



**Township of Howick Council Minutes
Tuesday, December 9, 2025, at 7:00 p.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 7:02 p.m. and welcomed everyone in attendance

2. Confirmation of the Agenda

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick hereby adopts December 9, 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 Rognvaldson

Seconded by: Deputy Reeve Gibson

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

4.1 November 18, 2025 Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

None.

6. Delegations and/or Presentations

6.1 Anne Peglar, Community Improvement and Beautification

Reeve Harding called upon Community Improvement and Beautification member Anne Peglar to present to council. Many members from the CIP were

in attendance to support the delegation. Presentation addressed current by-law issues happening in the Township, i.e. commercial buildings not having the proper zoning and being used for residential purposes, concerns with the presentation of the downtown areas, expressed there is clear deterioration of the downtown villages. Committee is requesting the township hire a full-time By-law Enforcement Officer. Members of the committee present feel as though this could be the answer to community concerns, removing old bylaws, implementation of new by-laws, and ensuring zoning regulations are being enforced. There is an understanding that there is an expense that comes along with the full-time By-law Enforcement Officer position and the committee feel a tax increase will be easier to accept when people start to see these issues being corrected.

Council understands that this is an issue and this is a budget issue. There is currently no manpower to do this full-time currently. Council is hoping that the current staff will have more time to do by-law moving forward. Council asked the committee for suggestions, including hiring a company for a couple days a week or a shared service agreement to step up the level of by-law enforcement. It was expressed that unfortunately in the past, part-time and shared service agreements did not seem to work. The CIP Committee is requesting a two-year term for a full-time By-law Enforcement Officer. This format would be more attractive for qualified applicants. This would ensure that there will be accountability, and that they are directly invested in the Township ensuring that problems are fixed. By-law issues are impacting the quality of Howick resident's lives. CIP committee addressed that if we want new people in the community, the by-law issues must be corrected. The by-law enforcement process is a long process that does not get resolved quickly. If there are issues that need to go to court, it takes time.

6.2 Kim Spratt, By-Law Enforcing Snow Removal on Sidewalks

Reeve Harding called upon Kim Spratt to present her delegation. Kim expressed that there are many concerns about no snow removal on sidewalks within Howick. There are many sidewalks in the villages that kids cannot walk on due to the snow, resulting in them having to walk on the roadways. Kim would like to see snow removal be completed on all sidewalks throughout the villages. Council called upon members of Village Management committees who were present to speak. There is a cost associated with keeping all the sidewalks open. There are a limited number of sidewalks in the villages, and not all roadways have sidewalks. Wroxeter has minimal sidewalks along the side streets within the village. Most of the sidewalks in the villages are already being cleared. A suggestion was made to have the residents responsible for the sidewalks in front of their residence. Issues arose with elderly residents not having the ability to do so. The delegation received by council is to be looked at through the 2026 budget process.

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: Councillor Rognvaldson
Seconded by: Councillor Grimes

That Consent Agenda items 7.1 to 7.4 be received for information and approved.

- 7.1 PW-2025-33, Department Update
For Information Only.**
- 7.2 FIR-2025-25, Department Update
For Information Only.**
- 7.3 REC-2025-13, Department Update
For Information Only.**
- 7.4 FIN-2025-39, Accounts Payable
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

**8.1.1 Consent Application Report – File C58-2025 – Con 2 Lot 12,
Lot 13 Howick Township 44711 Creamery Road**

Reeve Harding called upon Huron County Planner Sarah Kurtz to present her report on Consent Application C58-2025, 44711 Creamery Road. This application proposes severing a 200-acre parcel into two 100-acre parcels for succession planning. This application abides by the Howick Official Plan for severances, no concerns from public or staff. There is a burn permit to remain with the retained parcel. It is recommended for approval by the planning department.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby recommend approval of Consent Application File No. C58-2025, Applicant/Owner: Joan Clarke, Property Description: Concession 2 Lot 12 and 13, (44711 Creamery Road) Township of Howick.

