-being and belonging
- Energizing your team and boosting mental health in the workplace
- Inspiring recovery journeys in rural communities

Building Bright Futures in Rural Ontario

JOIN US

for breakfast and learn what's happening in Huron-Perth to support youth entering the workforce and the resources available to you

RSVP

by March 14

BY INVITATION ONLY

Agriplex Fieldhouse
357 McCarthy Rd.
Stratford, ON

TUESDAY
MARCH 25
7:00 - 9:15 AM

contact Emily Branje
to reserve your seat

emily@facileperth.ca

facile

Holland Bloorview
Kids Rehabilitation Hospital





RE: Ontario Deposit Return Program

February 27, 2025

Hon. Andrea Khanjin, Minister of Environment, Conservation and Parks
5th Floor
777 Bay Street
Toronto, ON M7A 2J3

Dear Minister Khanjin,

At the Council Meeting held on February 19, 2025, Limerick Township Council approved Council Resolution 007-2025, supporting the letter submitted by Bradford West Gwillimbury regarding the Ontario Deposit Return Program.

Motion007-2025

Moved by Councillor Jan MacKillican
Seconded by Councillor Glenn Locke

THAT Council for the Township of Limerick hereby supports the letter dated September 20, 2024 by the Town of Bradford West Gwillimbury, regarding the Ontario Deposit Return Program;

AND FURTHER THAT a copy of this resolution be sent to the Minister of Environment, Conservation and Parks, Andrea Khanjin; The Minister of Finance, Peter Bethlenfalvy; the Association of Municipalities of Ontario (AMO); our local MPP, Ric Bresee; and all Ontario Municipalities.

Carried

If you have any questions regarding this matter, please contact the undersigned at clerk@township.limerick.on.ca or by phone at 613-474-2863.

Sincerely,

Victoria Tisdale

Clerk-Treasurer

Township of Limerick

Victoria Tisdale, Clerk Treasurer
clerk@township.limerick.on.ca
Telephone: 613-474-2863
Fax: 613-474-0478



Nicole Ilcio, Deputy Clerk Treasurer
assistant@township.limerick.on.ca
Telephone: 613-474-2863
Fax: 613-474-0478



September 20, 2024

BY E-MAIL

Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

Dear Minister Khanjin:

Ontario Deposit Return Program

I hope this letter finds you well. I am writing to formally address the recent discussions surrounding the Ontario Deposit Return Program, particularly regarding our community residents asking us about the recycling of nonalcoholic beverage plastics.

Whereas the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, we recognize the potential for similar success with nonalcoholic beverages.

The Ministry of the Environment, Conservation and Parks highlighted in their June 2023 letter that they are considering the adoption of a deposit-and-return system for nonalcoholic beverages. This initiative presents a unique opportunity to further promote recycling, reduce litter, and encourage sustainable practices among consumers.

Therefore, I am proud to announce that our Council endorses the expansion of the Ontario Deposit Return Program to include nonalcoholic beverage containers. We believe that this expansion will not only enhance environmental stewardship but also foster a culture of sustainability within our community.

We encourage all stakeholders to support this initiative and work collaboratively towards its implementation. Together, we can make a significant impact on our environment and set a positive example for future generations.

Yours truly,

A handwritten signature in black ink, appearing to read 'James Leduc', written over a white background.

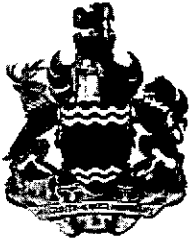
Mayor James Leduc
Town of Bradford West Gwillimbury

CC:

Hon. Peter Bethlenfalvy, Minister of Finance
Hon. Caroline Mulroney, Member of Provincial Parliament for York-Simcoe
MPP Sandy Shaw, Opposition Environment, Conservation and Parks Critic
Ontario's Municipal Councils and Conservation Authorities



The Corporation of the
County of Northumberland
555 Courthouse Road
Cobourg, ON, K9A 5J6



Northumberland County Council Resolution

SENT VIA EMAIL

January 31, 2025

Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks)
Honourable Peter Bethlenfalvy (Minister of Finance)
Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development
and MPP for Northumberland Peterborough-South)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

Re: Correspondence, Municipality of St. Charles 'Deposit Return Program'

At a meeting held on January 22, 2025 Northumberland County Council approved Council Resolution # 2025-01-22-035, adopting the below recommendation from the January 6, 2025 Public Works Committee meeting:

Moved by: Councillor Mandy Martin
Seconded by: Councillor John Logel

"That the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

Further That the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

Council Resolution # 2025-01-22-035

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,
Maddison Mather

Manager of Legislative Services / Clerk
Northumberland County



Council Resolution

Moved By M. Martin
Seconded By J. Fogel

Agenda Item 10 Resolution Number
2025-01-22-035

Council Date: January 22, 2025

“That Council adopt all recommendations from the three Standing Committees, as contained within the Committee Minutes (meetings held January 6 and 8, 2025).”

