



**Township of Howick Council Minutes  
Tuesday, January 13, 2026, 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 Grimes**

That the Council of the Township of Howick hereby adopts January 13, 2026, Council Agenda as presented.

**Carried.**

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

None.

**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 December 9th, 2025 Council Meeting Minutes**

**Carried.**

**5. Public Meetings/Hearings**

None.

**6. Delegations and/or Presentations**

**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 7.2 be received for information and approved.

**7.1 BLDG-2026-01, Annual Building Permit Comparison  
For Information Only.**

Reeve Harding called upon Chief Building Official Ed Podniewicz to provide an overview of his Department Update.

Staff pointed out that the number of housing units is down from the year before, however 2026 does sound promising for the number of housing units to increase based on general conversation with local contractors. It is anticipated that approximately \$70 000.00 will be added to the building department reserved this year.

**7.2 PW-2026-01, Department Update  
For Information Only.**

Manager or Public Works Scott Price noted that winter snow removal is going well, there has been a salt shortage, seems to be a two-week waiting period.

**Carried.**

**8. Regular Agenda**

**8.1 Planning – Huron County Planner Sarah Kurtz**

**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 Manager of Public Works – Scott Price**

**10.4 Manager of Recreation and Facilities - Brady Ropp**

**10.5 Treasurer/Manager of Finance - Amy Van Meeteren**

**10.5.1 FIN -2026-01, Annual Borrowing By-Law**

Reeve Harding called upon Treasurer Amy Van Meeteren to present her two reports. Staff expressed that this by-law is passed at the beginning of each year. By passing this by-law, it authorizes the municipality to borrow money to cover expenditures until

taxes are collected and revenue is received.

**Moved by: Councillor Grimes**  
**Seconded by: Deputy Reeve Gibson**

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

And that Council give consideration to By-Law 1-2026, being a by-law authorizing the borrowing of money to meet 2026 current expenditures for the Township of Howick.

**Carried.**

#### **10.5.2 FIN-2026-02, 2026 Interim Tax Levy By-Law**

Second report is the Interim Tax Levy By-Law. The *Municipal Act, 2001* authorizes municipalities to levy an interim tax levy before the tax rate is passed to cover the financial obligations of the Township. The interim tax bills will be processed February 19, 2026 with installment due dates of March 20, 2026 and May 22, 2026.

**Moved by: Councillor Grimes**  
**Seconded by: Deputy Reeve Gibson**

That the Council of the Township of Howick receive this report prepared for the Interim Tax Levy By-Law 2-2026 for information;

And that consideration be given to by-law 2-2026, being a by-law to provide for Interim Tax Levies for the year 2026 for the Township of Howick.

**Carried.**

#### **10.6 CAO/Clerk Caitlin Gillis**

##### **10.6.1 ADM-2026-01, 2026 Annual Accessibility Plan**

Reeve Harding called upon CAO/Clerk Caitlin Gillis to present her report.

Under the *Accessibility for Ontarians with Disabilities Act*, municipalities must establish and maintain both a multi-year and an annual accessibility plan to meet ministry standards. The multi-year and annual plan are both published on the Township of Howick's website.

Howick is a member of the Huron County Accessibility Advisory Committee municipal working group, which was created to assist the upper-tier and lower-tier to develop the required policies to comply with ministry requirements.

An accessibility audit was completed by the Ministry of Seniors and Accessibility in 2025. The CAO/Clerk and Deputy Clerk were given a compliance checklist. Staff have worked through the checklist with some of the items outstanding until spring 2026 due to weather.

Council discussion around the parking space across from the Wroxeter Hall. It was addressed that this area is flat and could this be considered accessible parking for the hall? Staff to look into this.

**Moved by: Councillor Rognvaldson**  
**Seconded by: Deputy Reeve Gibson**

That Howick Council receives report ADM-2026-01, 2026 Annual Accessibility Plan, for information;

And That Council approves and adopts the 2026 Annual Accessibility Plan as required under the Accessibility for Ontarians with Disabilities Act (AODA), 2005;

And That Council authorizes staff to post the 2026 Annual Accessibility Plan on the Township of Howick website as directed in the Integrated Accessibility Standards under the AODA;

**Carried.**

## **11. Committee and Board Reports**

Council noted that the Treasurer of the Wroxeter Hall Board is stepping down after 12 years and that the Wroxeter Hall Board is looking for volunteers. Advertisement and application to be put onto the township website.

**Moved by: Deputy Reeve Gibson**  
**Seconded by: Councillor Grimes**

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

- 11.1 Wroxeter Hall Board – Meeting Minutes August 7, 2025**
- 11.2 Wroxeter Hall Board – Meeting Minutes September 4, 2025**
- 11.3 Wroxeter Hall Board – Meeting Minutes October 7, 2025**
- 11.4 Wroxeter Hall Board – Meeting Minutes November 4, 2025**
- 11.5 Wroxeter Hall Board – Meeting Minutes December 4, 2025**

**Carried.**

## **12. Correspondence**

- 12.1 Howick Minor Hockey – re. Request for an increase in profit share for their Hockey Day event**

**Moved by: Councillor Grimes**  
**Seconded by: Deputy Reeve Gibson**

That the Council of the Township of Howick approve an extra 25% net bar profits for Howick Minor Hockey for their Hockey Day event on Saturday

Carried.

