



**Township of Howick Council Agenda
Tuesday, July 14, 2026, at 9:00 a.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 July 14, 2026, 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 June 16, 2026, Council Meeting Minutes

4.2 June 16, 2026, No. 20 Municipal Drain Court of Revision Minutes

4.3 June 23, 2026, Special Council Meeting Minutes

4.4 July 6, 2026, Special Council Meeting Minutes

5. Public Meetings/Hearings

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.

Recommended Motion:

That Consent Agenda items 7.1 to 7.5 be received for information and approved.

7.1 BLDG-2026-03, Second Quarter Building Permit Comparison Summary For Information Only.

7.2 DPS-2026-18, May & June 2026 Fire Department Update For Information Only.

**7.3 PW-2026-17, July Department Update
For Information Only.**

**7.4 FIN-2026-19, June 12 to July 6, 2026, Accounts Payable
For Information Only.**

**7.5 FIN-2026-20, 2026 2nd Quarter Operating and Capital Budget Variance
Report
For Information Only.**

8. Regular Agenda

8.1 Planning – Huron County Planner

8.1.1 PLN-2026-02, Consent Application C39-2026

Recommended Motion:

That Howick Council recommend to the County of Huron that consent application C39-2026 be denied since it does not meet the policies for a severance.

9. Municipal Drains - Drainage Superintendent Scott Richardson

9.1.1 DRN-2026-05, Municipal Drain No. 20 Tender Results

Recommended Motion:

That Howick Council award tender HWK-2026-002 to Robinson Farm Drainage Ltd for the construction and improvement to Municipal Drain No.20 at the bid price of \$122,249.00 plus HST.

And that Council give third and final reading to By-Law 40-2026, being a By-law to provide for drainage works cited as the No. 20 Municipal Drain By-law

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

10.2 Manager of Development and Protective Services/Fire Chief - Josh Kestner

**10.2.1 DPS-2026-17, Fire Technical Rescue Agreement with The
Town of Hanover**

Recommended Motion:

That the Council of the Township of Howick receive report DPS-2026-17 for information purposes;

And That Council approve By-law No. 49-2026, Being a by-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and The Town of Hanover for the Provision of Fire

Technical Rescue Services

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

10.2.2 **DPS-2026-19, Pumper 2-4 Retirement and Replacement**

Recommended Motion:

That the Council of the Township of Howick receive report DPS-2026-19 for information purposes;

And further that Council provide direction to staff regarding the retirement and replacement of Pumper 2-4 (2000 Freightliner FL-80).

10.3 **Manager of Public Works – Scott Price**

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

10.4.1 **REC-2026-10, Kubota BX2380 Repairs**

Recommended Motion:

That Howick Council hereby receives report REC-2026-10, Kubota BX2380 Repairs for information;

And That Council authorizes up to \$3000.00 in funds required to repair this mower to be pulled from the Recreation Reserve.

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

10.6 **CAO/Clerk Caitlin Gillis**

10.6.1 **ADM-2026-11, Belmore Arena Board Terms of Reference**

Recommended Motion:

That Howick Council receive report ADM-2026-11, Belmore Arena Board Terms of Reference for information;

And That Council adopt the Belmore Arena Board Terms of Reference as presented under by-law.

10.6.2 **ADM-2026-12, Livestock Valuer**

Recommended Motion:

That Howick Council appoint Randy Scott to act in the capacity of Livestock Valuer for the Township of Howick;

And that By-law 8-2016 be repealed.

10.6.3 ADM-2026-13, Howick Township 170th Homecoming Parade Float

Recommended Motion:

That Howick Council approve the payment of up to \$700.00 for decorative supplies for the Howick Township 170th Homecoming parade float from the Council Donations account.

11. Committee and Board Reports

Recommended Motion:

That Howick Council adopt the following Committee and Board Minutes:

11.1 Wroxeter Hall Board – Meeting Minutes May 7, 2026

12. Correspondence

12.1 County of Simcoe – Intimate Partner Violence

Recommended Motion:

That the Council of the Township of Howick endorse the resolution received from the County of Simcoe Regarding declaring intimate partner violence as an epidemic

12.2 Gorrie Parks Board – Request for Municipal Significance

Recommended Motion:

That the Council of the Township of Howick hereby declares the Gorrie Community Parks Association Co-Ed Slow Pitch Tournament scheduled for Friday, July 17, 2026, from 5:00 p.m. – 1:00 a.m. and Saturday July 18, 2026, from 11:00 a.m. – 1:00 a.m. to be of municipal significance.

12.3 Corporation of the County of Huron – REDI Program

Recommended Motion:

That the Council of the Township of Howick hereby direct staff to prepare a letter of support for Huron County's application for the Regional Economic Development through Immigration (REDI) program 2026-2027.

12.4 Municipal Finance Officers Association – Ontario Community Infrastructure Fund

Recommended Motion:

That the Council of the Township of Howick hereby direct staff to prepare a letter of support requesting that the Government of Ontario make permanent the five-year doubling of the Ontario Community Infrastructure Fund from \$200 million/year to \$400 million/year in advance of the 2027 OCIF allocation calculations.

12.5 Civic Night Invitation – Stratford Festival Guys & Dolls

12.6 Avon Maitland District School Board – Meeting Highlights June 23,

2026

12.7 The Township of McGarry – Northern Ontario OPP Funding Model

13. Unfinished Business

Maitland Valley Conservation Authority - Renewal of Programs and Services Agreement 2026- 2030

Phil Beard presented the draft agreement at the May 19, 2026 Council meeting and is seeking Council's endorsement and execution of the agreement.

Recommended Motion:

That the Council of the Township of Howick hereby authorize the execution of the draft program and service agreement between the Township of Howick and Maitland Valley Conservation Authority.

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

15. Other Business

16. Enactment of By-laws –Third Reading

16.1 By-law 40-2026

Recommended Motion:

That the Council of the Township of Howick give third and final reading to adopt By-law 40-2026, being a By-law to provide for drainage works cited as the No. 20 Municipal Drain By-law

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

Recommended Motion:

That By-laws 49-2026, 50-2026, 51-2026, 52-2026 all receive first, second, third and final reading and are finally passed.

16.2 By-law 49-2026

That the Council of the Township of Howick give first and second reading to By-law 49-2026;

Being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and The Town of Hanover for the Provision of Fire Technical Rescue Services

16.3 By-law 50-2026

That the Council of the Township of Howick give first, second third and final reading to By-law 50-2026;

Being a By-law to award tender HWK-2026-002 Robinson Farm Drainage Limited for the Municipal Drain No. 20 Construction and Improvement Tender

16.4 By-law 51-2026

That the Council of the Township of Howick give first, second third and final reading to By-law 51-2026;

Being a By-law to adopt terms of reference for the Belmore Arena Board.

16.5 By-law 52-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 52-2026;

Being a By-law to Appoint a Livestock Valuer for the Township of Howick, in accordance with the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act

16.6 By-law 53-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 53-2026;

Being a By-law to Authorize an Agreement for services with Maitland Valley Conservation Authority.

17. Closed Session

Recommended Motion:

That a closed meeting of Council of the Township of Howick be held on Tuesday, July 14, 2026 _____ a.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, as amended, for the purpose of considering the following matters:

(b) personal matters about an identifiable individual, including municipal or local

board employees;

(d) labour relations or employee negotiations;

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

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

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for July 14, 2026

Agenda Returns to Open Agenda

18. Motion to Reconvene into Open Session and Reporting Out

Recommended Motion:

That Council of the Township of Howick reconvene into Open Session at _____ a.m.

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

19. Confirming By-law

19.1 By-law 54-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 54-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on July 14, 2026.

20. Adjournment

Recommended Motion:

That the Council of the Township of Howick adjourn the July 14, 2026 Regular Council meeting at ____:____ a.m.



**Township of Howick Council Minutes
Tuesday, June 16, 2026, at 7:00 p.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 7:00 p.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 June 19, 2026, 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 May 19, 2026, Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

**5.1 Meeting to Consider Engineer’s Report – DRN-2026-04 Merkley
Municipal Drain 2026**

5.1.1 Engineer’s Report

Scott Richardson presented the report. A request for improvement was received in January 2026 to complete some upgrades to close two sections of open drain, installation of a new culvert crossing, brushing and dredging. Information meeting was held on May 4, 2026. Howick Township has an estimated assessment of \$3,345.00 for a catch basin south of Salem Road. Brandon Widner from Spriet Engineers presented his final report. The

Merkley Municipal Drain was originally constructed in 1955 with improvements later completed in 1970. The Mulders at the bottom end requested to close their portion to improve the workability of their land. The Merkleys' have also requested to fill their portion. The total cost of the project is \$318,000.00; enclosures are assessed directly to the Merkleys' and the Mulders.

5.1.2 Questions and Comments

- **Landowners in attendance**

No questions from the landowners in attendance.

- **Council**

No questions from Council.

5.1.3 Consideration of Provisional By-law 43-2026

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That leave be given to introduce By-law # 43-2026, being a by-law to provisionally adopt the engineer's report for the Merkley Municipal Drain 2026, and that it now be read a first and second time this 16th day of June, 2026.

Carried.

5.1.4 Date of Court of Revision and instruction to Tender

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Court of Revision for the Merkley Municipal Drain 2026 be set for July 14, 2026, at 11:00 a.m. and the project be tendered with results to be presented on August 11, 2026, pending no appeals.

Carried.

Council appointed Councillor Hargrave as Chair and Councillor Grimes.

5.2 2026 Insurance Renewal Presentation

FIN-2026-18, Insurance Renewal July 2026 to July 2027

Reeve Harding welcomed Breanne Chapman from McDonagh Insurance Brokers Ltd. and Tony Commisso from Intact. Breanne explained that the changes in the insurance policy from last year included an overall 3.24% increase. This includes a 4% inflationary increase to all buildings and

structures estimated value. The \$25,000.00 deductible will remain in the policy.

A member of Council inquired about accident coverage for members of Council. The overview states that there are only 4 members covered. Tony explained that any person over the age of 80 does not qualify for coverage. Council also inquired how we would be impacted if the deductible was lowered to \$10,000.00. Tony explained that the total cost would go up, and that it is standard for most municipalities to carry a \$25,000.00 deductible.

Staff also inquired about extending the renewal timeline, Tony also said that he has been asking for this for years and unfortunately it is not an option at this time.

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That Howick Council of the Township of Howick approve the municipal insurance coverage presented in the July 1, 2026, to July 1, 2027, Renewal Report by Intact Insurance at a cost of \$161,037.00

Carried.

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: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That Consent Agenda item 7.1 be received for information and approved.

7.1 FIN-2026-17, May 13 to June 11, 2026, Accounts Payable
For Information Only.

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

Kestner

10.3 Manager of Public Works – Scott Price

10.3.1 PW-2026-15, Hot Mix Paving Tender Results

Scott Price, Manager of Public Works, explained that the Manager of Operations of South Bruce Stu Moffat took the lead on this tender. This was a joint tender for the Hot Mix Paving of Huron-Bruce Road. One submission was received. Lavis provided a submission that was \$43.33 per ton less than what we paid last year for asphalt. George Street in Gorrie will also be completed as part of this tender. Howick will be invoiced separately for George Street.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That Howick Council receives report PW-2026-15, Hot Mix Paving Tender Results for information;

And That Council authorize Howick Township to enter into an agreement with the Municipality of South Bruce for 50% of the cost of Hot Mix Paving Huron-Bruce Road (\$89,142.50) and 100% of the cost of Hot Mix Paving George Street, Gorrie (\$45,420.00), for the total tendered amount of \$134,562.50 plus unrecoverable HST, as outlined in South Bruce Tender No. PW-2026-03;

And That Council give first, second, and third and final reading to By-law No. 44-2026, being a By-law to Authorize the Entering into and Execution of an Agreement between the Municipality of South Bruce and the Corporation of the Township of Howick;

And That Council authorize the Manager of Public Works to execute the agreement and all associated documents for the above-mentioned projects.

Carried.

10.3.1 PW-2026-16, Roadside Flail Mower Tender Results

Staff advertised on Bids and Tenders for the new roadside flail mower. There were thirteen specifications that staff outlined in the bid document with the lowest submission only meeting three of the specifications. Staff are recommending awarding the tender to Midwestern Equipment (Listowel)

In response to questions from Council, Staff explained that the township spent \$12,000.00 for the rental for the flail mower last year. Staff anticipate that the wait time will only be two weeks by the time that the new flail mower is delivered. The old disc mower has been put back together for the time being to start the

roadside mowing prior to the flail mower's arrival.

Moved by: Councillor Grimes

Seconded by: Councillor Hargrave

That Howick Council receives report PW-2026-16, Roadside Flail Mower Tender Results for information;

And that Council award Tender PW-2026-03 to Midwestern Equipment (Listowel) Ltd. In the amount of \$21,355.87 (plus unrecoverable HST) for the purchase of a Roadside Flail Mower.

And that the CAO/Clerk and Reeve be authorized to sign and execute the agreement and all relevant documents.

Carried.

10.4 Manager of Recreation and Facilities - Brady Ropp

Manager of Recreation and Facilities Brady Ropp touched on the Howick Idol prelims that are taking place this weekend. Reeve Harding announced that the Howick Women's Institute and the Homecoming Committee have done a great job selling decorations to the community in advance of the Homecoming 170th celebrations.

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2026-10, Fordwich Parkland Funds

CAO/Clerk Caitlin Gillis presented that staff are looking for Councils approval of \$18,000.00 being pulled from the Parkland Reserve and transferred to the Fordwich Parks Board. This is the amount of money that was received when the Fordwich North Estates Subdivision was approved in 2025. This consists of a \$750.00 per lot payment for the cash-in-lieu of parkland. It was decided that instead of creating a new park land, this money should be invested in the parks that are already established.

The Fordwich Parks Board reached out to staff and presented quotes for the tennis court to be refurbished. This money will go toward that project.

Under the Planning Act, parkland funds must be spent on the purchase of land, improvement of buildings or capital items. \$44,000.00 is currently in the Parkland Reserve.

Reeve Harding announced that the Huron County Accessibility Committee was in Howick doing an assessment on a few of our parks and trails. They would like to thank staff for all the effort that has been put into our public spaces, parks and walking trails and how nice everything looks.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That Howick Council authorize the transfer of \$18,000.00 from Parkland Reserves to the Fordwich Park Board for repairs and resurfacing of the Tennis Court.

Carried.

11. Committee and Board Reports

Belmore Arena board. Four board members have stepped down off the board and they are recruiting new people. New Secretary and Treasurer have been appointed. Randy Scott has taken over as Chair. 15 board members. New board to be installed – pickleball has started back up.

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

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

11.1 Howick Homecoming – Meeting Minutes April 7, 2026

11.2 Howick Homecoming – Meeting Minutes May 26, 2026

11.3 Belmore Arena Board – Meeting Minutes March 16, 2026

11.4 Belmore Arena Board – Meeting Minutes April 4, 2026

Carried.

12. Correspondence

Council discussed and would like to pass a motion to endorse correspondence item 12.11.

12.1 Ministry of Municipal Affairs and Housing – Protecting Ontario's Streets and Communities Act, 2026 (Bill119)

12.2 Ministry of the Attorney General – Follow-up to Updates to "Tailgate Event" Permits

12.3 Avon Maitland District School Board – Meeting Highlights May 26, 2026

12.4 Huron County Federation of Agriculture – Warden Caucus Comments

12.5 Ministry of the Environment, Conservation and Parks – Improving Ontario's Conservation Authority System

12.6 Maitland Conservation – Meeting Minutes April 15, 2026

12.7 Drinking Water Source Protection – Municipal Newsletter

12.8 Huron OPP Detachment Board – Meeting Minutes

12.9 The Corporation of the Municipality of Wawa – Sustainable Provincial Grant Funding for Fire Services in Ontario

12.10 Corporation of the Municipality of Calvin – Request for Provincial Review of CVA- Based Apportionment for Shared Municipal and Provincially Mandates Services

12.11 The Town of Plympton – Wyoming – Support for Sustainable Provincial Grant Funding for Fire Services in Ontario

Moved By: Councillor Grimes

Seconded by: Councillor Hargrave

That the Council of the Township of Howick endorse the resolution received from The Town of Plympton-Wyoming calling upon the Province of Ontario to transition the current practice of competitive provincial fire service grant programs into a permanent, stable, and predictable non-competitive provincial funding program that supports municipalities in meeting provincially legislated fire protection requirements; and

BE IT FURTHER RESOLVED THAT this funding be structured to provide equitable and predictable annual support for operational readiness and training costs associated with volunteer, composite, and full-time fire departments across Ontario; and

BE IT FURTHER RESOLVED THAT the annual value of this funding be reviewed and adjusted to more appropriately reflect the level of provincial funding support currently provided to other provincially regulated emergency services, including policing and paramedic services.

Carried.

12.12 Ministry of Natural Resources – Ontario's Flooding Strategy

13. Unfinished Business

Reeve Harding asked members of council if there was any interest in being on a float in the Homecoming Parade. Staff are putting together a float and anyone interested in being on the float is asked to reach out to staff.

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

Councillor Grimes commented that the Fordwich Cenotaph looks good and the Wroxeter Hall Fish Fry was a success, the Brussels Legion does an excellent job.

15. Other Business

Reeve Harding announced that the Waste Management Demonstration Night for the new wheeled bins is June 22, 2026. 5:30 p.m. - 8:30 p.m. at the Howick Community Centre.

The Joint Candidate Information Session is being held in Clinton at the Libro Hall on Wednesday June 24, 2026 at 6:30 p.m. Anyone interested in running for council or anyone currently on council is welcome to attend. This will be a very educational evening.

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

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That By-laws 43-2026, 44-2026, and 45-2026 all receive first, second, third and final reading and are finally passed.

16.1 By-law 43-2026

That the Council of the Township of Howick give first and second reading and provisionally adopt By-law 43-2026, a by-law to provide drainage work in the Township of Howick for the improvement to the Merkley Municipal Drain

16.2 By-law 44-2026

That the Council of the Township of Howick give first, second third and final reading to By-law 44-2026;

Being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and the Corporation of the Municipality of South Bruce for Hot Mix Paving as outlined in South Bruce Tender Documents PW-2026-03

16.3 By-law 45-2026

That the Council of the Township of Howick give first, second third and final reading to By-law 45-2026;

Being a By-law to Authorize the Entering into and Execution of an Agreement Between the Corporation of the Township of Howick and Midwestern Equipment (Listowel) Ltd. For the Supply and Delivery of one (1) Roadside Flail Mower

Carried.

17. Confirming By-law

17.1 By-law 46-2026

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick give first, second, third and final reading to By-law 46-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on June 16, 2026.

Carried.

18. Adjournment

Moved by: Councillor Hargrave

Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the June 16, 2026, Regular Council meeting at 7:46 p.m.

Carried.

Reeve Harding

CAO/Clerk Caitlin Gillis

**Township of Howick No. 20 Municipal Drain Court of Revision Minutes
Tuesday, June 16, 2026 at 6:30 p.m.**

Members: Doug Hargrave, Chair
Megan Gibson
Marvin Grimes

Staff Present: Drainage Superintendent Scott Richardson
Caitlin Gillis, CAO/Clerk
Alana Dick, Deputy Clerk/Communications Coordinator

1. Call to Order

Chair Doug Hargrave opened the Court of Revision at 6:30 pm and welcomed everyone in attendance.

He stated that the purpose of the Court of Revision is to provide an opportunity for property owners to appeal their assessments on the No. 20 Municipal Drain 2026.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Appeals

No written appeals were received for this drainage assessment.

4. Comments from Engineer or Drainage Superintendent

Drainage Superintendent Scott Richardson noted that the tender documents were received today. Staff announced that the tender submissions will come to the next council meeting on July 14, 2026.

5. Verbal Appeals from Property Owners

Chair Hargrave advised that the purpose of the Court of Revision is to hear appeals regarding the Schedule of Assessment only. The Court of Revision has no authority to change the Engineer's Report in any way. The Schedule of Assessment may be altered but the total must remain the same. If one assessment is reduced, the other assessments must be increased to balance.

6. Questions from Court of Revision Members

No questions.

7. Additional Questions from Landowners

No landowners present.

8. Deliberations – In Camera (If Required)

9. Decision of the Court of Revision

Moved by: Megan Gibson

Seconded by: Marvin Grimes

That the Court of Revision for the No. 20 Municipal Drain 2026 approve the Schedule of Assessments provisionally adopted by By-law 40-2026, as prepared by Dietrich Engineering Limited.

Carried.

C of R Resolution No. 1/26

Chair Hargrave announced that all parties to the drain will receive a written notice of the Court of Revision decision which will contain additional information on the process to appeal the decision of the Court of Revision to the Ontario Drainage Tribunal.

10. Adjournment

Moved by: Marvin Grimes

Seconded by: Megan Gibson

That this Court of Revision Meeting adjourn at 6:33 p.m.

Carried.

C of R Resolution No. 2/26

Chair Doug Hargrave

Secretary Alana Dick



**Township of Howick Special Council Meeting Minutes
Tuesday, June 23, 2026, at 2:00 p.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 2:00 pm.

2. Confirmation of the Agenda

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby adopts the June 23, 2026, Special Council Meeting Agenda as presented.

Carried.

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

None declared.

4. Closed Session

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That a closed meeting of Council of the Township of Howick be held on Tuesday, June 23, 2026 2:01 p.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, as amended, for the purpose of considering the following matters:

(b) personal matters about identifiable individual, including municipal and local board employees;

And Further That:

The CAO/Clerk delegate her Clerk's authority to Susan Cronin, Director of Legislative Services/County Clerk with County of Huron who will remain in attendance with members of Council

Carried.

Agenda moves to Closed Agenda at 2:01 p.m.

Agenda Returns to Open Agenda at 2:57 p.m.

5. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick reconvene into Open Session at 2:57 p.m.

Carried.

Reeve Harding reported that Council met in Closed Session to consider items under the following areas of Section 239(2) of the Municipal Act:
(b) Personal matters about an identifiable individual, including municipal and local board employees;

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick give direction to members to proceed as per direction given in closed to the public session of June 23, 2026

Carried.

6. Confirming By-law

6.1 By-law 47-2026

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

That the Council of the Township of Howick give first, second, third and final reading to By-law 47-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on June 23, 2026.

Carried.

7. Adjournment

Moved by: Councillor Hargrave
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick adjourn the June 23, 2026 Special Council meeting at 3 :00 p.m.

Carried.



**Township of Howick Special Council Meeting Minutes
Monday, July 6, 2026, at 8:00 a.m.
Huron County Library – Howick Community Centre**

1. Call to Order

Reeve Harding called the Special Council Meeting to order at 8:00 a.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick hereby adopts the July 6, 2026, Special Council Meeting Agenda as presented.

Carried.

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

4. Closed Session

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That a closed meeting of Council of the Township of Howick be held on Tuesday, July 6, 2026, at 8:00 a.m. in the Huron County Library at the Howick Community Centre, in accordance with Section 239(2) of the Municipal Act, 2001, as amended, for the purpose of considering the following matters:

- (b) personal matters about identifiable individual, including municipal and local board employees;

And Further That:

The Deputy Clerk Alana Dick delegate her authority to Alyssa Lidow, Human Resource Advisor with Ward & Uptigrove Human Resource Solutions who will remain in attendance with members of Council

Carried.

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for July 6, 2026

Agenda Returns to Open Agenda

14. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Rognvaldson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick reconvene into Open Session at 9:21 a.m.

Reeve Harding reported out of closed session that Council met in closed session to discuss items covered under the following exemptions

(b) personal matters about an identifiable individual, including municipal and local board employees;

15. Confirming By-law

15.1 By-law 48-2026

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 48-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on July 6, 2026.

Carried.

16. Adjournment

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the July 6, 2026 Special Council meeting at 9:22 a.m

Carried.

Reeve Harding

CAO/Clerk Caitlin Gillis

Staff Report to Council

Report From: Ed Podniewicz, Chief Building Official

Meeting Date: April 7, 2026

Report: BLDG-2026-02
First Quarter Building Permit Comparison Summary

Recommendation:

That Howick Council receive this report for information.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses
Consultations	None.
Attachment(s) to Report	Permit Comparison Summary Jan 1, 2026-Mar 31, 2026

Report Highlights

This report reflects that the total number of permits issued in 2026 was significantly lower than the total number of permits issued in 2025. The total number of dwelling units created in 2026 was slightly higher than in 2025. Total permit values in 2026 were significantly lower compared to the 2025 values.

Context and Background

This report provides Council with information regarding a comparison of building activity in 2025 compared to 2026.

Discussion and Staff Recommendation(s)

The main reason for the drastic difference in permit fee revenue from the first quarter of 2025 to 2026 can be attributed to the number of large barns applied for in the first quarter from applicants wanting to take advantage of the current farm code opposed to the new farm code changes which took effect in April 2025. We anticipate an increase in residential development with the subdivision in Fordwich coming online.

Impact Analysis

We are optimistic that permits fee revenue will stabilize over the course of the year.

Linkages

- [Permit Comparison Summary Jan 1, 2026- Mar 31, 2026](#)

Respectfully submitted,

Ed Podniewicz, Chief Building Official

Township Of Howick

Permit Comparison Summary

Issued For Period JAN 1,2026 To MAR 31,2026

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building Permit	1	876.00	70,000.00	0	0.00	0.00
Agricultural Livestock Barn - Addition P	0	0.00	0.00	2	1,473.55	110,000.00
Agricultural Livestock Barn Permit	3	34,352.75	4,300,000.00	0	0.00	0.00
Agricultural Storage Shed - Addition Per	0	0.00	0.00	3	2,375.70	272,000.00
Agricultural Storage Shed Permit	1	897.25	40,000.00	1	418.80	10,000.00
Alteration / Renovation / Repair Permit	1	630.00	40,000.00	0	0.00	0.00
Commercial Building - Addition Permit	1	231.60	10,000.00	0	0.00	0.00
Demolition Permit	0	0.00	0.00	2	450.00	15,000.00
Grain Bin/Foundation Permit	0	0.00	0.00	1	250.00	50,000.00
New Residential Dwelling Permit	1	4,555.42	600,000.00	1	4,467.90	950,000.00
On Site Sewage System Permit	1	525.00	15,000.00	2	850.00	35,000.00
Residential - Attached Garage Permit	0	0.00	0.00	1	3,439.30	500,000.00
Residential Dwelling - Addition Permit	2	2,137.05	100,000.00	1	411.25	5,000.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	11	14
Total Dwelling Units Created	1	2
Total Permit Value	5,175,000.00	1,947,000.00
Total Permit Fees	44,205.07	14,136.50
Total Compliance Letters Issued	2	5
Total Compliance Letter Fees	160.00	400.00

Inspection Summary

Ward	Permit Inspections	Other Roll Inspections
000	19	0
001	9	0
002	6	0
Total	34	0

Permit Charge	Amount
Agricultural Livestock Barn -	1,473.55
Agricultural Storage Shed - Ad	2,375.70
Agricultural Storage Shed Perm	418.80
Demolition Permit	450.00
Grain Bin/Foundation Permit	250.00
New Residential Dwelling Permi	4,467.90
On Site Sewage System Permit	850.00
Residential - Attached Garage	3,439.30
Residential Dwelling - Additio	411.25
Total	14,136.50



Staff Report to Council

Report From: Josh Kestner, Manager of Development and Protective Services / Fire Chief

Meeting Date: July 14, 2026

Report: DPS-2026-18
May & June 2026 Fire Department Update

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-18 for information purposes.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Not Applicable
Consultations	N/A
Attachment(s) to Report	Appendix A – May & June 2026 Fire Call Summary

Report Highlights

Calls for Service:

The Howick Township Fire Department responded to a total of 9 calls for service over the months of May and June 2026. Calls broken down by category were: 2 fire calls (structure, contents, outdoor, pre-fire conditions) including mutual aid responses from North Huron – Wingham Station and Minto – Clifford and Palmerston Stations, 0 mutual aid/other agency requests, 1 vehicle collisions, 3 medical assists, 2 alarm calls, 1 other hazard calls. Total incident hours for May and June were 12 hours 27 minutes. Please see Appendix A for a summary of calls.

Operations:

Radio upgrades are ongoing. All of the portable and truck mounted radios have been upgraded and are being put into service. Staff are continuing to work with Hartman Communications on the tower repeater site in Gorrie.

A Plan of Reference has been completed on the acquired property at 2002 Alma St in Gorrie. Staff anticipate the transfer of the property from the County of Huron to Howick to take place in July or August. At that time, staff will begin the procurement process for the abutting MTO property.

Annual NFPA pump and ladder testing was recently completed by Commercial Emergency Vehicles. Pumper 2-4 did not pass its pump test due to mechanical issues and has been placed on restricted service.

Training:

For the month of May 2026, firefighters trained on auto extrication techniques, focusing on the use of the new e-draulic extrication tools. Three cars were donated by residents for use by the fire department.

For the month of June 2026, firefighters trained on the use of portable pumps, truck mounted pumps, and water source operations. This will expand further throughout the summer months into relay pumping and fire attack.

The County Recruit Training Program held its fourth weekend session on May 30th at the Blyth Fire Station. Recruits trained hoses, nozzle, and appliances, fire attack, hose advancement, hydrants, drafting, and water source operations. The fifth weekend session was held on June 27th and 28th at the Bluewater Fire – Zurich Station. This weekend focused on hazardous materials operations, and firefighter decontamination, which makes up a large part of the provincial certification requirements.

Personnel:

Our two Co-op students, Ava DeBoer and Ava Bragg finished their time with the Fire Department at the end of June. We wish them both the best of luck as they continue with post-secondary education next year for pre-service firefighter and civil engineering respectively.

One firefighter is on an approved leave of absence with an expected return in fall 2026.

The fire department will begin recruitment efforts in late July, with the goal of hiring three recruit firefighters in September of 2026.

Public Education:

Fire Department staff participated in the Howick Central Public School's Fun Night. Public education materials were distributed, and students had the opportunity to tour a fire truck, a police car, and an ambulance thanks to our emergency service partners. The firefighters also conducted safety presentations in the fire safety trailer.

Staff conducted fire safety presentations for the following schools:

- Lakelet Mennonite School
- Howick Maples Parochial School
- Howick Central Public School (Grades 1 and 4)

Approximately 100 students were given presentations using the fire safety trailer and were given public education material specific to their school. We were thankful for the opportunity to interact with these classes and further the message of fire safety.

Linkages

- [Appendix A](#) –Incident Summary – May 1 – June 30, 2026
-

Respectfully submitted,

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

8 Jul 26 16:19

Incident Summary From May 1 26 to Jun 30 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
May 7 26 26-022	45010 HARRISTON RD Alarm System Equipment - Malfunction	55	14		
May 10 26 26-023	3063 ADELAIDE ST Alarm System Equipment - Accidental activation (exc. code 35)	40	11		
May 18 26 26-024	1066 HOWICK ST Vital signs absent, DOA	25	11		
Jun 4 26 26-025	ORANGE HILL RD / MCINTOSH LI Vehicle Collision	61	11		
Jun 16 26 26-026	43158 C LINE RD Vital signs absent, DOA	39	9		
Jun 22 26 26-027	2058 HARRISTON RD Vital signs absent, DOA	19	12		
Jun 23 26 26-028	45277 CREAMERY RD Fire	282	16		
Jun 24 26 26-029	91064 BELMORE LI Fire	192	16		
Jun 25 26 26-030	HOWICK TURNBERRY RD / TOLL GATE LI Power Lines Down, Arcing	34	11		
9 incidents for	Howick Township Fire Dept	12 hrs 27 mins	111		
		12 hrs 27 mins	111		

Staff Report to Council

Report From: Scott Price, Manager of Public Works

Meeting Date: July 14, 2026

Report: PW-2026-17
July Department Update

Recommendation:

That Howick Council receive report PW-2026-17, July Department Update for information.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses
Consultations	None
Attachment(s) to Report	None

Report Highlights

- Waste Management waste cart demonstration night was very well attended. Carts will be delivered this month with the first day of collection with the new carts being August 3.
- Asphalt work is scheduled to start early August.
- Roadside weed spraying has been completed.
- One cut of roadside grass has been completed.

- Starting to collect traffic counts.
- Data collection has been completed for Storm Sewer Study.
- The base for the Landfill collection depo has been completed with using gravel found on site. Drainage and streetlight conduit will be installed next with A gravel to follow.

Respectfully submitted,

Scott Price, Manager of Public Works

Staff Report to Council

Report From: Amy Van Meeteren, Treasurer/Manager of Finance

Meeting Date: July 14, 2026

Report: FIN-2026-19
June 12 to July 6, 2026 Accounts Payable

Recommendation:

That the Council of the Township of Howick receive report FIN-2026-15, June 12 to July 6, 2026 Accounts Payable, for information only.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	None
Attachment(s) to Report	Accounts Payable June 12 to July 6, 2026

Context and Background

To update Council on the Accounts Payable Report for the period of June 12 to July 6, 2026 in the amount of \$181,752.38.

Linkages

- [Accounts Payable June 12 to July 6, 2026](#)
-

Respectfully submitted,

Amy Van Meeteren, Treasurer/Manager of Finance

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001519 ACE STRONG EXCAVATING	785405	DITCHING	025265	2026-06-25	2026-06-25	1,921.00
		01-3100-3105-50656 DITCHING				1,921.00
001558 B & K INC.	06 04 2026	SHOULDER BOLT/ UTILITY BATTERY	002025	2026-06-16	2026-06-16	429.05
		01-7100-7130-50554 SHOULDER BOLT/ UTILITY BATTERY				429.05
001999 B & K INC.	93621	BELT V	025249	2026-06-16	2026-06-16	309.87
		01-7100-7120-50553 BELT V				309.87
001053 BELL MOBILITY	527167077 JUN 21/26	CELL PHONE	002039	2026-06-30	2026-06-30	339.85
		01-3900-3901-50530 5192910879				24.13
		01-7100-7101-50530 5192917106				27.33
		01-2100-2101-50530 FIRE TABLET 2				18.42
		01-2400-2401-50530 5192917732				25.49
		01-2100-2101-50530 FIRE TABLET 1				18.42
		01-2100-2101-50530 5193570847				18.42
		01-2100-2101-50530 5193575825				27.33
		01-3900-3901-50530 5193576834				23.79
		01-3900-3901-50530 5193576845				18.42
		01-3900-3901-50530 5193577394				23.97
		01-3900-3901-50530 5193577531				24.10
		01-3900-3901-50530 5193578031				23.79
		01-2100-2101-50530 5193578451				27.33
		01-2100-2101-50530 FIRE TABLET 4				18.42
		01-2100-2101-50530 FIRE TABLET 3				20.49
001189 BRANDT SECURITY PAP	21-10994	MONTHLY ALARM	002026	2026-06-16	2026-06-16	45.20
		01-1300-0000-50556 MONTHLY ALARM				22.60
		01-3800-3850-50551 MONTHLY ALARM				22.60
001558 CANADIAN TIRE	06 12 2026	POOL UMBRELLAS	002040	2026-06-30	2026-06-30	180.78
		01-7100-7102-50555 POOL UMBRELLAS				180.78
001924 CHALMERS FUELS	1765951	ALBT PROPANE 21.8L @ 0.4990	002035	2026-06-23	2026-06-23	12.29
		01-9200-0000-50555 ALBT PROPANE 21.8L @ 0.4990				12.29
001924 CHALMERS FUELS	1779118	HCC PROPANE 1511.7L @ 0.4990	002035	2026-06-23	2026-06-23	852.40
		01-7100-7101-50510 HCC PROPANE 1511.7L @ 0.4990				852.40
001924 CHALMERS FUELS	1765134	HCC PROPANE 66.0L @ 0.4990	002035	2026-06-23	2026-06-23	47.95
		01-7100-7101-50510 HCC PROPANE 66.0L @ 0.4990				47.95
001924 CHALMERS FUELS	1776695	OFFICE PROPANE 170.60L @ 0.499	002035	2026-06-23	2026-06-23	96.20
		01-1300-0000-50510 OFFICE PROPANE 170.60L @ 0.499				96.20
Vendor Total						1,008.84
001056 CIBC VISA	MAY 11/26 SAMSUNG	COUNC TV ART ANNUAL SUBSCRIP	002036	2026-06-23	2026-06-23	79.90
		01-1100-0000-51102 COUNC TV ART ANNUAL SUBSCRIP				79.90

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001056 CIBC VISA	MAY 13/26 TEAM TOPI	SWIM LEAGUE PLAN	002036	2026-06-23	2026-06-23	738.69
		01-7100-7102-57200 SWIM LEAGUE PLAN				738.69
001056 CIBC VISA	APR 26/26 AMZN	DAY CAMP MARKERS	002036	2026-06-23	2026-06-23	118.64
		01-7200-7202-50555 DAY CAMP MARKERS				118.64
001056 CIBC VISA	APR 26/26 TIM HORTO	COUNTY TRNING LUNCH	002036	2026-06-23	2026-06-23	45.18
		01-2100-2101-12810 COUNTY TRNING LUNCH				45.18
001056 CIBC VISA	APR 26/26 ZEHR	COUNTY TRNING LUNCH	002036	2026-06-23	2026-06-23	102.12
		01-2100-2101-12810 COUNTY TRNING LUNCH				102.12
001056 CIBC VISA	APR 27/26 AMZN	WINDSHEILD DASH LIGHT	002036	2026-06-23	2026-06-23	271.14
		01-2100-2101-50553 WINDSHEILD DASH LIGHT				271.14
001056 CIBC VISA	APR 27/26 CPC	BYLAW REGISTERED MAIL	002036	2026-06-23	2026-06-23	35.62
		01-2400-2404-12810 1083 CENTRE ST REG MAIL				35.62
001056 CIBC VISA	MAY 7/26 MTO	MTO DRIVETEST	002036	2026-06-23	2026-06-23	23.75
		01-2100-2101-50103 MTO DRIVETEST				23.75
001056 CIBC VISA	MAY 7/26 MTO 2	MTO DRIVETEST	002036	2026-06-23	2026-06-23	90.00
		01-2100-2101-50103 MTO DRIVETEST				90.00
001056 CIBC VISA	MAY 9/26 CPC	POSTAGE LETTER - 1083 CENTRE S	002036	2026-06-23	2026-06-23	1.98
		01-2400-2404-12810 POSTAGE LETTER - 1083 CENTRE S				1.98
001056 CIBC VISA	MAY 11/26 FLYWIRE	SPEED MONITOR	002036	2026-06-23	2026-06-23	2,238.45
		01-2100-2101-50103 SPEED MONITOR				2,238.45
001056 CIBC VISA	MAY 15/26 CANADIAN	CLEANER AND PAD LOCK	002036	2026-06-23	2026-06-23	164.93
		01-2100-2112-50555 CLEANER AND PAD LOCK				164.93
001056 CIBC VISA	MAY 17/26 ADOBE	ADOBE MONTHLY SUBSCRIPTION	002036	2026-06-23	2026-06-23	45.18
		01-2100-2101-50556 ADOBE MONTHLY SUBSCRIPTION				45.18
001056 CIBC VISA	MAY 19/26 AMZN	DAY CAMP STAFF SHIRTS	002036	2026-06-23	2026-06-23	244.69
		01-7200-7202-50555 DAY CAMP STAFF SHIRTS				244.69
001056 CIBC VISA	APR 28/26 AMZN	RETURN LCD MONITOR	002036	2026-06-23	2026-06-23	-154.30
		01-1300-0000-50200 RETURN LCD MONITOR				-154.30
001056 CIBC VISA	MAY 7/26 INSTACART	B&A SCHOOL FOOD	002036	2026-06-23	2026-06-23	149.45
		01-7200-7201-50550 B&A SCHOOL FOOD				149.45
001056 CIBC VISA	MAY 12/26 AMZN	SHARPIES & PENS	002036	2026-06-23	2026-06-23	14.67
		01-1300-0000-50200 SHARPIES & PENS				14.67
001056 CIBC VISA	MAY 12/26 AMZN 2	PENS	002036	2026-06-23	2026-06-23	11.62
		01-1300-0000-50200 PENS				11.62
001056 CIBC VISA	MAY 15/26 CANADIAN	H&S REQUEST	002036	2026-06-23	2026-06-23	316.39
		01-1300-0000-50555 H&S REQUEST				316.39
Vendor Total						4,538.10
002046 COMMERICAL TRUCK EQUIPM	4821709	EMERG EQUIPMENT TESTING	025266	2026-06-25	2026-06-25	1,723.25
		01-2100-2106-50554 EMERG EQUIP TESTING				861.63
		01-2100-2104-50554 EMERG EQUIP TESTING				861.62

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001853 COX SIGNS	35025	OCIF SIGNAGE	025267	2026-06-25	2026-06-25	555.96
		01-3500-9018-90000 OCIF SIGNAGE				555.96
001242 DONEGAN HAULAGE LIMITED	196042	STONE DUST TRAILS	025250	2026-06-16	2026-06-16	888.48
		01-7100-7103-50555 STONE DUST TRAILS				888.48
001228 ELMA STEEL & EQUIPMENT	1082452	ROD - HR FLAT BAR	025251	2026-06-16	2026-06-16	101.02
		01-7100-7101-90000 ROD - HR FLAT BAR				101.02
001228 ELMA STEEL & EQUIPMENT	1082547	ROD- FLOWER BOXES	025251	2026-06-16	2026-06-16	140.80
		01-7100-7101-90000 THREADED ROD				140.80
		01-7100-7101-90000 ROD- FLOWER BOXES THREADED ROD				140.80
					Vendor Total	241.82
002006 EPIC RACEWEAR ONEPROMC	7078872	HOMECOMING BANNERS	025268	2026-06-25	2026-06-25	626.59
		01-1100-0000-51102 HOMECOMING BANNERS				626.59
001212 EQUIPMENT ONTARIO	92585	ENGINE DIPSTICK	025269	2026-06-25	2026-06-25	21.80
		01-9400-0000-50552 ENGINE DIPSTICK				21.80
001109 FORDWICH TIRE LTD	REP015645	BACK HOE TIRE REPAIR	025270	2026-06-25	2026-06-25	127.69
		01-3800-3831-50553 BACK HOE TIRE REPAIR				127.69
001109 FORDWICH TIRE LTD	REP015461	TIRES	025270	2026-06-25	2026-06-25	601.27
		01-7100-7130-50554 TIRES				601.27
					Vendor Total	728.96
001597 FOXTON FUELS LIMITED	666236	DIESEL DYED 3100.50L @ 1.742	002027	2026-06-16	2026-06-16	6,103.21
		01-3900-3901-50559 DIESEL DYED 3100.50L @ 1.742				6,103.21
001597 FOXTON FUELS LIMITED	664768	GAS REG 1050.0L @ 1.5030	002027	2026-06-16	2026-06-16	1,891.17
		01-3900-3901-50559 GAS REG 1050.0L @ 1.5030				1,891.17
001597 FOXTON FUELS LIMITED	664769	DIESEL CLEAR 525.90L @ 1.689	002027	2026-06-16	2026-06-16	1,057.20
		01-3900-3901-50559 DIESEL CLEAR 525.90L @ 1.689				1,057.20
001597 FOXTON FUELS LIMITED	664771	DIESEL DYED 2928.30L @ 1.689	002027	2026-06-16	2026-06-16	5,588.87
		01-3900-3901-50559 DIESEL DYED 2928.30L @ 1.689				5,588.87
001597 FOXTON FUELS LIMITED	666235	DIESEL CLEAR 956.0L @ 1.742	002027	2026-06-16	2026-06-16	1,979.07
		01-3900-3901-50559 DIESEL CLEAR 956.0L @ 1.742				1,979.07
					Vendor Total	16,619.52
001259 GEI CONSULTANTS	730022326	LANDFILL MONITORING	025252	2026-06-16	2026-06-16	1,819.07
		01-4300-0000-50656 LANDFILL MONITORING				1,819.07
001333 GLOBAL PAYMENTS PAP	05312026	DEBIT CHARGES - MAY 2026	002028	2026-06-16	2026-06-16	47.94
		01-1300-0000-50220 DEBIT CHARGES - MAY 2026				23.97
		01-7100-7101-50556 DEBIT CHARGES - MAY 2026				23.97

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001371 HARKES INDUSTRIES INC	1682	LEXAN	025271	2026-06-25	2026-06-25	40.30
		01-2100-2101-50250 LEXAN				40.30
001517 HOLST OFFICE PRO	3614	2X COUNCIL CHAIRS	025272	2026-06-25	2026-06-25	901.74
		01-1100-0000-90000 2X COUNCIL CHAIRS				901.74
001994 HOWICK HOMECOMING	06 16 2026	VINYL BOWS	025253	2026-06-16	2026-06-16	80.00
		01-2100-2101-50250 VINYL BOWS				80.00
001994 HOWICK HOMECOMING	06 17 2026	DONATIONS - HOWICK HOMECOMING	025253	2026-06-16	2026-06-16	2,500.00
		01-0000-0000-57100 DONATIONS - HOWICK HOMECOMING				2,500.00
001994 HOWICK HOMECOMING	06 25 2026	HOWICK IDOL BAR PROFIT SHARE	025273	2026-06-25	2026-06-25	1,932.00
		01-7100-7101-57100 HOWICK IDOL BAR PROFIT SHARE				1,932.00
Vendor Total						4,512.00
002043 HURON RIDGE ACRES INC	3103	ROD - FLOWERS	025254	2026-06-16	2026-06-16	2,505.21
		01-7100-7101-90000 ROD - FLOWERS				2,505.21
001288 HUTCHISON WELDING (2022) 11167		WEAR SHOES FOR SNOW BLOWER	025255	2026-06-16	2026-06-16	101.70
		01-9200-0000-50555 WEAR SHOES FOR SNOW BLOWER				101.70
001288 HUTCHISON WELDING (2022) 11478		REPAIR MOWER ARM	025274	2026-06-25	2026-06-25	146.90
		01-3800-3835-50554 REPAIR MOWER ARM				146.90
Vendor Total						248.60
001575 HV POWER	4129	INSTALL BANNERS	025275	2026-06-25	2026-06-25	2,546.76
		01-8100-0000-50557 INSTALL BANNERS				2,546.76
001575 HV POWER	4121	STREET LIGHT REPAIR X2	025275	2026-06-25	2026-06-25	271.96
		01-9200-0000-50556 STREET LIGHT REPAIR X2				271.96
Vendor Total						2,818.72
001060 IDEAL SUPPLY COMPANY LTC6790969		SHOP TANK RENTAL	025256	2026-06-16	2026-06-16	160.44
		01-3900-3901-50556 SHOP TANK RENTAL				160.44
001526 JEFF HAWKINS	APR 1/26	STRONG/FINNIGAN WEDDING	025248	2026-06-12	2026-06-12	154.86
		01-0000-0000-50556 STRONG/FINNIGAN WEDDING				154.86
001526 JEFF HAWKINS	06 17 2026	HOWLETT/SCHEFTER WEDDING	025257	2026-06-16	2026-06-16	199.12
		01-0000-0000-50556 HOWLETT/SCHEFTER WEDDING				199.12
Vendor Total						353.98
001243 KEVIN DOIG	VOUC 545/26	APR/MAY PARK MAINT/GRASS	025258	2026-06-16	2026-06-16	1,015.00
		01-9400-0000-50552 APR/MAY PARK MAINT/GRASS				1,015.00
001165 MAITLAND VALLEY CONSERV.11669		MERKLEY MD ALTERATION PERMIT	025259	2026-06-16	2026-06-16	395.00
		01-8400-8448-12810 MERKLEY MD ALTERATION PERMIT				395.00

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001407 MARILYN ASHLEY	06 17 2026	INGLIS/OHARE/WRIGHT/Y ODER WEDD	025260	2026-06-16	2026-06-16	530.98
		01-0000-0000-50556 INGLIS/OHARA WEDDING				265.49
		01-0000-0000-50556 WRIGHT/YODA WEDDING				265.49
001050 MARINA WATSON	06 25 2026	ENTRANCE PERMIT DEPOSIT	025276	2026-06-25	2026-06-25	100.00
		01-3900-3970-43300 ENTRANCE PERMIT DEPOSIT				100.00
001930 MATT BRODHAECKER	06 25 2026	WOOD FOR TRAINING PROP	025277	2026-06-25	2026-06-25	128.00
		01-2100-2101-50103 WOOD FOR TRAINING PROP				128.00
001558 MIDWESTERN EQUIPMENT	05 30 2026	CHARGE FILTER/ OIL FILTERS	002029	2026-06-16	2026-06-16	223.45
		01-7100-7130-50553 CHARGE FILTER/ OIL FILTERS				223.45
001185 MIDWESTERN EQUIPMENT (LI64898)		MOWER PARTS	002030	2026-06-16	2026-06-16	220.85
		01-3800-3835-50553 MOWER PARTS				220.85
001185 MIDWESTERN EQUIPMENT (LI1274)		KUBOTA SWEEPER	002030	2026-06-16	2026-06-16	4,983.30
		01-7100-7103-50555 KUBOTA SWEEPER				2,491.65
		01-3500-3504-50656 KUBOTA SWEEPER				2,491.65
001185 MIDWESTERN EQUIPMENT (LI1449)		KUBOTA LOADER	002037	2026-06-23	2026-06-23	5,650.00
		01-9200-0000-90000 KUBOTA LOADER				5,650.00
001185 MIDWESTERN EQUIPMENT (LI19907A)		KUBOTA TIRES	002037	2026-06-23	2026-06-23	248.60
		01-9200-0000-90000 KUBOTA TIRES				248.60
001020 PUROLATOR COURIER LTD.	500283095	POSTAGE- MOF/OM/CTY/LOUCK/AVO N	025278	2026-06-25	2026-06-25	43.52
		01-1300-0000-50210 POSTAGE- MOF/OM/CTY/LOUCK/AVON				43.52
002047 QUALITY SEEDS LTD	154539	GRASS SEED	025279	2026-06-25	2026-06-25	191.03
		01-3100-3105-50555 GRASS SEED				191.03
001954 R&R PET PARADISE	426	APRIL ANIMAL CONTROL	025280	2026-06-25	2026-06-25	1,017.00
		01-2400-2402-50556 APRIL ANIMAL CONTROL				1,017.00
001954 R&R PET PARADISE	012400240250556	MAY ANIMAL CONTROL	025280	2026-06-25	2026-06-25	1,017.00
		01-2400-2402-50556 MAY ANIMAL CONTROL				1,017.00
Vendor Total						2,034.00
001594 RADAR AUTO PARTS - BRUSS5341-509805		TIES/BRAKE KLEEN RTL	025261	2026-06-16	2026-06-16	233.79
		01-3900-3901-50555 TIES/BRAKE KLEEN RTL				233.79
001594 RADAR AUTO PARTS - BRUSS5341-511331		TIRE REPAIR KIT	025281	2026-06-25	2026-06-25	114.30
		01-3900-3901-50555 TIRE REPAIR KIT				114.30
Vendor Total						348.09
001458 RANDY ROCK	JUN 25/26	CELL PHONE REPAIR	025282	2026-06-25	2026-06-25	56.50

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-3900-3901-50530	CELL PHONE REPAIR			56.50
001064 RECEIVER GENERAL FOR CAI	JUNE 1-15 2026	JUN 1-15 2026	002038	2026-06-23	2026-06-23	20,106.28
		01-0000-0000-25100	JUN 1-15 2026			20,106.28
001195 RINTOUL'S POOLS & SPAS	342	POOL CHLORINE	025262	2026-06-16	2026-06-16	247.45
		01-7100-7102-50557	POOL CHLORINE			247.45
001558 RINTOULS POOLS & SPAS LTI	28 05 2026	BLACK LEAF SKIMMER	002031	2026-06-16	2026-06-16	135.62
		01-7100-7102-50555	BLACK LEAF SKIMMER			135.62
001180 SAUGEEN VALLEY CONSERV/	16453B	2026 GENERAL LEVY 2ND INSTMT	025286	2026-06-30	2026-06-30	3,736.00
		01-2300-2302-79000	2026 GENERAL LEVY 2ND INSTMT			3,736.00
001636 SCOTT PRICE	06 25 2026	DRIVERS MEDICAL	025283	2026-06-25	2026-06-25	197.75
		01-3900-3901-50205	DRIVERS MEDICAL			197.75
001500 STEFFEN'S AUTO SUPPLY	225648	SNOW PLOW PAINT	025284	2026-06-25	2026-06-25	881.38
		01-3600-3601-50555	SNOW PLOW PAINT			881.38
001500 STEFFEN'S AUTO SUPPLY	224925	PAINT FOR SNOW PLOW & WINGS	025284	2026-06-25	2026-06-25	587.58
		01-3600-3601-50555	PAINT FOR SNOW PLOW & WINGS			587.58
Vendor Total						1,468.96
001558 STONES N MORE	06 16 2026	BROWN MULCH FOR FLOWERBEDS	002032	2026-06-16	2026-06-16	158.20
		01-1300-0000-50555	BROWN MULCH FOR FLOWERBEDS			158.20
001351 TECHNICAL STANDARDS SAF	10730575	CHAIR LIFT LICENCE	025263	2026-06-16	2026-06-16	279.00
		01-7100-7101-50556	CHAIR LIFT LICENCE			279.00
001812 TREVOR TOUT CUSTOM DOZI	4503	DITCHING	025285	2026-06-25	2026-06-25	257.83
		01-3100-3105-50656	DITCHING			257.83
001906 WASH BAY PRODUCTS INC	3994	ZERO SCRUB SOAP	025264	2026-06-16	2026-06-16	355.95
		01-3900-3901-50555	ZERO SCRUB SOAP			355.95
001070 WATSON'S BUILDING CENTRE	HM2384 RF 2	HM2384 PD S/B CREDIT	002033	2026-06-16	2026-06-16	-81.30
		01-2100-2101-50553	RETURN OF GAUGE MESH			-40.65
		01-2100-2101-50553	HM2384 PD S/B CREDIT			-40.65
001070 WATSON'S BUILDING CENTRE	166326	WRENCH SET/ BLEACH/ KJEY CUT	002033	2026-06-16	2026-06-16	99.36
		01-7100-7102-50555	WRENCH SET/ BLEACH/ KJEY CUT			99.36
001070 WATSON'S BUILDING CENTRE	166445	BLOW GUN KIT/BRUSHES	002033	2026-06-16	2026-06-16	53.08
		01-7100-7101-50555	BLOW GUN KIT/BRUSHES			53.08
001070 WATSON'S BUILDING CENTRE	166472	NUT LOCK AND BOLTS	002033	2026-06-16	2026-06-16	5.48
		01-7100-7101-50555	NUT LOCK AND BOLTS			5.48
001070 WATSON'S BUILDING CENTRE	166639	DRAW BOLT	002033	2026-06-16	2026-06-16	9.03

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-7100-7101-50555 DRAW BOLT				9.03
001070 WATSON'S BUILDING CENTRE166902		PIPE STRAPS/STORAGE BOX/ PAD L	002033	2026-06-16	2026-06-16	88.91
		01-2100-2101-50553 PIPE STRAPS/STORAGE BOX/ PAD L				88.91
001070 WATSON'S BUILDING CENTRE166910		STORAGE	002033	2026-06-16	2026-06-16	73.37
		HOOK/STORAGE BOX				
		01-2100-2101-50553 STORAGE HOOK/STORAGE BOX				73.37
001070 WATSON'S BUILDING CENTRE220837		PAINT & BRUSHES/TISSUES/SOAP	002033	2026-06-16	2026-06-16	277.92
		01-3100-3101-50555 PAINT & BRUSHES/TISSUES/SOAP				277.92
001070 WATSON'S BUILDING CENTRE166957		UTILITY PAIL/PAIL LID	002033	2026-06-16	2026-06-16	47.91
		01-2100-2101-50553 UTILITY PAIL/PAIL LID				47.91
001070 WATSON'S BUILDING CENTRE166961		UTILITY PAILS AND LIDS	002033	2026-06-16	2026-06-16	49.61
		01-2100-2101-50553 UTILITY PAILS AND LIDS				49.61
001070 WATSON'S BUILDING CENTRE220846		RUST PAINT BRUSHES	002033	2026-06-16	2026-06-16	60.06
		01-1300-0000-50555 RUST PAINT BRUSHES				60.06
001070 WATSON'S BUILDING CENTREHM5718		PRESSURE TREATED LUMBER	002033	2026-06-16	2026-06-16	169.03
		01-3100-3101-50555 PRESSURE TREATED LUMBER				169.03
001070 WATSON'S BUILDING CENTRE167253		NYLON NUTS/SCREWS/ ENGINE OIL	002033	2026-06-16	2026-06-16	43.19
		01-7100-7101-50555 NYLON NUTS/SCREWS/ ENGINE OIL				43.19
001070 WATSON'S BUILDING CENTRE167259		GAS STOPPER/SCREWS/WASHERS	002033	2026-06-16	2026-06-16	38.13
		01-7100-7101-50555 GAS STOPPER/SCREWS/WASHERS				38.13
001070 WATSON'S BUILDING CENTRE167312		TRMR LINE	002033	2026-06-16	2026-06-16	28.23
		01-7100-7101-50555 TRMR LINE				28.23
001070 WATSON'S BUILDING CENTRE167378		SOFT HOSE	002033	2026-06-16	2026-06-16	62.14
		01-7100-7101-50555 SOFT HOSE				62.14
001070 WATSON'S BUILDING CENTREHM4336		POLY CLEAR FILM ROLLS	002033	2026-06-16	2026-06-16	-21.48
		01-9400-0000-50557 POLY CLEAR FILM ROLLS				-21.48
001070 WATSON'S BUILDING CENTRE166138		ROLLERS/STAIN AND BRUSHES	002033	2026-06-16	2026-06-16	395.41
		01-9400-0000-50555 ROLLERS/STAIN AND BRUSHES				395.41
001070 WATSON'S BUILDING CENTRE166315		PICTURE WIRE	002033	2026-06-16	2026-06-16	20.33
		01-9400-0000-50557 PICTURE WIRE				20.33
001070 WATSON'S BUILDING CENTRE166693		STAIN RETURN	002033	2026-06-16	2026-06-16	-27.14
		01-9400-0000-50555 STAIN RETURN				-27.14
001070 WATSON'S BUILDING CENTRE220776		PAINT OPENER/ STAIN/DRILL BIT	002033	2026-06-16	2026-06-16	99.50
		01-9400-0000-50555 PAINT OPENER/ STAIN/DRILL BIT				99.50
001070 WATSON'S BUILDING CENTREHM5577		PRESSURE TREATED LUMBER	002033	2026-06-16	2026-06-16	170.00
		01-9400-0000-50555 PRESSURE TREATED LUMBER				170.00
001070 WATSON'S BUILDING CENTREHM5763		GARDEN MULCH/TOP SOIL	002033	2026-06-16	2026-06-16	96.43
		01-9400-0000-50555 GARDEN MULCH/TOP SOIL				96.43
001070 WATSON'S BUILDING CENTREHM5846		GARDEN MULCH	002033	2026-06-16	2026-06-16	15.22
		01-9400-0000-50555 GARDEN MULCH				15.22

Accounts Payable

Bills and Accounts Jun 12 - Jul 6 2026

Vendor 000000 Through 999999

Invoice Entry Date 2026-06-12 to 2026-07-06 Paid Invoices Cheque Date 2026-06-12 to 2026-07-06

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001070 WATSON'S BUILDING CENTRE	HM5994	PLYWOOD	002033	2026-06-16	2026-06-16	61.63
		01-9400-0000-50557 PLYWOOD				61.63
Vendor Total						1,834.05
001090 WIGHTMAN TELECOM LTD	12000827 JUN 10/26	PHONE FIRE HALL	002034	2026-06-16	2026-06-16	333.16
		01-2100-2101-50530 PHONE FIRE HALL				333.16
001090 WIGHTMAN TELECOM LTD	12000832 JUN 10/26	PHONE ADMIN	002034	2026-06-16	2026-06-16	830.94
		01-1300-0000-50530 5193353208				87.63
		01-1300-0000-50530 5193353328				62.29
		01-1300-0000-50530 5193353328				23.00
		01-3900-3901-50530 5193353838				68.73
		01-7100-7101-50530 5193353883				74.49
		01-2400-2401-50530 5193356208				62.29
		01-2900-0000-50530 5193356907				62.29
		01-1300-0000-50530 INTERNET				98.00
		01-3900-3901-50530 INTERNET				98.00
		01-1300-0000-50530 WEB HOSTING				11.24
		01-7100-7101-50530 INTERNET				129.95
		01-7100-7101-50530 DIDGITAL TV				42.88
		01-1300-0000-50530 5193353208				8.03
		01-1300-0000-50530 5193353838				1.97
		01-1300-0000-50530 5193356208				0.15
001090 WIGHTMAN TELECOM LTD	12003344 JUN 10/26	PHONE SWIMMING POOL	002034	2026-06-16	2026-06-16	121.92
		01-7100-7102-50530 PHONE SWIMMING POOL				121.92
Unpaid Invoices						0.00
Paid Invoices						89,818.50
Invoices Total						89,818.50
Selected G/L Account Total						89,818.50
Payroll PP#12						42,195.03
Payroll PP#13						44,360.04
Payroll PP#14 Council						5,378.81
Payroll Expenditures						91,933.88
Grand Total Expenditures						181,752.38

Staff Report to Council

Report From: Amy Van Meeteren, Treasurer/Manager of Finance

Meeting Date: July 14, 2026

Report: FIN-2026-20
2026 2nd Quarter Operating and Capital Budget
Variance Report

Recommendation:

That the Council of the Township of Howick receive report FIN-2026-20, 2026 2nd Quarter Operating and Capital Budget Variance Report, for information only.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	None
Attachment(s) to Report	Q2 Operating and Capital Budget Variance Report by Department

Context and Background

Department managers are accountable to monitor their departmental revenues, expenditures, and projects for the year to ensure they remain within the approved 2026 budget.

The second quarter operating and capital financial report represents the financial activity for each department for the period ending June 30, 2026, on a basis consistent with the budget approved by Council.

Impact Analysis

When using a straight-line budget theory, the expectation would be the second quarter would realize actual costs of approximately 50% of the total budget. However, some revenue and expenditures are subject to timing differences such as, annual membership payments, transfers and seasonal activities. The results of the second quarter operating variances do not suggest any adverse financial impacts.

Linkages

- [Q2 Operating and Capital Budget Variance Report by Department](#)
-

Respectfully submitted,

Amy Van Meeteren, Treasurer/Manager of Finance

Actual vs Budget Year to Date by Department

General Government - Q2 Operating Variance Report

Council & General Administration

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Taxation Levy	5,112,588	4,291,339	(821,249)	83.94%
Fines/Penalties	52,000	28,486	(23,514)	54.78%
Other Revenue	17,000	20,245	3,245	119.09%
Investment Income	113,000	85,853	(27,147)	75.98%
Grant Revenues	728,952	364,477	(364,475)	50.00%
Permits/Licences	14,000	8,671	(5,329)	61.93%
Family Festival Revenue	0	16,878	16,878	
Transfer from Reserves ¹	419,000		(419,000)	0.00%
Total Revenues	6,456,540	4,815,950	(1,640,590)	74.59%
Expenses				
Services ²	76,394	64,907	(11,487)	84.96%
Billing & Collections	37,500	0	(37,500)	0.00%
Internal Transfers ³	23,372	24,526	1,154	104.94%
External Transfers	4,884	240	(4,644)	4.91%
Wages/Benefits	740,816	358,537	(382,279)	48.40%
Training/Memberships	31,750	9,015	(22,735)	28.39%
Materials/Supplies	24,000	6,964	(17,036)	29.02%
Program Support ⁴	90,000	54,229	(35,771)	60.25%
Donations	15,750	103	(15,647)	0.65%
Family Festival Expenses ⁵	4,000	21,095	17,095	527.37%
Capital Purchases	352,000	254,328	(97,672)	72.25%
Transfer to Reserves ⁶	36,244	0	(36,244)	0.00%
Total Expenses	1,436,710	793,944	(642,766)	55.26%

¹ Transfers from reserves will be finalized at the end of the year

² Additional Legal costs to be transferred from Legal Reserve at year end

³ Insurance Reallocations to be completed once 2025-2026 Insurance Renewal costs received

⁴ Software renewals are all paid in first quarter

⁵ Family Festival Expense overages have corresponding revenue

⁶ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Protection Services - Q2 Operating Variance Report

Fire Services, Policing, Conservation Authorities, Canine Control & By-Law Enforcement

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Donations	12,000	18,161	6,161	151.35%
User Fees/Charges	1,000	0	(1,000)	0.00%
Fines/Penalties ⁷	22,500	0	(22,500)	0.00%
Other Revenue ⁸	27,000	5,210	(21,790)	19.30%
Grant Revenues	19,800	19,976	176	100.89%
Licences	22,000	23,530	1,530	106.95%
Transfer from Reserves ⁹	141,750	0	(141,750)	0.00%
Total Revenues	246,050	66,877	(37,423)	27.18%
Expenses				
Services	732,448	262,495	(469,953)	35.84%
Fleet/Equipment	33,362	11,509	(21,853)	34.50%
Wages/Benefits-Fire ¹⁰	245,839	105,631	(140,208)	42.97%
Wages/Benefits-By-Law	140,162	25,926	(114,236)	18.50%
Training/Memberships	20,750	8,184	(12,566)	39.44%
Materials/Supplies	22,200	7,832	(14,368)	35.28%
Levies ¹¹	112,206	111,185	(1,021)	99.09%
Capital Purchases	154,550	71,746	(82,804)	46.42%
Transfer to Reserves ¹²	104,037	0	(104,037)	0.00%
Total Expenses	1,565,554	604,508	(961,047)	38.61%

⁷ No By-law Enforcement Fines or recouping of By-Law Officer wages/expenses

⁸ No Motor Vehicle Accident Recoveries have been invoiced in 2026

⁹ Transfers from reserves will be finalized at the end of the year

¹⁰ Q2 Volunteer Firefighter payroll not included

¹¹ Levies paid in full for the year

¹² Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Building Inspective Services - Q2 Operating Variance Report

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Permits	142,000	57,101	(84,899)	40.21%
Transfer from Reserves	0	0	0	
Total Revenues	142,000	57,101	(84,899)	40.21%
Expenses				
Services	11,500	682	(10,818)	5.93%
Fleet/Equipment	5,720	1,332	(4,388)	23.29%
Wages/Benefits	113,158	41,068	(72,089)	36.29%
Training/Memberships	4,650	630	(4,020)	13.55%
Materials/Supplies	500	0	(500)	0.00%
Capital Purchases	0	334	334	
Transfer to Reserves ¹³	6,448	0	(6,448)	0.00%
Total Expenses	141,976	44,046	(97,930)	31.02%

¹³ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Transportation Services - Q2 Operating Variance Report

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Grant Revenues ¹⁴	10,000	0	(10,000)	0.00%
Sales ¹⁵	3,250	83,700	80,450	2575.38%
Permits/Licences ¹⁶	93,000	700	(92,300)	0.75%
Transfer from Reserves ¹⁷	1,469,500	0	(1,469,500)	0.00%
Total Revenues	106,250	84,400	(21,850)	79.44%
Expenses				
Services	740,437	525,544	(214,893)	70.98%
Fleet/Equipment ¹⁸	245,478	199,458	(46,020)	81.25%
Wages/Benefits	683,773	347,203	(336,570)	50.78%
Training/Memberships	17,300	12,199	(5,101)	70.51%
Materials/Supplies	100,100	35,568	(64,532)	35.53%
Capital Purchases	1,682,500	39,797	(1,642,703)	2.37%
Transfer to Reserves ¹⁹	826,182	0	(826,182)	0.00%
Total Expenses	4,295,770	1,159,769	(3,136,001)	27.00%

¹⁴ Boundary Maintenance Recoveries invoiced at the end of the year

¹⁵ Sale of Wood Chipper

¹⁶ Licence Pit fees received at the end of the year

¹⁷ Transfers from reserves will be finalized at the end of the year

¹⁸ Equipment Repair overages to be transferred from Roads Equipment Reserve

¹⁹ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Environmental Services - Q2 Operating Variance Report

Waste Disposal & Recycling

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
User Fees/Charges	100,000	30,003	(69,997)	30.00%
Sales ²⁰	25,000	1,044	(23,956)	4.18%
Grant Revenues	0	7,505	7,505	
Transfer from Reserves ²¹	192,000	0	(192,000)	0.00%
Total Revenues	317,000	38,552	(86,448)	12.16%
Expenses				
Services	225,840	94,073	-131,767	41.65%
Wages/Benefits	94,110	46,867	-47,243	49.80%
Training/Memberships	1,500	0	-1,500	0.00%
Materials/Supplies	4,000	330	-3,670	8.24%
Capital Purchases	192,000	13,081	-178,919	6.81%
Transfer to Reserves ²²	1,245	0	-1,245	0.00%
Total Expenses	518,695	154,351	(364,344)	29.76%

²⁰ Scrap Steel sales payment received at end of year

²¹ Transfers from reserves will be finalized at the end of the year

²² Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Recreation Services - Q2 Operating Variance Report

Programs, Arena, Community Centre, Pool & Parks

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Donations	2,500	1,000	(1,500)	40.00%
Sales	23,000	7,109	(15,891)	30.91%
User Fees/Charges	238,000	164,279	(73,721)	69.02%
Grant Revenues	41,865	16,833	(25,032)	40.21%
Transfer from Reserves ²³	124,500	0	(124,500)	0.00%
Total Revenues	305,365	189,221	(116,144)	61.97%
Expenses				
Services	188,861	49,529	(139,332)	26.23%
Fleet/Equipment	21,668	6,020	(15,648)	27.78%
Wages/Benefits	555,656	207,239	(348,418)	37.30%
Training/Memberships	5,100	1,355	(3,745)	26.56%
Materials/Supplies	152,700	56,162	(96,538)	36.78%
Capital Purchases	105,865	8,390	(97,475)	7.93%
Transfer to Reserves ²⁴	105,371	0	(105,371)	0.00%
Total Expenses	1,135,222	328,695	(806,527)	28.95%

²³ Transfers from reserves will be finalized at the end of the year

²⁴ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Planning & Drainage Services - Q2 Operating Variance Report

Planning & Drainage

Reporting Period: January 2026 to June 2026

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
User Fees/Charges	15,350	3,000	(12,350)	19.54%
Interest	0	27,706	27,706	
Grant Revenues ²⁵	22,000	0	(22,000)	0.00%
Transfer from Reserves ²⁶	186,500	0	(186,500)	0.00%
Total Revenues	223,850	30,706	(6,644)	13.72%
Expenses				
Services	27,100	254	(26,846)	0.94%
Wages/Benefits	43,864	20,556	(23,308)	46.86%
Training/Memberships	500	234	(266)	46.83%
Materials/Supplies	9,500	5,679	(3,821)	59.78%
Capital Purchases	201,500	125,660	(75,840)	62.36%
Transfer to Reserves ²⁷	19,066	0	(19,066)	0.00%
Total Expenses	301,530	152,383	(149,146)	50.54%

²⁵ Drainage Superintendent Grant finalized at the end of the year

²⁶ Transfers from reserves will be finalized at the end of the year

²⁷ Transfers to reserves will be finalized at the end of the year



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 **Fax:** 519.524.5677 **Toll Free:** 1.888.524.8394 Ext. 3

www.huroncounty.ca

To: Reeve Harding and Members of the Township of Howick Council

From: Laura Simpson, Planner

Date: July 8, 2026

Re: Consent Application File C39-2026

Concession 17, Lot,3 Howick Township

Address: 43842 Glenannon Road

Owners/Applicant: Christine and Paul Dickson

RECOMMENDATION

It is recommended that Howick Council recommend to the County of Huron that consent application C39-2026 be **denied** since it does not meet the policies for a severance.

PURPOSE

The applicant has submitted a consent application for the purpose of severing a 100-acre (40 ha) farm parcel into two 50-acre (20 ha) parcels, both with frontage onto Glenannon Road. The severed parcel is vacant farmland and the land to be retained contains a house and agricultural land. The subject property is designated Agriculture, Extractive Resources, and Natural Environment in the Howick Official Plan (OP). It is zoned AG1 (General Agriculture) and NE2 (Natural Environment) in the Howick Zoning By-law.

REVIEW

This application:

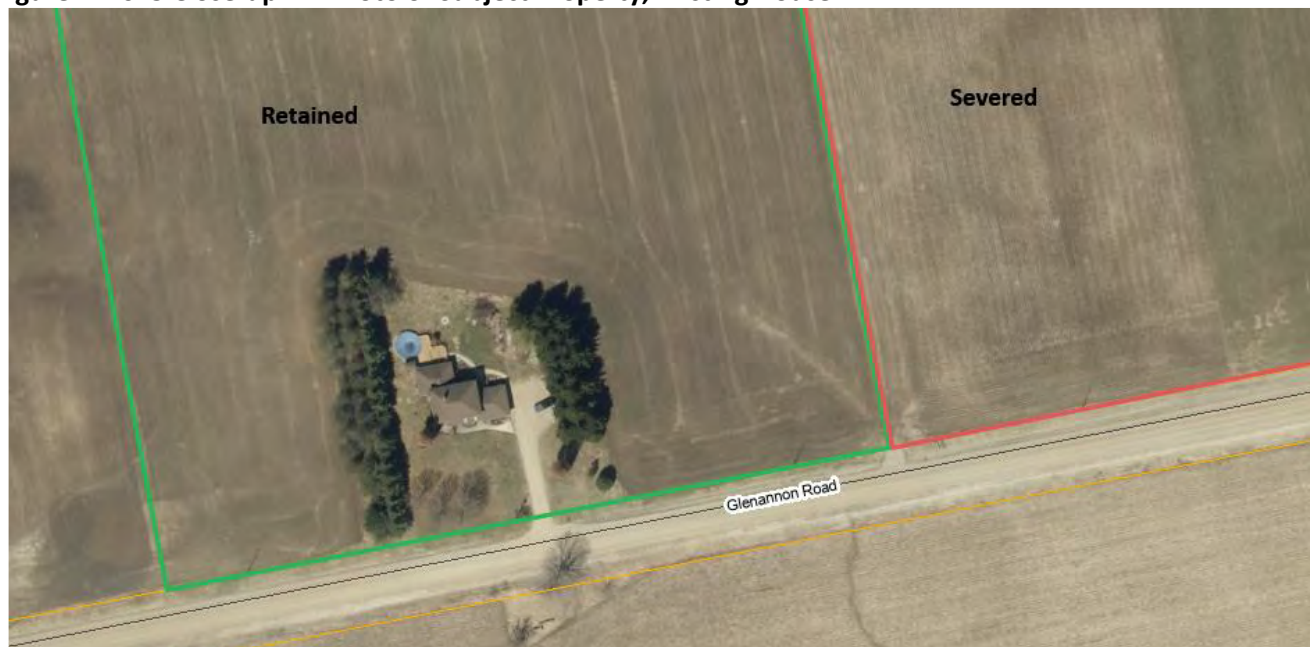
- ☐ Is consistent with the Provincial Policy Statement (Section 3(5) Planning Act);
- ☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (Section 53(1) Planning Act);
- ☐ Conforms with section 51(24) of the Planning Act;
- ☐ Conforms to the Huron County Official Plan;
- ☐ Conforms to the Howick Official Plan;
- ☐ Complies with the Howick Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance); and
- ☐ Has no unresolved objections/concerns raised (to date) from agencies or the public.

This application does not meet the above criteria and will be referred to County Council for a decision.

Figure 1. 2025 Air Photo of Subject Property (retained=green, severed=red)



Figure 2. 2025 Close-up Air Photo of Subject Property, Existing House



AGENCY/PUBLIC COMMENTS

The consent application was circulated to neighbours and agencies in accordance with the requirements of the Planning Act. No comments were received from neighbouring landowners. Howick Township staff have

reviewed the application and submitted comments that the application does not conform the Howick Official Plan land division policies nor the minimum lot size in the AG1 zone.

A letter was received from the Huron County Federation of Agriculture in opposition to the proposed severance, stating that the HCFA is concerned that the application does not conform to the Howick Official Plan minimum lot size for an agricultural lot of 30 hectares (approximately 74 acres) and emphasized the importance of following planning practices that protect prime farmland in Huron County and the business therein. The letter provided examples of potential conflicts between contrasting land uses such as residential and agricultural, and a comment about the potential impediment of future opportunities for surrounding agricultural operations. A copy of the letter is included in the Council package.

Questions were received from a member of the Old Order community, with an interest in similar land division applications (creation of 50-acre farm parcels) and requested to be updated with the decision of this application.

Figure 3. Site Visit Photos of subject lands



Subject lands showing the dwelling



Severed and retained farm lands looking northeast

PLANNING COMMENTS

Planning Act

Section 2 of the Planning Act requires that decision makers have regard to matters of provincial interest.

Matters particularly relevant to this application include:

- (b) the protection of the agricultural resources of the Province; and
- (h) the orderly development of safe and healthy communities.

The proposed development conflicts with several provincial interests. Firstly, under *Section (b)*, the proposal does not have regard for the agricultural resources of the Province as it seeks to fragment the geographically continuous agricultural area. This goes against long-standing efforts to preserve Ontario's limited supply of productive farmland. Additionally, under *Section (h)*, which addresses the orderly development of safe and healthy communities, increasing the potential for new residential units in an agricultural context may lead to conflicts with nearby farm operations, including noise, odour, and traffic concerns—creating challenges for both new residents and existing farmers.

For these reasons, the proposed land division does not have regard for the matters of provincial interest as stated in Section 2 of the Planning Act.

Provincial Planning Statement (PPS) 2024

The PPS provides policy direction on matters of provincial interest and planning decisions are required to be consistent with these policy directions. The PPS provides policy direction to ensure that communities are developed in a healthy, safe and efficient manner and to maintain and enhance an agricultural land base and support the long-term economic prosperity of agriculture lands.

The Provincial criteria for permitted uses in prime agricultural areas are specifically designed to support two key objectives: maintain the land base for agriculture, and support a thriving agricultural industry and rural economy. Agricultural planning policies implement these objectives by:

- Ensuring agriculture remains the principal use in agricultural areas;
- Avoiding incremental loss of agricultural lands;
- Having regard for long term impact including the ability for future generations to respond to shifts in agricultural production;
- Having regard for long term compatibility of different land uses; and
- Prohibiting non-farm residential development in agricultural areas and maintaining settlement areas as the focus of growth and development.

The application is not consistent with the Provincial Planning Statement.

Huron County Official Plan

The Huron County Official Plan identifies the values and policies for agricultural land use within the County. Huron County benefits from limited non-farm intrusion into the agricultural areas and is a producer of large-scale commercial farm operations, predominately cash crop and livestock operations. The County Official Plan directs that farmland will be protected for agricultural uses. This direction is intended to ensure the long-term viability of the agricultural sector, reduce land use conflict, and maintain the rural character and economic base of the County.

Both the Huron County Official Plan and the PPS state that the creation of any lot for agricultural purposes must be of a size appropriate for the type of agricultural uses common in the area and sufficiently large to maintain

flexibility for future changes in the type or size of agricultural operations. In Huron County, it has been established that the appropriate size for a new agricultural lot is between 30- 38 hectares (74-94 acres) with the goal of land division and agricultural planning policies to prevent farmland fragmentation.

As the scale of commercial agricultural operations enlarge and larger tracts of land are sought for future viability and competitiveness, undersized agricultural parcels are not sufficient to provide future flexibility for changes in farm operations. These parcels can create challenges for farm consolidations or other responses to changing economics and farm management practices and introduces competition from non-farm residents for smaller acreage farm parcels, consequently negatively impacting land affordability and availability.

Cumulative land division that fragments the existing farmland in Huron County undermines its protection for future economic growth and the justification of succession planning is not a sufficient argument against the goal of farmland loss prevention.

The application does not conform to the Huron County Official Plan.

Howick Official Plan

The Howick Official Plan sets out that a fundamental principle for Howick Township is to promote the long-term future of agriculture. This includes the recognition that most of the land base in the Township is agriculture and that protection of these lands creates an environment conducive to a strong agricultural community and economy.

Section 3 (Agricultural Policies) of the Howick Official Plan emphasize that lot sizes and planning decisions must respect the long-term needs of agriculture and ensure that lands remain flexible for all forms of agriculture. The land division policies for Agriculture in Section 10 state that for land division in the agricultural area, a minimum lot size of 30 hectares (74 acres) shall apply to all new lots being created and similarly to the policies in Section 3, respect the need for long term agricultural flexibility.

The proposed consent to sever an existing 100-acre (40 ha) farm into two 50-acre (20 ha) parcels does not conform with these policies in the OP and the intent of the Plan to promote responsible agricultural practices that protect the land base.

Howick Official Plan, other applicable planning policies in the County and Province, and the Minimum Distance Separation Document, Publication 853 states that new lot creation shall comply with the Minimum Distance Separation (MDS) formulae.

Figure 4 shows that when the applicable MDS buffers are drawn around the existing neighbouring livestock barns and manure storages, the proposed lot does not comply with the MDS 1 setbacks. If a new house was proposed to be constructed on the severed lot as indicated by the applicant, then there is not a building location within the southern half that complies with the Minimum Distance Separation.

This example of the applicable MDS setbacks from livestock barns is indicative of the restrictions that could challenge future livestock operations from establishing or expanding with the creation of undersized agricultural parcels. Residential intensification and undersized agricultural parcels create more difficulty to adhere to MDS requirements and siting commercial scale livestock buildings, creating future challenges for livestock expansions and increased land use conflict with agricultural activities.

Figure 4. MDS Buffers applied to neighbouring livestock barns and manure storage (blue buffer= 278m, yellow buffer= 290m, red buffer= 432m, green is the proposed lot line dividing the 100 acres)



This application proposes to create two agricultural parcels under the minimum lot size of the AG1 zone provisions and their approval would require a zoning amendment application for both parcels to be recognized as undersized AG1 lots, not meeting the minimum lot area of 30 hectares (approx. 74 acres). As mentioned, a proposal for the construction of a new dwelling would not satisfy the Minimum Distance Separation and would require the justification of a reduction in applicable MDS for a new sensitive use in a planning application.

CONCLUSION

This consent application to create two 50-acre farm parcels is not consistent with the Provincial Planning Statement and does not conform to the policies of the County OP and Howick OP. The creation of undersized agricultural parcels is detrimental to the economic viability of Huron County's agricultural industry by fragmenting farmland within the County and creates the potential for increased land use conflicts and reduced flexibility for future farming operations.

It is recommended that the Township of Howick Council recommend to the Council of the County of Huron that application C39-2026 be **denied**.

In the event Council chooses to recommend the application be approved, a list of potential conditions is appended to this report.

Sincerely,

Laura Simpson, Planner

Site Visit Date: June 26, 2026

Recommended Conditions

Note: The list below may not contain all Township conditions and should be reviewed by the Township.

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

Municipal Requirements

2. All Municipal requirements, financial or otherwise, be met to the satisfaction of the Township (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).

3. The sum of \$750 be paid to the Township as cash-in-lieu of parkland.

4. 911 addressing for the subject lands be dealt with to the satisfaction of the Township.

Survey/Reference Plan

5. Provide to the satisfaction of the County and the Municipality:

- a. a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
- b. a reference plan based on an approved survey;

OR

Alternatively, with the agreement of the County, the solicitor acting for the parties to provide the County:

- a. a registerable description of the severed parcel;
- b. a copy of an application for exemption from a reference plan; and
- c. a copy of an Order endorsed by the Land Registrar providing an exemption from the requirement for a reference plan for the severed parcel.

OR

a. a registerable description of the severed parcel;

b. a copy of correspondence from Land Registrar that an Order for Exemption will not be issued when an exemption from the need for a new reference plan is contemplated in subsection 150(2) of the Act (e.g. if the lands being transferred are whole lots on a plan of subdivision or the whole of a PIN).

Zoning

6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Township of Howick.

Drainage

7. Section 65 of the Drainage Act be addressed to the satisfaction of the Township



President: *Shawn O'Rourke*

Secretary: *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

June 17, 2026

Huron County is the most agricultural productive county in Ontario, and we strive to ensure sustainable, vibrant, and profitable farms thrive in our area. The HCFA proudly represents our membership of over 2000 farm families.

We have recently reviewed the Severance application for C39-2026 Dickson - Notice of Application for Consent for Severance - Agricultural lot creation. This application proposed a 100 acre lot be severed into two 50-acre parcels.

The HCFA would like to emphasize the importance of following planning practices that protect our prime farmland and the businesses therein. Residential lots in prime agricultural areas increase the incidence of land use conflicts and may impede future opportunities for surrounding agricultural operations. Examples of conflicts between contrasting land uses may include situations where there are misunderstandings regarding normal farming practices, or complaints about noise, odours, and dust and the use of equipment on roads.

The HCFA is concerned about this application as it does not conform to Howick's Official Plan nor the Huron County Planning Department's position on previous applications for severing undersized agriculture parcels. The concern is that Howick's Official Plan stipulates that all severances will have a minimum lot size of 30 hectares (approximately 74 acres) applying to all new lots being created.

Ontario is losing agricultural land at the rate of 319 acres per day. The HCFA feels that agricultural lands need to be protected in Huron County and our Official Plans are one way that we can protect agricultural land in Huron County.

Thank you for the opportunity to comment on this application.

Shawn O'Rourke, President Huron County Federation of Agriculture.