Recorded Vote Requested by _____
Councillor's Name

Deferred _____
Warden's Signature

Carried  _____
Warden's Signature

Defeated _____
Warden's Signature



Public Works Committee Resolution

Committee Meeting Date: January 6, 2025

Agenda Item: 7.b

Resolution Number: 2025-01-06-004

Moved by: B. Ostrander

Seconded by: C. Logel

Council Meeting Date: January 22, 2025

"That the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

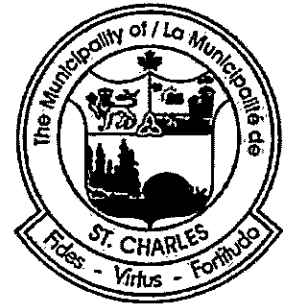
Further That the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

Carried _____
Committee Chair's Signature

Defeated _____
Committee Chair's Signature

Deferred _____
Committee Chair's Signature

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 8.2.

Resolution Number 2024-403

Title: Resolution Stemming from October 16, 2024 Regular Meeting of Council - Item 8.1 - Correspondence #4

Date: November 20, 2024

Moved by: Councillor Loftus

Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the letter dated September 20, 2024 by the Town of Bradford West Gwillimbury, regarding the Ontario Deposit Return Program;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Minister of the Environment, Conservation and Parks, Andrea Khanjin; the Minister of Finance, Peter Bethlenfalvy; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

CARRIED


MAYOR



Northumberland County Council Resolution

SENT VIA EMAIL

February 25, 2025

Right Hon. Justin Trudeau (Prime Minister of Canada)
Hon. Melanie Joly, (Minister of Foreign Affairs),
Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),
Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
Marit Stiles (Leader of the Ontario New Democratic Party),
Bonnie Crombie (Leader of the Ontario Liberal Party),
Mike Schreiner (Leader of the Ontario Green Party),
Ontario's Minister of Economic Development, Job Creation and Trade,
Ontario's Minister of Municipal Affairs and Housing,
Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
Robin Jones (President, AMO and Mayor of Westport),
Christa Lowry (Chair, Rural Ontario Municipal Association),
Jeff Leal (Chair, Eastern Ontario Leadership Council),
John Beddows (Chair, Eastern Ontario Mayors' Caucus),
All regional Members of Canadian Parliament,
All candidates running as Ontario Members of Parliament,
All of Ontario Municipalities

Re: Correspondence, Eastern Ontario Wardens' Caucus 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs'

At a meeting held on February 19, 2025 Northumberland County Council approved Council Resolution # 2025-02-19-134, adopting the below recommendation:

Moved by: Councillor Scott Jibb

Seconded by: Councillor John Logel

"That County Council support the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs', and direct staff to send a copy of the resolution to:

- The Right Hon. Justin Trudeau (Prime Minister of Canada),
- Hon. Melanie Joly (Minister of Foreign Affairs),
- Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),

- Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
- Marit Stiles (Leader of the Ontario New Democratic Party),
- Bonnie Crombie (Leader of the Ontario Liberal Party),
- Mike Schreiner (Leader of the Ontario Green Party),
- Ontario's Minister of Economic Development, Job Creation and Trade,
- Ontario's Minister of Municipal Affairs and Housing,
- Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
- Robin Jones (President, AMO and Mayor of Westport),
- Christa Lowry (Chair, Rural Ontario Municipal Association),
- Jeff Leal (Chair, Eastern Ontario Leadership Council),
- John Beddows (Chair, Eastern Ontario Mayors' Caucus),
- All regional Members of Canadian Parliament,
- All candidates running as Ontario Members of Parliament,
- All of Ontario's municipalities.

Council Resolution # 2025-02-19-134

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,
Maddison Mather



Manager of Legislative Services / Clerk
Northumberland County

Council Resolution

Moved By S. Poph
 Seconded By J. Lejal


Agenda Item 8.a Resolution Number
 2025-02-19- 134

Council Date: February 19, 2025

"That County Council support the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs', and direct staff to send a copy of the resolution to:

- The Right Hon. Justin Trudeau (Prime Minister of Canada),
- Hon. Melanie Joly (Minister of Foreign Affairs),
- Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),
- Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
- Marit Stiles (Leader of the Ontario New Democratic Party),
- Bonnie Crombie (Leader of the Ontario Liberal Party),
- Mike Schreiner (Leader of the Ontario Green Party),
- Ontario's Minister of Economic Development, Job Creation and Trade,
- Ontario's Minister of Municipal Affairs and Housing,
- Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
- Robin Jones (President, AMO and Mayor of Westport),
- Christa Lowry (Chair, Rural Ontario Municipal Association),
- Jeff Leal (Chair, Eastern Ontario Leadership Council),
- John Beddows (Chair, Eastern Ontario Mayors' Caucus),
- All regional Members of Canadian Parliament,
- All candidates running as Ontario Members of Parliament,
- All of Ontario's municipalities.