Carried.

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

Kestner

10.3

10.2.1 MLE-2025-04, Future of Municipal Law Enforcement in Howick

Council requesting deferral to the budget meeting scheduled for December 16, 2025 at 10:00 a.m.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick defer this report to the 2026 Budget Meeting scheduled for December 16, 2025.

Carried.

10.4 Manager of Public Works – Scott Price

10.3.1 PW-2025-34, 2026 Winter Road Maintenance and Sidewalk Clearing Agreements with Trevor Tout Custom Dozing

Reeve Harding called upon Manager of Public Works Scott Price to present his reports.

Report PW-2025-34 is an agreement with Trevor Tout Custom Dozing Inc. for the rental/lease agreement for the Snow Plow and sidewalk snow clearing for 2026, with a minor price increase from the 2025 agreement.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick authorize the following two (2) Agreements:

1. 2026 Equipment Rental/Lease Agreement for 2005 Stirling Tandem Axle Snow Plow with Trevor Tout Custom Dozing Inc.
2. 2026 Sidewalk Snow Clearing Contract with Trevor Tout Custom Dozing Inc.

And That the Reeve and CAO/Clerk be authorized to execute said Agreement.

Carried.

10.3.2 PW-2025-35, Solid Waste Services Agreement

New draft five-year agreement with Waste Management for 2026-2030. Staff pointed out that with the current agreement with missed collection there is no infraction charges when garbage is missed. The new agreement now outlines infraction charges. It was added that staff have been reaching out to Waste

Management to see what the cost will be between now and when the carts are implemented, Waste Management will not be picking up recycling from any commercial properties. Commercial properties will be required to look after their own recycling disposal and costs beginning January 1, 2026. Bag tags will continue until the waste carts are implemented, which is anticipated to be in Q3 2026.

Council suggested a deferral until an agreement is presented to reflect the collection from January 2026 until the carts are implemented.

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick defer Solid Waste Services Agreement to a future council meeting when an agreement can be finalized for January 2026.

Carried.

10.5 Manager of Recreation and Facilities - Brady Ropp

10.6 Treasurer/Manager of Finance - Amy Van Meeteren

10.7 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2025-25, Gorrie Conservation Area Maintenance Agreement

Reeve Harding called upon CAO/Clerk Caitlin Gillis to present her report. Maitland Valley Conservation Authority has presented a draft maintenance agreement for the Township to maintain the North side of the Gorrie Conservation Area. The Conservation Authority is not interested in selling the property after members of the public addressed their concerns about the aesthetic of the park. This agreement is for the north side only, the south side will continue to be naturalized. There will be no compensation for the fee associated with maintaining the grass on the north side. Staff have reached out to Maitland Valley about managing the golden rod on the south side.

Council asked if this should be a Gorrie area rate instead of an overall municipal tax increase and whether village management should be responsible for the grass cutting. Staff expressed we are already in the village of Gorrie cutting alongside the walking trail. Village Management currently looks after the parkette in downtown Gorrie and around the Gorrie Sign. It is to be discussed during the budget process who will be paying for this service.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick enter into a maintenance

agreement with Maitland Valley Conservation Authority for part of the Gorrie Conservation Area for the period of April 1, 2026 to October 31, 2029.

And That Council authorize the Reeve and CAO/Clerk to sign and execute the agreement.

Carried.

10.6.2 ADM-2025-26, 2026 Council Meeting Schedule

Staff brought back an amended 2026 Council meeting schedule with two meetings per month. Staff are looking for direction from Council. Tentative dates for council training outlined in the schedule and the 2026 Municipal election considered.

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick adopt the proposed meeting dates for 2026 by resolution.

Carried.

11. Committee and Board Reports

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

11.1 Community Improvement and Beautification – Meeting Minutes, November 24, 2025

Carried.