Staff Report to Council

Report From: Scott Richardson, Drainage Superintendent

Meeting Date: July 14, 2026

Report: DRN-2026-05
Municipal Drain No. 20 Tender Results

Recommendation:

That Howick Council award tender HWK-2026-002 to Robinson Farm Drainage Ltd for the construction and improvement to Municipal Drain No. 20 at the bid price of \$122,249.00 plus HST.

And that Council give third and final reading to By-Law 40-2026 being a By-law to provide for drainage works cited as the No. 20 Municipal Drain By-law

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure
Consultations	Chris Dietrich, Dietrich Engineering Ltd.
Attachment(s) to Report	Robinson Farm Drainage Ltd Agreement Draft By-law 50-2026

Report Highlights

- The Township received a request for improvement under section 78 of the Drainage Act to complete upgrades, by replacing the existing drain to bring it to a modern standard with sufficient capacity. A petition was also signed under section 4, to extend the drain to the Van Donkersgoed/Thornton fence line.
- The Township appointed Dietrich Engineering Ltd., to prepare a new report

with a design, cost estimates and future maintenance schedule.

- An on-site meeting was held on October 20th, 2025.
- An information meeting was held on March 10 at the Howick Township office. This meeting was to review the preliminary design with cost estimates.
- At the May 19, 2026 Regular Council Meeting, Chris Dietrich from Dietrich Engineering Limited presented his final report.
- The Court of Revision for the No. 20 Municipal Drain was held on June 16, 2026. No appeals were received.
- The No. 20 Municipal Drain Tender was prepared according to the proposed construction in the Engineer's Report and issued through Bids & Tenders on June 22, 2026 with a closing date of July 7, 2026.
- Five tender submissions were received for consideration.

Discussion and Staff Recommendation(s)

To proceed with the requirements of the Drainage Act for the proposed municipal drain improvement, Dietrich Engineering has reviewed the submitted tenders and recommends awarding the project to the second-lowest bidder.

Table 1: Tender Submissions

Tender Submission	Bid
Nichols Excavating Inc.	\$119,807.84
Robinson Farm Drainage Limited	\$122,249.00
Marquardt Farm Drainage Ltd.	\$128,264.00
TAS Excavating and Rentals Ltd.	\$141,636.52
Ron H. Williams Drainage Inc.	\$144,455.00

Impact Analysis

There are no financial obligations to the Township of Howick on this project.

Linkages

[Robinson Farm Drainage Ltd Agreement](#)

[Draft By-law 50-2026](#)

Respectfully submitted,

Scott Richardson, Drainage Superintendent

Corporation of the Township of Howick

By-law No. 50-2026

Being a By-law to Award Tender HWK-2026-002 to Robinson Farm Drainage Limited for the Municipal Drain No. 20 Construction and Improvement Tender

WHEREAS pursuant to the Municipal Act, Section 8 (1) and 9 provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

AND WHEREAS a Tender was advertised for a Contract for the Municipal Drain No. 20 Construction and Improvement, which closed on July 7, 2026;

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

- 1.** That the RFT Tender for the Construction and Improvement of the No. 20 Municipal Drain from Robinson Farm Drainage Limited for the total tendered bid of \$122,249.00 (plus HST) is hereby accepted.
- 2.** That the Reeve and Chief Administrative Officer/Clerk be authorized and directed to execute, on behalf of The Corporation of the Township of Howick, any contracts and other documents required to authorize such work to commence.
- 3.** This By-law shall come into full force and effect upon its final passage.
- 4.** This By-law may be cited as the HWK-2026-002 No. 20 Municipal Drain Construction and Improvement Tender By-law.

Read a First and Second time this 14th day of July, 2026.

Read a Third Time and Finally Passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Schedule A to 50-2026

FORM OF TENDER
No. 20 Municipal Drain

TENDER CLOSING DATE: July 06, 2026

TENDER FOR: Municipal Drain No. 20-2026 within the Township of Howick.

The Tender submitted by Karl Robinson, holding
(Print Name of Signing Authority for Firm)
the position of Owner/President, for the firm of
(Print Position of Signing Authority for Firm)
Robinson Farm Drainage Limited, a company duly incorporated
(Name of Firm or Individual Bidding)
under the laws of Ontario, and having its head office at
(Province)
34834 Cassidy Road, Ailsa Craig, ON., N0M 1A0
(Address of Firm or Individual Bidding)

Hereinafter called the "Bidder", has been provided to The Corporation of the Township of Howick, hereinafter called the "Township", to the attention of:

Caitlin Gillis, Chief Administrative Officer/Clerk
44816 Harriston Road, Gorrie, Ontario N0G 1X0

I/We, the undersigned, have carefully read and examined the general provisions, specifications and the terms and conditions described in this Tender and have carefully examined and investigated the sites and locations of the work to be done under this Contract. I/We, the undersigned, understand and accept the said conditions, provisions and specifications of the Tender documents, and hereby offer to furnish all labour, equipment and material, except as otherwise specified to complete the work in strict accordance with the Tender documents, for the prices set forth in this Tender Form.

Bidder Signature: 

Witness Signature: 

*Please use the information in Schedule A in Tender document to complete this template.
Complete all applicable fields.

*In lieu of witness signature a corporate seal may be provided.

Municipal Drain No. 20 - 2026

Howick Township

Schedule A - Items and Prices

SCOPE OF WORK

Reference No. 2519

LABOUR, EQUIPMENT AND MATERIALS

Description	Estimated Quantity	\$/Unit	Total
A) Main Drain			
1 Supply and install quarry stone rip-rap lined plunge pool at Sta. 0+023 including geotextile filter material (Mirafi 180N or approved equivalent) (approx. 60m ²) (see detail)	l.s.		\$ 6,500.00
2 Supply 525mm diameter high density polyethylene pipe complete with rodent grate Installation (Sta. 0+023 to Sta. 0+086)	63 m	\$ 115.00	\$ 7,245.00
	63 m	\$ 80.00	\$ 5,040.00
3 Supply 525mm diameter concrete field tile Installation (Sta. 0+086 to Sta. 0+200)	114 m	\$ 46.00	\$ 5,244.00
	114 m	\$ 30.00	\$ 3,420.00
4 Supply 450mm diameter concrete field tile Installation (Sta. 0+200 to Sta. 0+350)	150 m	\$ 36.00	\$ 5,400.00
	150 m	\$ 30.00	\$ 4,500.00
5 Supply 400mm diameter concrete field tile Installation (Sta. 0+350 to Sta. 0+482)	132 m	\$ 32.00	\$ 4,224.00
	132 m	\$ 30.00	\$ 3,960.00
6 Supply 350mm diameter concrete field tile Installation (Sta. 0+512 to Sta. 550 and Sta. 0+562 to Sta. 0+700)	176 m	\$ 28.00	\$ 4,928.00
	176 m	\$ 30.00	\$ 5,280.00
7 Supply 375mm diameter high density polyethylene pipe Installation (Sta. 0+550 to Sta. 0+562)	12 m	\$ 70.00	\$ 840.00
	12 m	\$ 50.00	\$ 600.00
8 Supply 300mm diameter concrete field tile Installation (Sta. 0+700 to Sta. 0+969)	269 m	\$ 22.00	\$ 5,918.00
	269 m	\$ 30.00	\$ 8,070.00
9 Supply and install 375mm diameter 45° elbows at Sta. 0+550 & Sta. 0+562 (plain ends)	2 ea.	\$ 200.00	\$ 400.00
10 Supply and install 900mm X 1200mm concrete ditch inlet catch basins at Sta. 0+086, Sta. 0+556 and Sta. 0+969 (inline type)	3 ea.	\$ 3,000.00	\$ 9,000.00
Sub-Total			\$ 80,569.00

Description	Estimated Quantity	\$/Unit	Total
11 Work to be done on the County of Huron Road Allowance, Gorrie Line (Sta. 0+482 to Sta. 0+512)			
a) Supply 30 metres 500mm O.D. Smooth Wall Steel Casing	30 m	\$ 300.00	\$ 9,000.00
Installation of 30 metres of 500mm O.D. Smooth Wall Steel Casing by Boring Method	30 m	\$ 700.00	\$ 21,000.00
b) Supply and install 900mm x 1200mm concrete ditch inlet catch basin (offset 6m north of Sta. 0+482)	1 ea.	\$ 3,200.00	\$ 3,200.00
c) Supply and install 250mm high density polyethylene pipe (offset concrete ditch inlet catch basin lead)	6 m	\$ 80.00	\$ 480.00
d) Supply and install 900mm x 1200mm concrete ditch inlet catch basin at Sta. 0+512 (inline type)	1 ea.	\$ 3,000.00	\$ 3,000.00
e) Supply and install 900mm x 1200mm junction box at Sta. 0+482	1 ea.	\$ 2,000.00	\$ 2,000.00
Sub-Total			\$ 38,680.00

12 Provisional Items

A Provisional Item is an item that may or may not be required as a part of the Contract. The decision as to whether a Provisional Item will form part of the Contract will be at the discretion of the engineer at time of construction. Payment for Provisional Items will only be made for work authorized in writing (text or email) by the Engineer. Payment for work performed under a Provisional Item shall be based on the Unit Price bid in the Scope of Work below.

Additional costs associated with installation of the tile drain on 19mm diameter crushed stone bedding. This includes the supply and placement of all stone, labour and equipment required for installation in accordance with the details on Drawing No. 2.

Description	Quantity	\$/Unit	Total
Install 350mm diameter to 525mm diameter concrete field tile on stone bedding wrapped in geotextile filter material	100 m	\$ 30.00	\$ 3,000.00
Sub-Total			\$ 3,000.00
TOTAL CONSTRUCTION COST			
Municipal Drain No. 20 - 2026			\$122,249.00

Bidder Information Form

Bidders must complete this form and include with the Tender Submission.

Please ensure all information is legible.

1	Company Name	Robinson Farm Drainage Limited
2	Bidder's Contact Information	Karl Robinson
3	Supervisor's Contact Information (if applicable)	N/A
4	Mailing Address	34834 Cassidy Road, Ailsa Craig, ON., N0M 1A0
5	E-mail Address	robinsonfarmdrainage@gmail.com
6	Office Phone #	519-293-3645
7	Cell #	
8	Website	
9	WSIB Account # (if applicable)	2756722
10	HST Account #	104584602
11	Addenda # received	0/0

Bidder: Karl Robinson **Date** July 06, 2026

Signature: 

Ability and Experience Form

The Bidder shall provide below information on previous experience in this class of work successfully undertaken by the Bidder's firm in the last three years.

# 1	
Reference Name	Spriet Associates London Limited
Contact & telephone #	Brandon Widner: 519-672-4100
Term (# years)	1 year
Total Value (annual)	\$76,650.00
Description of Work	Grace Lewis Drain
Additional Comments (optional)	
# 2	
Reference Name	K. Smart Associates Limited
Contact & telephone #	Curtis MacIntyre: 519-748-1199 x 252
Term (# years)	1 year
Total Value (annual)	\$550,770.00
Description of Work	Nicklas Drain
Additional Comments (optional)	
# 3	
Reference Name	R.J. Burnside Associates Limited
Contact & telephone #	Chris Thompson: 519-340-2018
Term (# years)	1 year
Total Value (annual)	\$264,132.70
Description of Work	Haight Drain
Additional Comments (optional)	

Bidder: Karl Robinson **Date** July 06, 2026

Signature: 

Subcontractor Information Form

Specify Option 1 or Option 2, below:

☒ **Option 1 –No Subcontracting will be utilized in order to meet the terms of this tender agreement.**

or

☐ **Option 2 - The Subcontractors listed below will assist in meeting the terms of this tender agreement:**

Subcontractor Information:

Name	
Address	
Work Type to be Subcontracted	
Scope of Work	

Note: If additional contractors will be used please include additional pages.

Bidder: Karl Robinson

Signature: 

Date: July 06, 2026

Form of Tender

TO: Mayor and Council of the Township of Howick

RE: HWK-2026-002-No.20

Request for Tender for the Provision of:

No. 20 Municipal Drain

1. No person(s), firm or corporation, other than the Bidder, has any personal interest in this Tender or in the award for which this Tender is made;
2. No member of Council, no officer or employee of the Corporation is or will become interested directly or indirectly as a tendering party, partner, shareholder, surety or in any portion of the profits thereof, or in any of the monies to be derived, there from;
3. This Tender submission is made without any connection, comparison of figures, or arrangements with, or knowledge of any other corporation, firm or person making a Tender submission for the same and is in all respects without collusion or fraud;
4. The Bidder confirms they have read and understood the Township of Howick's Health and Safety policy and that they agree to fully comply with the Township's policy as well as any applicable legislation relating to Health and Safety regulations; www.howick.ca
5. The Bidder acknowledges that they will comply with any relevant legislation relating to accessibility including but not limited to the Accessibility for Ontarians with Disabilities Act (AODA) and Ontario Disability Act (ODA).
6. The Bidder agrees, having carefully examined the specifications and location of the work and understanding all conditions, to hereby offer to enter into a contract to provide the said work, for the Corporation of the Township of Howick complete and available in accordance with the specifications of the Township outlined in the Tender document, related schedules and Addenda No. 1 to 1 inclusive.
7. The Bidder agrees that if this Tender is accepted that the signature of its authorized official, with authority to bind the Bidder, as provided below is its undertaking to commence and complete the indicated works as per these Contract Documents.

8. The Township hereby confirms and agrees with the Bidder, in consideration for the work being performed by the Bidder as specified, shall be paid for the said work in accordance with the prices set out in this Form of Tender and in accordance with the provisions set forth in the attached contract Documents.

9. The Bidder confirms that they understand that their submission may become public information, unless specifically requested that certain parts of the submission remain confidential. Permission will be granted at the Municipality's discretion and will be subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

10. Provisional and/or contingency items, if any, are at the discretion of the Corporation. There shall be no payment of these monies except for extra or additional work ordered in writing by the Corporation.

By signing this submission, I confirm I have read and understood the content and requirements of this Tender document and confirm I am a principal, or have been duly authorized by the principal/board, to sign on behalf of the above named bidder/corporation.

In Witness Whereof the parties hereto have hereunto set their hands and seal the day and year first above written or caused their corporate seals to be affixed, attested by the signature of their proper officers, as the case may be.

Karl Robinson

Name of Bidder



Signature of Bidder

Owner/President

Title

July 06, 2026

Date

Agreement

The above tender being Tender # **HWK-2026-002-No.20** is hereby
accepted by the Township of Howick:

Dated at _____ this _____ day of _____, 2026.

Doug Harding, Reeve

Caitlin Gillis, CAO/Clerk

We have the authority to bind the Corporation

Note: This, when signed and offered by the Bidder, shall constitute a formal and binding contract, when accepted by Resolution and signed on behalf of the Township.

*To be completed if applicable under section 1.1 Form of Tender

**AGREEMENT TO BOND
(PERFORMANCE BOND AND LABOUR AND MATERIALS PAYMENT BOND)**

** _____

Date: July 06, 2026, 2026

PROJECT NO. _____

CONTRACT NO. _____

TO: _____

Dear Sirs:

RE: _____

In consideration of _____
(hereinafter referred to as "the Owner") accepting the tender of and executing an Agreement with:

(hereinafter referred to as "the Tenderer") for the construction of

subject to the express conditions that the Owner receive the Performance Bond in accordance with the said tender, we the undersigned hereby agree with the Owner to become bound to the Owner as surety for the Tenderer in a Performance Bond in an amount equal to 100% of the contract price, in the form of Performance Bond provided and in accordance with the said tender, and we agree to furnish the Owner with said Bond within seven (7) days after notification of the acceptance of the said tender and execution of the said Agreement by the Owner has been mailed to us.

Yours very truly,

(Seal)

NOTE: This Agreement to Bond must be executed on behalf of the Surety Company by its authorized officers under the company's corporate seal. Of the two forms bound herein, one shall become a part of the tender and the other shall be retained by the Surety Company.

** Enter the name and address of the Surety Company at the top of the page.

Addendum #1
Bid Opportunity: HWK-2026-002 - No. 20 Municipal
Drain 2026
Closing Date: Monday, July 6, 2026 12:00 PM

Question 1:

Due to the complexity of the project scope and the time required to obtain complete and competitive pricing from suppliers, We request for a one week extension to the tender closing date.

Answer 1:

Unfortunately, due to the time required to prepare a report for Council to award this tender at the July 14, 2026 Council meeting, we are unable to extend the tender closing date.

Question 2:

Can you please confirm the bond amounts? On page 22 of the RFT doc it says a Performance and Labour & Material bond in the amount of 100%, however the agreement to bond form attached only indicates a Performance bond (no L&M bond).

Answer 2:

A bid deposit or bid bond in the amount of \$15,000 is required with your tender submission, as well as an agreement to Bond (Performance Bond and Labour and Material Bond equalling 100% of the total bid price) within 14 days of receipt of acceptance of the award if you are the successful bidder.

Rc'd · KARL ROBINSON



CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer. This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS		2. INSURED'S FULL NAME AND MAILING ADDRESS	
To Whom It May Concern		Robinson Farm Drainage Limited	
		34834 Cassidy Rd.	
	POSTAL CODE	Ailsa Craig	ON
			POSTAL CODE N0M 1A0

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)

Please note this is a confirmation of coverages only, should the insured be the successful tenderer the required coverages will be provide. The Insurance afforded is subject to the Terms, Conditions, and Exclusions of the Policy(s) above cited. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer.

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE OR ☒ OCCURRENCE ☒ PRODUCTS AND / OR COMPLETED OPERATIONS ☒ EMPLOYER'S LIABILITY ☒ CROSS LIABILITY ☐ WAIVER OF SUBROGATION ☒ TENANTS LEGAL LIABILITY ☐ POLLUTION LIABILITY EXTENSION ☐	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	COMMERCIAL GENERAL LIABILITY BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE		
				- EACH OCCURRENCE	1,000	5,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		5,000,000
				PERSONAL INJURY LIABILITY OR ☒ PERSONAL AND ADVERTISING INJURY LIABILITY		5,000,000
				MEDICAL PAYMENTS		50,000
				TENANTS LEGAL LIABILITY	1,000	1,000,000
				POLLUTION LIABILITY EXTENSION		
☒ NON-OWNED AUTOMOBILES ☐ HIRED AUTOMOBILES	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	NON-OWNED AUTOMOBILES		5,000,000
				HIRED AUTOMOBILES		
AUTOMOBILE LIABILITY ☐ DESCRIBED AUTOMOBILES ☒ ALL OWNED AUTOMOBILES ☒ LEASED AUTOMOBILES ** ** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE	Aviva Insurance Company of Canada 6741129636	2026/05/03	2027/05/03	BODILY INJURY AND PROPERTY DAMAGE COMBINED		5,000,000
				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
EXCESS LIABILITY ☒ UMBRELLA FORM ☐	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	EACH OCCURRENCE	10,000	5,000,000
				AGGREGATE	10,000	5,000,000
OTHER LIABILITY (SPECIFY) ☐ ☐ ☐ ☐						

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 0 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS		7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (Commercial General Liability- but only with respect to the operations of the Named Insured)	
Arthur J Gallagher Canada Limited		Additional Insureds Available	
169 Enterprise Boulevard, Suite 400		Upon Award	
Markham	ON	POSTAL CODE L6G 0E7	
BROKER CLIENT ID:			
CERTIFICATE NUMBER: 411052439		POSTAL CODE	

8. CERTIFICATE AUTHORIZATION

ISSUER Arthur J. Gallagher Canada Limited	CONTACT NUMBER(S)			
DAMAGE INSURANCE BROKER N/A	TYPE	NO.	TYPE	NO.
AUTHORIZED REPRESENTATIVE Ken Sanders	TYPE	NO.	TYPE	NO.
SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Ken Sanders</i>	DATE 2026/05/06		EMAIL ADDRESS Sherry_Walsh@ajg.com	



Your clearance(s) / Vos certificats de décharge

We confirm that the business(es) listed below are active and in good standing with us.

Nous confirmons que la ou les entreprises énumérées ci-dessous sont actives et que leurs comptes sont en règle.

Contractor legal or trade name / Raison sociale ou appellation commerciale de l'entrepreneur	Contractor address / Adresse de l'entrepreneur	Contractor NAICS Code and Code Description / Code du SCIAN de l'entrepreneur et description	Clearance certificate number / Numéro du certificat de décharge	Validity period (dd-mmm-yyyy) / Période de validité (jj- mmm-aaaa)
ROBINSON FARM DRAINAGE LIMITED	34834 CASSIDY RD RR 3, AILSA CRAIG, ON, N0M1A0, CA	007020: Non-Exempt Partners and Executive Officers in Construction - G2 115110: Support activities for crop production 237110: Water and sewer line and related structures construction	A0000JTV4F	20-May-2026 to 19-Aug-2026

Under Section 141 of the *Workplace Safety and Insurance Act*, the WSIB waives our right to hold the principal (the business that has entered into a contractual agreement with the contractor/subcontractor) liable for any unpaid premiums and other amounts the contractor may owe us for the validity period specified.
Aux termes de l'article 141 de la *Loi sur la sécurité professionnelle et l'assurance contre les accidents du travail*, la WSIB renonce à son droit de tenir l'entrepreneur principal (l'entreprise qui a conclu une entente contractuelle avec l'entrepreneur ou le sous-traitant) responsable de toute prime impayée et autre montant que l'entrepreneur pourrait lui devoir pour la période de validité indiquée.

WSIB Head Office: 200 Front Street West
Toronto, Ontario, Canada M5V 3J1

Siège social : 200, rue Front Ouest
Toronto (Ontario) Canada M5V 3J1

1-800-387-0750 | TTY/ATS 1-800-387-0050
employeraccounts@wsib.on.ca | wsib.ca

This Document Contains Security Features - See Reverse

Ce cheque comporte des caracteristiques de securite. Voir à l'endos.

0988

ROBINSON FARM DRAINAGE LIMITED

R.R. #3 - 34834 CASSIDY ROAD
AILSA CRAIG, ONTARIO NOM 1A0

MAINSTREET CREDIT UNION
260 MAIN STREET
PARKHILL, ONTARIO NOM 2K0

CERTIFIED DO NOT DESTROY

PAY

Fifteen thousand and 00/100

DATE 06072026
DDMMYYYY

\$

**15,000.00

TO THE
ORDER
OF

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

CERTIFIED
Mainstreet Credit Union Limited

JUL 06 2026

135 Ailsa Craig Main St,
AILSA CRAIG, ON NOM 1A0

PER

Aprion Robinson

Tender Deposit: No. 20 Municipal Drain

⑈0000988⑈ ⑆64502⑈828⑆

Account Number Changed

00912345⑈611⑈

Due to Certification

Staff Report to Council

Report From: Josh Kestner, Manager of Development and Protective Services / Fire Chief

Meeting Date: July 14, 2026

Report: DPS-2026-17
Fire Technical Rescue Agreement with The Town of Hanover

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-17 for information purposes;

And That Council approve By-law No. 49-2026 Being a by-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and The Town of Hanover for the Provision of Fire Technical Rescue Services.

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

Report Overview

Purpose of Report	For Approval For Information
Council Priority Alignment	Safe & Reliable Infrastructure People First
Consultations	Fire Chief Jeff Dettinger – Town of Hanover
Attachment(s) to Report	Appendix A – By-law 49-2026 Hanover Fire Technical Rescue Agreement with Howick

Report Highlights

- The Howick Township Fire Department has not provided technical rescue services to the Township of Howick since disbanding its high-angle rope rescue team approximately 8 years ago.
- The Township has never had an agreement in place to provide confined space or water rescue services.
- New Ontario Fire Marshal's Office (OFM) guidelines prohibit fire departments from providing these services without provincial certifications and standards being met.
- The Hanover Fire Department has either met or is in the process of meeting all certification requirements to provide technical rescue services prior to the provincial deadline and is willing to provide these services to Howick under an hourly cost agreement.
- This agreement is the most cost-effective option for Howick versus training and equipping the Fire Department to respond to these emergencies themselves.

Context and Background

The Howick Township Fire Department previously provided high-angle rope rescue services following acquisition of equipment through a grant in 2015. The department ceased to offer these services in approximately 2018 after it became apparent that the training requirements and equipment costs were more than the Township could justify at the time. Since then, the Township has not had an agreement in place to provide these services, or any other services covered under NFPA 1006 (water rescue, confined space, structural rescue) with another municipality.

In 2022, the provincial government introduced new legislation surrounding the certification of firefighters. This legislation is enforced by the Ontario Fire Marshal's Office (OFM) and the Ministry of Labour (MOL). All fire departments were required to certify staff to their appropriate level of service by July 1, 2026. For departments providing technical rescue services, the certification deadline is July 1, 2028. Staff do not believe it would be feasible to train and equip all Howick Fire staff to provide technical rescue services before the deadline for multiple reasons, including staff time, wages, equipment costs, and staff turnover.

The Town of Hanover, specifically the Hanover Fire Department, has provided rope rescue and water rescue services to their municipality, and surrounding municipalities for some time. They currently have either met or are working to meet the certification requirements for both rescue disciplines by the July 1, 2028, deadline. All Hanover Fire staff are required to participate in technical rescue training and certification, and their equipment meets current NFPA standards.

Discussion and Staff Recommendation(s)

Following talks between Hanover and Howick, it was determined that Howick was within an acceptable range of Hanover to provide these services. An agreement has been drafted with Hanover using an hourly rate model for technical rescue calls, without a retainer fee. Staff believe this is the most reasonable model, as these types of calls occur very infrequently. The hourly charge will match the current MTO rate, which is the rate that fire departments with provincial highways in their response area use to bill out motor vehicle collisions.

There have been discussions between the Huron County Fire Chiefs to establish county-wide technical rescue teams for each discipline, however currently this is still only in the discussion phase.

It is the determination of staff that the most effective path forward to ensure the residents of Howick Township are provided with adequate technical rescue services is that Howick enter into an agreement with Hanover for the provision of said services. It will not be feasible to provide these services as a township internally, and without a plan to provide these services, the Township remains open to liability in the event of an incident.

Impact Analysis

Financial Impact – The current MTO rate is \$583.05/hour per piece of large apparatus, and \$291.53/hour for auxiliary vehicles. Howick will not pay an annual retainer or fees towards equipment replacement or training.

As the anticipated call volume is very low, it is not expected to have an adverse effect on the operating budget. Staff will investigate whether any of these costs can be billed back to drivers, operators, patients, owners, etc. in a similar fashion to costs incurred for motor vehicle collisions or excavating services during a fire.

Linkages

- [Appendix A](#) – By-law No. 49-2026 Hanover Fire Technical Rescue Agreement with Howick

Respectfully submitted,

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

Corporation of the Township of Howick

By-law No. 49-2026

**Being A By-Law to Authorize Entering into a Municipal Fire Protection Agreement
Between the Corporation of the Township of Howick and the Corporation of the
Town of Hanover for Fire Technical Rescue Services**

WHEREAS the *Municipal Act, 2001*, Chapter 25, as amended, Section 5(3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 8 of the *Municipal Act, 2001*, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues;

AND WHEREAS Section 9 of the *Municipal Act, 2001*, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Corporation of the Township of Howick deems it necessary and expedient to enact a by-law authorizing the Corporation to enter into a fire technical rescue services agreement with the Town of Hanover;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township of Howick hereby enacts as follows:

1. That the agreement between the Town of Hanover and the Corporation of the Township of Howick, attached hereto as Schedule 'A', hereby forms part of this by-law.
2. That the Reeve and CAO/Clerk are hereby authorized and directed to sign and execute the agreement, in substantially the same form as the agreement attached hereto as Schedule 'A' on behalf of the Township of Howick and all other documents as may be necessary to give effect thereto;
3. That where the provisions of any other by-law, resolutions or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.
4. That this By-law shall be known as the "Fire Technical Rescue Services Agreement By-law".
5. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

SCHEDULE 'A' TO BY-LAW 49-2026

MUNICIPAL FIRE PROTECTION AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWN OF HANOVER

(hereinafter referred to as "Hanover")

and

THE CORPORATION OF THE TOWNSHIP OF HOWICK

(hereinafter referred to as "Howick")

WHEREAS By-laws have been duly enacted by the parties pursuant to the provisions of the *Municipal Act*, 2001, S.O. 2001, c25, as amended or replaced to authorize an agreement between the parties;

AND WHEREAS the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c4 (the "Act") authorizes a municipality to provide and/or receive fire technical rescue services to or from other municipalities;

AND WHEREAS Hanover operates Fire Technical Rescue Services and has assets suitable to meet municipal responsibilities required by the Act through a fire department situated within the geographical jurisdiction of the Town of Hanover;

AND WHEREAS Howick wishes to contract with Hanover for the purpose of receiving Fire Technical Rescue Services within specified areas of the Township of Howick from Hanover;

NOW THEREFORE, in consideration of the mutual covenants and representations contained in this Agreement, the sufficiency of which is acknowledged, Hanover and Howick agree as follows:

1. DEFINITIONS AND SCHEDULES

1.1. In this Agreement,

- 1.1.1. "Act" means *Fire Protection and Prevention Act*, 1997, S.O. 1997, c4, as amended or replaced from time to time;
- 1.1.2. "Fire Area" means the fire area(s) of the Township of Howick as described in Schedule A hereto;
- 1.1.3. "Fire Technical Rescue Services" means those fire technical rescue services, and those other services that Hanover agrees to provide to Howick, as more particularly described in Schedule B hereto;
- 1.1.4. "Hanover Fire Chief" means the Chief of the fire department of Hanover duly appointed by the Council of Hanover and, if provided for pursuant to the appointment, his or her designate;
- 1.1.5. "Hanover Incident Commander" means the individual responsible for overseeing and managing all aspects of Hanover Fire Department's response to the technical rescue incident;
- 1.1.6. "Howick Fire Chief" means the Chief of the fire department of Howick duly appointed by the Council of Howick and, if provided for pursuant to the appointment, his or her designate;

1.2. The following schedules are attached hereto and form part of this Agreement:

1.2.1. Schedule A – Fire Area of Howick

1.2.2. Schedule B – Fire Technical Rescue Services

1.2.3. Schedule C – Bridges, Culverts and Limited Access Roads

1.2.4. Schedule D – Fees

1.2.5. Schedule E – The Crossing of Boundaries

1.3 Any capitalized terms not specifically defined herein this Agreement shall be ascribed those definitions and means as is set forth in the Act.

2. TERM

2.1. This Agreement shall come into effect September 1, 2026, and shall remain in force for a period of five (5) years, unless terminated earlier in accordance with section 10.1. The parties agree that this Agreement shall be automatically renewed for a further 5-year term, unless, not less than twelve (12) months prior to the annual renewal date, either party gives written notice to the other party, indicating its desire to terminate the Agreement.

3. HANOVER RESPONSIBILITIES

3.1. Subject to section 3.3 of this Agreement, and subject to Hanover exercising industry standards of care in providing and/or carrying out its obligations under this Agreement, Hanover agrees to supply those Fire Technical Rescue Services as specifically described in Schedule B to Howick in the Fire Area specifically described in Schedule A.

3.2. Upon receiving a request from the dispatch provider, Hanover Fire Chief will respond to the request for Fire Technical Rescue Services in Howick with, in the opinion of the Hanover Incident Commander, the appropriate apparatus, equipment and personnel required to accomplish the specific Fire Technical Rescue Services requested are available.

3.3. Notwithstanding section 3.2 above, the Hanover Incident Commander may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in Hanover or are otherwise unable to respond for any reason. Similarly, the Hanover Incident Commander, may order the return of such personnel, apparatus or equipment that is responding to or is at the scene in the Fire Area.

3.4. The Hanover Fire Chief will report in writing to Howick no later than the 10th day of each month, all occurrences in the Fire Area that the Hanover Fire Department (hereinafter HFD) has responded to in the previous month and shall complete all required reports for the Office of the Fire Marshal as may be required from time to time.

3.5. The Hanover Fire Chief shall liaise with the Howick Fire Chief on issues relating to Fire Technical Rescue Service in the Fire Area on a regular basis.

4. HOWICK RESPONSIBILITIES

4.1. Howick agrees the Howick Fire Chief shall be responsible for providing any required information to the Hanover Fire Chief with respect to the Fire Technical Rescue Services required.

4.2. Howick shall identify all streets and roads in the Fire Area by having them clearly marked at all intersections and having all properties properly numbered and signed on the building or at the end of the lane way to the property in accordance with accepted address or 911 requirements.

4.3. Howick agrees to identify all bridges, culverts or limited access roads under

its or any other jurisdictions within the Fire Area, including the identification of weight limits and alternate routes for fire protection apparatus. Any bridges, culverts or roads that are unable to carry the weight of fire protection apparatus will be advised to HFD while HFD is enroute. Any bridges, culverts or roads so identified will either limit or exclude the Fire Technical Rescue Services where the use of these bridges, culverts or roads is required for the transportation of fire protection apparatus.

5. FEES

- 5.1. In consideration of the Fire Technical Rescue Services provided by Hanover to Howick, Howick agrees to pay Hanover the fees as more particularly set out in Schedule "D" hereto.

6. LIABILITY AND INDEMNIFICATION

- 6.1. Hanover shall not be liable for any injury to Howick, or to any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, or for any damage to or loss of property of Howick, or of any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, caused by or in any way related to the performance of this Agreement, including (without limitation) failing to provide Fire Services on any occasion to Howick or for any decision made by the Hanover Fire Chief pursuant to section 3.3 of this Agreement.
- 6.2. Howick shall save harmless and fully indemnify Hanover, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 6.1 and such indemnification shall survive the termination of this Agreement.
- 6.3. Sections 6.1 and 6.2 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Hanover while acting within the scope of his or her employment.
- 6.4. Howick shall not be liable for any injury, damage or loss sustained by personnel, apparatus or equipment of Hanover caused by or in any way related to the performance of this Agreement, subject to Clause 6.6.
- 6.5. Hanover agrees to save harmless and fully indemnify Howick, its officers, employees and agents, from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 6.3 and 6.4 and such indemnification shall survive the termination of this Agreement, subject to Clause 6.6.

This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by Hanover in accordance with this Agreement and shall survive this Agreement.

- 6.6. Sections 6.4 and 6.5 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Howick while acting within the scope of his or her employment.
- 6.7. The Hanover Fire Department shall be required to carry the following insurance;
- a) Broad Form Property Policy insuring against loss or damage to any kind of owned, rented or leased equipment or property that is being used or could be used to provide Fire Technical Protection Services pursuant to this agreement in an amount not less than the full replacement cost.

- b) General Liability Policy insuring against injury or damage to persons or property, underwritten by an insurer licensed to conduct business in the Province of Ontario with a limit of not less than \$5,000,000 (Five Million Dollars). The policy shall be endorsed to include Howick as an additional insured with respect to the Fire Technical Protection Services as liability, contractual liability and personal injury.
 - c) Medical Malpractice coverage with a limit of not less than \$5,000,000 (Five Million Dollars). The coverage can be provided as a stand-alone policy or included in the coverage afforded by the General Liability Policy referenced above.
 - d) Non-owned Automobile coverage with a limit of not less than \$5,000,000 (Five Million Dollars) and shall include contractual non-owned coverage.
 - e) Automobile Liability Policy covering third party property damage and bodily injury liability and all statutory coverages as may be required by Applicable Laws arising out of any licensed vehicle operated in connection with the Agreement with limits not less than \$5,000,000 (Five Million Dollars). The policy shall further provide All Perils Loss or Damage coverage with respect to any vehicles used to provide the services pursuant to this agreement.
- 6.8. The Howick Fire Department shall be required to carry General Liability Policy insuring against injury or damage to persons or property, underwritten by an insurer licensed to conduct business in the Province of Ontario with a limit of not less than \$5,000,000 (Five Million Dollars). The policy shall be endorsed to include Hanover as an additional insured with respect to the Fire Technical Protection Services as liability, contractual liability and personal injury.
- 6.9. All policies of insurance shall:
- a) Be underwritten by an insurer licensed to conduct business in the Province of Ontario;
 - b) Include a provision for 30-day notice of cancellation except for Automobile which shall provide 15-day notice of cancellation; and
 - c) Certificates of insurance evidencing coverage as outlined above shall be provided by one party to the other upon request.

7. CONFIDENTIALITY AND PROTECTION OF PRIVACY

- 7.1. The parties acknowledge and agree that, in the performance of this Agreement, each may be required to have access to information that is confidential or proprietary in nature to the other party ("Confidential Information"). Confidential Information will not include any information that:
- 7.1.1. Was in the public domain or was created or disclosed for the purpose of being in the public domain;
 - 7.1.2. Was disclosed to a party by a third party, without breach of any duty of confidentiality;
 - 7.1.3. Was approved in writing for disclosure, without restriction, by the disclosing party;
 - 7.1.4. Is required to be disclosed by operation of law or regulation to which either party is subject, notice of such requirement of disclosure to first

be provided to the party which owns the Confidential Information, wherever possible; or

- 7.1.5. Was developed by either party independently, without a breach of any duty of confidence.
- 7.2. Neither party shall disclose Confidential Information to anyone other than to a designated representative of the party who requires the Confidential Information to perform the Fire Technical Rescue Services described in this Agreement. Wherever possible, prior to releasing any Confidential Information to the other, the disclosing party shall obtain from the designated representative of the other party an undertaking to comply with the obligations under this Agreement pertaining to the protection of Confidential Information. Where required by the disclosing party, the other party shall provide written confirmation, satisfactory to the disclosing party, that such designated representatives have agreed to be bound by the terms of this Section 7.
- 7.3. All Confidential Information disclosed by one party to the other party, or to the other party's designated representatives, shall remain the sole and exclusive property of the disclosing party, regardless of how the Confidential Information is represented, stored, produced or acquired.
- 7.4. Upon completion of the Fire Technical Rescue Services, the termination of this Agreement or at the request of either party, all Confidential Information of the disclosing party shall be promptly returned, or if requested and not prohibited by a legal requirement, destroyed, including all copies, notes and summaries in the receiving party's possession or in the possession of any of its designated persons. The receiving party shall then certify in writing to the disclosing party that all Confidential Information, including all copies or partial copies, have been returned or destroyed.
- 7.5. If agents of the parties will have access to any personal information or personal health information in the possession of the other party, as those terms are defined in the *Freedom of Information and Protection of Privacy Act* and the *Personal Health Information Protection Act*, when performing the Fire Technical Rescue Services described herein, then Hanover or Howick, as the case may be, agrees to comply with, and have its employees, officers or agents comply with, any Protection of Personal Information and Personal Health Information (as defined within the said legislation) rules, directions and requirements as the other party may impose from time to time, acting reasonably.

8. WORKPLACE HEALTH AND SAFETY AND INSURANCE

- 8.1. Hanover agrees to provide sufficient insurance coverage for providing Fire Services for the Fire Area of Howick. Hanover, upon request, shall provide Howick with proof of such insurance coverage.
- 8.2. Hanover shall provide to Howick, proof of Workplace Safety and Insurance Board (WSIB) coverage for the fire department's firefighters on a yearly basis for the duration of this agreement.
- 8.3. Hanover agrees to provide sufficient insurance coverage for providing Fire Technical Rescue Services for the Fire Area of Howick. Hanover, upon request, shall provide Howick with proof of such insurance coverage.
- 8.4. Hanover shall provide Howick with proof of Workplace Safety and Insurance Board (WSIB) coverage for the fire department's firefighters as requested by Howick.
- 8.5. Hanover shall provide Howick with proof of firefighter certification when requested for the Fire Technical Rescue Services Hanover is agreeing to supply.

9. DISPUTE RESOLUTION

- 9.1. If, during the term of this Agreement, a dispute or disagreement arises between the parties that cannot be resolved by the Hanover Fire Chief and the Howick

Fire Chief, the parties agree to participate in the following dispute resolution procedure:

- 9.1.1. Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each Municipality's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
- 9.1.2. If the CAOs fail to resolve the dispute within 30 days following the date of their meeting, they each shall prepare a written report to their respective Council. The Council of Hanover and the Council of Howick each agree to appoint one or more members to work with one or more members of the other municipality to resolve the dispute or disagreement.
- 9.1.3. All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honored in order that each of the parties may be fully advised of the other's position.
- 9.1.4. In the event that the designated Council representatives cannot resolve the dispute within 90 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the Municipal Arbitrations Act, subject to section 9.2 herein.
- 9.1.5. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law. The arbitration shall take place within the Town of Hanover.

- 9.2. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, the parties shall continue performing their respective responsibilities under this Agreement while the dispute or disagreement is being resolved in accordance with this Section 9, unless and until such responsibilities are lawfully terminated or expire in accordance with the terms of this Agreement.

10. TERMINATION

- 10.1. This Agreement may be terminated by either party giving written notice to the other party of not less than twelve months prior to the desired termination date.

11. GENERAL

- 11.1. Hanover and Howick agree that this Agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days' notice in writing.
- 11.2. Any notice, request, demand, or other communication required or permitted to be given under this Agreement shall be in writing and shall be delivered personally, sent by registered or certified mail, postage prepaid, return receipt requested, sent by a recognized overnight courier service, or sent by electronic mail with confirmation of receipt.

If to Hanover: The Corporation of the Town of Hanover, 341 10th Street,
Hanover Ontario N4N 1P5 or email firechief@hanover.ca

If to Howick: The Corporation of the Township of Howick, 44816 Harriston
Road, RR1, Gorrie Ontario, N0G 1X0 or email howickfire@howick.ca

Notices shall be deemed to have been duly given:

- 11.2.1. On the date of delivery, if delivered personally;
 - 11.2.2. On the date of receipt, if sent by registered or certified mail;
 - 11.2.3. On the next business day, if sent by overnight courier; or
 - 11.2.4. On the date of transmission, if sent by electronic mail and confirmed by the recipient.
- 11.3. Either party may change its address for the purposes of the receipt of any communications pursuant to this Agreement by giving seven (7) days prior written notice of such change to the other party.
- 11.4. In the event that any covenant, provision or term of this Agreement should at any time be held by any competent tribunal to be void or unenforceable, then the Agreement shall not fail by the covenant, provision or term; and shall be deemed to be severable from the remainder of this Agreement which shall remain in full force and effect while the necessary changes are being addressed.
- 11.5. It is expressly agreed by the parties that Hanover is acting as an independent contractor and this Agreement does not create the relationship of employer/employee as between the respective employees of Hanover and Howick, or of principal and agent or of partnership or joint venture between Hanover and Howick, or between the officers, employees or agents of Hanover and Howick.
- 11.6. Sections 6 and 7, and subsection 11.7 shall survive the termination or expiration of this Agreement.
- 11.7. This Agreement shall be interpreted, performed and enforced in accordance with the laws of the Province of Ontario and of Canada as applicable herein.
- 11.8. This Agreement and the attached Schedules constitute the entire Agreement between the parties. There are no undertakings, representations or promises, expressed or implied, other than those contained in this Agreement.

12. ASSIGNMENT

- 12.1. This agreement shall not be assigned to another party without the consent of all parties.

REST OF PAGE LEFT INTENTIONALLY BLANK

THIS AGREEMENT has been executed by the Corporation of the Town of Hanover and by the Corporation of the Township of Howick by their duly authorized representatives on the dates noted below:

**THE CORPORATION OF THE TOWN OF
HANOVER**

Sue Paterson
Mayor

Vicki McDonald
Clerk

We have the authority to bind the corporation

Date: _____

**THE CORPORATION OF THE
TOWNSHIP OF HOWICK**

Doug Harding
Reeve

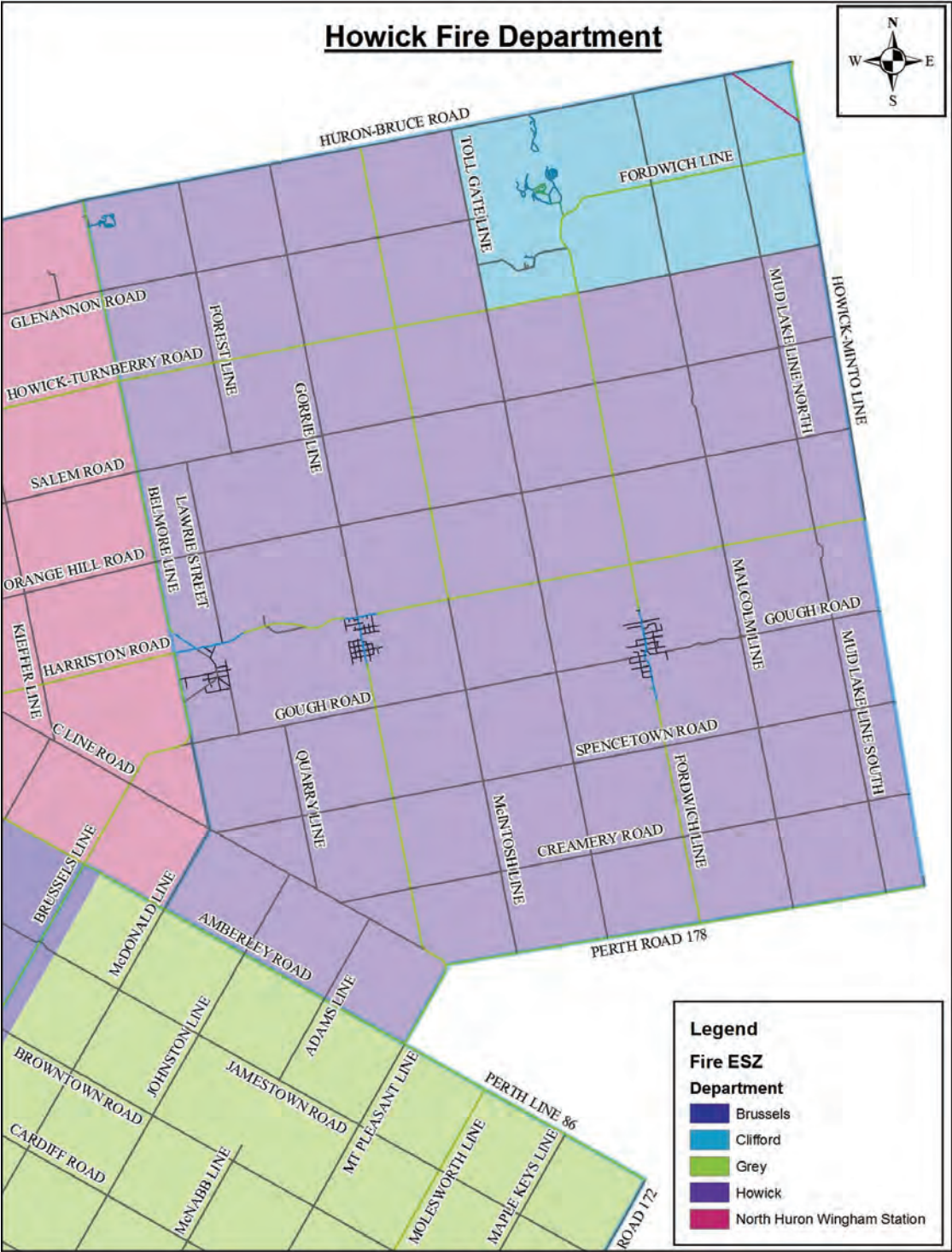
Caitlin Gillis
CAO / Clerk

We have the authority to bind the corporation

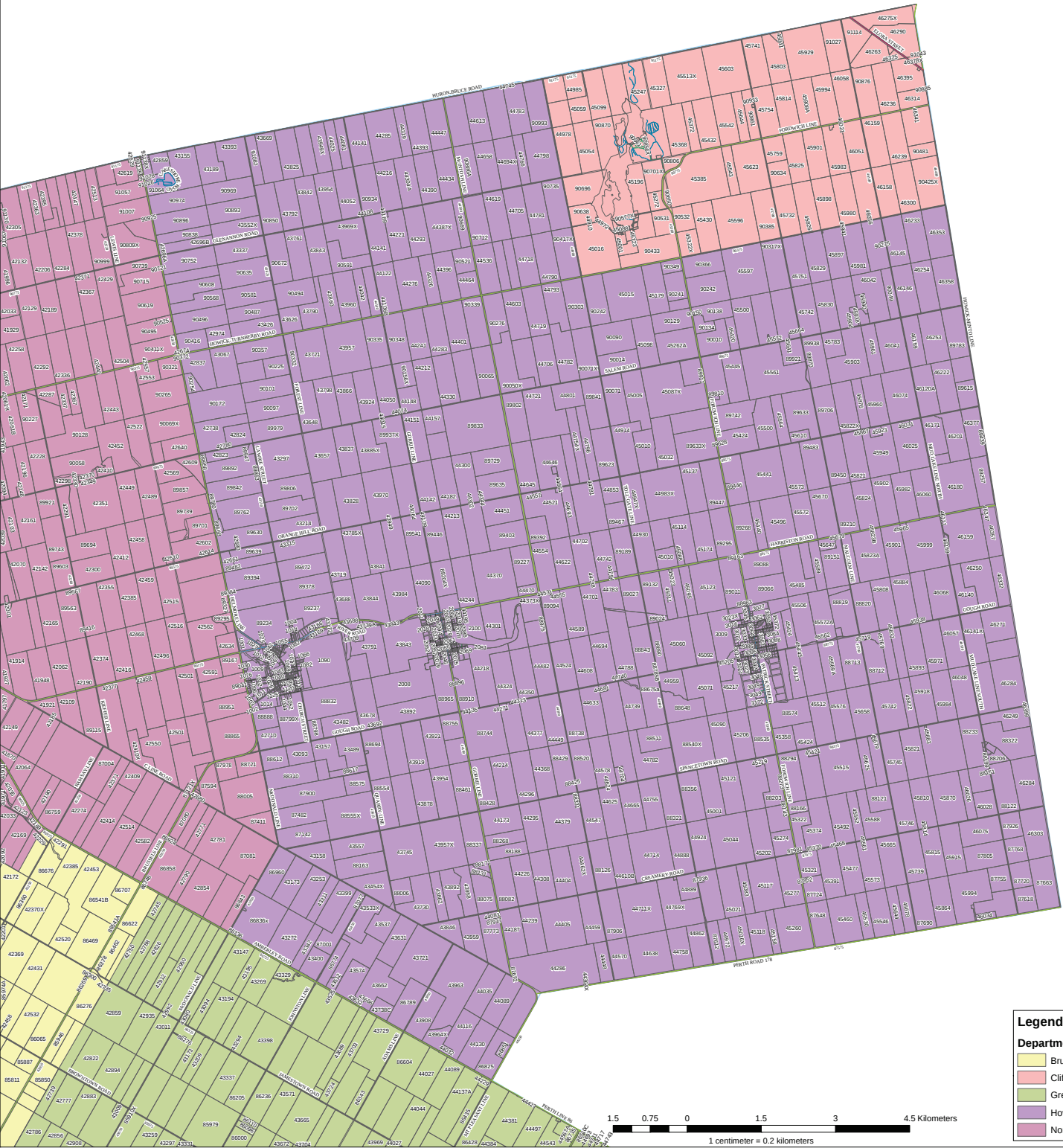
Date: _____

SCHEDULE "A" – FIRE AREA OF HOWICK

This is Schedule "A" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick. The areas served by the Town of HFD in the Township of Howick shall be displayed below in purple for the Howick Township Fire Department, and blue for the Minto Fire Department:



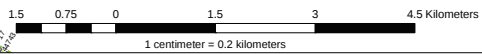
Howick Fire Department



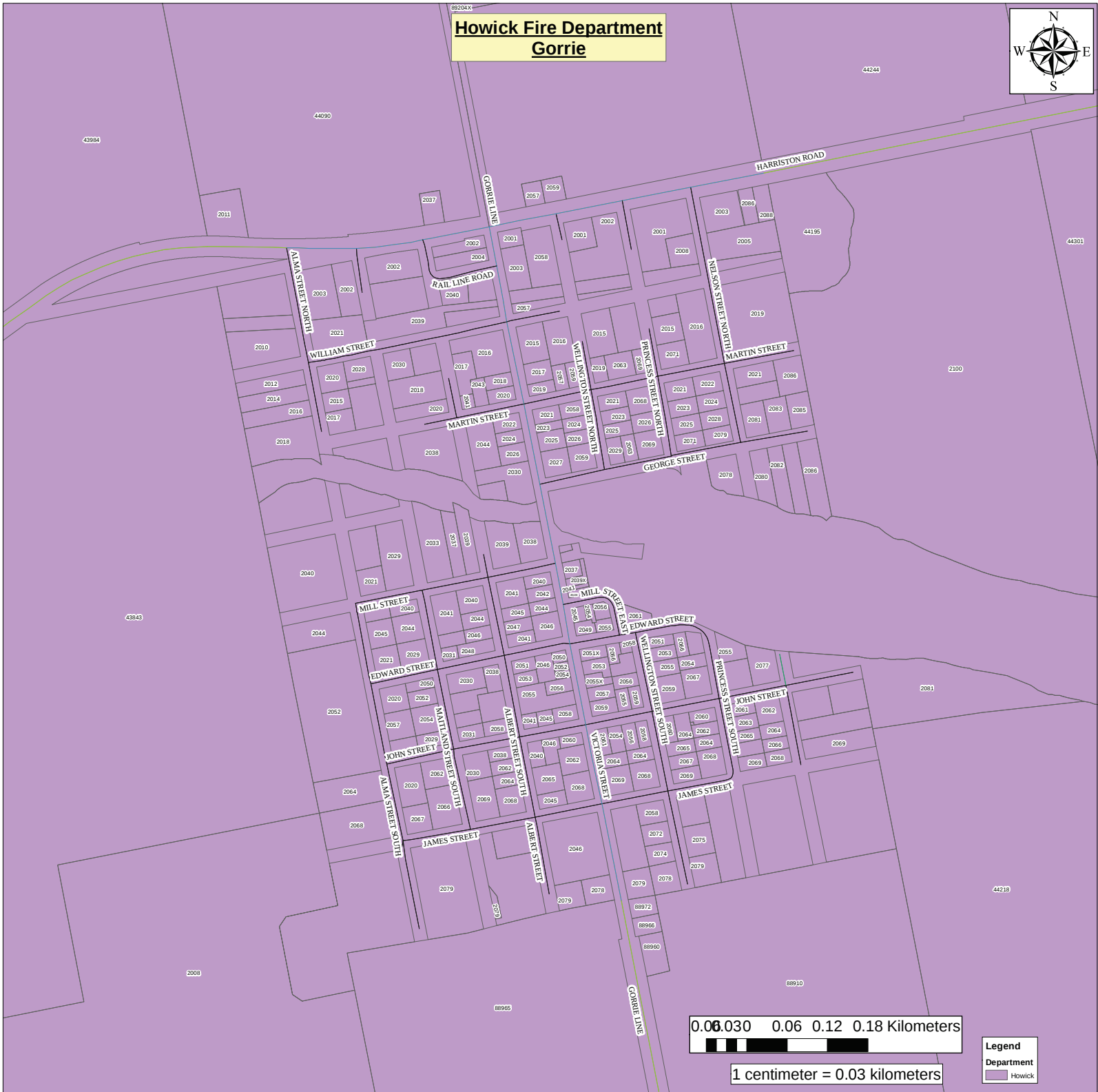
Legend

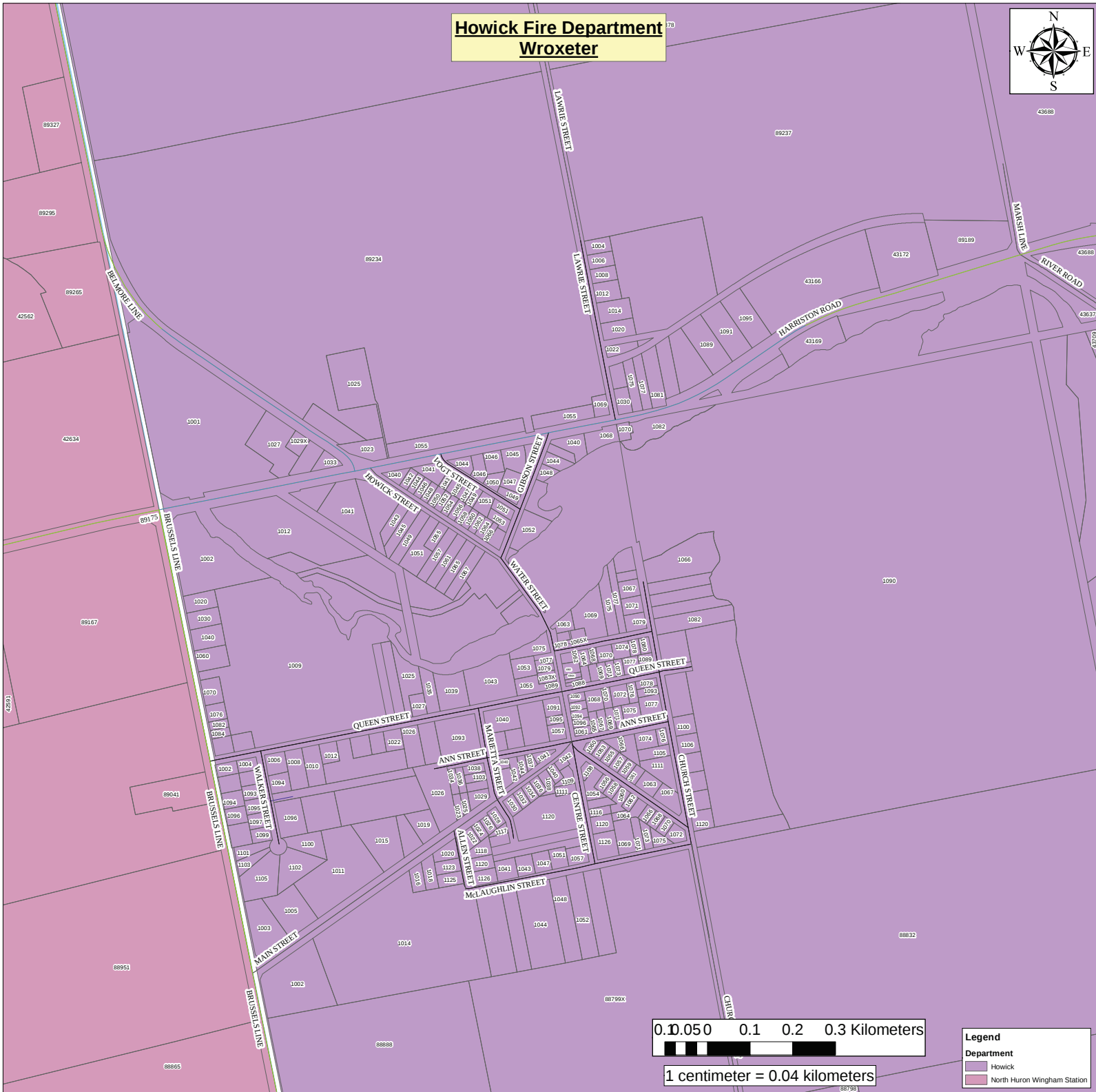
Department

- Brussels
- Clifford
- Grey
- Howick
- North Huron Wingham Station











SCHEDULE "B" – FIRE TECHNICAL RESCUE SERVICES

This is Schedule "B" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

"Fire Technical Rescue Services" means a range of services designed to protect the lives of the inhabitants of the Fire Area of Howick (Schedule "A"). These services shall be rendered when called upon by the Township of Howick subject to section 3 of this Agreement.

This includes:

a) Water Rescue

- Services shall be provided at the Technician Level in accordance with NFPA 2500, *Standard for Operations and Training for Technical Search and Rescue Incidents*, and the applicable requirements of NFPA 1006, *Standard for Technical Rescue Personnel Professional Qualifications*.
- The service shall include surface water, Swiftwater, and ice rescue operations, as well as the search for and recovery of victims utilizing approved operational methods, equipment, and trained personnel.
- Services may include:
 - Shore-based rescue operations utilizing ropes, throw bags, reach devices, and other approved rescue equipment.
 - Boat-based rescue and recovery operations.
 - Surface water search operations utilizing sonar systems, underwater camera systems, drone systems and other approved search equipment.
 - Victim recovery operations utilizing reach and retrieval equipment where conditions permit.
- Surface Water Rescue - Surface water rescue operations shall include the search for, rescue of, and recovery of persons in lakes, ponds, reservoirs, and other non-moving or slow-moving bodies of water. Rescue operations may be conducted from shore, watercraft, or other approved platforms.
- Swiftwater Rescue - Swiftwater rescue operations shall include the search for, rescue of, and recovery of persons in moving water environments. Operations may include shore-based rescue techniques, tethered rescue systems, boat-based rescue operations, and other approved methods.
- Ice Rescue - Ice rescue operations shall include the rescue and recovery of persons through or upon ice-covered waterways. Operations may be conducted from shore, stable ice surfaces, unstable ice surfaces, specialized rescue craft, or other approved platforms.
- Search and recovery operations utilizing sonar systems, underwater camera systems, and reach-and-retrieval equipment may be conducted to an operational depth of approximately 40 feet where conditions permit.
- The service does not include public safety diving, SCUBA operations, or submerged victim recovery requiring specialized dive teams.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, and established risk management principles.

b) Rope Rescue

- Rope Rescue services shall be provided at the Technician Level in accordance with NFPA 2500, *Standard for Operations and Training for Technical Search and Rescue Incidents*, and the applicable requirements of NFPA 1006, *Standard for Technical Rescue Personnel Professional Qualifications*.
- The service shall include the rescue, access, extrication, and recovery of persons located in environments where rope systems are required to safely reach, package, move, or remove the patient.
- Services may include:
 - Low-angle and steep-angle rope rescue operations
 - Raising and lowering operations utilizing rope rescue systems.
 - Patient packaging and litter-based rescue operations.
 - Rescue operations from embankments, ravines, slopes, towers, elevated locations, and other environments requiring specialized rope rescue techniques.
 - The use of ropes, anchors, pulleys, mechanical advantage systems, descent and ascent systems, litters, and other approved rope rescue equipment.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, and established risk management principles.

C) Aerial Apparatus Service

- Aerial Apparatus Services shall be provided utilizing a dedicated aerial fire apparatus operated by qualified personnel in accordance with applicable NFPA standards, manufacturer specifications, departmental policies, and established risk management principles.
- The service shall provide an elevated platform and ladder system to support fire suppression, rescue, access, and emergency operations where elevation or extended reach is required.
- Services may include:
 - Elevated master stream operations for fire suppression.
 - Elevated access and egress for emergency responders and occupants.
 - Rescue operations from elevated locations where the aerial apparatus can safely provide access or a means of egress.
 - Support of rope rescue operations where the aerial apparatus can safely function as an approved anchor point or access platform in accordance with departmental procedures and manufacturer limitations.
 - Ventilation, observation, scene assessment, lighting, and other support functions consistent with the capabilities of the apparatus.
- Operational deployment of the aerial apparatus shall be subject to site conditions, apparatus positioning requirements, load limitations, weather conditions, overhead obstructions, and other factors affecting the safe operation of the equipment.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, manufacturer specifications, and established risk management principles.

It is hereby agreed by both parties that outside a Mutual Aid response:

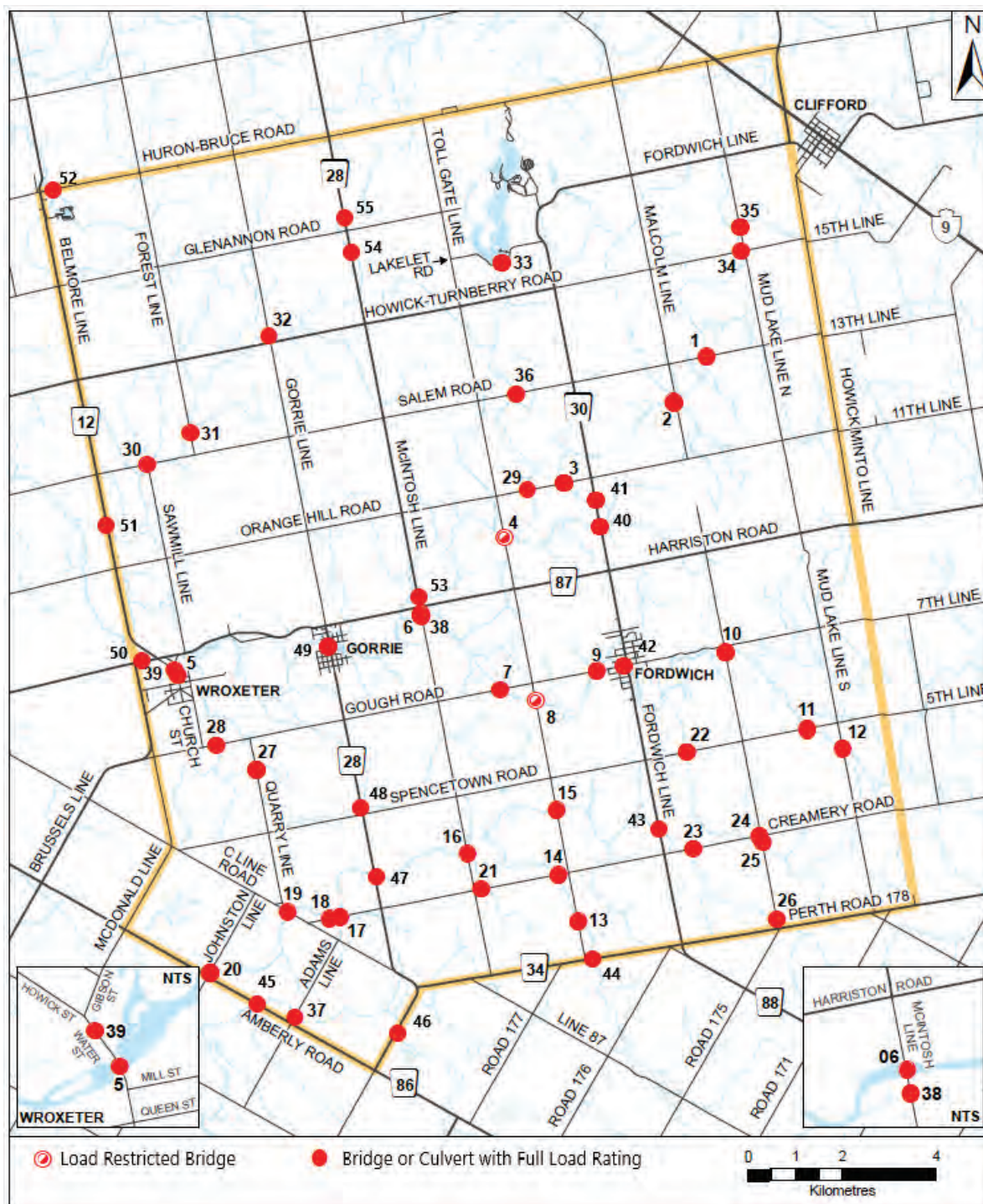
1. The Fire Department requesting the assistance of HFD for the Fire Technical Rescue Services or apparatus listed above agrees to pay the Town of Hanover for the service provided.
2. The Fire Department requesting assistance will remain in command of the overall scene, however only HFD personnel shall command Hanover firefighters.
3. The Fire Department requesting assistance will provide directions to the site through HFD by means of radio contact or dispatch relay.
4. HFD will perform the task requested and provide the necessary equipment and personnel to do so.

SCHEDULE "C" – BRIDGES, CULVERTS AND LIMITED ACCESS ROADS

This is Schedule "C" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

Information will be provided upon dispatch to the location by Howick to assist with approach to the emergency.

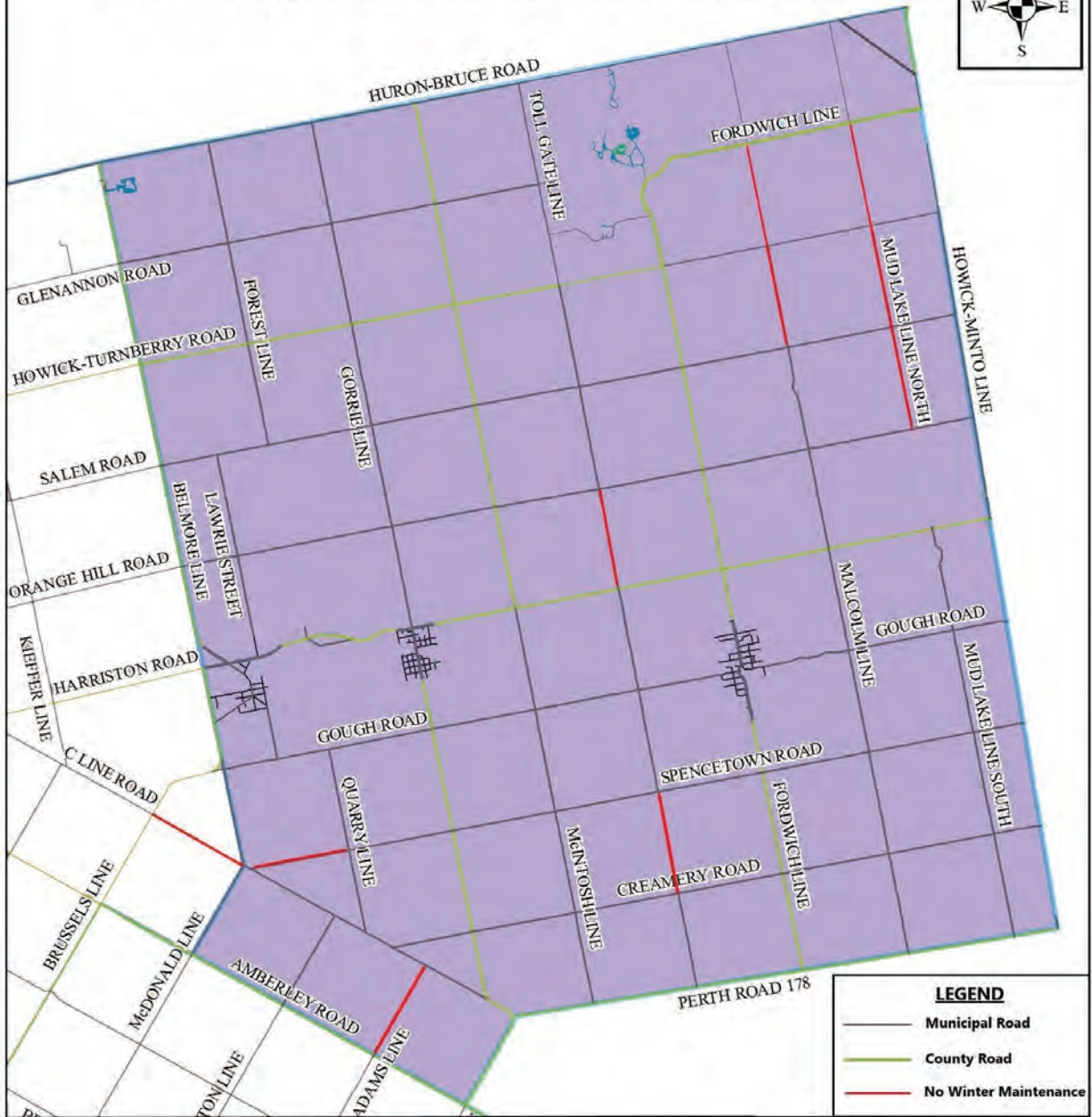
Township of Howick – Bridges and Culverts Map



Township of Howick – List of Bridges and Culverts

Site Number	Structure Type	Road Name	Structure Location
1	Rigid Frame, Vertical Legs	Salem Road	0.8km East of Malcolm Line
2	Hybrid	Malcolm Line	0.8km South of Salem Road
3	Rigid Frame, Vertical Legs	Orange Hill Road	0.6km West of Fordwich Line
4	Half-Through Truss	Toll Gate Line	1.1km North of Harriston Road
5	T-Beam	Water Street	150m North of Queen Street
6	I-beam of Girders	McIntosh Line	150m South of Harriston Road
7	Rigid Frame, Vertical Legs	Gough Road	0.7km West of Toll Gate Line
8	Half-Through Truss	Toll Gate Line	0.4km South of Gough Road
9	Rigid Frame, Vertical Legs	Gough Road	0.55km West of Fordwich Line
10	Rigid Frame, Vertical Legs	Malcolm Line	150m South of Gough Road
11	Rigid Frame, Vertical Legs	Spencetown Road	0.65km West of Mud Lake Line S.
12	Rigid Frame, Vertical Legs	Mud Lake Line S.	0.55km South of Spencetown Road
13	I-beam of Girders	Toll Gate Line	0.8km North of Perth Road 178
14	Rigid Frame, Vertical Legs	Creamery Road	0.2km West of Toll Gate Line
15	Rigid Frame, Vertical Legs	Toll Gate Line	0.7km South of Spencetown Road
16	Rigid Frame, Vertical Legs	McIntosh Line	0.8km North of Creamery Road
17	Rigid Frame, Vertical Legs	Creamery Road	0.9km West of Gorrie Line
18	Rigid Frame, Vertical Legs	Creamery Road	1.1km West of Gorrie Line
19	Rigid Frame, Vertical Legs	C-Line Road	100m SE of Quarry Line
20	I-beam of Girders	Johnston Line	100m NE of Amberley Road
21	Rectangular Culvert	Creamery Road	100m East of McIntosh Line
22	Rectangular Culvert	Spencetown Road	0.9km East of Fordwich Line
23	Rectangular Culvert	Creamery Road	0.6km East of Fordwich Line
24	Rectangular Culvert	Creamery Road	30m West of Malcolm Line
25	Rectangular Culvert	Malcolm Line	130m South of Creamery Road
26	Rectangular Culvert	Malcolm Line	200m North of Perth Road 178
27	Solid Slab	Quarry Line	0.65km South of Gough Road
28	Rectangular Culvert	Gough Road	0.3km East of Church Street
29	Rectangular Culvert	Orange Hill Road	0.65km East of Toll Gate Line
30	Rectangular Culvert	Salem Road	15m West of Lawrie Street
31	Rectangular Culvert	Forest Line	0.5km North of Salem Road
32	Rectangular Culvert	Gorrie Line	150m North of Howick-Turnberry Road
33	Rectangular Culvert	Lakelet Road	1.1km West of Fordwich Line
34	Rectangular Culvert	Howick-Turnberry Road	100m West of Mud Lake Line N.
35	CSP Arch Culvert	Mud Lake Line N.	0.5km North of Howick-Turnberry Road
36	Rectangular Culvert	Salem Road	0.8km East of Toll Gate Line
37	Rectangular Culvert	Adams Line	200m North of Amberley Road
38	CSP Arch Culvert	McIntosh Line	200m South of Harriston Road
39	Rectangular Culvert	Water Street	0.3km North of Queen Street
40	Bridge (Unknown)	Fordwich Line	0.95km North of Harriston Road
41	Bridge (Unknown)	Fordwich Line	0.5km South of Orange Hill Road
42	Bridge (Unknown)	Patrick Street	70m North of Gough Road
43	Rectangular Culvert	Fordwich Line	0.5km North of Creamery Road
44	Bridge (Unknown)	Perth Road 178	130m East of Toll Gate Line
45	Rectangular Culvert	Amberley Road	0.85km West of Adams Line
46	Rectangular Culvert	Gorrie Line	200m South of Perth Road 178
47	Bridge (Unknown)	Gorrie Line	0.7km North of Creamery Road
48	Rectangular Culvert	Gorrie Line	130m North of Spencetown Road
49	Bridge (Unknown)	Victoria Street	40m South of George Street
50	Bridge (Unknown)	Harriston Road	100m East of Brussels Line
51	Bridge (Unknown)	Belmore Line	0.85km North of Orange Hill Road
52	Rectangular Culvert	Huron Bruce Road	0.3km East of Belmore Line
53	Bridge (Unknown)	McIntosh Line	140m North of Harriston Road
54	Rectangular Culvert	McIntosh Line	0.38km South of Glenannon Road
55	Rectangular Culvert	McIntosh Line	0.26km North of Glenannon Road

Township of Howick - No Winter Maintenance Roads



SCHEDULE "D" – FEES

This is Schedule "D" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

FEE FOR SERVICE

The fee for service will be the Ontario Ministry of Transportation rate per vehicle, per hour for each full or part hour thereof when called upon for the coverage area shown in "Schedule A" of the Fire Service Agreement. The fee for service will be invoiced by Hanover and will be payable upon receipt by Howick.

The hourly rate will be based on time of first page until HFD has acknowledged to the dispatch that HFD is back in service.

SCHEDULE "E" – THE CROSSING OF BOUNDARIES

This is Schedule "E" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

Crossing Jurisdictional Boundaries on Emergency Response

1. It is agreed that should HFD be called to Howick, that a crossing of jurisdictional boundaries is both approved and agreed upon for the purpose of completion of the Fire Technical Rescue Services.



Staff Report to Council

Report From: Josh Kestner, Manager of Development and Protective Services / Fire Chief

Meeting Date: July 14, 2026

Report: DPS-2026-19
Pumper 2-4 Retirement and Replacement

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-19 for information purposes;

And further that Council provide direction to staff regarding the retirement and replacement of Pumper 2-4 (2000 Freightliner FL-80).

Report Overview

Purpose of Report	For Direction For Information
Council Priority Alignment	Safe & Reliable Infrastructure People First
Consultations	
Attachment(s) to Report	N/A

Report Highlights

- Pumper 2-4, a 2000 Freightliner FL-80, reached the end of its recommended service life as a secondary pumping apparatus in 2025 and failed its annual fire pump performance test in May 2026. As a result, it has been removed from firefighting operations and placed on restricted service.
- Staff recommend replacing Pumper 2-4 with a pumper-tanker, as this configuration better meets the operational needs of the Howick Township Fire Department and the

rural fire protection requirements of the Township.

- Council previously endorsed this replacement strategy through Report FIR-2025-16, including the purchase of a light rescue apparatus (2-7) to complement a future pumper-tanker and maintain equipment capacity, operational redundancy, and firefighter decontamination practices.
- Staff have researched both new and used replacement apparatus and recommend maintaining the flexibility to pursue a suitable used pumper-tanker should one become available, recognizing the highly competitive nature of the used fire apparatus market.
- Staff recommend that, upon retirement from emergency response, Pumper 2-4 be repurposed for the Huron County Recruit Training Program, subject to conditions that protect the Township's ownership and financial interests while supporting regional firefighter training.
- The Fire Department Reserve is projected to have a balance of less than \$400,000 by the end of 2026. Staff are seeking Council's direction regarding funding, including the potential use of reserve funds and/or financing, to facilitate the timely replacement of this critical emergency response apparatus.

Context and Background

Pumper 2-4 (2-4) was originally purchased by the Wingham Area Fire Department in 2000 while the Township of Howick was a member municipality of the Wingham Area Fire Board. At the time of purchase, the apparatus met the operational needs of the department and represented the standard for rural fire suppression. The apparatus is built on a Freightliner FL-80 crew cab chassis and is equipped with a 1,050 gallon-per-minute fire pump, an 800-gallon water tank, rescue-style storage compartments, and both interior and exterior ground ladder storage. Following the dissolution of the Wingham Area Fire Board in 2009, the apparatus was transferred to the Township to assist in establishing the current Howick Township Fire Department.

In 2020, the Department commissioned a new International Metalfab pumper (2-6), which assumed the role of front-line suppression apparatus. At that time, 2-4 was reassigned as the Department's secondary pumper. The decision to retain 2-4 rather than the former Rescue 2-7 (1993 GMC TopKick) reflected the Department's operational priorities, particularly the need to maintain pumping capacity and onboard water supply for rural firefighting operations. At the time of the transition, 2-4 had approximately five years of remaining recommended service life and continued to meet all applicable inspection, testing, and certification requirements.

The National Fire Protection Association (NFPA) 1911 – Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Emergency Vehicles is widely recognized as the industry benchmark for the inspection, maintenance, testing, and lifecycle management of fire apparatus. The standard recommends that front-line pumping apparatus be considered for retirement after approximately 20 years of service and secondary pumping apparatus after approximately 25 years, subject to the apparatus continuing to meet operational, mechanical, and safety requirements. The standard also requires annual pump testing and establishes performance criteria that apparatus must

continue to meet to remain suitable for emergency response.

In addition to NFPA guidance, the Fire Underwriters Survey (FUS) evaluates municipal fire protection capabilities using criteria that closely align with recognized industry standards for fire apparatus. The age, condition, testing, and operational capability of apparatus form part of the municipality's fire protection grading. Maintaining apparatus that meets recognized standards supports the Township's overall fire protection classification and may influence property insurance considerations for residents and businesses.

The Township has managed its fire apparatus in accordance with these recognized lifecycle management practices. In 2025, 2-4 reached the recommended maximum service life for a secondary pumping apparatus. Despite its age, the apparatus remained in service because it continued to pass its annual commercial vehicle safety inspection and annual fire pump performance testing. However, during its annual pump test conducted by Commercial Emergency Vehicles in May 2026, 2-4 failed to meet the required performance standards. As a result, the apparatus can no longer be relied upon for firefighting operations.

At this time, the extent of the required repairs remains unknown. Further diagnostic testing by Commercial Emergency Vehicles and Heinmiller Repairs would be necessary to determine the cause of the pump failure and establish the cost of returning the apparatus to operational service. Undertaking this work would require additional expenditures without any assurance that the apparatus could be economically restored or that it would provide a reasonable remaining service life.

Discussion and Staff Recommendation(s)

Recognizing that Pumper 2-4 was approaching the end of its recommended service life, Staff began evaluating replacement options in 2024. Through this review, it was determined that the Department's current and future operational requirements would be better served by replacing the existing secondary pumper with a pumper-tanker rather than a conventional pumper.

The Department's response area is predominantly rural and without a municipal water distribution system. As a result, increasing onboard water capacity while maintaining adequate pumping capability provides greater operational flexibility and improves water supply during sustained firefighting operations.

Given the limited seating and equipment storage typically available on pumper-tankers, Staff also identified the need to supplement the replacement apparatus with a dedicated light rescue apparatus. This approach supports the Department's operational objectives by increasing equipment carrying capacity, improving apparatus redundancy, and allowing for enhanced contamination control by distributing equipment between multiple vehicles.

This replacement strategy was endorsed by Council through Report FIR-2025-16 on August 12, 2025. As part of that strategy, a 2006 GMC C5500 (2-7) was purchased in November 2025 for \$20,000 and has since been placed into operational service. At the time, Staff and Council agreed that Pumper 2-4 would remain in service provided it continued to successfully complete its annual commercial vehicle safety inspection and annual fire pump performance testing.

Since that time, Staff have consulted with multiple emergency vehicle manufacturers, dealers, and brokers regarding both new and used replacement apparatus. Current market pricing indicates the following approximate costs:

- New Pumper Tanker: \$685,000.00 - \$850,000.00
- Used Pumper Tanker: \$120,000.00 - \$360,000.00 (considering a reasonable service life)

The wide range in pricing reflects the significant variation in age, condition, specifications, refurbishment history, and remaining service life available within the used apparatus market.

Based on the Department's operational requirements, Staff have identified the following preferred specifications for a replacement pumper-tanker:

- Commercial cab chassis with seating for two personnel;
- 2,000 to 3,500 gallon onboard water tank;
- 1,050 to 1,250 gallon-per-minute fire pump;
- Storage for portable pumps and associated equipment;
- Storage for at least one portable folding water tank;
- Storage for the Department's secondary complement of ground ladders;
- Adequate hose bed capacity for large-diameter supply hose;
- Roof-mounted monitor where available; and
- Pump-and-roll capability where available.

Should Council direct Staff to pursue a used apparatus, preference would be given to vehicles that:

- provide a minimum of ten years of anticipated remaining service life;
- have successfully completed current commercial vehicle safety inspections and annual fire pump testing;
- have undergone refurbishment or inspection by a qualified emergency vehicle dealer where possible; and
- demonstrate good overall mechanical and cosmetic condition with minimal corrosion or structural deterioration.

A new apparatus would allow the Department to fully customize the vehicle to meet all operational requirements. However, procurement costs are substantially higher, and typical delivery timelines range from one to two years following award of a competitive procurement

process.

Conversely, the used apparatus market provides opportunities for significant cost savings but requires compromise, as very few vehicles fully meet the Department's desired specifications. Suitable apparatus are often purchased within days of becoming available, requiring municipalities to act quickly when an appropriate opportunity arises.

For this reason, Staff have established relationships with several emergency vehicle dealers and brokers to identify suitable apparatus as they become available. Continuing this work requires Council's support in principle to pursue a replacement should an appropriate apparatus become available.

Following the failure of its annual pump performance test in May 2026, Pumper 2-4 has been removed from firefighting operations and placed on restricted service. While the apparatus continues to provide transportation for personnel and certain equipment that cannot be accommodated on other vehicles, it is no longer relied upon for fire suppression activities.

Continuing to utilize 2-4 as a pumping apparatus after failing its annual pump certification would expose the Township to increased operational and liability risks. Reliable pumping capability is fundamental to firefighter safety and effective fire suppression, particularly in a rural environment where apparatus water supply is often the primary source of firefighting water during the initial stages of an incident.

Although the apparatus continues to have limited value in its current restricted role, it occupies significant space within the fire station while providing limited operational benefit. Staff therefore believe it is appropriate to formally retire Pumper 2-4 from emergency response service.

Several options are available for the disposition of the apparatus:

- Sell the apparatus through a private sale at a price established by the Township;
- Sell the apparatus through a public auction platform such as GovDeals;
- Donate the apparatus to a charitable organization supporting fire departments in underserved communities; or
- Repurpose the apparatus for use within the Huron County Recruit Training Program.

Should the Township elect to sell the apparatus, Staff estimate its current market value to be between \$12,000 and \$25,000, recognizing that its failed pump certification and age will significantly reduce resale value. Crew cab apparatus also generally command lower resale values than comparable commercial cab apparatus.

Organizations such as Firefighters Without Borders may also accept retired apparatus for deployment to underserved communities within Canada or internationally. While this remains a viable option, Staff believe the apparatus can provide greater long-term value through continued use within the Huron County Recruit Training Program.

Repurposing 2-4 for training purposes would further demonstrate Howick's leadership in regional firefighter training while reducing wear on front-line apparatus used during practical evolutions. The apparatus would also provide storage for training equipment donated by participating

departments and allow operational apparatus to remain available for emergency response during scheduled training events.

Should Council support this option, Staff recommend the following conditions:

- ownership of the apparatus remain with the Township of Howick;
- the apparatus be stored off-site, as space is not available at the Howick Fire Station;
- storage, insurance, and maintenance costs be funded through the Huron County Recruit Training Program; and
- should the training program cease or the apparatus no longer be required, the apparatus be sold with all proceeds deposited into the Fire Department Reserve.

If repurposing the apparatus is ultimately determined not to be feasible, Staff will return to Council with a future report recommending an alternative disposal method.

Staff are seeking Council's direction regarding both the retirement of Pumper 2-4 and the procurement of its replacement. Should Council wish to proceed in a timely manner and allow staff to capitalize on opportunities within the used apparatus market, authorization will be required to utilize Fire Department Reserve funds and/or financing to acquire a suitable replacement.

Alternatively, should Council wish to defer this decision until after the upcoming municipal election, direction will be required respecting the continued restricted service or disposal of Pumper 2-4.

Impact Analysis

Financial Impact:

The Fire Department Reserve is projected to have a balance of less than \$400,000 by the end of 2026. While the reserve provides a substantial funding source toward the replacement of Pumper 2-4, it is not sufficient to fully fund the purchase of a new pumper-tanker without additional financing or future reserve contributions. Should Council direct Staff to pursue a new apparatus, financing would likely be required, with annual debt servicing costs to be incorporated into future operating budgets.

Should Council direct Staff to pursue a suitable used pumper-tanker, the purchase may be fully or substantially funded from the Fire Department Reserve, depending on the final purchase price and condition of the apparatus. This option has the potential to significantly reduce future financing costs while maintaining the Department's operational capabilities at a lower capital cost. Any proceeds generated through the sale or disposal of Pumper 2-4 would be returned to the Fire Department Reserve to partially offset replacement costs.

While the replacement of Pumper 2-4 will substantially reduce the balance of the Fire Department Reserve, the replacement of fire apparatus is a planned lifecycle expenditure for which the reserve was established. Based on the Department's current fleet replacement plan, no additional major fire apparatus purchases are anticipated for approximately the next ten years. This provides the Township with an opportunity to rebuild the reserve through future budget contributions while maintaining a reliable, safe, and sustainable fleet. Investing reserve

funds toward the replacement of Pumper 2-4 represents a prudent and responsible use of those funds to ensure the continued delivery of fire protection services to the community.

Staff Impact:

The retirement of Pumper 2-4 will not result in any staffing changes or reductions in the level of fire protection services provided by the Department. However, continuing to rely on an apparatus that has failed its annual pump performance test would increase operational risk and could compromise firefighter safety and emergency response capabilities.

Should Council authorize Staff to proceed with the replacement of Pumper 2-4, additional staff time will be required to continue working with emergency vehicle manufacturers, dealers, and brokers, evaluate available apparatus, coordinate inspections, negotiate purchase terms, and complete the procurement process. Given the competitive nature of the used fire apparatus market, Staff may be required to evaluate opportunities and return to Council with recommendations on short notice to avoid missing suitable replacement options.

Replacing Pumper 2-4 with an apparatus that better aligns with the Department's operational requirements will improve long-term service delivery, enhance firefighter safety, support compliance with recognized industry standards, and ensure the Township continues to provide an effective and sustainable level of fire protection for its residents.

Strategic Alignment:

The proposed replacement of Pumper 2-4 supports Council's commitment to providing safe, reliable, and sustainable emergency services while responsibly managing the Township's capital assets. The recommendation aligns with the Township's long-term asset management objectives by replacing critical infrastructure at the end of its operational lifecycle and maintaining an effective level of fire protection for residents.

Respectfully submitted,

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



Staff Report to Council

Report From: Brady Ropp, Manager of Recreation and Facilities

Meeting Date: July 14, 2026

Report: REC-2026-10
Kubota BX2380 Repairs

Recommendation:

That Howick Council hereby receives report REC-2026-10, Kubota BX2380 Repairs for information;

And That Council authorizes up to \$3000.00 in funds required to repair this mower to be pulled from the Recreation Reserve.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure
Consultations	Amy Van Meeteren Treasurer/ Manager of Finance
Attachment(s) to Report	None

Report Highlights:

- Equipment Failure
- Expected Repairs
- Quote

Context and Background

- During routine trail maintenance, the Recreation Department's Kubota BX2380 experienced a major mechanical failure.
- Inspection determined that the hydraulic oil filter area had been struck by an object, causing both the hydraulic oil filter and the threaded mounting shaft to bend. As a result, the filter could no longer maintain a proper seal.
- Based on Midwestern Equipment's inspection, the recommended repair is to replace the front transmission casing.
- Midwestern Equipment has provided a verbal estimate for the repair, with costs expected to range between **\$1,500.00 to \$2,000.00**, excluding any additional parts or labour that may be required following disassembly.

Discussion and Staff Recommendation(s)

Staff recommend that the repairs be approved, as the Kubota BX2380 is a vital piece of equipment for the Recreation Department. It is used extensively for ball diamond maintenance, trail maintenance, and a variety of other operational tasks throughout the municipality.

Completing the repairs will ensure the equipment is returned to service and available to support ongoing departmental operations.

Impact Analysis

Up to \$3000 to come from Recreation Reserve to cover these repairs.

Respectfully submitted,

Brady Ropp, Manager of Recreation and Facilities

Staff Report to Council

Report From: Caitlin Gillis, CAO/Clerk

Meeting Date: July 14, 2026

Report: Department-2026-11
Belmore Arena Board Terms of Reference

Recommendation:

That Howick Council receive report ADM-2026-11, Belmore Arena Board Terms of Reference for Information;

And That Council adopt the Belmore Arena Board Terms of Reference as presented under by-law.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community People First
Consultations	Trevor Hallam, CAO/Clerk, Municipality of Morris-Turnberry Leanne Martin, CAO, Municipality of South Bruce Belmore Arena Board
Attachment(s) to Report	Belmore Arena Board Terms of Reference – July 14, 2026

Report Highlights

- Several meetings were held in 2024 – 2026 between the CAO/Clerk and Heads of Council from Howick, Morris-Turnberry and South Bruce and the Belmore Arena Board to discuss the Board's responsibilities, to review various Howick Township

policies, and to review the Belmore Community Centre Operation and Maintenance Agreement between the three municipalities.

- Draft Terms of Reference for the Belmore Arena Board were drafted and provided to the Belmore Arena Board in August 2024, with an updated version provided to the Belmore Arena Board again in May 2025.
- A sub-committee of a few Belmore Arena Board members and community volunteers was formed to review the draft Terms of Reference for approval by the Belmore Arena Board.
- The amended Terms of Reference have been approved by the Belmore Arena Board at their June 15, 2026 board meeting and are now being submitted to Howick Council for adoption.

Context and Background

- Under Section 196(1) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, municipalities hold the power to establish a municipal service board and to provide for the following matters:
 - o The name, composition, quorum and budgetary process of the board.
 - o The eligibility of persons to hold office as board members.
 - o The manner of selecting board members, the resignation of members, the determination of when a member's seat becomes vacant and the filling of vacancies.
 - o The term of office and remuneration of board members.
 - o The number of votes of the board members.
 - o The requirement that the board follow rules, procedures and policies established by the municipality.
 - o The relationship between the municipality and the board, including their financial and reporting relationship.
- Section 198(1) of the *Municipal Act, 2001*, states that a municipality may give a municipal service board the control and management of such services and activities of the municipality as the municipality considers appropriate and shall do so by delegating the powers and duties of the municipality to the board in accordance with this Act.

Discussion and Staff Recommendation(s)

The amended Terms of Reference have been reviewed by the Heads of Council and the CAO or CAO/Clerk of Howick, Morris-Turnberry and South Bruce. There are no objections to the amended Terms of Reference as presented. Staff are recommending that Howick Council adopt the Belmore Arena Board Terms of Reference.

Impact Analysis

There are no financial or legal implications because of the actions outlined in this report.

Linkages

- [Belmore Arena Board Terms of Reference – July 14, 2026](#)
-

Respectfully submitted,

Caitlin Gillis, CAO/Clerk

Belmore Arena Board Terms of Reference

1. Nature of the Board

- 1.1 The name of the Board shall be The Belmore Arena Board (the Board).
- 1.2 The Board shall be a standing committee of Howick Township Council.

2. Mission and Mandate

- 2.1 The Board has the authority to host or facilitate community events and events at, and to maintain and operate, the following properties on behalf of the Township:
 - a) Belmore Community Centre - 91122 Belmore Line, Wroxeter
- 2.2 The responsibilities, functions, and authority of the Board include, but are not limited to the following:
 - a) Organize, host or facilitate community events and activities that maintain support and enhance the vibrance of the Belmore community and area.
 - b) Coordinate or perform the operations, maintenance and upgrade activities of the structures at the Belmore Community Centre and grounds.
 - c) Always adhere to the plans, policies and procedures of the Township of Howick, including but not limited to those pertaining to procurement, conduct, committees, asset management and the use of alcohol. *(See Appendix #1 – Schedule “A” to By-Law No. 44-2012 Corporation of Howick Municipal Service Board / Committee / Committee Policy).*
 - d) If changes occur in the Municipal Service Boards and Committees Policy, these Terms of Reference shall prevail until such time that these Terms of Reference has been reviewed, clarified and implemented.
 - e) Review the Township of Howick Asset Management Plan document annually to ensure accuracy and to propose funding model for internal or external funding.
 - f) These Terms of Reference will be reviewed, at minimum, every four years to ensure compliance and accuracy.

3. Board Composition

- 3.1 The Board shall be composed of a minimum of 4 to maximum of 15 community members **PLUS** 3 Municipal representatives as follows:
- a) One representative from the Council of Township of Howick;
 - b) One representative from the Council of Municipality of South Bruce;
 - c) One representative from the Municipality of Morris-Turnberry.
- 3.2 The Board shall review its appointments at least every December following the Municipal Election.

4. Roles and Responsibilities

- 4.1 The Board shall appoint from among its members, individuals to fill roles of Chair, Vice Chair, Secretary and Treasurer every four (4) years at its first meeting following the Municipal Election.
- 4.2 The roles of Secretary and Treasurer may be held separately or by a single member.
- 4.3 The Chair, Vice Chair, Secretary and Treasurer shall perform the roles and responsibilities of their respective positions as prescribed by the Township of Howick Municipal Service Board and Committee Policy.
- a) Limits and Restrictions:
 - Shall not borrow money;
 - Shall not incur indebtedness extending beyond the current year without prior approval of Council;
 - Shall not hire employees.
- 4.4 Municipal Representatives Roles & Responsibilities
- a) Attend meetings of the Board or provide alternate;
 - b) Report back to their respective Council on motions carried and any pertinent information.
- 4.5 The Belmore Arena Board will meet with the three (3) Municipalities (Howick, Morris-Turnberry and South Bruce) annually, in September, to discuss pre-budgeting plans.

- 4.6 Maintain and operate property as described in accordance with Bylaw 24-2005. *(See Appendix #2 Belmore Community Centre Operation and Maintenance Agreement).*

5. Appointment Process

- 5.1 Council Representatives from Howick, Morris-Turnberry and South Bruce shall be appointed to the Board by their respective Councils following each Municipal Election.

5.2 Appointment of Community Representatives

- a) Individuals wishing to sit on the Board as a Community Representative may express their interest to the Board at any time.
- b) The Board shall allow the applicant to address the Board, as a position becomes available and shall consider the expression of interest at its next regularly scheduled meeting.
- c) The Board shall hold a vote of its members to accept or reject the application. All appointments to the board will be forwarded to Howick Township for ratification by Council.
- d) Update the Board membership lists to the Township of Howick as changes occur or at a minimum of annually following the Belmore Chamber of Commerce Annual meeting.

6. Resignation Process

- 6.1 Board Members may resign at any time, in writing, addressed to the Chair.
- 6.2 Resignation does not require the approval of the Board or Township Council.

7. Rules of Procedure

(See Appendix #3 – By-law 11-2024 Procedural By-law)

- 7.1 Meetings of the Board shall be governed by the Township of Howick's Procedural By-law and Robert's Rules of Order.
- 7.2 Quorum will follow Procedural By-Law 11-2024
2.55 (definitions)
7(c) (calling of meeting to order / quorum)

Quorum means the minimum number of required members (more than 50% of the membership) to be in attendance to conduct the business of the meeting and vote on any matter or question to achieve a simple majority.

- 7.3 Any member of the Board who misses three consecutive meetings, without being excused by the Board, may be removed from the Board.
- 7.4 All meetings shall be open to the public, unless Closed under the authority of the *Municipal Act, 2001*. *(Municipal Act 2001, Section 239)*

8. Schedule and Location of Meetings

- 8.1 The Board will meet on the third Monday of every month, or at the call of the Chair.
- 8.2 The Chair has the authority to cancel a regularly scheduled meeting if there is no business for the Board to attend to. No more than two successive meetings may be cancelled in this way.
- 8.3 Meetings shall be held at the Belmore Community Centre, unless otherwise determined by the Chair.
- 8.4 Electronic meetings are optional if prior approval is given by the majority of the Board.

9. Meeting Structure, Agenda and Minute Format

- 9.1 Meeting Structure, Agenda and Minutes shall be in accordance with the Township's Procedural By-Law and the Municipal Service Boards and Committees' Policy. *(See Appendix #3 By-law 11-2024 Procedural By-law)*
(See Appendix #1 By-law No.44-2012 Township of Howick Municipal Service Board/Committee/ Committee Policy)

10. Budget and Financial Reporting

- 10.1 The financial responsibilities, functions and authority of the Board include the following:
 - a) Authorized budgeted operating and capital expenditures up to **\$15,000.00** (fifteen thousand dollars) per expenditure for goods and services.
 - b) Such expenditures shall be in accordance with Township of Howick's Procurement Policy and proposed funding model(s).

- c) Expenditures above **\$15,000.00** (fifteen thousand dollars) including capital, additions or any improvements to land or structures shall be in accordance with Township of Howick's Procurement Policy and proposed funding model(s). *(See Appendix #4 Township of Howick Procurement Policies and Procedures)*
- d) Prepare, approve and submit to the Treasurer for the Township of Howick, a balanced budget detailing reserves, anticipated operational and capital expenditures and corresponding revenues for the following year. This shall be submitted for approval no later than October 31st annually. This shall include any requests for required funds or services from the Township of Howick.
- e) Through fundraising, events and other activities, generating revenue sufficient to meet the needs of the budget submitted pursuant to (c) of this section.
- f) Receive approval from the Council of the Township of Howick for all proposed unbudgeted expenditures. Emergency expenditures will be communicated with the Township and full Arena Board via email.
- g) In the event of insufficient reserves to fund unbudgeted expenditures, such expenditures shall be subject to approval by the Council of the Township of Howick and subject to any conditions as determined in their sole discretion.
- h) Adhere to the Township's Asset Management Plan and policies in all budgeting activities. *(See Appendix #5 Township of Howick Asset Management Policy)*
- i) Adhere to all other provisions of the Township of Howick Municipal Service Boards and Committees' Policy related to financial procedures, budgeting and reporting. *(See Appendix#1 Schedule "A" to By-law No.44-2012 Corporation of Howick Municipal Service Board/Committee / Committee Policy)*

11. Effective Date

- 11.1 These terms have been adopted by the Belmore Arena Board on June 15, 2026;

And by the Council of the Township of Howick on July 14, 2026.

Staff Report to Council

Report From: Caitlin Gillis, CAO/Clerk

Meeting Date: July 14, 2026

Report: ADM-2026-12
Livestock Valuer By-law

Recommendation:

**That Howick Council appoint Randy Scott to act in the capacity of Livestock Valuer for the Township of Howick;
And that By-law 8-2016 be repealed.**

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Not Applicable
Consultations	Randy Scott, Livestock Valuer
Attachment(s) to Report	Draft By-law

Report Highlights

- Livestock Valuers are appointed by by-law pursuant to section 4(1) of the Protection of Livestock and Poultry from Dogs R.S.O. 1990, C. L.24.
- The Protection of Livestock and Poultry from Dogs Act enables the Province, through municipalities, to compensate producers of cattle, horses, sheep, goats, swine, poultry, rabbits and certain fur-bearing animal killed or injured by dogs.
- The Protection of Livestock and Poultry from Dogs Act imposes liability upon the municipality where a dog kills or injures livestock or poultry, whether the

owner of the dog is known or not, and shall pay to the owner of the livestock or poultry no more than the maximum amount as set out in the regulations within thirty (30) days.

- In addition, the Ontario Wildlife Damage Compensation Program (the Program) provides full compensation for the value of the loss to livestock, poultry, and honeybee producers in accordance to the program guidelines.
- The Program enables the Province, through municipalities, to compensate the producers of cattle, horses, sheep, goats, swine, poultry, rabbits and certain fur-bearing animals killed or injured by wildlife, such as coyotes, wolves or ravens.

Context and Background

The Livestock Valuer is responsible to investigate claims within three (3) days of receiving notification that the owner of livestock or poultry discovers that any of their livestock or poultry has been injured or killed. The Valuer must then determine if the injury or death was caused by wildlife and determine the type of predator responsible.

If it is determined that the injury or kill was caused by a predator, the Valuer will submit documentation and photographic evidence to the Clerk of the local municipality for submission to the Ontario Wildlife Compensation Program. The Program then determines the market value of the animals and processes the claim, notifying the applicant and the local municipality of the status of the claim and the compensation amount.

The municipality then provides payment of the claim amount to the owner of the livestock or poultry. The Program issues payment to the local municipality for the compensation amount plus a \$50 administrative fee is added to compensate the municipality for the time spent on the application.

Discussion and Staff Recommendation(s)

Staff are recommending updating the compensation amount for Howick's Livestock Valuer to be in line with other municipalities. The fee will be added to the Township's Consolidated Fees and Charges By-law, which is reviewed and updated annually.

Impact Analysis

There are no legal implications because of the actions outlined in this report. The updated compensation amount will be noted for future budget discussions.

Linkages

[Draft By-law – Livestock Valuer](#)

Respectfully submitted,

Caitlin Gillis, CAO/Clerk

Corporation of the Township of Howick

By-law No. ____-2026

Being A By-Law to Appoint a Livestock Valuer for the Township of Howick, in accordance with the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act

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;

AND WHEREAS the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act requires the Council of every local municipality to appoint one or more persons as valuers of livestock and poultry;

AND WHEREAS the Council of the Township of Howick deems it expedient to pass a by-law to appoint a person to carry out the provisions of the Protection of Livestock and Poultry from Dogs Act;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township Of Howick hereby enacts as follows:

1. That **Randy Scott** is hereby appointed as Livestock Valuer for the Township of Howick to carry out the duties and responsibilities prescribed in the Protection of Livestock and Poultry from Dogs Act.
2. That the said livestock valuer shall hold office until their successors are appointed, and shall carry out their duties in accordance with the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act.
3. That the rate of remuneration for the position of Livestock Valuer is hereby established as **\$36.00** per hour for 2026 and that this rate be added to the Township's Consolidated Fees and Charges By-law, to be reviewed and amended annually.
4. That the mileage rate for the Livestock Valuer using their personal vehicle follow the current CRA mileage rates (automobile allowance rates) for each year.
5. That this By-law shall come into force and take effect upon its final passage.
6. That By-law Number 8-2016 and all by-laws or parts of by-laws inconsistent with the provisions of this by-law are hereby repealed.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Staff Report to Council

Report From: Caitlin Gillis, CAO/Clerk

Meeting Date: July 14, 2026

Report: ADM-2026-13
Howick Township 170th Homecoming Parade Float

Recommendation:

That Howick Council approve the payment of up to \$700.00 for decorative supplies for the Howick Township 170th Homecoming parade float from the Council Donations account.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Not Applicable
Consultations	Amy Van Meeteren, Treasurer/Manager of Finance
Attachment(s) to Report	None

Report Highlights

- No budget was allocated in 2026 for the Township of Howick to have representation in the Howick 170th Homecoming parade.
- Approximately \$620.00 was spent on decorative supplies and beaded necklaces for distribution to residents during the Howick 170th Homecoming parade.
- An additional \$626.00 was incurred for Three (3) Township banners for the float. One of the banners was not specific to the 170th Homecoming celebration and can be reused for future events. This expense has already been paid from Howick's Economic Development budget.

- A member of staff was able to procure the donation of a people-mover trailer for members of Council, Township staff and their family members to ride safely for the duration of the parade.
- Staff decorated the float, a public works pickup truck and one road grader for entry in the Howick 170th Homecoming Parade on Saturday, July 4, 2026.
- The float had great representation from council members and Township staff.
- The Howick 170th Homecoming parade was well attended and the response from residents was very well received. Several comments were sent directly to the Township through our social media channels to provide positive feedback on the parade.

Discussion and Staff Recommendation(s)

Due to these expenses not being included in the 2026 Municipal Budget, staff are recommending that the expenses be paid from the Council Donations account, as the parade floats directly represented Council, staff and the Corporation of the Township of Howick.

Respectfully submitted,

Caitlin Gillis, CAO/Clerk

WROXETER HALL BOARD MEETING

May 7, 2026

ATTENDANCE: Marvin Grimes (acting chair), Carol Edgar, Barb Fischer, Anne Peglar, Rosemary Rognvaldson, Linda Spurgeon, Tony Clark

GUESTS/OBSERVERS: Alan Krusky, Julie Newman

Call to Order: 1:02

1. MINUTES: Presented by Linda

Motion to accept the redacted minutes from April 2nd.

Moved Anne, Seconded Carol. Carried

2. FINANCIAL REPORT:

- Cancelled cheque for storage was not found.
- Donation to the Howick Optimists for Children's Program(s) has been made.
- Bank accounts balance.

Motion to accept the financial statement as presented.

Moved Tony. Seconded Rosemary. Carried

3. MATTERS ARISING FROM PREVIOUS MINUTES:

- Rosemary will email Ray Saunders re date for new awning installation.
- Jim Donkers has taken down the wood patio. George and Marv to remove the wood.

4. NEW BUSINESS:

- Marv to confirm with Weilers the date of floor refurbishment.
- Upstairs tables and chairs to be set up for the middle of June. Linda will ensure it is done. Piano will be removed today.
- Carol will confirm details of the Fish Fry.
- Tony to organize Bingo, Anne will deal with OLG requirements.
- Linda to invite Marilyn Donkers to the next meeting to follow up re community survey.
- Moved that we accept Tony's offer to return as Board Chair – Passed.
- Rosemary and Anne will draft a rental agreement outlining protocol guidelines.

The pub night meal is on May 22. Pasta, salad and dessert. Tony and Linda

NEXT MEETING: June 4th. @ 1pm

ADJOURNMENT: Motion to adjourn by Carol. Carried



July 7, 2026

VIA EMAIL

Re: Intimate Partner Violence

I am writing to inform you that at a meeting held on June 23, 2026, Council of the County of Simcoe adopted the following resolution:

"Whereas more than 4 in 10 Canadian women have experienced some form of intimate partner violence in their lifetime, and 1 in 10 experience it almost daily; and

Whereas the Ontario Provincial Police have determined that in 2024 there was an 18% increase in intimate partner violence victims compared to the previous year; and

Whereas Simcoe County Violence Against Women Agencies received 12,870 crisis calls in 2025.

Therefore be it resolved that the Council of the County of Simcoe declares intimate partner violence as an epidemic; and

That the County of Simcoe request support from its lower-tier municipalities to declare, if they have not already done so; and

That the County of Simcoe requests the Province of Ontario to declare intimate partner violence as an epidemic; and

That this resolution be circulated to all municipalities in Ontario, the local County of Simcoe MPPs, and the Premier of Ontario."

Should you have any questions or wish to discuss this further, I can be reached by email at clerks@simcoe.ca or by phone at 705-726-9300 ext. 1202.

Sincerely,

Jonathan Magill
County Clerk, Director of Statutory Services and Archives
County of Simcoe

CC Premier of Ontario
All municipalities in Ontario
All County of Simcoe Members of Provincial Parliament

Gorrie Parks Board

2079 Alma Street Gorrie

Dear: Township of Howick Council

This letter is to inform you that the Gorrie Parks Board is holding a CO-ED Slo-Pitch Tournament on July 17th & 18 2026. The event will be held at the Gorrie Ball Park and provide bar service on Friday July 17th from 5:00pm to 1:00am and again on Saturday July 18th from 11:00am to 1:00am. 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. The proceeds of this event will be put toward ballpark improvements. If you have any questions regarding this event, please call me at 519-901-0670. Thank you. If you could please provide us with a copy of the Resolution so to include with the liquor license application, it would be appreciated.

Thank you

Trystan Brick



County of Huron

1 Courthouse Square, Goderich ON, N7A 1M2

www.HuronCounty.ca

huronadmin@huroncounty.ca

Corporation Of The County of Huron

To: County Council

From: Mark Nonkes, Local Immigration Partnership Manager; Chris Watson, Economic Development Officer

Date: June 24, 2026

Subject: Update on the Regional Economic Development through Immigration (REDI) program, 2026-2027 (presented by Mark Nonkes and Chris Watson)

Recommendation:

Recommended Motion:

That:

The Council of the County of Huron receive the report dated June 24, 2026 by Mark Nonkes, Manager, Local Immigration Partnership and Chris Watson, Economic Development Officer, titled Update on the Regional Economic Development through Immigration (REDI) program, 2026-2027;

And Further That:

The Council of the County of Huron supports Huron County's participation in the REDI program;

And Further That:

The Council of the County of Huron be authorized to act as the lead organization for Huron County's participation in the REDI program;

And Further That:

The Huron County Economic Development Department, in collaboration with the Huron County Local Immigration Partnership, be authorized to coordinate the County's participation in the program;

And Further That:

A by-law be drafted for June 24, 2026 authorizing the Warden and Clerk to execute the REDI agreement and all other required documentation for the participation in the Regional Economic Development through Immigration program, if successful;

And Further That:

Staff be directed to distribute a copy of this report to Huron County partner municipalities with a request for letters of support for Huron County's application for the Regional Economic

Development through Immigration (REDI) program, 2026-2027.

Background:

In May 2025, the Ontario Ministry of Labour, Immigration, Training and Skills Development's (MLITSD) Regional Economic Development through Immigration (REDI) initiative announced a continuation of the 2025 REDI pilot. The REDI initiative is designed to promote economic immigration outside of the Greater Toronto Area (GTA), with selected partner communities under this regional immigration initiative each receiving dedicated nomination allocations, helping local employers

attract and retain skilled workers.

By joining the REDI program, employers will have better access to skilled workers who already want to live and work in our region. That could potentially mean staff for farms, builders, manufacturers, care homes, hospitals, restaurants, and other local businesses (note that specific professions have not been indicated and will follow program criteria set by the province). It also helps those workers and their families settle here, so employers are not just filling jobs for today — they are building a more stable workforce for the future.

With the REDI program announcement came an Expression of Interest, inviting municipalities within the same Census Division to submit the EOI to participate in the 2026-2027 REDI program.

Information about the REDI program was presented to Huron County Council on April 23, 2025 by the Huron Chamber of Commerce, when local employers highlighted the need for increased pathways for international staff to obtain permanent residency in order to address local workforce shortages and help sustain business operations. Subsequently, on May 7, 2025, Council supported correspondence from the Huron Chamber of Commerce and its letter to provincial government representatives to request reopening and extending the REDI Immigration Pilot Program. Then in November 2025, Council wrote a letter directly to the federal Immigration, Refugee and Citizenship Canada Processing Centre advocating for, "every possible avenue to ensure that every worker's ability to continue working in our agriculture and agri-food sector is not disrupted." (see attached).

In response to ongoing workforce shortages in Huron County, and repeated requests from both newcomers to Canada and employers for the REDI program to be brought to Huron County, the Economic Development Department submitted an Expression of Interest on June 3, 2026; ahead of the June 5, 2026 deadline. The submission was completed in consultation with the Huron Chamber of Commerce and member businesses (letter of support attached to this report), Four County Labour Market Planning Board, Employment Grey Bruce Huron Perth, and Gateway Centre for Excellence in Rural Health.

As part of the next stage of the application process, County Councillors are encouraged to share this information with their local councils. Letters of support from each municipality are requested from the province to support our participation in the program. These letters will demonstrate broad municipal support across Huron County and confirm that local municipalities recognize the value of the REDI program in helping employers attract and retain workers.

If the Expression of Interest is selected and successful, the County's Economic Development Department will have the opportunity to implement the REDI program. Responsibilities to implement the program include:

- Promoting the initiative to employers and building awareness in the community, including raising employers' awareness of the opportunity.
- Vetting employers based on several eligibility criteria, working closely with them to support their labour market needs, and ensure they are fulfilling their settlement obligations related to newcomers and their families.
- Working closely with settlement service providers, employers, and other relevant community organizations to support candidates' settlement and integration.
- Building and maintaining strong program integrity capacity to detect and deter fraud.
- Reporting to MLITSD on the performance of the initiative on a regular basis, including but not limited to employer engagement, application uptake, newcomer outcomes, labour market needs, and settlement of newcomers and their families.

It is anticipated that formal notification will be provided to selected areas in August 2026.

Comments:

None.

Others Consulted:

Meighan Wark, CAO

Denise Van Amersfoort, Manager, Planning and Development

Brittany Wise, Manager, Small Business Enterprise Centre

Information Technology Impacts:

None

Financial Impacts:

The REDI program is a County-funded initiative. No additional provincial dollars are available to be put towards the program's administration.

However, it is expected that staff priorities and resources can be re-adjusted to administer the program within the existing budget with no additional financial impact on the county levy.

Privacy Impacts:

None

Climate Impacts:

None

Attachments:

[REDI_CountyCouncil2026.pdf](#)

[County of Huron - Letter of Support Regarding Temporary International Workers.pdf](#)



MUNICIPAL FINANCE
OFFICERS' ASSOCIATION
OF ONTARIO

Hon. Todd McCarthy
Acting Minister of Infrastructure
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

June 25, 2026

Dear Minister McCarthy,

RE: Making permanent the doubling of the Ontario Community Infrastructure Fund (OCIF) that is scheduled to end after the 2026 allocation

I am writing on behalf of the Municipal Finance Officers' Association of Ontario, and the municipalities it serves, to request that the Government of Ontario make permanent the five-year doubling of the Ontario Community Infrastructure Fund (OCIF) from \$200 million/year to \$400 million/year in advance of the 2027 OCIF allocation calculations.

The Municipal Finance Officers' Association of Ontario (MFOA) is the professional association of municipal finance officers with more than 2,300 individual members. We represent individuals who are responsible for handling the financial affairs of municipalities and who are key advisors to councils. MFOA is a strong advocate for best practices that encourage long-term fiscal sustainability, including long-term financial planning and asset management planning.

In recent years, governments at all levels have reoriented their priorities to address the ongoing housing crisis, with heightened attention on growth-related infrastructure and increasing housing production. Application-based or incentive-based funding programs for municipalities have placed greater emphasis on growth-related or housing-enabling capital projects (e.g., Development Charge Reduction Program, Building Communities Strong Fund – Community Stream, Municipal Housing Infrastructure Program, Building Faster Fund). OCIF remains one of the few federal or provincial funding programs where the focus remains primarily on the preservation and renewal of existing infrastructure to maintain or improve municipal service levels.

With support from the Government of Ontario and MFOA, municipalities have made significant improvements to their municipal asset management plans and programs. The Government of Ontario introduced O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) in late 2017, which provided a standard framework for infrastructure planning. To support the transition to O. Reg. 588/17, MFOA has partnered with the Government of Ontario on many asset management initiatives, including guides, workshops, direct consulting support and other resources. As a result of these and significant municipal efforts, most municipalities in Ontario have an asset management inventory that identifies their infrastructure assets, including conditions, replacement costs and renewal schedules of those assets.

By leveraging municipal asset management plans in 2020, the Financial Accountability Office of Ontario estimated the state-of-good-repair backlog to be \$52.1 billion for core municipal infrastructure. That is an estimated cost of restoring such infrastructure to a 'good' condition. The report notably focused primarily on core assets and thus likely understated the full extent of the backlog. Addressing this should not be a priority that falls by the wayside due to an increased focus on growth-related capital projects by other funding programs. OCIF's flexible design provides municipalities with the opportunity to fund asset management staff, which can improve data and analysis quality, and it provides a critical means by which municipalities address the infrastructure funding challenges identified in their asset management plans.

In 2021, the Government of Ontario doubled OCIF for a five-year period. Minister Surma, in announcing that initiative, commented that the Government of Ontario was "providing stability and predictability to small, rural and northern communities as they repair, upgrade and modernize their critical infrastructure so that they are safer, healthier and more reliable for all." And Minister Bethlenfalvy said that "by nearly doubling our investment in the Ontario Community Infrastructure Fund, our government is supporting public safety, job creation and economic growth." In the current climate of geopolitical uncertainty, tariffs and the resulting economic shocks and instability, the need to provide municipalities predictability and to preserve and enhance the economic activity and benefits provided by well-supported and well-maintained municipal infrastructure is as imperative as it was in 2021.

We have also heard from our members on this matter. Municipalities outside of high-growth regions have expressed concern about the diminishing level of grant funding opportunities for municipalities trying to preserve the economic value of their existing infrastructure. Additionally, while growing municipalities have made significant efforts to emplace new, housing-enabling infrastructure, which has been rewarded through the Building Faster Fund, many of their state-of-good-repair capital plans remain underfunded. To maximize the economic potential of federal and provincial investment in infrastructure, all orders of government must work together to preserve service levels and the public value of existing infrastructure, and permanently doubling OCIF to \$400 million/year will especially help small and rural municipalities preserve that economic foundation throughout Ontario.

By adopting a Team Ontario approach during recent and ongoing economic challenges, we have seen how significant progress can be made when municipalities and the provincial government work together to achieve a common goal. Should you wish to follow up on this letter, please contact MFOA Executive Director, Donna Herridge (donna@mfoa.on.ca).

Sincerely,



Dr. Adam Found, Ph.D., PLE
President and Chair

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing
cc. Hon. Peter Bethlenfalvy, Minister of Finance



Mayor Martin Ritsma & Stratford City Council

In co-operation with the

Stratford Festival

Are pleased to invite Municipal Staff, Elected Officials,
their friends and families to join us for

Civic Night

Tuesday, September 22, 2026
"Guys & Dolls"

Festival Theatre - 55 Queen Street, Stratford
Performance: 8:00 p.m.

**Please join us prior to the performance in the
Paul D. Fleck Marquee for a Reception beginning at 6:30 pm**

"In the bustling streets of New York, a smooth-talking gambler wagers he can charm a pious missionary, while another high roller desperately fights to keep his game alive and his fiancée from walking away. In a city ruled by chance, love takes unexpected turns and both men soon discover they are risking far more than money."

For this performance, the Stratford Festival is offering a **Two for One** deal. Tickets will sell out quickly for this performance, so please purchase your tickets early.

Tickets can be purchased by contacting the Box Office at 1-800-567-1600 or on-line at www.stratfordfestival.ca and providing the **Promotion Code 119613**. The ticket price on the website, is the discounted price. Additional information regarding this performance is available through the Stratford Festival's website.

If you should have any questions or require additional information, please do not hesitate to contact Lindsay Gerber, Administrative Assistant to the Mayor, at 519-271-0250 extension 5236 or by email lgerber@stratford.ca. We look forward to seeing you on September 22nd.

Good News

Congratulations to Students (Graduations and Other Milestones)



Vice Chair Patricia Smith and Chair Michael Bannerman highlighted that trustees are busy attending celebrations and graduations at schools across the district.

For the Centre for Education and Learning, Chair Bannerman attended the ceremony in Stratford and Trustee Robert Hunking attended the ceremony in Goderich.

Trustees expressed sincere congratulations to all students who are transitioning from school to school, from elementary to secondary, or graduating and moving on to their next phase of life. Wishing you all the best!

Trustees Celebrate Staff Retirements, Years of Service and iAM Making an Impact Recipients

Chair Michael Bannerman was pleased to share that on June 10, trustees and senior staff welcomed almost 60 retirees, staff who were being acknowledged for 30 or more years of service, and iAM Making an Impact recognition recipients. This year, 4 initiatives were acknowledged:



Amy Crummer (Mornington Central Public School)

Nominated by: Natasha Tousignant, Jennifer Abbinett and Deborah Jagger

Amy was nominated for demonstrating a strong dedication to student achievement, supporting families, and staff learning. She also shows exemplary leadership in fostering a supportive and welcoming school culture. Her commitment to education is evident through her efforts to increase enrollment at Mornington and in introducing the Soft Start program.



Carina De Sapio and Jason LeRoux (Stratford Intermediate School)

Nominated by: Erin Cassone, Jenna Lange, Tim Bickell, Tracey James, Sherry Key, and Amy Mercer

Their impact involves dedicating extra time to a variety of before-school, at lunch, and after-school extracurricular activities for students that foster connections and well-being, build leadership skills, and provide opportunities for students to share their talents with the community.



Dea Hanlon (Exeter Elementary School)

Nominated by: Lori Dingwell and Katie Padfield-Jackson

Dea was nominated for consistently going above and beyond her regular duties through initiatives and professional practices that elevate student learning, strengthen inclusive school culture, and deepen connection with families and the broader community. Her commitment to strengthening inclusive school culture is evident in her work with the Exeter Elementary Sign Language Club, Bracelet Club, and her support of diverse learners within her classroom.



Marc Robinet (Education Centre)

Nominated by Tereasa Zizek, Michelle Heeley, Burt, Alicia McCreight, Margaret Sharen, Marie McDade, and Connie Trotter

Marc consistently goes above and beyond to provide exceptional service and problem-solving to make sure that time-sensitive resources are at each location to support schools, ensure staff can do their work without disruption, and students are prepared to learn. His commitment is evident through his partnership with the Grand Bend Rotary Club to identify, transport, and organize donations of educational items for international initiatives as part of the Global Literacy Project.

Congratulations to all four very deserving recipients!

Tractor Day

Trustee Sheila Armstrong-Marshall shared that she, along with CEO Graham Shantz, attended "tractor day" at St. Marys DCVI, where students drove their tractors to school for the day. The event is a celebration of our local farms and agricultural industry. Students and staff also enjoyed hot dogs and hamburgers

cooked on a custom smoker made right in the DCVI tech shop (photo below)! Note: A number of other schools across AMDSB host similar events.



North Woods ES Celebrates New Playground Installation

Trustee Deb Logue shared that North Wood ES recently opened their new playground. The purchase and installation was supported by a number of fundraising efforts, led by the school council, and achieved in less than two years! Students were thrilled to experience the new feature!



Board Approves a Balanced 2026/2027 Budget

The Board of Trustees received and approved the 2026/2027 Budget. The fiscal review process continued, where the primary goal was to maintain AMDSB's balanced budget. The operating budget presented includes operating revenues and transfers of reserves of \$264,040,793 and operating expenses of the same. The capital budget approved includes capital spending of \$16,421,833. The full budget package is posted on the [Budget & Finances page](#).

Spring Athletics Update

Superintendent Paul Langis shared that students across the district have been busy with athletics. Here are a few of the highlights:

Rugby

- Girls and Boys, FE Madill SS - hosted a great tournament in Stratford
- Special congratulations to Naomi Campbell who represented student voice (WOSSAA rep for OFSAA)

Slo-pitch

- Girls, South Huron DHS - OFSAA participants

Soccer

- Senior Boys, South Huron DHS - OFSAA participants

Track and Field

- Myles Clinton, St. Marys DCVI - OFSAA Bronze in open boys 2000m steeplechase
- Angel Lovaton Puga, Listowel District SS - WOSAA Silver and 4th at OFSAA in 800m para-athletic division for students with visual impairments

Days of Significance Wrap-Up (June)

Schools celebrated important days throughout the month of June. The video below provides a sampling of these activities!

[June DOS Wrap Up Video](#) by AMDSB Communications

Future Board Meetings

Regular Board Meetings are held in person unless otherwise noted. Links to join the Regular Board meetings online will be posted on the [Board Meeting page](#) the day before the meeting.

- Tuesday, September 8, 2026 at 4:45 p.m. Regular Session, followed by Committee of the Whole, Closed Session
- Tuesday, September 22, 2026 at 4:45 p.m. Regular Session, followed by Committee of the Whole, Closed Session

Future Meetings/Events with Trustee Representation

- Nothing scheduled at this time



THE CORPORATION OF THE TOWNSHIP OF MCGARRY
P.O. BOX 99
VIRGINIATOWN, ON. P0K 1X0
705-634-2145, Fax 705-634-2700

MOVED BY COUNCILLOR:

____ Louanne Caza
____ ✓ Elaine Fic
____ Annie Keft
____ Mayor Culhane

SECONDED BY COUNCILLOR:

____ ✓ Louanne Caza
____ Elaine Fic
____ Annie Keft
____ Mayor Culhane

RESOLUTION # 136/2026

DATE: June 9, 2026

WHEREAS the Ontario Provincial Police (OPP) provide policing services to both organized municipalities and unorganized territories across the Province of Ontario;

AND WHEREAS organized municipalities receiving OPP policing services are billed under the OPP Municipal Policing Billing Model, which includes a base service cost and additional costs related to calls for services;

AND WHEREAS unorganized townships and territories contribute to policing costs through provincial taxation mechanisms and pay only a base rate while receiving OPP policing services;

AND WHEREAS residents of unorganized territories receive comparable OPP policing services to those provided in organized municipalities;

AND WHEREAS recent increases in OPP policing costs have placed a growing and disproportionate financial burden on organized municipalities and their taxpayers;

AND WHEREAS municipalities have limited revenue tools and must rely primarily on property taxation to fund essential services such as policing;

AND WHEREAS the current funding structure creates an inequitable situation in which organized municipalities are required to subsidize a larger share of policing costs while similar services are provided in unorganized territories at a significant lower contribution level;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McGarry calls upon the Province of Ontario to conduct an immediate review of the OPP Municipal Policing Billing Model and the policing funding structure for unorganized territories;

AND FURTHER THAT the Province be requested to implement a fair and equitable funding model that ensures all communities receiving OPP policing services contribute appropriately to the cost of those services;

AND FURTHER THAT the Province be requested to consult with municipalities, particularly those in Northern Ontario, regarding the financial impacts of OPP policing costs and the current inequities in the system;

AND FURTHER THAT a copy of this resolution be forwarded to the Honorable Minister of the Solicitor General, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), and neighboring municipalities for their support.