Recorded Vote Requested by _____
 Councillor's Name

Carried 
 Warden's Signature

Deferred _____
 Warden's Signature

Defeated _____
 Warden's Signature

Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs

Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville
Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County

Whereas the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

Whereas the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

Whereas trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

Whereas municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces and territories.

Therefore, be it resolved that the Eastern Ontario Wardens' Caucus supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

And that the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

And that the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

And that the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

Carried

A handwritten signature in cursive script that reads "Bonnie Clark".

Chair Bonnie Clark, EOWC

February 10, 2025

Corporation of the Township of Howick

By-law No. 15-2025

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and McKenzie and Henderson Ltd. for the Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel

WHEREAS Subsection 5(1) of the Municipal Act, S.O. 2001, c. 25 as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS Subsection 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that municipal power shall be exercised by By-law;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township Of Howick as follows:

1. That the Corporation of the Township of Howick enter into the Agreement with McKenzie and Henderson attached hereto as Schedule "A", which forms part of this by-law.
2. That the Reeve and CAO/Clerk are hereby authorized to execute and affix the Corporate Seal to an Agreement between the Corporation of the Township of Howick and McKenzie and Henderson Ltd. for the Supply, Crushing, Loading, Hauling and Application of Spring Maintenance Gravel (Tender PW-2025-01) for a one-year period at the unit rates tendered.
3. That this By-law shall come into force and take effect upon its final passage.
4. That this By-law may be cited as the "2025 Spring Maintenance Gravel Agreement" By-law.

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed this 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

APPENDIX C FORM OF TENDER AND AGREEMENT

The Contractor has carefully examined the provisions, plans, specifications and conditions attached to this tender package and has carefully examined the site and locations of the work to be done under this contract and the Contractor understands and accepts the said provisions, plans, specifications and conditions, and for the prices set forth in this tender, hereby offers to furnish all machinery, tools, apparatus and other means of construction, furnish all materials, except as otherwise specified in the contract, and to complete the work in strict adherence to the provisions, plans, specifications and conditions attached to this tender.

Attached to this tender is a certified cheque or bid bond in the amount specified in the "Tendering Requirements" made payable to the Township of Howick. The proceeds of the cheque shall, upon acceptance of this tender, constitute a deposit which shall be forfeited to the Township of Howick if the Contractor fails to complete the work in accordance to the provisions, plans, specifications and conditions attached hereto.

It is agreed that the tender quantities are estimated only and may be increased or decreased by the Township of Howick's Manager of Public Works or their designate, without alteration of the contract unit price.

I/We the Contractor hereby certify that we will commence work outlined in the Scope of Work no earlier than May 26, 2025, and to diligently perform the work continuously without undue delay and further promise to substantially complete the work on or before June 30, 2025.

This form of Tender and Agreement when signed by the Contractor shall constitute a formal and binding contract when accepted and signed on behalf of the Township of Howick.

Legal Business Name (Contractor)	Location of Gravel Pit(s)
Signature of Authorized Signing Officer <small>(I have the authority to bind the company)</small>	Email
Name and Title of Signing Officer	Registered Business Number

This section for completion on acceptance by the Township of Howick

Signature of Township Officer <small>Affix Corporate Seal</small>	Township Officer Name and Title
Signature of Township Officer	Township Officer Name and Title

Acceptance date _____, 2025

Corporation of the Township of Howick

By-law No. 16-2024

**A By-law to amend Schedule “H” of the Consolidated Fees and Charges
By-law 60-2024, to amend the Township Boards Fee Schedule.**

WHEREAS the Municipal Act, 2001, S.O. 2001, provides that a municipality may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS section 391 of the Municipal Act provides that without limiting sections 8, 9 and 10 of the Municipal Act, those sections authorize a municipality to impose fees or charges on persons,

- a) For services or activities provided or done by or on behalf of it;
- b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) For the use of its property including property under its control.

AND WHEREAS section 398 of the Municipal Act provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively;

AND WHEREAS Council of the Township of Howick adopted By-law 60-2024 known as the “Consolidated Fees and Charges By-law”;

AND WHEREAS Council of the Township of Howick deems it necessary to amend By-law 60-2024 from time to time;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township of Howick as follows:

1. That **Schedule “H” to By-law 60-2024**, be amended by adding the following section:

Item	Fee/Charge	HST	2025	Unit
Hall Basement - Training	\$884.96	\$115.04	\$1000.00	Each

3. All other provisions of By-law 60-2024 remain in force and effect.
4. This by-law shall come into force and takes effect on March 18, 2025

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Corporation of the Township of Howick

By-law No. 17-2025

Being A By-Law to Authorize the Entering into and Execution of an Amending Agreement with Comprint Systems Incorporated (operating as “DataFix”) for use of their Election Management System known as VoterView.

WHEREAS Subsection 5(1) of the Municipal Act, S.O. 2001, c. 25 as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, permits the Councils of all municipalities to enter into certain agreements;

AND WHEREAS the Council of the Corporation of the Township of Howick deems it expedient to enter into such an Agreement;

AND WHEREAS the Council of the Corporation of the Township of Howick entered into an agreement with Comprint Systems Incorporated (“DataFix”) for use of their Election Management System known as VoterView on June 27, 2023;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township of Howick as follows:

1. That the CAO/Clerk is hereby authorized to execute the Amending Agreement between the Corporation of the Township of Howick and Comprint Systems Incorporated (“DataFix”) for use of their Election Management System known as VoterView; and
2. That all other aspects of By-law 40-2023, are hereby confirmed.
3. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed this 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

AMENDMENT TO THE VOTER LIST MANAGEMENT SERVICES AGREEMENT

This amending agreement (“**First Amendment**”) is effective as of January 30, 2025 (“**Effective Date**”).

BETWEEN

TOWNSHIP OF HOWICK, a municipality incorporated pursuant to the laws of the Province of Ontario (“**Client**”)

- and -

COMPRINT SYSTEMS INCORPORATED, o/a “DataFix”, a corporation incorporated pursuant to the laws of the Province of Ontario (“**DataFix**”)

WHEREAS the Client and DataFix entered into the Voter List Management Services Agreement dated **30th day of May 2023** (the “Services Agreement”);

AND WHEREAS the Client and DataFix desire to amend the Services Agreement to clarify the scope of the definition of “Client Users” such that DataFix’s competitors and Online Voting Service Providers would be restricted from any use of the Application under the Services Agreement;

NOW THEREFORE in consideration of the mutual covenants contained in this First Amendment and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

1. Changed language in the Services Agreement:

(a) Paragraph 1.1(f) is deleted in its entirety and replaced with:

“1.1(f) “Client Users” means designated persons within the Client’s organization who Client has authorized to use the Application and, for clarity, shall not include Online Voting Service Providers nor competitors of DataFix.

(b) The following sentence shall be added to the end of Paragraph 2.4:

“For clarity, competitors of DataFix and/or vendors supplying online voting services shall not be permitted Client Users under this Agreement and neither Client nor Client Users shall ever provide access to VoterView to these types of third parties.

2. Change of DataFix Address

DataFix has moved head offices in Toronto, Ontario and this is your notice that pursuant to Section 17.1, DataFix's address is:

1 Toronto St. Suite 214
Toronto, ON M5C 2V6
Attention: Geoff Day
Email: gday@datafix.com
Copy: hharvey@datafix.com

3. Definitions

All capitalized terms used in this First Amendment have the same meaning as in the Services Agreement, unless separately defined in this First Amendment.

4. Interpretation

The Client and DataFix agree that, except for those amendments described in this First Amendment, all terms and conditions contained in the Services Agreement will remain in full force and effect. In the event of a conflict between the terms and conditions of this First Amendment and any terms and conditions of the Services Agreement, this First Amendment will prevail with regard to the subject matter herein.

5. Governing Law

This First Amendment is governed by, construed, and enforced in accordance with the laws of the Province of Ontario and the laws of Canada which may be applicable to a party in the Province of Ontario. Both parties irrevocably attorn to the jurisdiction of the courts of the Province of Ontario.

6. Counterparts and Electronic Signatures

The parties agree that this First Amendment may be executed in any number of counterparts, each of which counterpart will be deemed an original hereof, and all the counterparts taken together will constitute one enforceable binding instrument.

The parties further agree that this First Amendment, including any counterparts, may be executed and delivered by email, facsimile or other electronic means and that such electronic signature will have the same force and effect as the original handwritten signature and will be binding on the parties.

IN WITNESS WHEREOF the Client and DataFix have executed this First Amendment as at the date first written at the top of page 1.

COMPRINT SYSTEMS INCORPORATED, operating as “DataFix”:

By: _____
Signature

Hortense L. Harvey
Print Name

National Director, Client Services
Print Title

TOWNSHIP OF HOWICK:

By: _____
Signature

Caitlin Gillis
Print Name

Clerk
Print Title

Corporation of the Township of Howick

By-law No. 18-2025

**Being A By-Law to Authorize the Entering into and Execution of an Agreement
with R.J. Burnside & Associates for Engineering Services for the Belmore
Community Centre**

WHEREAS the Municipal Act, S.O. 2001, c. 25 S.9 as amended, provides a municipality with the powers of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, permits the Councils of all municipalities to enter into certain agreements;

AND WHEREAS the Council of the Corporation of the Township of Howick deems it expedient to enter into such an Agreement;

NOW THEREFORE IT BE ENACTED by the Council of the Corporation of the Township of Howick as follows:

1. That the CAO/Clerk is hereby authorized to execute the Agreement between the Corporation of the Township of Howick and R.J. Burnside & Associates for Engineering Services as outlined in Schedule A;
2. That Schedule A hereby forms part of this By-law;
3. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed this 18th day of March, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Appendix A to By-law 18-2025

R.J. Burnside & Associates Limited 292 Speedvale Avenue West Unit 20 Guelph ON N1H 1C4 CANADA
telephone (519) 823-4995 fax (519) 941-8120 web www.rjburnside.com



February 20, 2025

Via: Email (clerk@howick.ca)

Caitlin Gillis
CAO/Clerk
Township of Howick
44816 Harriston Road
Gorrie, ON N0G 1X0

Dear Caitlin:

**Re: 91122 Belmore Line, Wroxeter
Belmore Community Centre - Engineering Services
Project No.: 9000059778.0000**

R.J. Burnside & Associates Limited (Burnside) is pleased to respond to your request for services. Below we highlight our proposed scope of work and deliverables. Should you require more information concerning our firm and the engineering and environmental services we offer, please feel free to contact us.

1.0 Background

We understand that the Township of Howick (Township) is looking to retain an engineering firm to provide engineering services for the Belmore Community Center located at 91122 Belmore Line, Wroxeter, ON. We understand that the services requested include the following:

- Phase 1 – Joist, Beam, and Steel Decking Repainting: Prepare tender documents, administer a competitive tender process, and provide construction review and contract administration services for repainting of existing open web steel joists, steel beams, and underside of steel decking. It is our understanding that repainting is to be completed above the arena ice pad (central section of the building) and above the curling ice sheets (north section of the building).
- Phase 2 - Structural Condition Assessment Update: Complete an on-site assessment of the existing condition of the exposed structural members and provide an updated report based on the report prepared by Burnside dated August 24, 2021. The assessment and report will also include review and recommendations for the building envelope components commented on in the August 2021 report.

We understand that the ice is anticipated to be removed from the community centre at the end of March 2025 and that a Homecoming event at the community centre is planned for mid-June 2025. We also understand that the Township would like to have the joist repainting completed

prior to the Homecoming event in June. Based on this, we are proposing splitting the project into two distinct phases as noted above. Scheduling of each Phase is discussed further in the sections below.

2.0 Scope of Work

2.1 Phase 1 – Joist, Beam, and Steel Decking Repainting

Your requirements at this time, and as we understand them, are to provide design, tender, contract administration, and construction review services related to the items described for Phase 1 in Section 1.0 above. Our understanding of the project schedule is that design and tender will occur as soon as possible so that construction can commence as early as possible following removal of the ice from the arena and curling pads. Construction is required to be completed by early June, in advance of the Homecoming event scheduled for mid-June 2025. For this proposal, we have assumed that the work will only be tendered once, and the successful bidder will complete the project as a single phase.

2.1.1 Design and Tender Services

Design:

- Attend site to understand scope of work and work areas, obtain measurements, etc.
- Coordinate with paint manufacturer's technical representative
- Submit a draft set of drawings and specifications for review and comment.
- Meet with the Owner to review draft drawings and specifications.
- Finalize the design documents based on feedback received.

Tender:

- Administer a competitive tender process to obtain pricing.
- Attend one on-site meeting with bidders to review the scope of work.
- Provide addenda to answer bidder's questions if necessary.
- Summarize and analyze the bids and make a recommendation with respect to award.

2.1.2 Construction Review and Contract Administration

Our contract administration services will consist of the following:

- Prepare CCDC 2 contracts for execution by the Owner and the Contractor.
- Prepare building permit application forms and provide the Contractor with stamped drawings and specifications (if applicable).
- Review the Contractor's invoices and certify payment for completing work as allowed for under the general conditions of the contract.
- Review the Contractor's product submissions for conformance with the project specifications.
- Prepare Change Orders, if required.
- Prepare a Certificate of Substantial Performance which will trigger the start of the 60-day lien period.
- Authorize release of hold back after the lien period has expired and assuming no liens are registered on the project. Upon release of holdback, our services on this phase of the project will be considered completed.

Our construction review services will consist of the following:

- Chair three on-site construction meetings with the Contractor and Owner's representative at the following stages:
 - Construction start-up to review project requirements.
 - After cleaning of roof structural elements is completed.
 - At completion.
- Review the work in progress for general conformity with the contract documents while on site for the meetings outlined above, including reviewing completed work upon substantial completion. Electronic site visit reports will be completed following our reviews and a copy provided to the Contractor and the Owner. We will prepare a Final Review letter outlining outstanding items upon substantial completion. Our site visit at the time of substantial completion will be our final site visit under this contract.
- Provide site instructions in response to Contractor requests for information.
- Review existing roof structural elements for section loss after cleaning is completed and prior to painting. Equipment required to access roof structural elements be provided by the contractor. These findings will be documented in the Phase 2 report.

2.2 Phase 2 – Structural Condition Assessment Update

We will perform an on-site assessment of the existing condition of the exposed structural members. This will involve a visual assessment of the building interior including attic spaces, and the exterior from grade and flat roof areas to which we are provided access. The walkthrough survey will document evidence of structural deterioration such as section loss due to corrosion or cracks in interior finishes that may indicate distress of concealed structural members. Prior to our site visit, we will review documentation made available to us by the Township such as building drawings. Additionally, we will complete a review of the building envelope components that were commented on in the report prepared by Burnside in August 2021. Our site assessment will be non-destructive in nature and therefore will not include any openings in finishes, building envelope components, etc.

Following our site review, we will issue a report that summarizes our observations with regards to the building structure. The report will include recommendations for structural repairs needed immediately. We will also provide recommendations for structural repairs needed within five years and suggestions for preventative maintenance repairs pertaining to structural components. Our report will match the format of the report prepared by Burnside in August 2021. Providing cost estimates for recommended repair work is not included in this scope of work.

We will commence work for this Phase following the tender period for the Phase 1 Joist, Beam, and Steel Decking Repainting work. This is to ensure that the repainting work can be completed prior to the June 2025 Homecoming event as discussed in Section 2.1 above.

3.0 Overall Assumptions and Constraints

Please note this proposal is based on the following assumptions and constraints:

Phase 1: Joist, Beam, and Steel Decking Repainting

- Any existing architectural or structural drawings depicting the existing stairs will be provided for review prior to commencement of the design phase.
- Our design fee is based on the scope of repairs described in Section 1.0. Should the scope of repairs change, or concealed conditions be discovered which require design changes; our design fees will be amended accordingly through an engineering change order issued for your review and approval.
- Our tender, contract administration, and construction review fees assume that the work will only be tendered once, and the successful bidder will complete the project as a single phase. Any additional tender processes or phasing of the project will require additional fees to be approved through an engineering change order prior to proceeding with the work.
- Our deliverables consist of one electronic copy at the following stages:
 - 80% draft stage for Municipality's review and comments.
 - Final set for tender and permit (if required).
 - Final set for construction.
- Preparing addenda in response to client requested changes to the scope of work will be completed on a time and expense basis at our hourly rates.
- Attendance at any meetings in addition to those described in Section 2.0, if required, will be charged on a time and expense basis.
- Our proposed fees are based on the services outlined above. Should additional services be required, then additional fees for the work will apply. We will issue an Engineering Change Order to obtain your formal authorization for any agreed upon increase or reduction to the value of CRCA fees in this proposal.
- Applying for and obtaining all Permits for the work will be the responsibility of the Contractor.
- Our scope of services and related fees assume that the Contractor will undertake a quality control program, and that construction will proceed in a good and workmanlike manner.

Phase 2: Structural Condition Assessment Update

- Attendance at meetings relating to Phase 2, other than those directly identified in our proposal, is outside our scope of work.
- The Township is to provide access throughout the building including attic hatches. Burnside will also bring a 12 ft. telescoping ladder to assist in our review. A scissor/boom lift, if required, is not included in our fee estimate below and is assumed to be provided and operated by the Township.
- Our report is based on a visual review only and will not include destructive openings to review concealed condition nor engineering calculations of the capacity of structural members.
- Any building code deficiencies noticed by our staff will be included in our report, however, we have assumed that the Township is not looking to obtain a Code Compliance Review, nor will our report be intended for that purpose.
- Reporting on the condition of the interior finishes (carpet, paint, etc.), mechanical and electrical systems fall outside the scope of this report.

4.0 Proposed Fees

The following table summarizes our costs to complete the above scope of work.

Description of Tasks	Estimated Fee
1. Phase 1: Design Drawings and Specifications	\$7,350
2. Phase 1: Tender Services	\$2,550
3. Phase 1: Construction Review & Contract Administration	\$12,250
4. Phase 2: Structural Condition Assessment Update	\$5,650
5. Allowance for expenses related to engineering services (e.g. mileage, printing, courier)	\$2,050
Total Fees (Excluding Taxes)	\$29,850

- Monthly interest of 1.0% to be charged on overdue accounts.

Hourly Rates

Fees are based on our current regular hourly billing rates of:	
Sr. Engineer	\$242.00
Engineer	\$191.00
Tech IX	\$165.00
EIT IV	\$145.00
EIT I	\$133.00
Clerical Staff	\$100.00
Fees for work additional to that outlined in this proposal will be based upon these hourly rates. Hourly rates are subject to change based on yearly rate reviews.	

The above noted fees do not include HST.

Township of Howick
February 20, 2025
Project No.: 9000059778.0000

Terms of Agreement

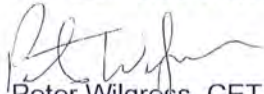
As per the attached standard agreement.

We trust this proposal meets your requirements. Please note that the proposal is good for 60 days from the date of issue. If you would like us to proceed with this work, kindly sign and return the enclosed form.

Should you have any questions or require further information, please do not hesitate to contact us.

Yours truly,

R.J. Burnside & Associates Limited



Peter Wilgress, CET
Project Manager

Enclosure(s) Authorization to Proceed
Standard Conditions of Service

Authorization to Proceed

Date: February 20, 2025 **Project No.:** 9000059778.0000
Client: Township of Howick
Submitted By: Peter Wilgress, CET
Project: Belmore Community Centre - Engineering Services

I, _____, being a signing authority for _____, hereby authorize the firm of R.J. Burnside & Associates Limited (the Consultant), to arrange for or perform the work described in the Proposal Letter dated February 20, 2025.

I understand that the payment is based on a Fixed Fee plus estimated expenses and will not be exceeded without my authorization due to a change in the scope of work.

Description of Tasks	Estimated Fee
Phase 1: Design Drawings and Specifications	\$7,350
Phase 1: Tender Services	\$2,550
Phase 1: Construction Review & Contract Administration	\$12,250
Phase 2: Structural Condition Assessment Update	\$5,650
Allowance for expenses related to engineering services (e.g. mileage, printing, courier)	\$2,050
Total Fees (Excluding Taxes)	\$29,850

By affixing my signature, I understand that the scope of work contained in the Proposal Letter (noted above) is governed by the attached Standard Conditions of Service.

 Signature

 Date

 Position/Title

I have authority to bind the Corporation.

To guarantee the rates and pricing provided in the attached proposal, this ATP must be signed and returned to R.J. Burnside & Associates Limited within 60 days from the date above.

Standard Conditions of Service

Services

The services provided, if not specifically limited by the Client, will be at the Consultant's discretion for acting in the Client's best interest for the type of work requested.

Fees and Expenses

Billing will be in accordance with the fees as outlined in the proposal, plus expenses. Expenses including any sub-consultants properly incurred in connection with the project will be billed at cost plus an administrative charge of eight percent.

The Consultant may assist in coordinating other Consultants on Client's behalf. The Consultant does not accept any liability for other Consultants' work. Clients are encouraged to contract directly with other consultants.

Invoices

Invoices will be submitted on a monthly basis. Interest (1 percent per month of the unpaid amount) will be added to all unpaid balances after 30 days from date of invoicing. If the Client objects to all or any portion of an invoice, the Client shall so notify the Consultant in writing within 14 calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute.

If the Client fails to pay undisputed invoiced amounts within 30 calendar days of the date of the invoice, the Consultant may at any time, without waiving any other claim against the Client and without thereby incurring any liability, suspend or terminate this Agreement as provided elsewhere in these Standard Conditions of Service.

Changes in Scope

The scope of work identified is based on the Consultant's understanding of the work required to complete the project at the time of this proposal. In light of occurrences or discoveries that were not originally contemplated by or known by the Consultant, the Consultant may be required to discuss with the Client a change in the scope of the project, which may require a revision to this agreement. Should such a situation arise, the Consultant shall identify the changed conditions which make such discussions necessary and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this agreement in order to continue to meet the Client's needs. If an agreement cannot be reached on the change in scope, the Client agrees that the Consultant has the absolute right to terminate this agreement.

Mediation

All claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to this agreement or the breach thereof shall be decided by mediation, unless the parties mutually agree otherwise.

Limitation of Liability

For purposes of limitation of liability provisions contained herein, the Client expressly agrees that it has entered into this Agreement with the Consultant, both on its own behalf, and as agent on behalf of its employees and principals.

Except for claims or losses arising from the negligence or wilful misconduct of the Client for which the Client agrees the Consultant shall have no liability, the consultant's liability to the Client in Contract and Tort is limited to the total amount of the fee paid for professional services, save and except with respect to any damages for destruction of property, personal injury and/or death, arising directly as a result of the Consultant's negligent performance of the services.

The Client expressly agrees that the Consultant's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Consultant's employees or principals in their personal capacity.

No other party shall rely on the Consultant's work without the express written consent of the Consultant.

The Client will give prompt written notice to the Consultant whenever the Client or his representative becomes aware of any defects or deficiencies in Consultant's work.

Hold Harmless

Burnside's commitments as set forth in this Agreement are based on the expectation that all of the services described in this Agreement will be provided. In the event the Client later elects to reduce Burnside's scope of services, the Client hereby agrees to release, hold harmless, defend and indemnify Burnside from any and all claims, damages, losses or costs associated with or arising out of such reduction in services.