- 12.2 Saugeen Valley Conservation Authority- Annual Meeting Invitation
  - 12.3 Saugeen Valley Conservation Authority – Response to Provincial ERO Proposal
  - 12.4 Huron County – 2025 Year End Funding – Howick Summer Camp Program
- Council pointed out that members of Huron County Council happy to hear that this program is making money and thriving. Staff stated that this funding will give them the ability to add some new features and toys to the program.
- 12.5 Howick Family Festival –Meeting Minutes October 20, 2025
  - 12.6 Howick Family Festival – Meeting Minutes December 3, 2025
  - 12.7 Howick Family Festival – Meeting Minutes December 15, 2025
  - 12.8 Proposed Huron-Superior Conservation Authority – letter from MPP Lisa Thompson
  - 12.9 Ministry of Emergency Preparedness and Response – Passage of Bill 25
  - 12.10 Huron OPP Detachment – Meeting Minutes September 29, 2025
  - 12.11 Maitland Valley Conservation – Meeting Minutes November 19, 2025
  - 12.12 Maitland Valley Conservation – Meeting Minutes November 26, 2025
  - 12.13 Wroxeter Hall Board – Resignation

### 13. Unfinished Business

### 14. Council Reports

#### 14.1 Council Member Reports

##### Reeve's Verbal Update from County Council

Reeve Harding provided an update from County Council. The draft levy from Huron County was sitting at 9.89%. County staff have been directed to make some cuts and that council would like to see the rate increase reduced to 4% - 6%.

##### Verbal Update from Council Members

Council discussion about the changes to the curbside recycling collection under the producer responsibility program. Council have been receiving questions and concerns around garbage collection and the new landfill recycling fees. Staff pointed out that while there were issues with waste

management reliability at the curbside, the \$10 minimum tipping fee at the landfill was waived and not yet put back in place.

The new recycling tipping fee at the landfill has been implemented due to the new regulations under Producer Led responsibility. Circular Materials does not recognize the Howick Landfill as a Recycling Depot and will not be collecting the recycling from the Landfill to be processed at their sorting facility. This leaves the Township to pick up the slack to pay Waste Management for collection and disposal of recyclables disposed of directly at the Howick Landfill.

At the Special Council meeting on December 19, 2025, Council decided to implement the new \$2.00 recycling tipping fee for cardboard and recycling deposited at the Howick Landfill to offset the expense associated to this disposal. All residents in Howick Township are offered curbside collection paid for by Circular Materials. This program should be utilized by all residents and eliminate the majority of the recycling traffic at the Howick Landfill. The new Waste Management Agreement will be coming to Council shortly at a future council meeting once it has been amended. Staff would like Waste Management to amend the agreement to reflect that IC&I properties will be receiving waste carts and curbside collection. Council suggested that this new tipping fee at the Howick Landfill for recyclables is discouraging small businesses in the community, staff pointed out that this is a business expense that they can write off when they file their taxes.

Clarification was given by staff that the wheeled waste and recycling bins will be issued to all residents in Howick. The waste bin will include an annual rental fee and the recycling cart will be free under the producer responsibility framework. All residents will receive the same size waste bin. The bin will remain with the residence and will not be taken from the property if ownership changes.

Staff outlined that there are only two providers for curbside waste and recycling collection in our area. Bluewater Recycling Association (BRA) and Waste Management. BRA was priced out and found to be much more expensive than Waste Management. Staff inquired whether Council would

like to see the cost to collect and dispose of recyclables at the Howick Landfill added to taxation for all Howick residents instead of the recycling tipping fee only charged to those using the service. No interest was shown in this option. Discussion around compost bins being implemented or the Township offering bins to be purchased at the township office for personal use on private property.

**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 1-2026**

**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 1-2026;

Being A By-Law to Authorize the borrowing of money to meet the current expenditures of the Council of the Township of Howick.

**Carried.**

**16.2 By-law 2-2026**

**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 2-2026;

Being A By-Law to provide for Interim Tax Levies for the year 2026 for the Township of Howick.

**Carried.**

**17. Confirming By-law**

**17.1 By-law 3-2026**

**Moved by: Councillor Grimes**

**Seconded by: Deputy Reeve Gibson**

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

The Corporation of the Township of Howick Council Minutes January 13, 2026  
final reading to By-law 3-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on  
January 13, 2026.

**Carried.**

**18. Adjournment**

**Moved by: Councillor Hargrave**  
**Seconded by: Deputy Reeve Gibson**

That the Council of the Township of Howick adjourn the January 13, 2026  
Council meeting at 10:00 a.m.

**Carried.**

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**Reeve, Doug Harding**

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**CAO/Clerk Caitlin Gillis**