Recorded vote requested by _____

	For	Against
Councillor Louanne Caza		
Councillor Elaine Fic		
Councillor Annie Keft		
Mayor Bonita Culhane		

*Disclosure of Pecuniary Interest **

I declare this motion

☒ Carried
☐ Lost / Defeated
☐ Deferred to: _____ (enter date)
Because:
☐ Referred to: _____ (enter body)
Expected response: _____ (enter date)

Signature of Chair:

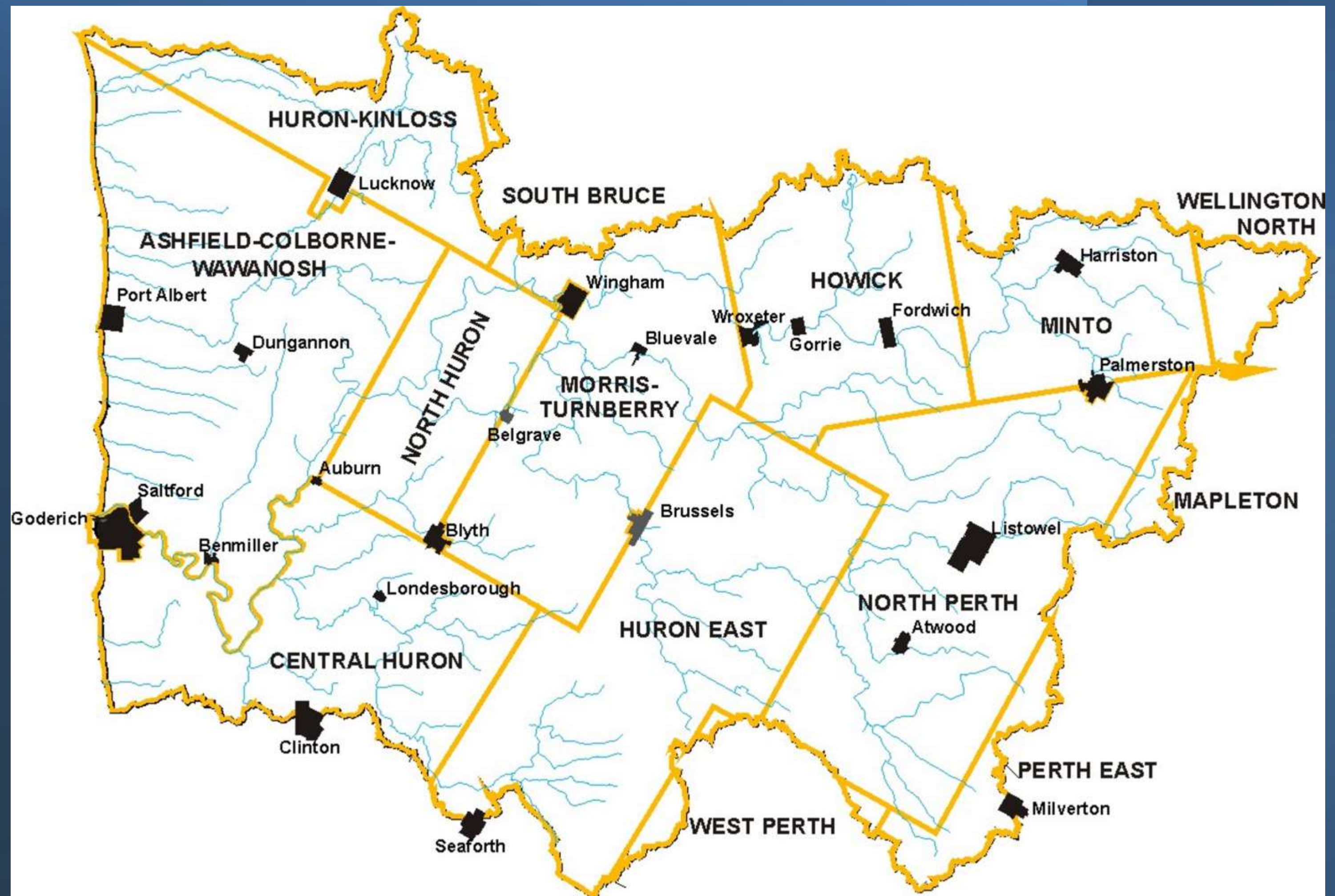
Bonita Culhane

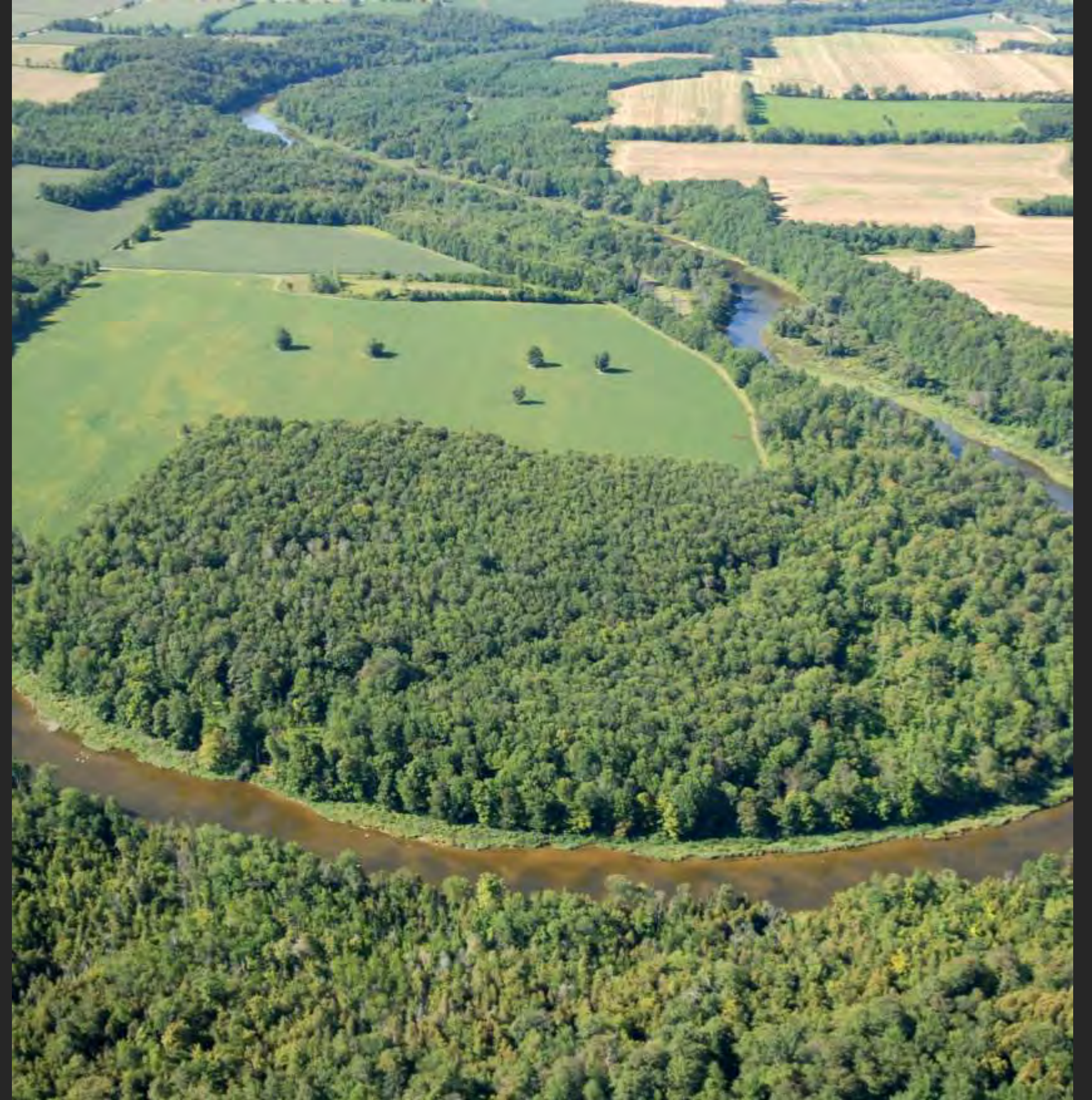
**Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.*

Services and Programs



Maitland
CONSERVATION





An aerial photograph of a rural landscape. The foreground shows a large, flat, brownish field. To the right, a river flows through a dense forest with trees in various shades of green, yellow, and orange. In the middle ground, there are more fields, some green and some brown, interspersed with patches of forest. In the background, the landscape continues with more fields and distant structures under a clear sky.

Vision

We are working for a healthy environment

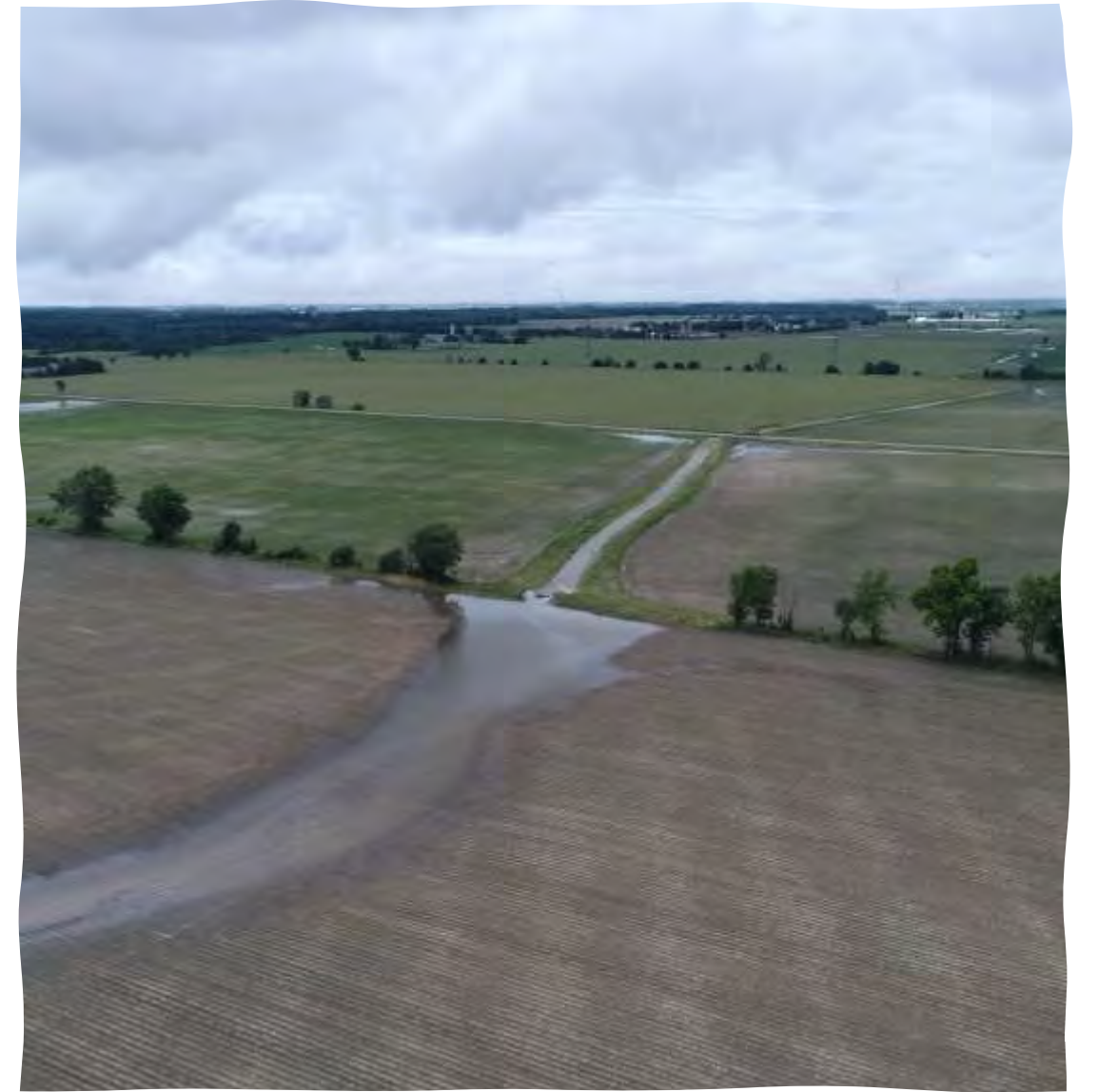


Watershed Health Assessment

Forests, Rivers and Streams

Watershed Stewardship Services





Key Stewardship Systems

Huron & Wellington Clean Water Programs



An aerial photograph of a rural landscape. A large, dark blue lake is the central feature, surrounded by dense forests with vibrant autumn foliage in shades of yellow, orange, and red. The lake has several small islands and peninsulas. In the background, there are rolling hills with patches of green grass and brown, harvested fields. A few small farm buildings are visible on the left side. The overall scene is peaceful and scenic, highlighting a natural conservation area.

Conservation Areas



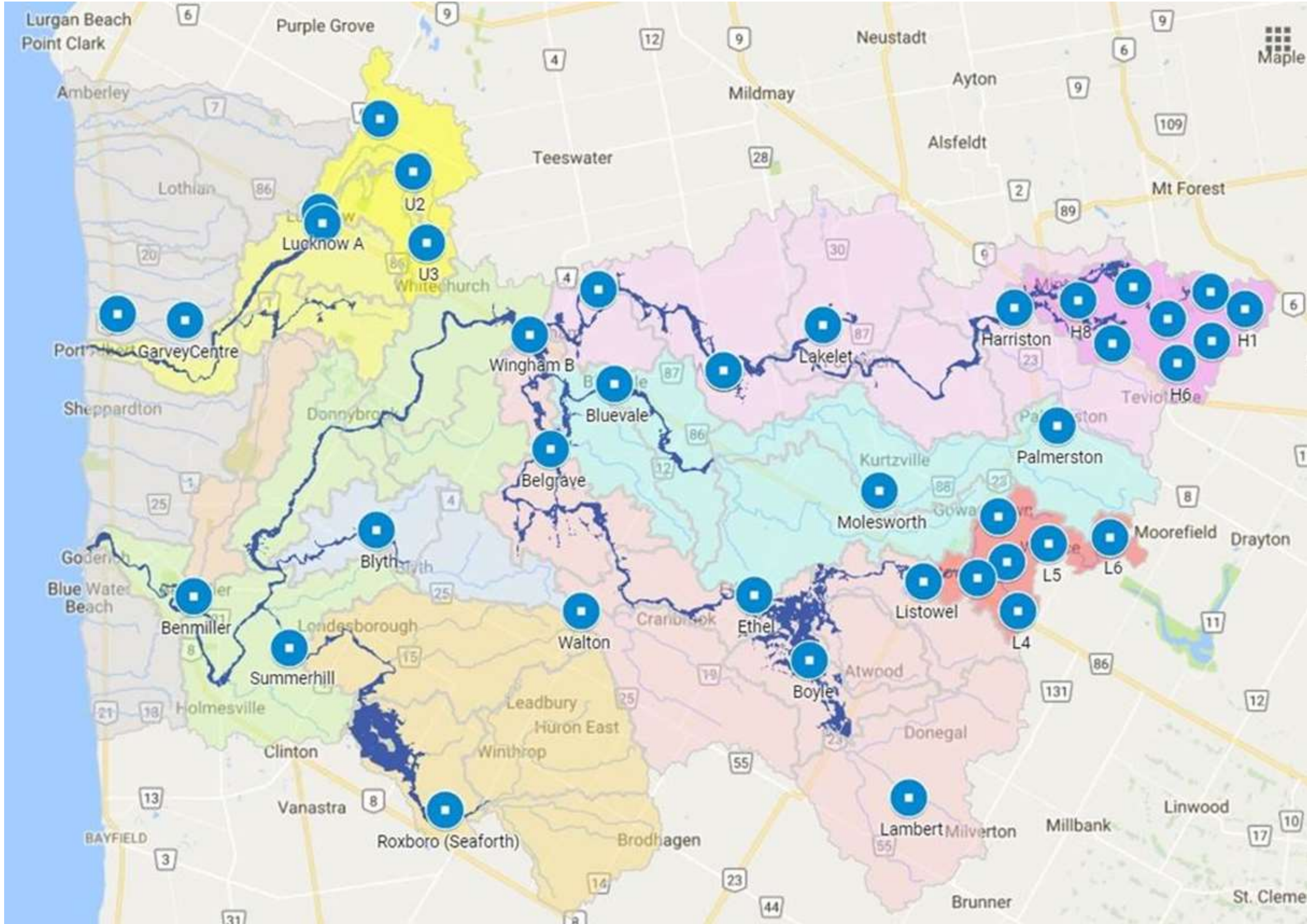
An aerial photograph of a large, densely wooded area. The trees are mostly green, but some show early autumn colors in shades of yellow, orange, and red. A winding dirt road or path cuts through the forest. In the upper left, there's a clearing with some bare ground and a few trees. In the center, there's a small cluster of white structures, possibly a camp or a small settlement. The overall scene is a vast, natural landscape.

Falls Reserve Conservation Area

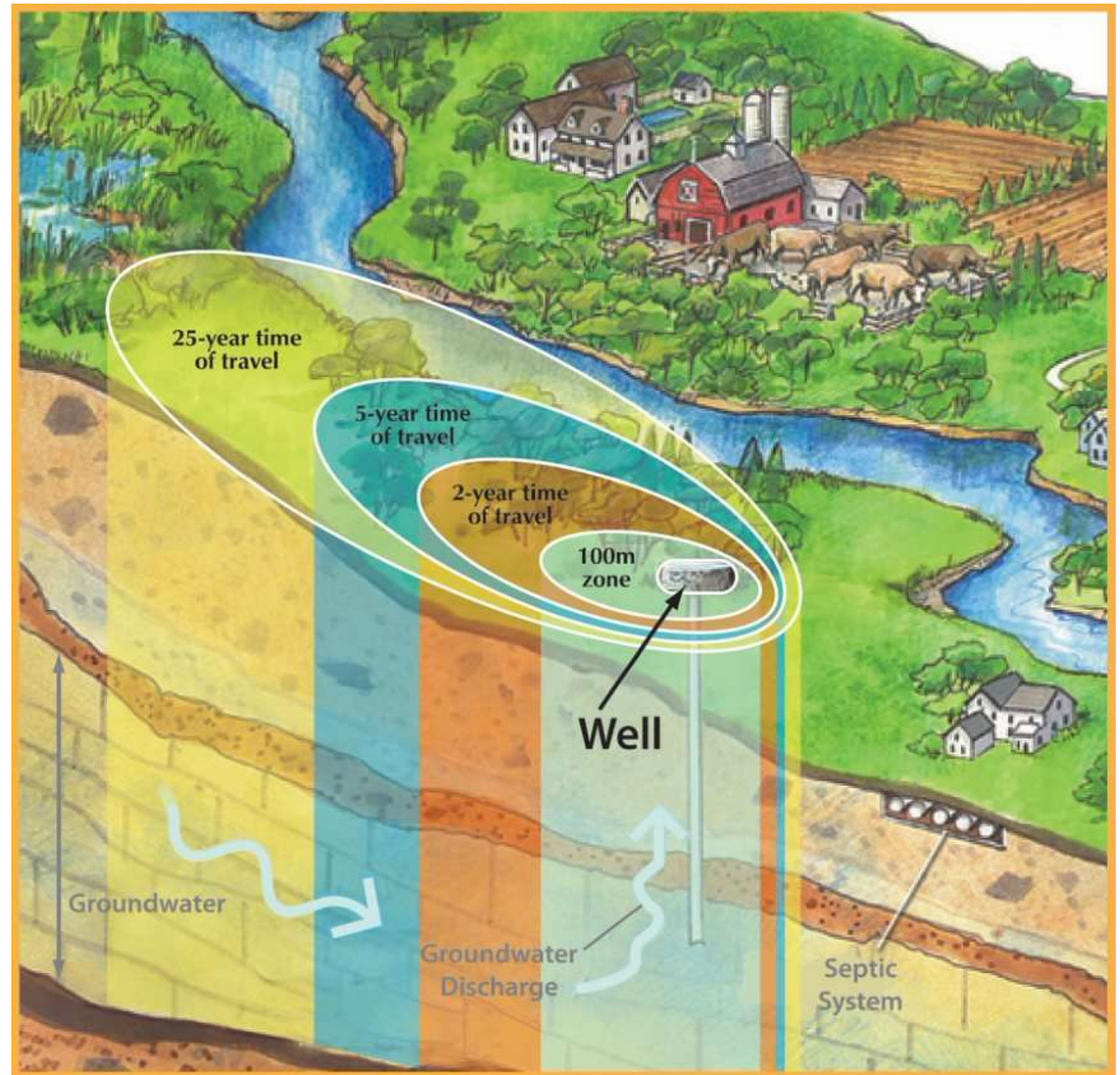


Natural Hazards Services

Flood Monitoring System



Drinking Water Source Protection





MOU Review and Approval



Maitland
CONSERVATION



April 29, 2026

Township of Howick

Dear Reeve Harding and Council

RE: Renewal of Programs and Services Agreement-2026-2030

On June 30th, 2022, MVCA entered into a program and services agreement with its member municipalities. This agreement outlined all the programs and services that MVCA planned to provide for the years 2022-2026. This agreement will expire on June 16, 2026.

Even though the Province is proceeding with the amalgamation of conservation authorities, we are still required to have agreements with our member municipalities regarding the services and programs that are needed in the local watersheds under MVCA's area of jurisdiction. The Province has stated that existing services and programs agreements will be honoured by the new regional conservation authority.

Renewal of the agreement is one way to help ensure that the needs of the watersheds in Maitland Conservation's area of jurisdiction will continue to receive the watershed programs and services that are needed for the next four years.

MVCA would like to renew the current agreement with our member municipalities prior to June 16, 2026.

The only change that we have made to the existing agreement is to replace the term "levy" with "cost apportionment" to be compliant with changes to the Conservation Authorities Act. There are two changes to our services and programs. MVCA no longer provides camping at Wawanosh Campground due to the flood risk on this property and we will no longer be delivering the Huron Clean Water Project after December 31st, 2026 as this project is ending.

A copy of the draft agreement and schedule of services and programs is attached to this letter. We would appreciate the opportunity to review the list of programs and services that we plan to provide over the next four years with council.

Sincerely;

Ed McGugan
Chair

AGREEMENT FOR SERVICES

THIS AGREEMENT dated this 17st day of June 2026.

BETWEEN:

THE MAITLAND VALLEY CONSERVATION AUTHORITY
(hereinafter called “Authority”)

OF THE FIRST PART

– and –

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON, THE CORPORATION OF THE TOWNSHIP OF MAPLETON, THE CORPORATION OF THE TOWN OF MINTO, THE CORPORATION OF THE TOWN OF GODERICH, THE CORPORATION OF THE MUNICIPALITY OF HURON EAST, THE CORPORATION OF THE MUNICIPALITY OF WEST PERTH, THE CORPORATION OF THE MUNICIPALITY OF NORTH PERTH, THE CORPORATION OF THE TOWNSHIP OF HURON KINLOSS, THE CORPORATION OF THE MUNICIPALITY OF SOUTH BRUCE, THE CORPORATION OF THE MUNICIPALITY OF MORRIS TURNBERRY, THE CORPORATION OF THE MUNICIPALITY OF CENTRAL HURON, THE CORPORATION OF THE TOWNSHIP OF HOWICK, THE CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH; MUNICIPALITY OF WELLINGTON NORTH; MUNICIPALITY OF PERTH EAST
(Hereinafter called the “Members”)

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Conservation Authority is prepared to provide certain non-mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule “A”.
2. The Members agree to be charged a **cost apportionment** for such services in accordance with the cost apportionment stated in Schedule “A” to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the **cost apportionment** without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties.
4. The parties will maintain the current annual approval process for increasing the **cost apportionment** and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the cost apportionment).
5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.

6. This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.
7. This Agreement may be executed in any number of counterparts and by the parties hereto by separate counterparts, each of which when so executed and delivered shall be an original but such counterparts together shall constitute one and the same instrument.

SIGNED SEALED AND DELIVERED THIS 17th DAY OF JUNE 2026.

THE MAITLAND VALLEY CONSERVATION
AUTHORITY

Per:

Chair

Per:

General Manager Secretary Treasurer –

I/we have the authority to bind the Corporation

Category 1: Mandatory Services: Risk of Natural Hazards: Flood and Erosion Safety Services
a) Preparedness i) Flood and erosion risk emergency response planning with municipalities ii) Flood and erosion risk mapping updates iii) Administration of Development, Interference, Alteration Regulation in flood prone, shoreline, river valleys, dynamic beaches, wetlands, and watercourses iv) Plan input and review support to municipalities regarding natural hazard policies and development applications. b) Monitoring i) Year-round monitoring and data acquisition for river levels, snowpack, precipitation, and runoff potential ii) Maintenance of all rainfall and streamflow monitoring equipment iii) Development and maintenance of flood forecasting software and hardware iv) Monitoring bluff collapse, gully, and toe erosion along the Lake Huon shoreline c) Flood and Erosion Control Infrastructure: (Listowel Flood Control Structures, Goderich Bluffs Stabilization Project and McGuffin Gully Erosion Control Project) i) Annual inspections ii) Annual minor maintenance iii) Major maintenance planning in conjunction with the municipalities of Goderich & North Perth. d) Response i) Provide flood and or erosion warnings and updates to municipalities regarding flood and or erosion events

Required Services: Ontario Regulation 686/21

Identification of Additional & or Enhanced Services to Meet Regulatory Requirements

1. Managing the risk posed by natural hazards within their jurisdiction, including flooding, erosion, dynamic beaches, hazardous sites, hazardous lands, low water, or drought conditions. This program or service shall be designed to:

Develop an awareness of areas important for the management of natural hazards (e.g., wetlands, rivers or streams, shoreline areas, unstable soils, etc.)
Understand risks associated with natural hazards and how they will change as the climate warms
Manage risks associated with natural hazards
Promote public awareness of natural hazards
 - MVCA will develop a more comprehensive communications, education, and outreach program with a focus on municipalities
 - MVCA will identify where we can find the expertise needed to develop a better understanding of the impact of climate change on natural hazards and low water or drought conditions in the watershed.
2. Ice management services (preventative or remedial) as appropriate and as supported by MVCA's ice management plan.
3. Infrastructure: Operation, maintenance & repair of Flood and Erosion Control Structures:
 - MVCA will assist the Municipality of North Perth to maintain the Listowel Flood Control Works and the Town of Goderich to maintain the Goderich Bluffs in accordance with the maintenance and management plan for each structure.
4. Review of applications and issuance of permits under section 28 and 28.0.1 of the Conservation Authorities Act, including associated enforcement activities
 - MVCA will continue to identify ways to streamline and improve its processes for reviewing permit applications.

Category 1: Mandatory Services: Conservation Areas:
Conservation Areas Services:
Includes the management, development, and protection of significant natural resource lands, features, and infrastructure on authority owned property. MVCA has 28 conservation areas with a land area of 4,600 acres (1,862 hectares). Service Components: a) Management & Development of Authority Lands • Improve health, resiliency and demonstrate good resource management on 28 Conservation areas ranging from day-use parklands, wetlands, and forest tracts i) Lands and Infrastructure - inspections, maintenance, and enforcement • Identification and removal of hazards to reduce liability • Maintain essential infrastructure and dispose of surplus items • Manage public use that is compatible with the land and enforcement of regulations. ii) Water Control Structures - inspections, maintenance, and operations • Operation of recreational dams following Provincial and Federal regulatory requirements • Develop and monitor funding agreements with municipalities where dams are located for maintenance and major repairs iii) Forest Management • Implement activities identified in managed forest plans to improve forest health including harvesting, tree planting and monitoring of woodlots. • Management of invasive species and monitoring for disease and pests iv) Administration • Development of policies and procedures for conservation area use b) Land Acquisition: i) Review land donations or purchases for conservation purposes • Identify benefits and concerns for potential land acquisitions for members' direction. c) Leasing & Agreements on Authority Lands i) Review agreements that are compatible with the land use ii) Monitoring of agreements

Required Services: Ontario Regulation 686/21
Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
1. Programs and services to ensure that the authority performs its duties, functions, and responsibilities to administer regulations made under section 29 of the Conservation Authorities Act. • Enforcement of Regulation 688/21: Rules of conduct in conservation areas. Enhanced enforcement and control measures are required to limit trespassing of unauthorized vehicles on conservation area lands.

Category 1: Watershed Monitoring & Reporting	Required Services: Ontario Regulation 686/21
Services & Programs: Category 1: Mandatory Program	Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
Monitoring and Reporting i) Provincial Water Quality Monitoring Network ii) Groundwater - Monitoring Network	Collection of surface and ground water samples to meet the requirement of the Provincial water quality monitoring network and the groundwater quality network.

Drinking Water Source Protection: Category 1 Mandatory Service	Additional Regulatory Requirements: Ontario Regulation 686/21
Services a) Governance - Leadership: • Maitland Source Protection Authority; Source Protection Committee; Joint Management Committee • Maintenance of local source protection program, including issues management b) Communications: • Promote the local source protection program c) Program Implementation: • Ongoing support of local source protection program • Implementation of Source Protection Plan policies where applicable • Review of local applications / planning proposals / decisions in vulnerable areas to ensure source protection is considered d) Technical Support: • Support the preparation of amendments to the local assessment report and source protection plan to incorporate regulatory changes as well as technical assessment completed for new and expanding drinking water systems	Province currently reviewing the recommendations made by the Auditor General to expand the program to include non-municipal sources of drinking water.

- | | |
|--|--|
| <ul style="list-style-type: none">• Issuance of confirmation notices to system owners under the Clean Water Act O. Reg. 287/07, as required, for new or altered drinking water systems.• Review technical information received regarding changes to the landscape, such as new transport pathways in Well Head Protection Area and Intake Protection Zone, to determine if assessment reports or source protection plans should be revised. | |
|--|--|

Note: This program is funded by the Ministry of Environment, Conservation and Parks.

Category 1: Mandatory Services:	Required Services: Ontario Regulation 686/21
Corporate Services:	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
a) Governance & Leadership Responsibilities (MVCA-MSPA) i) Setting Priorities and Policies ii) Financial Planning and Monitoring iii) Services and Project Development iv) Conservation Ontario Council and Committees v) Reporting to Member Municipalities b) Administration / Human Resources / Equipment i) Human Resources Planning and Administration ii) Workspace and Equipment Management iii) Records Retention and Management iv) Compliance with Legislation related to Employment, Health & Safety, Accessibility etc. c) Financial Management i) Bookkeeping, Investments, Banking, Financial Planning ii) Tangible Capital Asset Management iii) Management of Financial Agreements with External Funders d) Communications i) Communications strategy development and implementation e) Information Technology and Geographic Information System i) Provide IT and GIS support	No additional requirements.

f) Vehicles, Equipment and Infrastructure i) Provide and Maintain vehicles and equipment ii) Maintain buildings and related infrastructure	
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Category 2: Huron Clean Water Project	Agreement: County of Huron-MVCA-ABCA
County of Huron	
- Watershed Stewardship extension staff from ABCA and MVCA deliver this project on behalf of the County of Huron: - assist landowners in the County of Huron to apply for funding for eligible stewardship projects - assist landowners with applications for funding - present the projects to the review committee for approval - review projects upon completion	The County of Huron has retained the services of the Ausable Bayfield Conservation Authority and the Maitland Valley Conservation Authority to deliver this project. Agreement between the County of Huron and ABCA & MVCA signed: May 4, 2016 This project is scheduled to end on December 31, 2026.

Category 3: Watershed Stewardship Extension, Forestry and Watershed Health Assessment Services

Provide stewardship services to watershed landowners and municipalities that will:

- a) Help improve the health and resiliency of rivers, soil, and forests.
- b) Help keep soil and nutrients on the land and out of watercourses

2. Restoration of Natural Areas:

- Projects include floodplains, river valleys, riparian areas, forests and wetlands
- Technical support for landowners
- Support with funding applications
- Coordination of planting projects is funded by a user fee to cover the cost of this service.
- Purchase trees and shrubs in bulk for municipalities and residents is funded by a user fee to cover the cost of this service.
- Benefits include:
 - Increases natural areas on the landscape
 - Improves water quality
 - Climate change resilience

3. Soil & Water Conservation:

- Rural Storm Water Management and cover crops
- Technical support for landowners
- Support with funding applications
- Benefits: reduces soil erosion and improves soil health for agricultural production

4. Watershed Stewardship Programs and Projects:

- Delivery of rural water quality programs for Huron and Wellington Counties
- Leverage other funding to support our extension work
- Develop proposals and necessary partnerships to secure funding
- Key examples are Healthy Lake Huron and Middle Maitland Restoration Project

5. Watershed Health Monitoring, Assessment and Reporting:

- Monitor and report on the health of forests and watercourses.
- Used to help focus our extension services and conservation area management.
- Used to determine extent and type of stewardship work needed in the watershed
- This information is required to support the need for funding for stewardship projects when applying to Provincial and Federal Agencies

Category 3: Falls Reserve Campground Service

- MVCA provides overnight and seasonal camping at the Falls Reserve Conservation Area
- The campground is funded through user fees.
- The conservation area is also funded by user fees charged for day use of the area.
- The revenue raised is used to fund the operations of the campground.
- Any surplus revenue is used to fund infrastructure upgrades and major maintenance to equipment and facilities.

-

Drainage By-law Number 40-2026

A by-law to provide for a drainage works in the Township of Howick
in the County of Huron.

Whereas the council of the Township of Howick has procured a
report under section 4 and 78 of the *Drainage Act* for the construction and improvement
of the No. 20 Municipal drain;

And whereas the report dated 2026/04/06 has been authored by Dietrich Engineering
and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is \$227,900.00;

And whereas \$227,900.00 is the amount to be contributed by the Township
of Howick for the drainage works;

And whereas (Complete this clause only if other municipalities are being assessed a share of the cost of the project.);

 is being assessed in the of
 is being assessed in the of
 is being assessed in the of
 is being assessed in the of

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Township of Howick
pursuant to the *Drainage Act* enacts as follows:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Township of Howick
may borrow on the credit of the Corporation the amount of \$227,900.00 being the amount necessary for
the construction and improvement of the drainage works.

This project will NOT be debentured.

3. DEBENTURE(S)

The Corporation may issue debenture(s) for the amount borrowed less the total amount of:

- (a) grants received under section 85 of the *Drainage Act*;
- (b) monies paid as allowances;
- (c) commuted payments made in respect of lands and roads assessed with the municipality;
- (d) money paid under subsection 61(3) of the *Drainage Act*; and
- (e) money assessed in and payable by another municipality.

4. PAYMENT

Such debenture(s) shall be made payable within _____ years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of sale of such debenture(s).

- (1) A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for _____ years after the passing of this by-law.
- (2) For paying the amount _____ being the amount assessed upon the lands and roads belonging to or controlled by the municipality a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Township of Howick in each year for _____ years after the passing of this by-law to be collected in the same manner and at the same time as other taxes collected.
- (3) All assessments of _____ or less are payable in the first year in which the assessments are imposed.

5. SCHEDULE OF ASSESSMENTS OF LANDS AND ROADS

in the Township of Howick

Property Description				Equal Annual Rate to be Imposed
Lot or Part Lot No.	Concession	Geographic Township	Parcel Roll No.	
Total				

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the

" No. 20 Municipal Drain _____ by-law".

First reading 2026/05/19

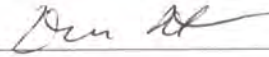
Second reading 2026/05/19

Provisionally adopted this 19 day of May, 20 26

Name of Head of Council (Last, First Name)

Harding, Doug

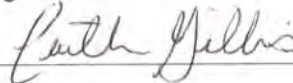
Signature



Name of Clerk (Last, First Name)

Gillis, Caitlin

Signature



Third reading 2026/07/14

Enacted this 14 day of July, 20 26

Name of Head of Council (Last, First Name)

Harding, Doug

Signature

Name of Clerk (Last, First Name)

Gillis, Caitlin

Signature

I, Caitlin Gillis

clerk of the Corporation of the Township of Howick,

certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)

Gillis, Caitlin

Signature

Corporation of the Township of Howick

By-law No. 49-2026

**Being A By-Law to Authorize Entering into a Municipal Fire Protection Agreement
Between the Corporation of the Township of Howick and the Corporation of the
Town of Hanover for Fire Technical Rescue Services**

WHEREAS the *Municipal Act, 2001*, Chapter 25, as amended, Section 5(3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 8 of the *Municipal Act, 2001*, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues;

AND WHEREAS Section 9 of the *Municipal Act, 2001*, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Corporation of the Township of Howick deems it necessary and expedient to enact a by-law authorizing the Corporation to enter into a fire technical rescue services agreement with the Town of Hanover;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township of Howick hereby enacts as follows:

1. That the agreement between the Town of Hanover and the Corporation of the Township of Howick, attached hereto as Schedule 'A', hereby forms part of this by-law.
2. That the Reeve and CAO/Clerk are hereby authorized and directed to sign and execute the agreement, in substantially the same form as the agreement attached hereto as Schedule 'A' on behalf of the Township of Howick and all other documents as may be necessary to give effect thereto;
3. That where the provisions of any other by-law, resolutions or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.
4. That this By-law shall be known as the "Fire Technical Rescue Services Agreement By-law".
5. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

SCHEDULE 'A' TO BY-LAW 49-2026

MUNICIPAL FIRE PROTECTION AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWN OF HANOVER

(hereinafter referred to as "Hanover")

and

THE CORPORATION OF THE TOWNSHIP OF HOWICK

(hereinafter referred to as "Howick")

WHEREAS By-laws have been duly enacted by the parties pursuant to the provisions of the *Municipal Act*, 2001, S.O. 2001, c25, as amended or replaced to authorize an agreement between the parties;

AND WHEREAS the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c4 (the "Act") authorizes a municipality to provide and/or receive fire technical rescue services to or from other municipalities;

AND WHEREAS Hanover operates Fire Technical Rescue Services and has assets suitable to meet municipal responsibilities required by the Act through a fire department situated within the geographical jurisdiction of the Town of Hanover;

AND WHEREAS Howick wishes to contract with Hanover for the purpose of receiving Fire Technical Rescue Services within specified areas of the Township of Howick from Hanover;

NOW THEREFORE, in consideration of the mutual covenants and representations contained in this Agreement, the sufficiency of which is acknowledged, Hanover and Howick agree as follows:

1. DEFINITIONS AND SCHEDULES

1.1. In this Agreement,

- 1.1.1. "Act" means *Fire Protection and Prevention Act*, 1997, S.O. 1997, c4, as amended or replaced from time to time;
- 1.1.2. "Fire Area" means the fire area(s) of the Township of Howick as described in Schedule A hereto;
- 1.1.3. "Fire Technical Rescue Services" means those fire technical rescue services, and those other services that Hanover agrees to provide to Howick, as more particularly described in Schedule B hereto;
- 1.1.4. "Hanover Fire Chief" means the Chief of the fire department of Hanover duly appointed by the Council of Hanover and, if provided for pursuant to the appointment, his or her designate;
- 1.1.5. "Hanover Incident Commander" means the individual responsible for overseeing and managing all aspects of Hanover Fire Department's response to the technical rescue incident;
- 1.1.6. "Howick Fire Chief" means the Chief of the fire department of Howick duly appointed by the Council of Howick and, if provided for pursuant to the appointment, his or her designate;

1.2. The following schedules are attached hereto and form part of this Agreement:

1.2.1. Schedule A – Fire Area of Howick

1.2.2. Schedule B – Fire Technical Rescue Services

1.2.3. Schedule C – Bridges, Culverts and Limited Access Roads

1.2.4. Schedule D – Fees

1.2.5. Schedule E – The Crossing of Boundaries

1.3 Any capitalized terms not specifically defined herein this Agreement shall be ascribed those definitions and means as is set forth in the Act.

2. TERM

2.1. This Agreement shall come into effect September 1, 2026, and shall remain in force for a period of five (5) years, unless terminated earlier in accordance with section 10.1. The parties agree that this Agreement shall be automatically renewed for a further 5-year term, unless, not less than twelve (12) months prior to the annual renewal date, either party gives written notice to the other party, indicating its desire to terminate the Agreement.

3. HANOVER RESPONSIBILITIES

3.1. Subject to section 3.3 of this Agreement, and subject to Hanover exercising industry standards of care in providing and/or carrying out its obligations under this Agreement, Hanover agrees to supply those Fire Technical Rescue Services as specifically described in Schedule B to Howick in the Fire Area specifically described in Schedule A.

3.2. Upon receiving a request from the dispatch provider, Hanover Fire Chief will respond to the request for Fire Technical Rescue Services in Howick with, in the opinion of the Hanover Incident Commander, the appropriate apparatus, equipment and personnel required to accomplish the specific Fire Technical Rescue Services requested are available.

3.3. Notwithstanding section 3.2 above, the Hanover Incident Commander may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in Hanover or are otherwise unable to respond for any reason. Similarly, the Hanover Incident Commander, may order the return of such personnel, apparatus or equipment that is responding to or is at the scene in the Fire Area.

3.4. The Hanover Fire Chief will report in writing to Howick no later than the 10th day of each month, all occurrences in the Fire Area that the Hanover Fire Department (hereinafter HFD) has responded to in the previous month and shall complete all required reports for the Office of the Fire Marshal as may be required from time to time.

3.5. The Hanover Fire Chief shall liaise with the Howick Fire Chief on issues relating to Fire Technical Rescue Service in the Fire Area on a regular basis.

4. HOWICK RESPONSIBILITIES

4.1. Howick agrees the Howick Fire Chief shall be responsible for providing any required information to the Hanover Fire Chief with respect to the Fire Technical Rescue Services required.

4.2. Howick shall identify all streets and roads in the Fire Area by having them clearly marked at all intersections and having all properties properly numbered and signed on the building or at the end of the lane way to the property in accordance with accepted address or 911 requirements.

4.3. Howick agrees to identify all bridges, culverts or limited access roads under

its or any other jurisdictions within the Fire Area, including the identification of weight limits and alternate routes for fire protection apparatus. Any bridges, culverts or roads that are unable to carry the weight of fire protection apparatus will be advised to HFD while HFD is enroute. Any bridges, culverts or roads so identified will either limit or exclude the Fire Technical Rescue Services where the use of these bridges, culverts or roads is required for the transportation of fire protection apparatus.

5. FEES

- 5.1. In consideration of the Fire Technical Rescue Services provided by Hanover to Howick, Howick agrees to pay Hanover the fees as more particularly set out in Schedule "D" hereto.

6. LIABILITY AND INDEMNIFICATION

- 6.1. Hanover shall not be liable for any injury to Howick, or to any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, or for any damage to or loss of property of Howick, or of any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, caused by or in any way related to the performance of this Agreement, including (without limitation) failing to provide Fire Services on any occasion to Howick or for any decision made by the Hanover Fire Chief pursuant to section 3.3 of this Agreement.
- 6.2. Howick shall save harmless and fully indemnify Hanover, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 6.1 and such indemnification shall survive the termination of this Agreement.
- 6.3. Sections 6.1 and 6.2 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Hanover while acting within the scope of his or her employment.
- 6.4. Howick shall not be liable for any injury, damage or loss sustained by personnel, apparatus or equipment of Hanover caused by or in any way related to the performance of this Agreement, subject to Clause 6.6.
- 6.5. Hanover agrees to save harmless and fully indemnify Howick, its officers, employees and agents, from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 6.3 and 6.4 and such indemnification shall survive the termination of this Agreement, subject to Clause 6.6.

This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by Hanover in accordance with this Agreement and shall survive this Agreement.

- 6.6. Sections 6.4 and 6.5 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Howick while acting within the scope of his or her employment.
- 6.7. The Hanover Fire Department shall be required to carry the following insurance;
- a) Broad Form Property Policy insuring against loss or damage to any kind of owned, rented or leased equipment or property that is being used or could be used to provide Fire Technical Protection Services pursuant to this agreement in an amount not less than the full replacement cost.

- b) General Liability Policy insuring against injury or damage to persons or property, underwritten by an insurer licensed to conduct business in the Province of Ontario with a limit of not less than \$5,000,000 (Five Million Dollars). The policy shall be endorsed to include Howick as an additional insured with respect to the Fire Technical Protection Services as liability, contractual liability and personal injury.
 - c) Medical Malpractice coverage with a limit of not less than \$5,000,000 (Five Million Dollars). The coverage can be provided as a stand-alone policy or included in the coverage afforded by the General Liability Policy referenced above.
 - d) Non-owned Automobile coverage with a limit of not less than \$5,000,000 (Five Million Dollars) and shall include contractual non-owned coverage.
 - e) Automobile Liability Policy covering third party property damage and bodily injury liability and all statutory coverages as may be required by Applicable Laws arising out of any licensed vehicle operated in connection with the Agreement with limits not less than \$5,000,000 (Five Million Dollars). The policy shall further provide All Perils Loss or Damage coverage with respect to any vehicles used to provide the services pursuant to this agreement.
- 6.8. The Howick Fire Department shall be required to carry General Liability Policy insuring against injury or damage to persons or property, underwritten by an insurer licensed to conduct business in the Province of Ontario with a limit of not less than \$5,000,000 (Five Million Dollars). The policy shall be endorsed to include Hanover as an additional insured with respect to the Fire Technical Protection Services as liability, contractual liability and personal injury.
- 6.9. All policies of insurance shall:
- a) Be underwritten by an insurer licensed to conduct business in the Province of Ontario;
 - b) Include a provision for 30-day notice of cancellation except for Automobile which shall provide 15-day notice of cancellation; and
 - c) Certificates of insurance evidencing coverage as outlined above shall be provided by one party to the other upon request.

7. CONFIDENTIALITY AND PROTECTION OF PRIVACY

- 7.1. The parties acknowledge and agree that, in the performance of this Agreement, each may be required to have access to information that is confidential or proprietary in nature to the other party ("Confidential Information"). Confidential Information will not include any information that:
- 7.1.1. Was in the public domain or was created or disclosed for the purpose of being in the public domain;
 - 7.1.2. Was disclosed to a party by a third party, without breach of any duty of confidentiality;
 - 7.1.3. Was approved in writing for disclosure, without restriction, by the disclosing party;
 - 7.1.4. Is required to be disclosed by operation of law or regulation to which either party is subject, notice of such requirement of disclosure to first

be provided to the party which owns the Confidential Information, wherever possible; or

- 7.1.5. Was developed by either party independently, without a breach of any duty of confidence.
- 7.2. Neither party shall disclose Confidential Information to anyone other than to a designated representative of the party who requires the Confidential Information to perform the Fire Technical Rescue Services described in this Agreement. Wherever possible, prior to releasing any Confidential Information to the other, the disclosing party shall obtain from the designated representative of the other party an undertaking to comply with the obligations under this Agreement pertaining to the protection of Confidential Information. Where required by the disclosing party, the other party shall provide written confirmation, satisfactory to the disclosing party, that such designated representatives have agreed to be bound by the terms of this Section 7.
- 7.3. All Confidential Information disclosed by one party to the other party, or to the other party's designated representatives, shall remain the sole and exclusive property of the disclosing party, regardless of how the Confidential Information is represented, stored, produced or acquired.
- 7.4. Upon completion of the Fire Technical Rescue Services, the termination of this Agreement or at the request of either party, all Confidential Information of the disclosing party shall be promptly returned, or if requested and not prohibited by a legal requirement, destroyed, including all copies, notes and summaries in the receiving party's possession or in the possession of any of its designated persons. The receiving party shall then certify in writing to the disclosing party that all Confidential Information, including all copies or partial copies, have been returned or destroyed.
- 7.5. If agents of the parties will have access to any personal information or personal health information in the possession of the other party, as those terms are defined in the *Freedom of Information and Protection of Privacy Act* and the *Personal Health Information Protection Act*, when performing the Fire Technical Rescue Services described herein, then Hanover or Howick, as the case may be, agrees to comply with, and have its employees, officers or agents comply with, any Protection of Personal Information and Personal Health Information (as defined within the said legislation) rules, directions and requirements as the other party may impose from time to time, acting reasonably.

8. WORKPLACE HEALTH AND SAFETY AND INSURANCE

- 8.1. Hanover agrees to provide sufficient insurance coverage for providing Fire Services for the Fire Area of Howick. Hanover, upon request, shall provide Howick with proof of such insurance coverage.
- 8.2. Hanover shall provide to Howick, proof of Workplace Safety and Insurance Board (WSIB) coverage for the fire department's firefighters on a yearly basis for the duration of this agreement.
- 8.3. Hanover agrees to provide sufficient insurance coverage for providing Fire Technical Rescue Services for the Fire Area of Howick. Hanover, upon request, shall provide Howick with proof of such insurance coverage.
- 8.4. Hanover shall provide Howick with proof of Workplace Safety and Insurance Board (WSIB) coverage for the fire department's firefighters as requested by Howick.
- 8.5. Hanover shall provide Howick with proof of firefighter certification when requested for the Fire Technical Rescue Services Hanover is agreeing to supply.

9. DISPUTE RESOLUTION

- 9.1. If, during the term of this Agreement, a dispute or disagreement arises between the parties that cannot be resolved by the Hanover Fire Chief and the Howick

Fire Chief, the parties agree to participate in the following dispute resolution procedure:

- 9.1.1. Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each Municipality's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
- 9.1.2. If the CAOs fail to resolve the dispute within 30 days following the date of their meeting, they each shall prepare a written report to their respective Council. The Council of Hanover and the Council of Howick each agree to appoint one or more members to work with one or more members of the other municipality to resolve the dispute or disagreement.
- 9.1.3. All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honored in order that each of the parties may be fully advised of the other's position.
- 9.1.4. In the event that the designated Council representatives cannot resolve the dispute within 90 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the Municipal Arbitrations Act, subject to section 9.2 herein.
- 9.1.5. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law. The arbitration shall take place within the Town of Hanover.

- 9.2. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, the parties shall continue performing their respective responsibilities under this Agreement while the dispute or disagreement is being resolved in accordance with this Section 9, unless and until such responsibilities are lawfully terminated or expire in accordance with the terms of this Agreement.

10. TERMINATION

- 10.1. This Agreement may be terminated by either party giving written notice to the other party of not less than twelve months prior to the desired termination date.

11. GENERAL

- 11.1. Hanover and Howick agree that this Agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days' notice in writing.
- 11.2. Any notice, request, demand, or other communication required or permitted to be given under this Agreement shall be in writing and shall be delivered personally, sent by registered or certified mail, postage prepaid, return receipt requested, sent by a recognized overnight courier service, or sent by electronic mail with confirmation of receipt.

If to Hanover: The Corporation of the Town of Hanover, 341 10th Street,
Hanover Ontario N4N 1P5 or email firechief@hanover.ca

If to Howick: The Corporation of the Township of Howick, 44816 Harriston
Road, RR1, Gorrie Ontario, N0G 1X0 or email howickfire@howick.ca

Notices shall be deemed to have been duly given:

- 11.2.1. On the date of delivery, if delivered personally;
 - 11.2.2. On the date of receipt, if sent by registered or certified mail;
 - 11.2.3. On the next business day, if sent by overnight courier; or
 - 11.2.4. On the date of transmission, if sent by electronic mail and confirmed by the recipient.
- 11.3. Either party may change its address for the purposes of the receipt of any communications pursuant to this Agreement by giving seven (7) days prior written notice of such change to the other party.
- 11.4. In the event that any covenant, provision or term of this Agreement should at any time be held by any competent tribunal to be void or unenforceable, then the Agreement shall not fail by the covenant, provision or term; and shall be deemed to be severable from the remainder of this Agreement which shall remain in full force and effect while the necessary changes are being addressed.
- 11.5. It is expressly agreed by the parties that Hanover is acting as an independent contractor and this Agreement does not create the relationship of employer/employee as between the respective employees of Hanover and Howick, or of principal and agent or of partnership or joint venture between Hanover and Howick, or between the officers, employees or agents of Hanover and Howick.
- 11.6. Sections 6 and 7, and subsection 11.7 shall survive the termination or expiration of this Agreement.
- 11.7. This Agreement shall be interpreted, performed and enforced in accordance with the laws of the Province of Ontario and of Canada as applicable herein.
- 11.8. This Agreement and the attached Schedules constitute the entire Agreement between the parties. There are no undertakings, representations or promises, expressed or implied, other than those contained in this Agreement.

12. ASSIGNMENT

- 12.1. This agreement shall not be assigned to another party without the consent of all parties.

REST OF PAGE LEFT INTENTIONALLY BLANK

THIS AGREEMENT has been executed by the Corporation of the Town of Hanover and by the Corporation of the Township of Howick by their duly authorized representatives on the dates noted below:

**THE CORPORATION OF THE TOWN OF
HANOVER**

Sue Paterson
Mayor

Vicki McDonald
Clerk

We have the authority to bind the corporation

Date: _____

**THE CORPORATION OF THE
TOWNSHIP OF HOWICK**

Doug Harding
Reeve

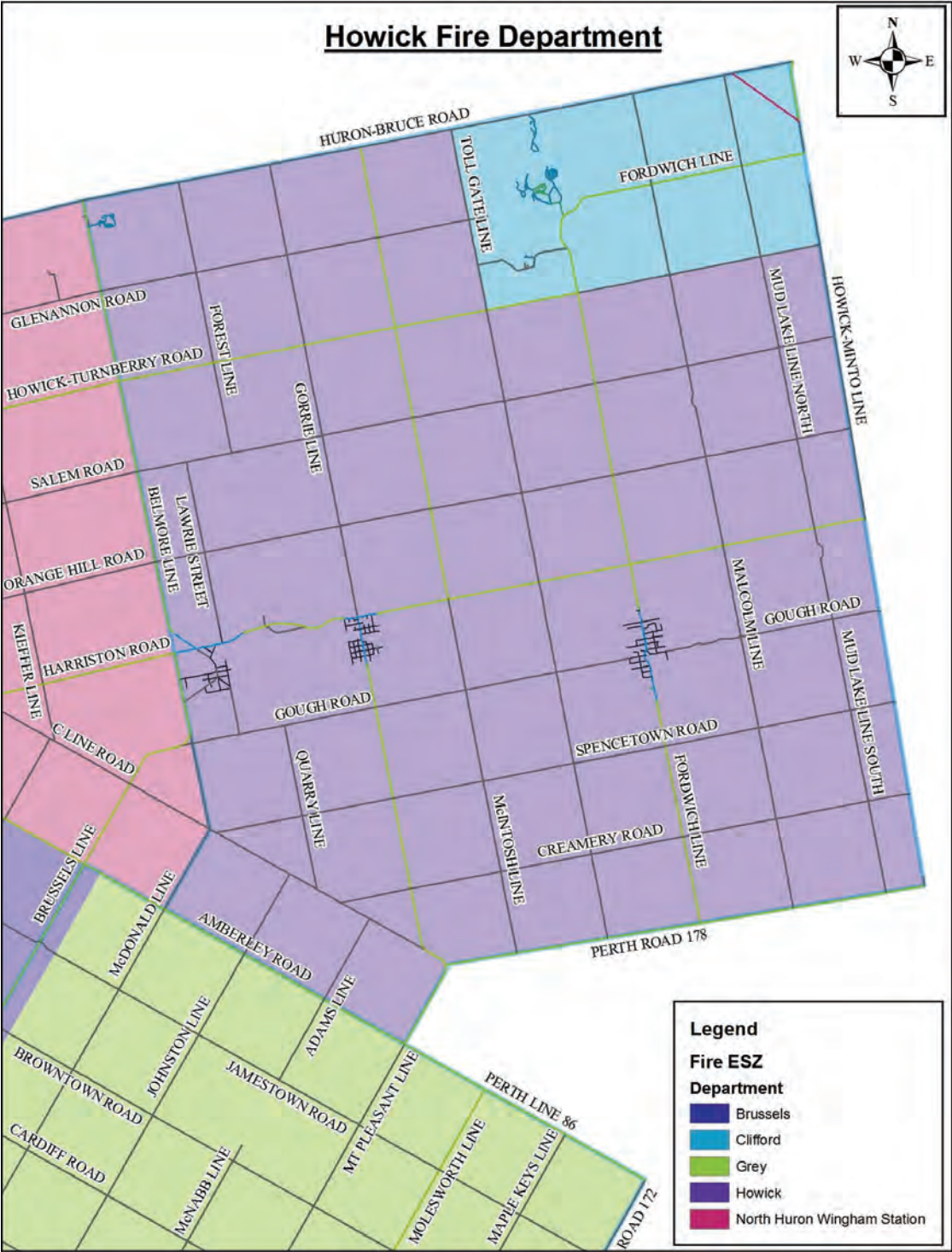
Caitlin Gillis
CAO / Clerk

We have the authority to bind the corporation

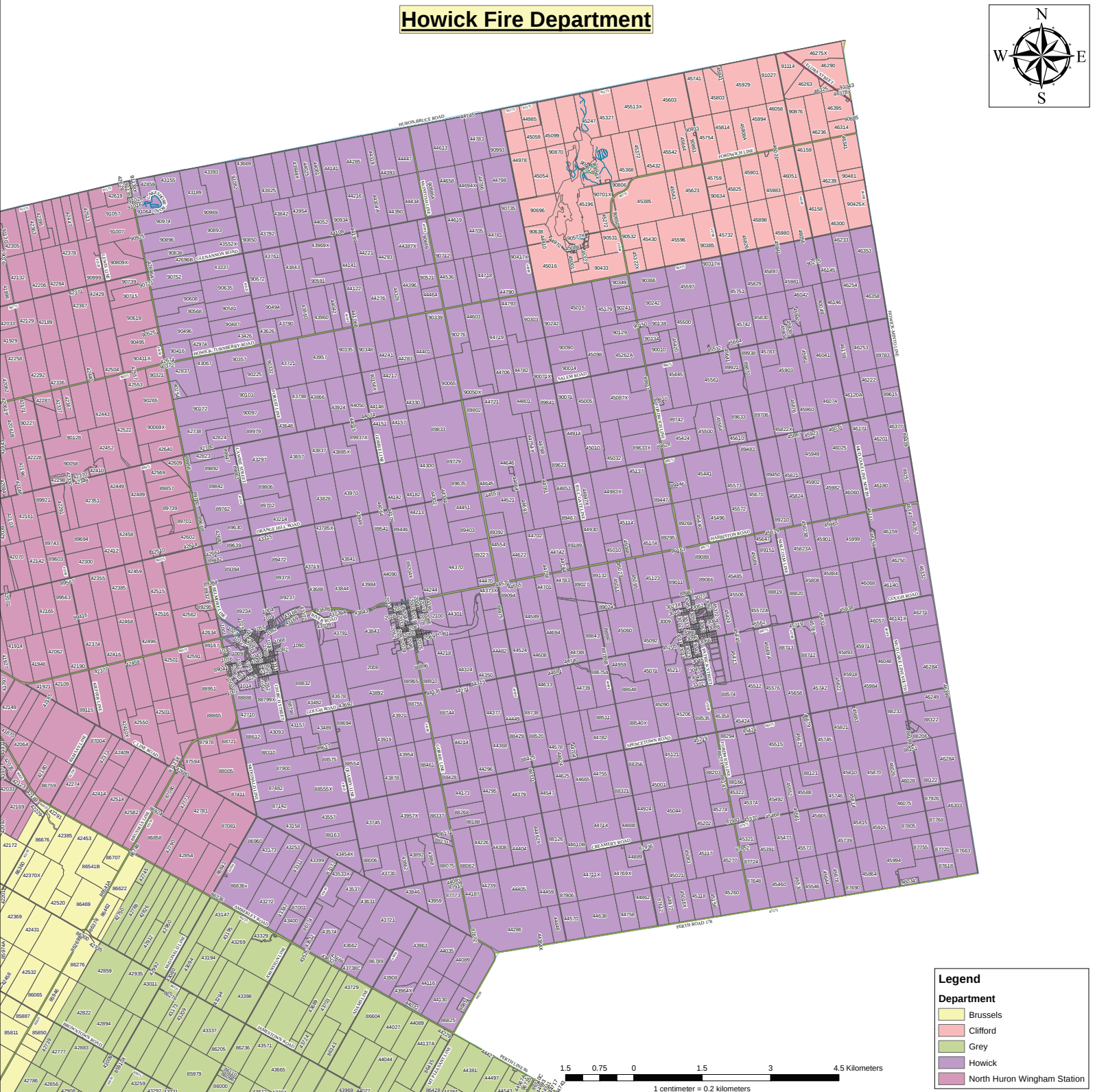
Date: _____

SCHEDULE "A" – FIRE AREA OF HOWICK

This is Schedule "A" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick. The areas served by the Town of HFD in the Township of Howick shall be displayed below in purple for the Howick Township Fire Department, and blue for the Minto Fire Department:



Howick Fire Department

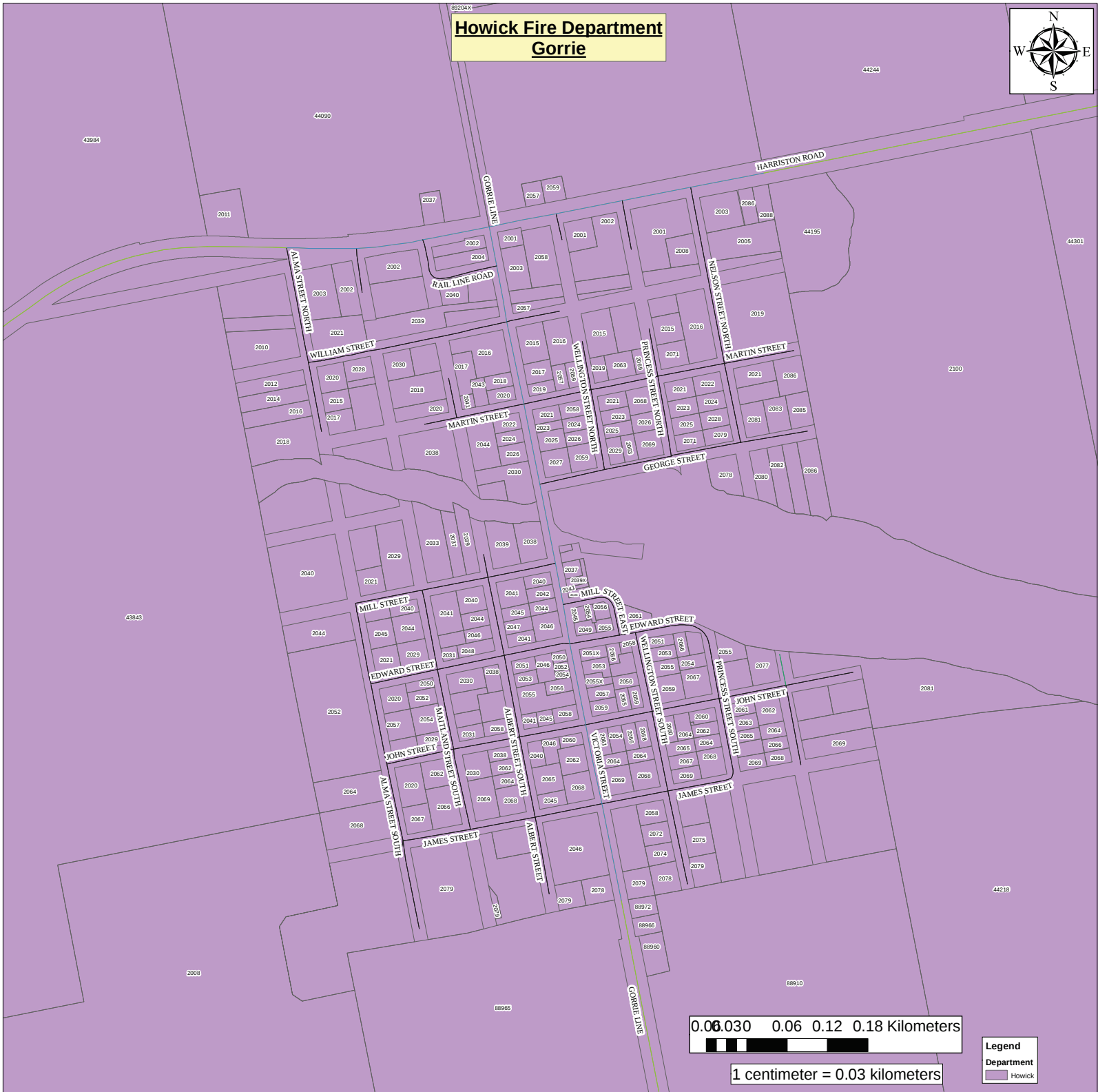


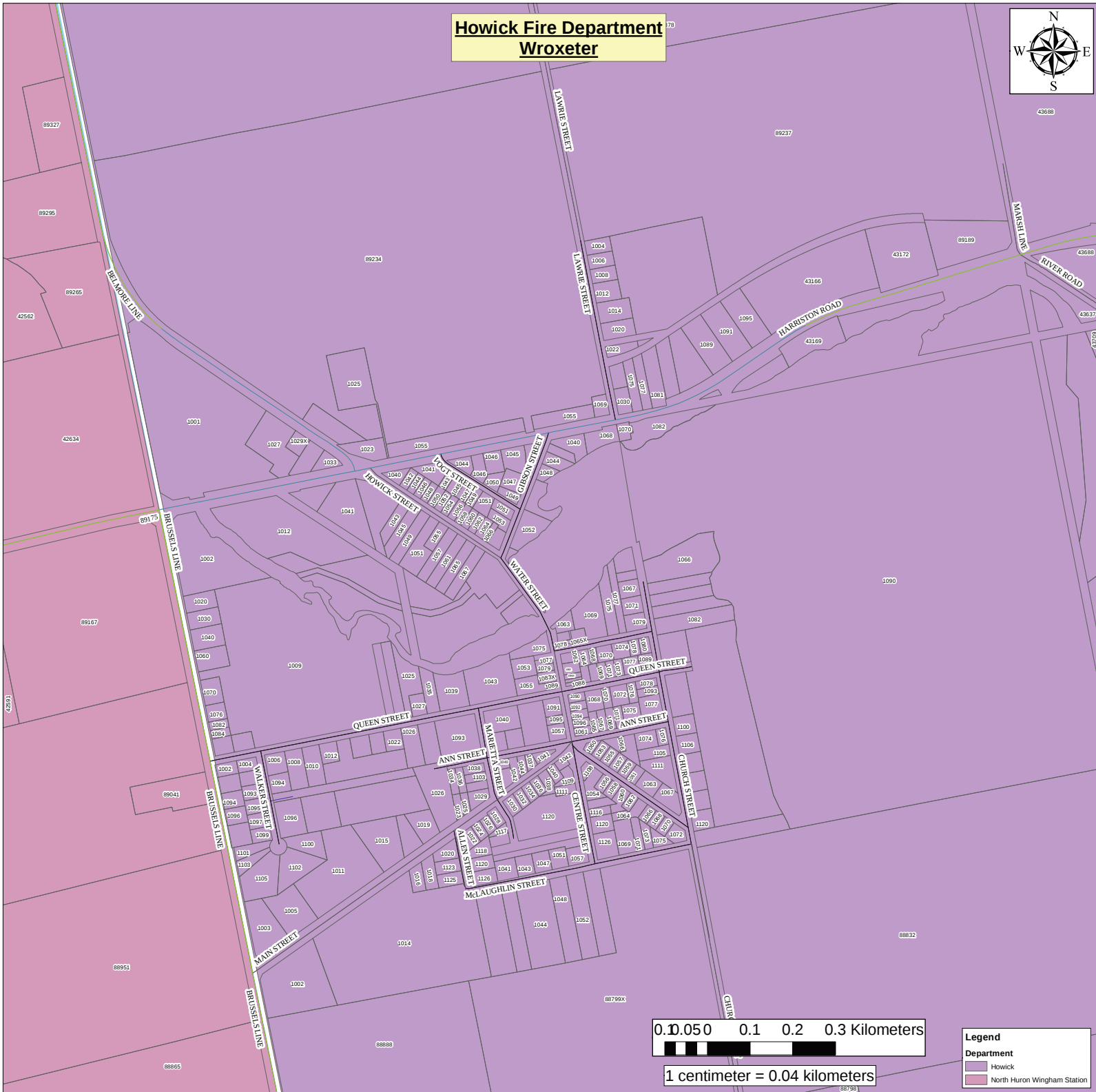
Legend

Department

- Brussels
- Clifford
- Grey
- Howick
- North Huron Wingham Station









SCHEDULE "B" – FIRE TECHNICAL RESCUE SERVICES

This is Schedule "B" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

"Fire Technical Rescue Services" means a range of services designed to protect the lives of the inhabitants of the Fire Area of Howick (Schedule "A"). These services shall be rendered when called upon by the Township of Howick subject to section 3 of this Agreement.

This includes:

a) Water Rescue

- Services shall be provided at the Technician Level in accordance with NFPA 2500, *Standard for Operations and Training for Technical Search and Rescue Incidents*, and the applicable requirements of NFPA 1006, *Standard for Technical Rescue Personnel Professional Qualifications*.
- The service shall include surface water, Swiftwater, and ice rescue operations, as well as the search for and recovery of victims utilizing approved operational methods, equipment, and trained personnel.
- Services may include:
 - Shore-based rescue operations utilizing ropes, throw bags, reach devices, and other approved rescue equipment.
 - Boat-based rescue and recovery operations.
 - Surface water search operations utilizing sonar systems, underwater camera systems, drone systems and other approved search equipment.
 - Victim recovery operations utilizing reach and retrieval equipment where conditions permit.
- Surface Water Rescue - Surface water rescue operations shall include the search for, rescue of, and recovery of persons in lakes, ponds, reservoirs, and other non-moving or slow-moving bodies of water. Rescue operations may be conducted from shore, watercraft, or other approved platforms.
- Swiftwater Rescue - Swiftwater rescue operations shall include the search for, rescue of, and recovery of persons in moving water environments. Operations may include shore-based rescue techniques, tethered rescue systems, boat-based rescue operations, and other approved methods.
- Ice Rescue - Ice rescue operations shall include the rescue and recovery of persons through or upon ice-covered waterways. Operations may be conducted from shore, stable ice surfaces, unstable ice surfaces, specialized rescue craft, or other approved platforms.
- Search and recovery operations utilizing sonar systems, underwater camera systems, and reach-and-retrieval equipment may be conducted to an operational depth of approximately 40 feet where conditions permit.
- The service does not include public safety diving, SCUBA operations, or submerged victim recovery requiring specialized dive teams.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, and established risk management principles.

b) Rope Rescue

- Rope Rescue services shall be provided at the Technician Level in accordance with NFPA 2500, *Standard for Operations and Training for Technical Search and Rescue Incidents*, and the applicable requirements of NFPA 1006, *Standard for Technical Rescue Personnel Professional Qualifications*.
- The service shall include the rescue, access, extrication, and recovery of persons located in environments where rope systems are required to safely reach, package, move, or remove the patient.
- Services may include:
 - Low-angle and steep-angle rope rescue operations
 - Raising and lowering operations utilizing rope rescue systems.
 - Patient packaging and litter-based rescue operations.
 - Rescue operations from embankments, ravines, slopes, towers, elevated locations, and other environments requiring specialized rope rescue techniques.
 - The use of ropes, anchors, pulleys, mechanical advantage systems, descent and ascent systems, litters, and other approved rope rescue equipment.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, and established risk management principles.

C) Aerial Apparatus Service

- Aerial Apparatus Services shall be provided utilizing a dedicated aerial fire apparatus operated by qualified personnel in accordance with applicable NFPA standards, manufacturer specifications, departmental policies, and established risk management principles.
- The service shall provide an elevated platform and ladder system to support fire suppression, rescue, access, and emergency operations where elevation or extended reach is required.
- Services may include:
 - Elevated master stream operations for fire suppression.
 - Elevated access and egress for emergency responders and occupants.
 - Rescue operations from elevated locations where the aerial apparatus can safely provide access or a means of egress.
 - Support of rope rescue operations where the aerial apparatus can safely function as an approved anchor point or access platform in accordance with departmental procedures and manufacturer limitations.
 - Ventilation, observation, scene assessment, lighting, and other support functions consistent with the capabilities of the apparatus.
- Operational deployment of the aerial apparatus shall be subject to site conditions, apparatus positioning requirements, load limitations, weather conditions, overhead obstructions, and other factors affecting the safe operation of the equipment.
- All operations shall be conducted within the capabilities of available personnel, equipment, environmental conditions, manufacturer specifications, and established risk management principles.

It is hereby agreed by both parties that outside a Mutual Aid response:

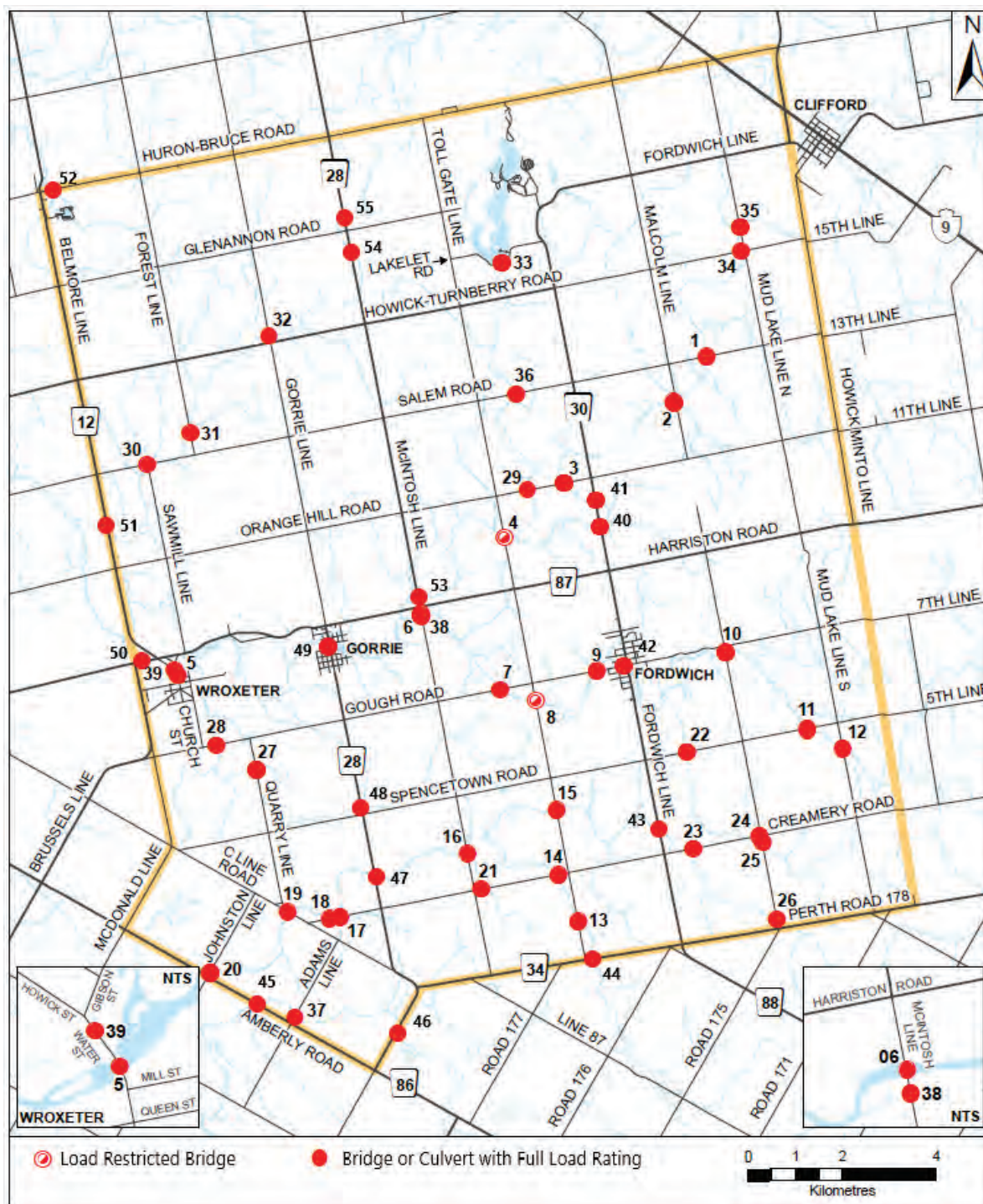
1. The Fire Department requesting the assistance of HFD for the Fire Technical Rescue Services or apparatus listed above agrees to pay the Town of Hanover for the service provided.
2. The Fire Department requesting assistance will remain in command of the overall scene, however only HFD personnel shall command Hanover firefighters.
3. The Fire Department requesting assistance will provide directions to the site through HFD by means of radio contact or dispatch relay.
4. HFD will perform the task requested and provide the necessary equipment and personnel to do so.

SCHEDULE "C" – BRIDGES, CULVERTS AND LIMITED ACCESS ROADS

This is Schedule "C" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

Information will be provided upon dispatch to the location by Howick to assist with approach to the emergency.

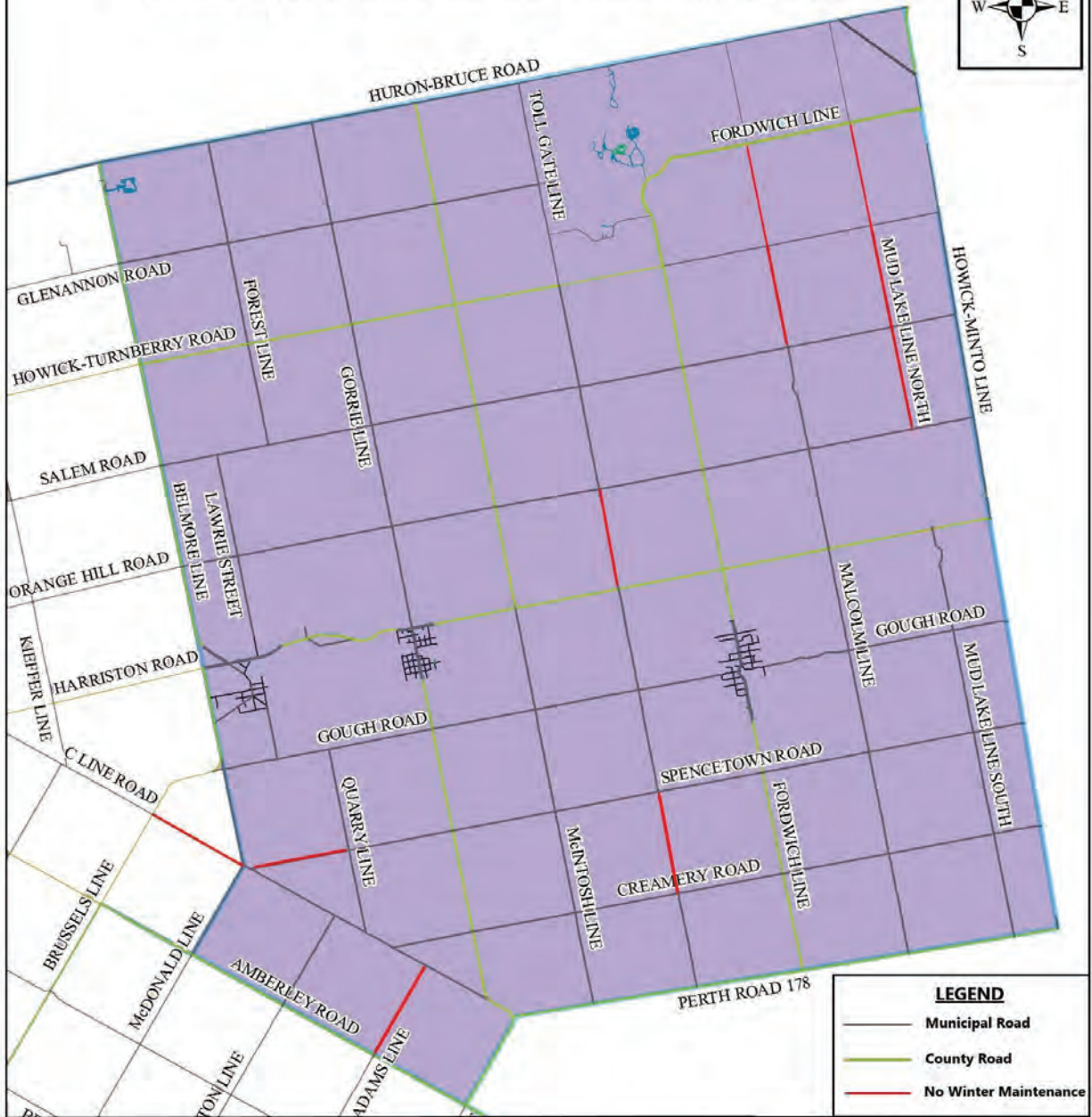
Township of Howick – Bridges and Culverts Map



Township of Howick – List of Bridges and Culverts

Site Number	Structure Type	Road Name	Structure Location
1	Rigid Frame, Vertical Legs	Salem Road	0.8km East of Malcolm Line
2	Hybrid	Malcolm Line	0.8km South of Salem Road
3	Rigid Frame, Vertical Legs	Orange Hill Road	0.6km West of Fordwich Line
4	Half-Through Truss	Toll Gate Line	1.1km North of Harriston Road
5	T-Beam	Water Street	150m North of Queen Street
6	I-beam of Girders	McIntosh Line	150m South of Harriston Road
7	Rigid Frame, Vertical Legs	Gough Road	0.7km West of Toll Gate Line
8	Half-Through Truss	Toll Gate Line	0.4km South of Gough Road
9	Rigid Frame, Vertical Legs	Gough Road	0.55km West of Fordwich Line
10	Rigid Frame, Vertical Legs	Malcolm Line	150m South of Gough Road
11	Rigid Frame, Vertical Legs	Spencetown Road	0.65km West of Mud Lake Line S.
12	Rigid Frame, Vertical Legs	Mud Lake Line S.	0.55km South of Spencetown Road
13	I-beam of Girders	Toll Gate Line	0.8km North of Perth Road 178
14	Rigid Frame, Vertical Legs	Creamery Road	0.2km West of Toll Gate Line
15	Rigid Frame, Vertical Legs	Toll Gate Line	0.7km South of Spencetown Road
16	Rigid Frame, Vertical Legs	McIntosh Line	0.8km North of Creamery Road
17	Rigid Frame, Vertical Legs	Creamery Road	0.9km West of Gorrie Line
18	Rigid Frame, Vertical Legs	Creamery Road	1.1km West of Gorrie Line
19	Rigid Frame, Vertical Legs	C-Line Road	100m SE of Quarry Line
20	I-beam of Girders	Johnston Line	100m NE of Amberley Road
21	Rectangular Culvert	Creamery Road	100m East of McIntosh Line
22	Rectangular Culvert	Spencetown Road	0.9km East of Fordwich Line
23	Rectangular Culvert	Creamery Road	0.6km East of Fordwich Line
24	Rectangular Culvert	Creamery Road	30m West of Malcolm Line
25	Rectangular Culvert	Malcolm Line	130m South of Creamery Road
26	Rectangular Culvert	Malcolm Line	200m North of Perth Road 178
27	Solid Slab	Quarry Line	0.65km South of Gough Road
28	Rectangular Culvert	Gough Road	0.3km East of Church Street
29	Rectangular Culvert	Orange Hill Road	0.65km East of Toll Gate Line
30	Rectangular Culvert	Salem Road	15m West of Lawrie Street
31	Rectangular Culvert	Forest Line	0.5km North of Salem Road
32	Rectangular Culvert	Gorrie Line	150m North of Howick-Turnberry Road
33	Rectangular Culvert	Lakelet Road	1.1km West of Fordwich Line
34	Rectangular Culvert	Howick-Turnberry Road	100m West of Mud Lake Line N.
35	CSP Arch Culvert	Mud Lake Line N.	0.5km North of Howick-Turnberry Road
36	Rectangular Culvert	Salem Road	0.8km East of Toll Gate Line
37	Rectangular Culvert	Adams Line	200m North of Amberley Road
38	CSP Arch Culvert	McIntosh Line	200m South of Harriston Road
39	Rectangular Culvert	Water Street	0.3km North of Queen Street
40	Bridge (Unknown)	Fordwich Line	0.95km North of Harriston Road
41	Bridge (Unknown)	Fordwich Line	0.5km South of Orange Hill Road
42	Bridge (Unknown)	Patrick Street	70m North of Gough Road
43	Rectangular Culvert	Fordwich Line	0.5km North of Creamery Road
44	Bridge (Unknown)	Perth Road 178	130m East of Toll Gate Line
45	Rectangular Culvert	Amberley Road	0.85km West of Adams Line
46	Rectangular Culvert	Gorrie Line	200m South of Perth Road 178
47	Bridge (Unknown)	Gorrie Line	0.7km North of Creamery Road
48	Rectangular Culvert	Gorrie Line	130m North of Spencetown Road
49	Bridge (Unknown)	Victoria Street	40m South of George Street
50	Bridge (Unknown)	Harriston Road	100m East of Brussels Line
51	Bridge (Unknown)	Belmore Line	0.85km North of Orange Hill Road
52	Rectangular Culvert	Huron Bruce Road	0.3km East of Belmore Line
53	Bridge (Unknown)	McIntosh Line	140m North of Harriston Road
54	Rectangular Culvert	McIntosh Line	0.38km South of Glenannon Road
55	Rectangular Culvert	McIntosh Line	0.26km North of Glenannon Road

Township of Howick - No Winter Maintenance Roads



SCHEDULE "D" – FEES

This is Schedule "D" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

FEE FOR SERVICE

The fee for service will be the Ontario Ministry of Transportation rate per vehicle, per hour for each full or part hour thereof when called upon for the coverage area shown in "Schedule A" of the Fire Service Agreement. The fee for service will be invoiced by Hanover and will be payable upon receipt by Howick.

The hourly rate will be based on time of first page until HFD has acknowledged to the dispatch that HFD is back in service.

SCHEDULE "E" – THE CROSSING OF BOUNDARIES

This is Schedule "E" to a Municipal Fire Protection Agreement between the Corporation of the Town of Hanover and the Corporation of the Township of Howick.

Crossing Jurisdictional Boundaries on Emergency Response

1. It is agreed that should HFD be called to Howick, that a crossing of jurisdictional boundaries is both approved and agreed upon for the purpose of completion of the Fire Technical Rescue Services.

Corporation of the Township of Howick

By-law No. 50-2026

Being a By-law to Award Tender HWK-2026-002 to Robinson Farm Drainage Limited for the Municipal Drain No. 20 Construction and Improvement Tender

WHEREAS pursuant to the Municipal Act, Section 8 (1) and 9 provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

AND WHEREAS a Tender was advertised for a Contract for the Municipal Drain No. 20 Construction and Improvement, which closed on July 7, 2026;

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

- 1.** That the RFT Tender for the Construction and Improvement of the No. 20 Municipal Drain from Robinson Farm Drainage Limited for the total tendered bid of \$122,249.00 (plus HST) is hereby accepted.
- 2.** That the Reeve and Chief Administrative Officer/Clerk be authorized and directed to execute, on behalf of The Corporation of the Township of Howick, any contracts and other documents required to authorize such work to commence.
- 3.** This By-law shall come into full force and effect upon its final passage.
- 4.** This By-law may be cited as the HWK-2026-002 No. 20 Municipal Drain Construction and Improvement Tender By-law.

Read a First and Second time this 14th day of July, 2026.

Read a Third Time and Finally Passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Schedule A to 50-2026

FORM OF TENDER
No. 20 Municipal Drain

TENDER CLOSING DATE: July 06, 2026

TENDER FOR: Municipal Drain No. 20-2026 within the Township of Howick.

The Tender submitted by Karl Robinson, holding
(Print Name of Signing Authority for Firm)
the position of Owner/President, for the firm of
(Print Position of Signing Authority for Firm)
Robinson Farm Drainage Limited, a company duly incorporated
(Name of Firm or Individual Bidding)
under the laws of Ontario, and having its head office at
(Province)
34834 Cassidy Road, Ailsa Craig, ON., N0M 1A0
(Address of Firm or Individual Bidding)

Hereinafter called the "Bidder", has been provided to The Corporation of the Township of Howick, hereinafter called the "Township", to the attention of:

Caitlin Gillis, Chief Administrative Officer/Clerk
44816 Harriston Road, Gorrie, Ontario N0G 1X0

I/We, the undersigned, have carefully read and examined the general provisions, specifications and the terms and conditions described in this Tender and have carefully examined and investigated the sites and locations of the work to be done under this Contract. I/We, the undersigned, understand and accept the said conditions, provisions and specifications of the Tender documents, and hereby offer to furnish all labour, equipment and material, except as otherwise specified to complete the work in strict accordance with the Tender documents, for the prices set forth in this Tender Form.

Bidder Signature: 

Witness Signature: 

*Please use the information in Schedule A in Tender document to complete this template.
Complete all applicable fields.

*In lieu of witness signature a corporate seal may be provided.

Municipal Drain No. 20 - 2026

Howick Township

Schedule A - Items and Prices

SCOPE OF WORK

Reference No. 2519

LABOUR, EQUIPMENT AND MATERIALS

Description	Estimated Quantity	\$/Unit	Total
A) Main Drain			
1 Supply and install quarry stone rip-rap lined plunge pool at Sta. 0+023 including geotextile filter material (Mirafi 180N or approved equivalent) (approx. 60m ²) (see detail)	l.s.		\$ 6,500.00
2 Supply 525mm diameter high density polyethylene pipe complete with rodent grate Installation (Sta. 0+023 to Sta. 0+086)	63 m	\$ 115.00	\$ 7,245.00
	63 m	\$ 80.00	\$ 5,040.00
3 Supply 525mm diameter concrete field tile Installation (Sta. 0+086 to Sta. 0+200)	114 m	\$ 46.00	\$ 5,244.00
	114 m	\$ 30.00	\$ 3,420.00
4 Supply 450mm diameter concrete field tile Installation (Sta. 0+200 to Sta. 0+350)	150 m	\$ 36.00	\$ 5,400.00
	150 m	\$ 30.00	\$ 4,500.00
5 Supply 400mm diameter concrete field tile Installation (Sta. 0+350 to Sta. 0+482)	132 m	\$ 32.00	\$ 4,224.00
	132 m	\$ 30.00	\$ 3,960.00
6 Supply 350mm diameter concrete field tile Installation (Sta. 0+512 to Sta. 550 and Sta. 0+562 to Sta. 0+700)	176 m	\$ 28.00	\$ 4,928.00
	176 m	\$ 30.00	\$ 5,280.00
7 Supply 375mm diameter high density polyethylene pipe Installation (Sta. 0+550 to Sta. 0+562)	12 m	\$ 70.00	\$ 840.00
	12 m	\$ 50.00	\$ 600.00
8 Supply 300mm diameter concrete field tile Installation (Sta. 0+700 to Sta. 0+969)	269 m	\$ 22.00	\$ 5,918.00
	269 m	\$ 30.00	\$ 8,070.00
9 Supply and install 375mm diameter 45° elbows at Sta. 0+550 & Sta. 0+562 (plain ends)	2 ea.	\$ 200.00	\$ 400.00
10 Supply and install 900mm X 1200mm concrete ditch inlet catch basins at Sta. 0+086, Sta. 0+556 and Sta. 0+969 (inline type)	3 ea.	\$ 3,000.00	\$ 9,000.00
Sub-Total			\$80,569.00

Description	Estimated Quantity	\$/Unit	Total
11 Work to be done on the County of Huron Road Allowance, Gorrie Line (Sta. 0+482 to Sta. 0+512)			
a) Supply 30 metres 500mm O.D. Smooth Wall Steel Casing	30 m	\$ 300.00	\$ 9,000.00
Installation of 30 metres of 500mm O.D. Smooth Wall Steel Casing by Boring Method	30 m	\$ 700.00	\$ 21,000.00
b) Supply and install 900mm x 1200mm concrete ditch inlet catch basin (offset 6m north of Sta. 0+482)	1 ea.	\$ 3,200.00	\$ 3,200.00
c) Supply and install 250mm high density polyethylene pipe (offset concrete ditch inlet catch basin lead)	6 m	\$ 80.00	\$ 480.00
d) Supply and install 900mm x 1200mm concrete ditch inlet catch basin at Sta. 0+512 (inline type)	1 ea.	\$ 3,000.00	\$ 3,000.00
e) Supply and install 900mm x 1200mm junction box at Sta. 0+482	1 ea.	\$ 2,000.00	\$ 2,000.00
Sub-Total			\$ 38,680.00

12 Provisional Items

A Provisional Item is an item that may or may not be required as a part of the Contract. The decision as to whether a Provisional Item will form part of the Contract will be at the discretion of the engineer at time of construction. Payment for Provisional Items will only be made for work authorized in writing (text or email) by the Engineer. Payment for work performed under a Provisional Item shall be based on the Unit Price bid in the Scope of Work below.

Additional costs associated with installation of the tile drain on 19mm diameter crushed stone bedding. This includes the supply and placement of all stone, labour and equipment required for installation in accordance with the details on Drawing No. 2.

Description	Quantity	\$/Unit	Total
Install 350mm diameter to 525mm diameter concrete field tile on stone bedding wrapped in geotextile filter material	100 m	\$ 30.00	\$ 3,000.00
Sub-Total			\$ 3,000.00
TOTAL CONSTRUCTION COST			
Municipal Drain No. 20 - 2026			\$122,249.00

Bidder Information Form

Bidders must complete this form and include with the Tender Submission.

Please ensure all information is legible.

1	Company Name	Robinson Farm Drainage Limited
2	Bidder's Contact Information	Karl Robinson
3	Supervisor's Contact Information (if applicable)	N/A
4	Mailing Address	34834 Cassidy Road, Ailsa Craig, ON., N0M 1A0
5	E-mail Address	robinsonfarmdrainage@gmail.com
6	Office Phone #	519-293-3645
7	Cell #	
8	Website	
9	WSIB Account # (if applicable)	2756722
10	HST Account #	104584602
11	Addenda # received	0/0

Bidder: Karl Robinson **Date** July 06, 2026

Signature: 

Ability and Experience Form

The Bidder shall provide below information on previous experience in this class of work successfully undertaken by the Bidder's firm in the last three years.

# 1	
Reference Name	Spriet Associates London Limited
Contact & telephone #	Brandon Widner: 519-672-4100
Term (# years)	1 year
Total Value (annual)	\$76,650.00
Description of Work	Grace Lewis Drain
Additional Comments (optional)	
# 2	
Reference Name	K. Smart Associates Limited
Contact & telephone #	Curtis MacIntyre: 519-748-1199 x 252
Term (# years)	1 year
Total Value (annual)	\$550,770.00
Description of Work	Nicklas Drain
Additional Comments (optional)	
# 3	
Reference Name	R.J. Burnside Associates Limited
Contact & telephone #	Chris Thompson: 519-340-2018
Term (# years)	1 year
Total Value (annual)	\$264,132.70
Description of Work	Haight Drain
Additional Comments (optional)	

Bidder: Karl Robinson **Date** July 06, 2026

Signature: 

Subcontractor Information Form

Specify Option 1 or Option 2, below:

☒ **Option 1 –No Subcontracting will be utilized in order to meet the terms of this tender agreement.**

or

☐ **Option 2 - The Subcontractors listed below will assist in meeting the terms of this tender agreement:**

Subcontractor Information:

Name	
Address	
Work Type to be Subcontracted	
Scope of Work	

Note: If additional contractors will be used please include additional pages.

Bidder: Karl Robinson

Signature: 

Date: July 06, 2026

Form of Tender

TO: Mayor and Council of the Township of Howick

RE: HWK-2026-002-No.20

Request for Tender for the Provision of:

No. 20 Municipal Drain

1. No person(s), firm or corporation, other than the Bidder, has any personal interest in this Tender or in the award for which this Tender is made;
2. No member of Council, no officer or employee of the Corporation is or will become interested directly or indirectly as a tendering party, partner, shareholder, surety or in any portion of the profits thereof, or in any of the monies to be derived, there from;
3. This Tender submission is made without any connection, comparison of figures, or arrangements with, or knowledge of any other corporation, firm or person making a Tender submission for the same and is in all respects without collusion or fraud;
4. The Bidder confirms they have read and understood the Township of Howick's Health and Safety policy and that they agree to fully comply with the Township's policy as well as any applicable legislation relating to Health and Safety regulations; www.howick.ca
5. The Bidder acknowledges that they will comply with any relevant legislation relating to accessibility including but not limited to the Accessibility for Ontarians with Disabilities Act (AODA) and Ontario Disability Act (ODA).
6. The Bidder agrees, having carefully examined the specifications and location of the work and understanding all conditions, to hereby offer to enter into a contract to provide the said work, for the Corporation of the Township of Howick complete and available in accordance with the specifications of the Township outlined in the Tender document, related schedules and Addenda No. 1 to 1 inclusive.
7. The Bidder agrees that if this Tender is accepted that the signature of its authorized official, with authority to bind the Bidder, as provided below is its undertaking to commence and complete the indicated works as per these Contract Documents.

8. The Township hereby confirms and agrees with the Bidder, in consideration for the work being performed by the Bidder as specified, shall be paid for the said work in accordance with the prices set out in this Form of Tender and in accordance with the provisions set forth in the attached contract Documents.

9. The Bidder confirms that they understand that their submission may become public information, unless specifically requested that certain parts of the submission remain confidential. Permission will be granted at the Municipality's discretion and will be subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

10. Provisional and/or contingency items, if any, are at the discretion of the Corporation. There shall be no payment of these monies except for extra or additional work ordered in writing by the Corporation.

By signing this submission, I confirm I have read and understood the content and requirements of this Tender document and confirm I am a principal, or have been duly authorized by the principal/board, to sign on behalf of the above named bidder/corporation.

In Witness Whereof the parties hereto have hereunto set their hands and seal the day and year first above written or caused their corporate seals to be affixed, attested by the signature of their proper officers, as the case may be.

Karl Robinson

Name of Bidder



Signature of Bidder

Owner/President

Title

July 06, 2026

Date

Agreement

The above tender being Tender # **HWK-2026-002-No.20** is hereby
accepted by the Township of Howick:

Dated at _____ this _____ day of _____, 2026.

Doug Harding, Reeve

Caitlin Gillis, CAO/Clerk

We have the authority to bind the Corporation

Note: This, when signed and offered by the Bidder, shall constitute a formal and binding contract, when accepted by Resolution and signed on behalf of the Township.

*To be completed if applicable under section 1.1 Form of Tender

**AGREEMENT TO BOND
(PERFORMANCE BOND AND LABOUR AND MATERIALS PAYMENT BOND)**

** _____

Date: July 06, 2026, 2026

PROJECT NO. _____

CONTRACT NO. _____

TO: _____

Dear Sirs:

RE: _____

In consideration of _____
(hereinafter referred to as "the Owner") accepting the tender of and executing an Agreement with:

(hereinafter referred to as "the Tenderer") for the construction of

subject to the express conditions that the Owner receive the Performance Bond in accordance with the said tender, we the undersigned hereby agree with the Owner to become bound to the Owner as surety for the Tenderer in a Performance Bond in an amount equal to 100% of the contract price, in the form of Performance Bond provided and in accordance with the said tender, and we agree to furnish the Owner with said Bond within seven (7) days after notification of the acceptance of the said tender and execution of the said Agreement by the Owner has been mailed to us.

Yours very truly,

(Seal)

NOTE: This Agreement to Bond must be executed on behalf of the Surety Company by its authorized officers under the company's corporate seal. Of the two forms bound herein, one shall become a part of the tender and the other shall be retained by the Surety Company.

** Enter the name and address of the Surety Company at the top of the page.

Addendum #1
Bid Opportunity: HWK-2026-002 - No. 20 Municipal
Drain 2026
Closing Date: Monday, July 6, 2026 12:00 PM

Question 1:

Due to the complexity of the project scope and the time required to obtain complete and competitive pricing from suppliers, We request for a one week extension to the tender closing date.

Answer 1:

Unfortunately, due to the time required to prepare a report for Council to award this tender at the July 14, 2026 Council meeting, we are unable to extend the tender closing date.

Question 2:

Can you please confirm the bond amounts? On page 22 of the RFT doc it says a Performance and Labour & Material bond in the amount of 100%, however the agreement to bond form attached only indicates a Performance bond (no L&M bond).

Answer 2:

A bid deposit or bid bond in the amount of \$15,000 is required with your tender submission, as well as an agreement to Bond (Performance Bond and Labour and Material Bond equalling 100% of the total bid price) within 14 days of receipt of acceptance of the award if you are the successful bidder.

Rc'd · KARL ROBINSON



CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer. This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS		2. INSURED'S FULL NAME AND MAILING ADDRESS	
To Whom It May Concern		Robinson Farm Drainage Limited	
		34834 Cassidy Rd.	
	POSTAL CODE	Ailsa Craig	ON
			POSTAL CODE N0M 1A0

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)

Please note this is a confirmation of coverages only, should the insured be the successful tenderer the required coverages will be provide. The Insurance afforded is subject to the Terms, Conditions, and Exclusions of the Policy(s) above cited. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer.

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	COMMERCIAL GENERAL LIABILITY BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE - EACH OCCURRENCE	1,000	5,000,000
☐ CLAIMS MADE OR ☒ OCCURRENCE ☒ PRODUCTS AND / OR COMPLETED OPERATIONS ☒ EMPLOYER'S LIABILITY ☒ CROSS LIABILITY ☐ WAIVER OF SUBROGATION				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		5,000,000
				PERSONAL INJURY LIABILITY OR ☒ PERSONAL AND ADVERTISING INJURY LIABILITY		5,000,000
				MEDICAL PAYMENTS		50,000
☒ TENANTS LEGAL LIABILITY ☐ POLLUTION LIABILITY EXTENSION ☐				TENANTS LEGAL LIABILITY	1,000	1,000,000
				POLLUTION LIABILITY EXTENSION		
☒ NON-OWNED AUTOMOBILES ☐ HIRED AUTOMOBILES	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	NON-OWNED AUTOMOBILES		5,000,000
				HIRED AUTOMOBILES		
AUTOMOBILE LIABILITY	Aviva Insurance Company of Canada 6741129636	2026/05/03	2027/05/03	BODILY INJURY AND PROPERTY DAMAGE COMBINED		5,000,000
☐ DESCRIBED AUTOMOBILES ☒ ALL OWNED AUTOMOBILES ☒ LEASED AUTOMOBILES ** ** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
EXCESS LIABILITY	Aviva Insurance Company of Canada 81386490	2026/05/03	2027/05/03	EACH OCCURRENCE	10,000	5,000,000
☒ UMBRELLA FORM ☐				AGGREGATE	10,000	5,000,000
OTHER LIABILITY (SPECIFY)						
☐						
☐						
☐						
☐						

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 0 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS		7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (Commercial General Liability- but only with respect to the operations of the Named Insured)	
Arthur J Gallagher Canada Limited		Additional Insureds Available	
169 Enterprise Boulevard, Suite 400		Upon Award	
Markham	ON	POSTAL CODE L6G 0E7	
BROKER CLIENT ID:			
CERTIFICATE NUMBER: 411052439		POSTAL CODE	

8. CERTIFICATE AUTHORIZATION

ISSUER Arthur J. Gallagher Canada Limited	CONTACT NUMBER(S)
DAMAGE INSURANCE BROKER N/A	TYPE NO. TYPE NO.
AUTHORIZED REPRESENTATIVE Ken Sanders	TYPE NO. TYPE NO.
SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Ken Sanders</i>	DATE 2026/05/06 EMAIL ADDRESS Sherry_Walsh@ajg.com



Your clearance(s) / Vos certificats de décharge

We confirm that the business(es) listed below are active and in good standing with us.

Nous confirmons que la ou les entreprises énumérées ci-dessous sont actives et que leurs comptes sont en règle.

Contractor legal or trade name / Raison sociale ou appellation commerciale de l'entrepreneur	Contractor address / Adresse de l'entrepreneur	Contractor NAICS Code and Code Description / Code du SCIAN de l'entrepreneur et description	Clearance certificate number / Numéro du certificat de décharge	Validity period (dd-mmm-yyyy) / Période de validité (jj- mmm-aaaa)
ROBINSON FARM DRAINAGE LIMITED	34834 CASSIDY RD RR 3, AILSA CRAIG, ON, N0M1A0, CA	007020: Non-Exempt Partners and Executive Officers in Construction - G2 115110: Support activities for crop production 237110: Water and sewer line and related structures construction	A0000JTV4F	20-May-2026 to 19-Aug-2026

Under Section 141 of the *Workplace Safety and Insurance Act*, the WSIB waives our right to hold the principal (the business that has entered into a contractual agreement with the contractor/subcontractor) liable for any unpaid premiums and other amounts the contractor may owe us for the validity period specified.
Aux termes de l'article 141 de la *Loi sur la sécurité professionnelle et l'assurance contre les accidents du travail*, la WSIB renonce à son droit de tenir l'entrepreneur principal (l'entreprise qui a conclu une entente contractuelle avec l'entrepreneur ou le sous-traitant) responsable de toute prime impayée et autre montant que l'entrepreneur pourrait lui devoir pour la période de validité indiquée.

WSIB Head Office: 200 Front Street West
Toronto, Ontario, Canada M5V 3J1

Siège social : 200, rue Front Ouest
Toronto (Ontario) Canada M5V 3J1

1-800-387-0750 | TTY/ATS 1-800-387-0050
employeraccounts@wsib.on.ca | wsib.ca

This Document Contains Security Features - See Reverse

Ce cheque comporte des caracteristiques de securite. Voir à l'endos.

0988

ROBINSON FARM DRAINAGE LIMITED

R.R. #3 - 34834 CASSIDY ROAD
AILSA CRAIG, ONTARIO NOM 1A0

MAINSTREET CREDIT UNION
260 MAIN STREET
PARKHILL, ONTARIO NOM 2K0

CERTIFIED DO NOT DESTROY

PAY

Fifteen thousand and 00/100

DATE 06072026
DDMMYYYY

\$

**15,000.00

TO THE
ORDER
OF

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

CERTIFIED
Mainstreet Credit Union Limited

JUL 06 2026

135 Ailsa Craig Main St,
AILSA CRAIG, ON NOM 1A0

PER

Aprion Robinson

Tender Deposit: No. 20 Municipal Drain

⑈0000988⑈ ⑆64502⑈828⑆

Account Number Changed

00912345⑈611⑈

Due to Certification

Corporation of the Township of Howick

By-law No. 51-2026

Being A By-Law To Adopt Terms of Reference for the Belmore Arena Board.

WHEREAS Section 11(2) of the Municipal Act, 2001, S.O. C. 25, as amended, states that a lower-tier municipality may pass by-laws respecting the governance, structure, accountability and transparency, and financial management of its local boards and their operations;

AND WHEREAS the Council of the Corporation of the Township of Howick deems it necessary and desirable to adopt Terms of Reference for the Belmore Arena Board;

NOW THEREFORE IT RESOLVED THAT the Council of the Corporation of the Township Of Howick hereby enacts as follows:

1. That the Terms of Reference attached as Schedule 'A' hereto and forming part of this by-law are hereby adopted.
2. That the Terms of Reference attached hereto and forming part of this by-law shall supersede any previously adopted Terms of Reference for the Belmore Arena Board.
3. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Belmore Arena Board Terms of Reference

1. Nature of the Board

- 1.1 The name of the Board shall be The Belmore Arena Board (the Board).
- 1.2 The Board shall be a standing committee of Howick Township Council.

2. Mission and Mandate

- 2.1 The Board has the authority to host or facilitate community events and events at, and to maintain and operate, the following properties on behalf of the Township:
 - a) Belmore Community Centre - 91122 Belmore Line, Wroxeter
- 2.2 The responsibilities, functions, and authority of the Board include, but are not limited to the following:
 - a) Organize, host or facilitate community events and activities that maintain support and enhance the vibrance of the Belmore community and area.
 - b) Coordinate or perform the operations, maintenance and upgrade activities of the structures at the Belmore Community Centre and grounds.
 - c) Always adhere to the plans, policies and procedures of the Township of Howick, including but not limited to those pertaining to procurement, conduct, committees, asset management and the use of alcohol. *(See Appendix #1 – Schedule “A” to By-Law No. 44-2012 Corporation of Howick Municipal Service Board / Committee / Committee Policy).*
 - d) If changes occur in the Municipal Service Boards and Committees Policy, these Terms of Reference shall prevail until such time that these Terms of Reference has been reviewed, clarified and implemented.
 - e) Review the Township of Howick Asset Management Plan document annually to ensure accuracy and to propose funding model for internal or external funding.
 - f) These Terms of Reference will be reviewed, at minimum, every four years to ensure compliance and accuracy.

3. Board Composition

- 3.1 The Board shall be composed of a minimum of 4 to maximum of 15 community members **PLUS** 3 Municipal representatives as follows:
- a) One representative from the Council of Township of Howick;
 - b) One representative from the Council of Municipality of South Bruce;
 - c) One representative from the Municipality of Morris-Turnberry.
- 3.2 The Board shall review its appointments at least every December following the Municipal Election.

4. Roles and Responsibilities

- 4.1 The Board shall appoint from among its members, individuals to fill roles of Chair, Vice Chair, Secretary and Treasurer every four (4) years at its first meeting following the Municipal Election.
- 4.2 The roles of Secretary and Treasurer may be held separately or by a single member.
- 4.3 The Chair, Vice Chair, Secretary and Treasurer shall perform the roles and responsibilities of their respective positions as prescribed by the Township of Howick Municipal Service Board and Committee Policy.
- a) Limits and Restrictions:
 - Shall not borrow money;
 - Shall not incur indebtedness extending beyond the current year without prior approval of Council;
 - Shall not hire employees.
- 4.4 Municipal Representatives Roles & Responsibilities
- a) Attend meetings of the Board or provide alternate;
 - b) Report back to their respective Council on motions carried and any pertinent information.
- 4.5 The Belmore Arena Board will meet with the three (3) Municipalities (Howick, Morris-Turnberry and South Bruce) annually, in September, to discuss pre-budgeting plans.

- 4.6 Maintain and operate property as described in accordance with Bylaw 24-2005. *(See Appendix #2 Belmore Community Centre Operation and Maintenance Agreement).*

5. Appointment Process

- 5.1 Council Representatives from Howick, Morris-Turnberry and South Bruce shall be appointed to the Board by their respective Councils following each Municipal Election.

5.2 Appointment of Community Representatives

- a) Individuals wishing to sit on the Board as a Community Representative may express their interest to the Board at any time.
- b) The Board shall allow the applicant to address the Board, as a position becomes available and shall consider the expression of interest at its next regularly scheduled meeting.
- c) The Board shall hold a vote of its members to accept or reject the application. All appointments to the board will be forwarded to Howick Township for ratification by Council.
- d) Update the Board membership lists to the Township of Howick as changes occur or at a minimum of annually following the Belmore Chamber of Commerce Annual meeting.

6. Resignation Process

- 6.1 Board Members may resign at any time, in writing, addressed to the Chair.
- 6.2 Resignation does not require the approval of the Board or Township Council.

7. Rules of Procedure

(See Appendix #3 – By-law 11-2024 Procedural By-law)

- 7.1 Meetings of the Board shall be governed by the Township of Howick's Procedural By-law and Robert's Rules of Order.
- 7.2 Quorum will follow Procedural By-Law 11-2024
2.55 (definitions)
7(c) (calling of meeting to order / quorum)

Quorum means the minimum number of required members (more than 50% of the membership) to be in attendance to conduct the business of the meeting and vote on any matter or question to achieve a simple majority.

- 7.3 Any member of the Board who misses three consecutive meetings, without being excused by the Board, may be removed from the Board.
- 7.4 All meetings shall be open to the public, unless Closed under the authority of the *Municipal Act, 2001*. *(Municipal Act 2001, Section 239)*

8. Schedule and Location of Meetings

- 8.1 The Board will meet on the third Monday of every month, or at the call of the Chair.
- 8.2 The Chair has the authority to cancel a regularly scheduled meeting if there is no business for the Board to attend to. No more than two successive meetings may be cancelled in this way.
- 8.3 Meetings shall be held at the Belmore Community Centre, unless otherwise determined by the Chair.
- 8.4 Electronic meetings are optional if prior approval is given by the majority of the Board.

9. Meeting Structure, Agenda and Minute Format

- 9.1 Meeting Structure, Agenda and Minutes shall be in accordance with the Township's Procedural By-Law and the Municipal Service Boards and Committees' Policy. *(See Appendix #3 By-law 11-2024 Procedural By-law)*
(See Appendix #1 By-law No.44-2012 Township of Howick Municipal Service Board/Committee/ Committee Policy)

10. Budget and Financial Reporting

- 10.1 The financial responsibilities, functions and authority of the Board include the following:
 - a) Authorized budgeted operating and capital expenditures up to **\$15,000.00** (fifteen thousand dollars) per expenditure for goods and services.
 - b) Such expenditures shall be in accordance with Township of Howick's Procurement Policy and proposed funding model(s).

- c) Expenditures above **\$15,000.00** (fifteen thousand dollars) including capital, additions or any improvements to land or structures shall be in accordance with Township of Howick's Procurement Policy and proposed funding model(s). *(See Appendix #4 Township of Howick Procurement Policies and Procedures)*
- d) Prepare, approve and submit to the Treasurer for the Township of Howick, a balanced budget detailing reserves, anticipated operational and capital expenditures and corresponding revenues for the following year. This shall be submitted for approval no later than October 31st annually. This shall include any requests for required funds or services from the Township of Howick.
- e) Through fundraising, events and other activities, generating revenue sufficient to meet the needs of the budget submitted pursuant to (c) of this section.
- f) Receive approval from the Council of the Township of Howick for all proposed unbudgeted expenditures. Emergency expenditures will be communicated with the Township and full Arena Board via email.
- g) In the event of insufficient reserves to fund unbudgeted expenditures, such expenditures shall be subject to approval by the Council of the Township of Howick and subject to any conditions as determined in their sole discretion.
- h) Adhere to the Township's Asset Management Plan and policies in all budgeting activities. *(See Appendix #5 Township of Howick Asset Management Policy)*
- i) Adhere to all other provisions of the Township of Howick Municipal Service Boards and Committees' Policy related to financial procedures, budgeting and reporting. *(See Appendix#1 Schedule "A" to By-law No.44-2012 Corporation of Howick Municipal Service Board/Committee / Committee Policy)*

11. Effective Date

- 11.1 These terms have been adopted by the Belmore Arena Board on June 15, 2026;

And by the Council of the Township of Howick on July 14, 2026.

Corporation of the Township of Howick

By-law No. 52-2026

Being A By-Law to Appoint a Livestock Valuer for the Township of Howick, in accordance with the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act

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;

AND WHEREAS the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act requires the Council of every local municipality to appoint one or more persons as valuers of livestock and poultry;

AND WHEREAS the Council of the Township of Howick deems it expedient to pass a by-law to appoint a person to carry out the provisions of the Protection of Livestock and Poultry from Dogs Act;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township Of Howick hereby enacts as follows:

1. That **Randy Scott** is hereby appointed as Livestock Valuer for the Township of Howick to carry out the duties and responsibilities prescribed in the Protection of Livestock and Poultry from Dogs Act.
2. That the said livestock valuer shall hold office until their successors are appointed and shall carry out their duties in accordance with the Ontario Wildlife Damage Compensation Program, and the Protection of Livestock and Poultry from Dogs Act.
3. That the rate of remuneration for the position of Livestock Valuer is hereby established as **\$36.00** per hour for 2026 and that this rate be added to the Township's Consolidated Fees and Charges By-law, to be reviewed and amended annually.
4. That the mileage rate for the Livestock Valuer using their personal vehicle follow the current CRA mileage rates (automobile allowance rates) for each year.
5. That this By-law shall come into force and take effect upon its final passage.
6. That By-law Number 8-2016 and all by-laws or parts of by-laws inconsistent with the provisions of this by-law are hereby repealed.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Corporation of the Township of Howick

By-law No. 53-2026

**Being a by-law to Authorize an Agreement for services with
Maitland Valley Conservation Authority**

Whereas the Municipal Act, S.O. 2001, c.25, as amended, s. 5 (3) states that municipal power including a municipality's capacity, rights, powers and privileges shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And Whereas pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

And Whereas pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

And Whereas the Conservation Authority is prepared to provide certain non-mandatory services to Howick Township;

And Whereas Howick Township wish to avail themselves of these services and to pay the cost apportionment for the services;

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

1. That the Agreement for Services between the Township of Howick and Maitland Valley Conservation Authority attached as Schedule 'A' forms an integral part of this by-law.
2. That the Reeve and the Clerk of the Township of Howick are hereby authorized to enter into the agreement attached.
3. That this by-law shall come into force and effect on the date of final passing.

Read a first and second time this 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve Doug Harding

CAO/ Clerk Caitlin Gillis

AGREEMENT FOR SERVICES

THIS AGREEMENT dated this 17st day of June 2026.

BETWEEN:

THE MAITLAND VALLEY CONSERVATION AUTHORITY
(hereinafter called “Authority”)

OF THE FIRST PART

– and –

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON, THE CORPORATION OF THE TOWNSHIP OF MAPLETON, THE CORPORATION OF THE TOWN OF MINTO, THE CORPORATION OF THE TOWN OF GODERICH, THE CORPORATION OF THE MUNICIPALITY OF HURON EAST, THE CORPORATION OF THE MUNICIPALITY OF WEST PERTH, THE CORPORATION OF THE MUNICIPALITY OF NORTH PERTH, THE CORPORATION OF THE TOWNSHIP OF HURON KINLOSS, THE CORPORATION OF THE MUNICIPALITY OF SOUTH BRUCE, THE CORPORATION OF THE MUNICIPALITY OF MORRIS TURNBERRY, THE CORPORATION OF THE MUNICIPALITY OF CENTRAL HURON, THE CORPORATION OF THE TOWNSHIP OF HOWICK, THE CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH; MUNICIPALITY OF WELLINGTON NORTH; MUNICIPALITY OF PERTH EAST
(Hereinafter called the “Members”)

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Conservation Authority is prepared to provide certain non-mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule “A”.
2. The Members agree to be charged a **cost apportionment** for such services in accordance with the cost apportionment stated in Schedule “A” to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the **cost apportionment** without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties.
4. The parties will maintain the current annual approval process for increasing the **cost apportionment** and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the cost apportionment).
5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.

6. This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.
7. This Agreement may be executed in any number of counterparts and by the parties hereto by separate counterparts, each of which when so executed and delivered shall be an original but such counterparts together shall constitute one and the same instrument.

SIGNED SEALED AND DELIVERED THIS 17th DAY OF JUNE 2026.

THE MAITLAND VALLEY CONSERVATION
AUTHORITY

Per:

Chair

Per:

General Manager Secretary Treasurer –

I/we have the authority to bind the Corporation

Category 1: Mandatory Services: Risk of Natural Hazards: Flood and Erosion Safety Services
a) Preparedness i) Flood and erosion risk emergency response planning with municipalities ii) Flood and erosion risk mapping updates iii) Administration of Development, Interference, Alteration Regulation in flood prone, shoreline, river valleys, dynamic beaches, wetlands, and watercourses iv) Plan input and review support to municipalities regarding natural hazard policies and development applications. b) Monitoring i) Year-round monitoring and data acquisition for river levels, snowpack, precipitation, and runoff potential ii) Maintenance of all rainfall and streamflow monitoring equipment iii) Development and maintenance of flood forecasting software and hardware iv) Monitoring bluff collapse, gully, and toe erosion along the Lake Huon shoreline c) Flood and Erosion Control Infrastructure: (Listowel Flood Control Structures, Goderich Bluffs Stabilization Project and McGuffin Gully Erosion Control Project) i) Annual inspections ii) Annual minor maintenance iii) Major maintenance planning in conjunction with the municipalities of Goderich & North Perth. d) Response i) Provide flood and or erosion warnings and updates to municipalities regarding flood and or erosion events

Required Services: Ontario Regulation 686/21

Identification of Additional & or Enhanced Services to Meet Regulatory Requirements

1. Managing the risk posed by natural hazards within their jurisdiction, including flooding, erosion, dynamic beaches, hazardous sites, hazardous lands, low water, or drought conditions. This program or service shall be designed to:

Develop an awareness of areas important for the management of natural hazards (e.g., wetlands, rivers or streams, shoreline areas, unstable soils, etc.)
Understand risks associated with natural hazards and how they will change as the climate warms
Manage risks associated with natural hazards
Promote public awareness of natural hazards
 - MVCA will develop a more comprehensive communications, education, and outreach program with a focus on municipalities
 - MVCA will identify where we can find the expertise needed to develop a better understanding of the impact of climate change on natural hazards and low water or drought conditions in the watershed.
2. Ice management services (preventative or remedial) as appropriate and as supported by MVCA's ice management plan.
3. Infrastructure: Operation, maintenance & repair of Flood and Erosion Control Structures:
 - MVCA will assist the Municipality of North Perth to maintain the Listowel Flood Control Works and the Town of Goderich to maintain the Goderich Bluffs in accordance with the maintenance and management plan for each structure.
4. Review of applications and issuance of permits under section 28 and 28.0.1 of the Conservation Authorities Act, including associated enforcement activities
 - MVCA will continue to identify ways to streamline and improve its processes for reviewing permit applications.

Category 1: Mandatory Services: Conservation Areas:
Conservation Areas Services:
Includes the management, development, and protection of significant natural resource lands, features, and infrastructure on authority owned property. MVCA has 28 conservation areas with a land area of 4,600 acres (1,862 hectares). Service Components: a) Management & Development of Authority Lands • Improve health, resiliency and demonstrate good resource management on 28 Conservation areas ranging from day-use parklands, wetlands, and forest tracts i) Lands and Infrastructure - inspections, maintenance, and enforcement • Identification and removal of hazards to reduce liability • Maintain essential infrastructure and dispose of surplus items • Manage public use that is compatible with the land and enforcement of regulations. ii) Water Control Structures - inspections, maintenance, and operations • Operation of recreational dams following Provincial and Federal regulatory requirements • Develop and monitor funding agreements with municipalities where dams are located for maintenance and major repairs iii) Forest Management • Implement activities identified in managed forest plans to improve forest health including harvesting, tree planting and monitoring of woodlots. • Management of invasive species and monitoring for disease and pests iv) Administration • Development of policies and procedures for conservation area use b) Land Acquisition: i) Review land donations or purchases for conservation purposes • Identify benefits and concerns for potential land acquisitions for members' direction. c) Leasing & Agreements on Authority Lands i) Review agreements that are compatible with the land use ii) Monitoring of agreements

Required Services: Ontario Regulation 686/21
Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
1. Programs and services to ensure that the authority performs its duties, functions, and responsibilities to administer regulations made under section 29 of the Conservation Authorities Act. • Enforcement of Regulation 688/21: Rules of conduct in conservation areas. Enhanced enforcement and control measures are required to limit trespassing of unauthorized vehicles on conservation area lands.

Category 1: Watershed Monitoring & Reporting	Required Services: Ontario Regulation 686/21
Services & Programs: Category 1: Mandatory Program	Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
Monitoring and Reporting i) Provincial Water Quality Monitoring Network ii) Groundwater - Monitoring Network	Collection of surface and ground water samples to meet the requirement of the Provincial water quality monitoring network and the groundwater quality network.

Drinking Water Source Protection: Category 1 Mandatory Service	Additional Regulatory Requirements: Ontario Regulation 686/21
Services a) Governance - Leadership: • Maitland Source Protection Authority; Source Protection Committee; Joint Management Committee • Maintenance of local source protection program, including issues management b) Communications: • Promote the local source protection program c) Program Implementation: • Ongoing support of local source protection program • Implementation of Source Protection Plan policies where applicable • Review of local applications / planning proposals / decisions in vulnerable areas to ensure source protection is considered d) Technical Support: • Support the preparation of amendments to the local assessment report and source protection plan to incorporate regulatory changes as well as technical assessment completed for new and expanding drinking water systems	Province currently reviewing the recommendations made by the Auditor General to expand the program to include non-municipal sources of drinking water.

- | | |
|--|--|
| <ul style="list-style-type: none">• Issuance of confirmation notices to system owners under the Clean Water Act O. Reg. 287/07, as required, for new or altered drinking water systems.• Review technical information received regarding changes to the landscape, such as new transport pathways in Well Head Protection Area and Intake Protection Zone, to determine if assessment reports or source protection plans should be revised. | |
|--|--|

Note: This program is funded by the Ministry of Environment, Conservation and Parks.

Category 1: Mandatory Services:	Required Services: Ontario Regulation 686/21
Corporate Services:	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
a) Governance & Leadership Responsibilities (MVCA-MSPA) i) Setting Priorities and Policies ii) Financial Planning and Monitoring iii) Services and Project Development iv) Conservation Ontario Council and Committees v) Reporting to Member Municipalities b) Administration / Human Resources / Equipment i) Human Resources Planning and Administration ii) Workspace and Equipment Management iii) Records Retention and Management iv) Compliance with Legislation related to Employment, Health & Safety, Accessibility etc. c) Financial Management i) Bookkeeping, Investments, Banking, Financial Planning ii) Tangible Capital Asset Management iii) Management of Financial Agreements with External Funders d) Communications i) Communications strategy development and implementation e) Information Technology and Geographic Information System i) Provide IT and GIS support	No additional requirements.

f) Vehicles, Equipment and Infrastructure i) Provide and Maintain vehicles and equipment ii) Maintain buildings and related infrastructure	
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Category 2: Huron Clean Water Project	Agreement: County of Huron-MVCA-ABCA
County of Huron	
- Watershed Stewardship extension staff from ABCA and MVCA deliver this project on behalf of the County of Huron: - assist landowners in the County of Huron to apply for funding for eligible stewardship projects - assist landowners with applications for funding - present the projects to the review committee for approval - review projects upon completion	The County of Huron has retained the services of the Ausable Bayfield Conservation Authority and the Maitland Valley Conservation Authority to deliver this project. Agreement between the County of Huron and ABCA & MVCA signed: May 4, 2016 This project is scheduled to end on December 31, 2026.

Category 3: Watershed Stewardship Extension, Forestry and Watershed Health Assessment Services

Provide stewardship services to watershed landowners and municipalities that will:

- a) Help improve the health and resiliency of rivers, soil, and forests.
- b) Help keep soil and nutrients on the land and out of watercourses

2. Restoration of Natural Areas:

- Projects include floodplains, river valleys, riparian areas, forests and wetlands
- Technical support for landowners
- Support with funding applications
- Coordination of planting projects is funded by a user fee to cover the cost of this service.
- Purchase trees and shrubs in bulk for municipalities and residents is funded by a user fee to cover the cost of this service.
- Benefits include:
 - Increases natural areas on the landscape
 - Improves water quality
 - Climate change resilience

3. Soil & Water Conservation:

- Rural Storm Water Management and cover crops
- Technical support for landowners
- Support with funding applications
- Benefits: reduces soil erosion and improves soil health for agricultural production

4. Watershed Stewardship Programs and Projects:

- Delivery of rural water quality programs for Huron and Wellington Counties
- Leverage other funding to support our extension work
- Develop proposals and necessary partnerships to secure funding
- Key examples are Healthy Lake Huron and Middle Maitland Restoration Project

5. Watershed Health Monitoring, Assessment and Reporting:

- Monitor and report on the health of forests and watercourses.
- Used to help focus our extension services and conservation area management.
- Used to determine extent and type of stewardship work needed in the watershed
- This information is required to support the need for funding for stewardship projects when applying to Provincial and Federal Agencies

Category 3: Falls Reserve Campground Service

- MVCA provides overnight and seasonal camping at the Falls Reserve Conservation Area
- The campground is funded through user fees.
- The conservation area is also funded by user fees charged for day use of the area.
- The revenue raised is used to fund the operations of the campground.
- Any surplus revenue is used to fund infrastructure upgrades and major maintenance to equipment and facilities.

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Corporation of the Township of Howick

By-law No. 54-2026

**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 July 14, 2026 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 14th day of July, 2026.

Read a third time and finally passed this 14th day of July, 2026.

Reeve, Doug Harding

CAO/Clerk, Caitlin Gillis