Field Review Services

Where engaged by the Client, the Consultant will provide field review services. It is understood that in engaging the Consultant, the Client recognizes that the role of the Consultant in completing field review is to witness construction for general conformity with the identified design. The Consultant does not provide direction to the Contractor on construction methods, nor does the Consultant warrant the Contractor's work - this is the sole responsibility of the Contractor for which the

Consultant will not take any liability. Prior to the initiation of construction, the Client and the Consultant will agree on a field review schedule. The Client acknowledges that where a reduced field review schedule is agreed, the Consultant will not be held liable for any work completed by the Contractor for which the Consultant has not been on site to witness conformity with the design.

In the event that the Consultant is not engaged for field review services, the Consultant shall not be held liable for any issues arising during the construction period nor will the Consultant be liable for any changes to the design which may be directed by others.

Governing Law

The laws of the Province of Ontario will govern the validity of this agreement, its interpretation and performance, and remedies for contract breach or any other claims related to this agreement.

Assignment

Neither party shall assign responsibilities without the written consent of the other.

Termination

The Client or Consultant may terminate this Agreement at any time and no further expense will be incurred beyond the time of notice to terminate. In the event such termination becomes necessary, the party effecting termination shall so notify the other party in writing, and termination will become effective 14 calendar days after receipt of such notice.

Irrespective of which party shall effect termination or the cause therefore, the Client shall, within 30 calendar days of termination, remunerate the Consultant for services rendered and costs incurred, in accordance with the Consultant's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as those associated with termination itself, such as demobilizing, modifying schedules, reassigning personnel, and so on. Costs shall include those incurred up to the time of termination, as well as those associated with termination and post-termination activities.

Suspension

Upon 14-calendar day's written notice to the Consultant, the Client may suspend the Consultant's work. If payment of undisputed Consultant's invoices is not maintained on a 30 calendar day current basis by the Client, the Consultant may by 14-calendar day's written notice to the Client suspend further work until payment is restored to a current basis. Suspension for any reason exceeding 45-calendar days shall, at the suspending party's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and the Consultant, and the Consultant shall be compensated for services performed and charges incurred prior to the suspension date, plus suspension charges.

Suspension charges may include, but shall not be limited to, services and costs associated with putting analyses and documents in order, rescheduling and reassigning personnel and/or equipment and issuing necessary or customary notices to appropriate government boards. Compensation to the Consultant shall be based upon the Consultant's prevailing fee schedule and expense reimbursement policy.

Ownership of Documents

All drawings, specifications and documents prepared by the Consultant hereunder, for which the Consultant has been fully paid under the terms of this agreement shall be and remain the property of the Client. The Client hereby agrees that all drawings, specifications and documents prepared by the Consultant shall only be used for their intended purpose and not be reproduced for use on other projects, sites or locations. The Client agrees to indemnify and hold harmless the Consultant for any claims arising from the unauthorized re-use of drawings, specifications, designs and documents.

Client's Responsibility

The Client will fully disclose all relevant information or data pertinent to the Project, which is required by the Consultant. The Consultant shall be entitled to rely upon the accuracy and completeness of such information and data furnished by or on behalf of the Client.

The Client will give prompt consideration to all requests or documents relating to the project submitted by the Consultant and whenever prompt action is necessary, inform the Consultant of his decisions in such reasonable time so as not to delay the Services of the Consultant. The Client shall arrange and make provision for the Consultant's entry and ready access to the project site as necessary to enable the Consultant to perform his services.

Standard of Care

The consultant will perform the services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same area under similar circumstances and conditions.

Tax

Any applicable taxes will be added to invoices.

Corporation of the Township of Howick

By-law No. 19-2025

A By-law to confirm the proceedings of Council of the Corporation of the Township of Howick

Whereas, in accordance with the Municipal Act, 2001, S. O. 2001, Section 5(1), the powers of a municipal Corporation shall be exercised by its Council; and

Whereas, Section 5(3) of the Municipal Act, 2001, prescribes that the powers of every Council shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas, it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Howick be confirmed and adopted by by-law;

Now therefore, the Council of the Corporation of the Township of Howick enacts as follows:

1. That the actions and decisions of the Council of the Corporation of the Township of Howick at its regular Council meeting held March 18, 2025 in respect to each resolution and other action taken by the Council of the Corporation of the Township of Howick at these meetings, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed.
2. That the Reeve and proper officials of the Corporation of the Township of Howick are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Township of Howick referred to in the proceedings section hereof.
3. That the Reeve and the Clerk, unless otherwise specified, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of the Corporation of the Township of Howick.
4. This by-law shall come into force and takes effect on the date of its final passing.

Read a first and second time this 18th day of March, 2025.

Read a third time and finally passed this 18th day of March, 2025.

Reeve, Doug Harding

CAO/Clerk, Caitlin Gillis