12. Correspondence

12.1 Town of Goderich – Letter to Minister of Environment, Conservation and Parks

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick endorse the letter sent from the Township of Goderich to the Minister of Environment, Conservation and Parks regarding concerns related to proposed amendments to the Conservation Authorities Act to consolidate Conservation Authorities from 36 to 7.

Carried.

12.2 Saugeen Conservation – Materials for Municipal Consideration Regarding the ERO Posting on Regional Conservation Authority

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

Consolidation

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick endorse the letter received from the Saugeen Valley Conservation Authority “Strengthening Conservation Authority Effectiveness while Advancing Provincial Goals”.

Carried.

12.3 Board Member Resignations–Fordwich Cemetery and Wroxeter Hall

Reeve Harding advised that members of the Fordwich Cemetery Board had stepped down due to personal reasons, nothing to do with council or staff. Two members of council currently sit on the Wroxeter Hall board expressed that two additional members have resigned lately.

CAO/Clerk Gillis suggested that we should advertise the Fordwich Cemetery Board vacancies in the What’s Happening and on the Township website and social media accounts. Fordwich Cemetery Board duties would need to be absorbed by staff if no member of the public are willing to take it on.

12.4 Huron Perth Public Health – Coordination of Provincial and Federal Dental Programs, November 20, 2025

12.5 Ministry of Municipal Affairs and Housing – Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)

12.6 Maitland Conservation – Membership Minutes, October 15, 2025

12.7 Ministry of Emergency Preparedness and Response – FPT Meeting on Energy Management, November 18, 2025

12.8 Saugeen Valley Conservation Authority – Board of Directors Meeting Minutes, September 18, 2025

12.9 Saugeen Valley Conservation Authority – Board of Directors Meeting Minutes, October 16, 2025

12.10 Saugeen Conservation – 2026 Draft Budget

12.11 Avon Maitland District School Board- Meeting Highlights November 25, 2025

12.12 AORS Newsletter – Fall 2025

12.13 Ausable Bayfield Maitland Valley – Drinking Water Source Protection Newsletter for Municipalities, November 2025

12.14 Ausable Bayfield Conservation – Bill 68 Proposed New Ontario Provincial Conservation Agency and ERO #025-1257

12.15 Ministry of the Environment, Conservation and Parks – Update on the proposed environmental assessment regulation for municipal infrastructure

12.16 Ausable Bayfield Conservation- Consultation on Proposed boundaries for the regional consolidation of Ontario's conservation authorities

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Reeve Harding pointed out that there has been lots of discussion at County Council over the amalgamation of the conservation authority.

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

None.

14.4 Announcements

Reeve Harding announced the first budget meeting for December 16, 2025 at 10:00 a.m.

15. Other Business

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

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick give first, second, third and final reading to by-law 56, 57, 58, 59 and 61

16.1 By-Law 56-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 56-2025;

Being A By-Law to Authorize the Entering into and Execution of a 2026 Rental/Lease Agreement of a 2005 Stirling Tandem Axle Snow Plow and a 2026 Sidewalk Snow Clearing Contract with Trevor Tout Custom Dozing Inc.

16.2 By-law 57-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 57-2025;

Being A By-Law to Authorize an Agreement with the Maitland Valley

Conservation Authority for the Maintenance of part of the Gorrie
Conservation Area

16.3 By-Law 58-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 58-2025;

Being By-law to authorize the sale and disposition of lands known as Lot 171, Plan 276

16.4 By-Law 59-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 59-2025;

Being a By-law to authorize the sale and disposition of lands known as Part 1 (Lot 266, Plan 276), Part 2 (Part of Maitland Street Road Allowance) and Part 3 (Part of Albert Street Road Allowance) on Plan 22R-7437

17. Confirming By-law

17.1 By-law 61-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 61-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on December 9, 2025.

Carried.

18. Adjournment

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the December 9, 2025 Council meeting at 8 :44 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis