



**Township of Howick Council Minutes
Tuesday, July 15, 2025, 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 July 15, 2025, Amended 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 Hargrave

Seconded by: Councillor Grimes

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

4.1 June 24, 2025 Council Meeting Minutes

Carried.

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.

Accounts Payable report – Canada Post Neighbourhood flyers for change in curbside collection date. Waste Management will reimburse the Township for this.

Service Charge from Watsons Home Hardware, not a large amount but was hoping that a local business wouldn't charge that in return for the Township supporting local.

Council feels the Township shouldn't have to pay for the legal invoices regarding the bookkeeping for the Victoria Street Well Association. Direction was provided to staff from Council to send a letter to the shareholders of the well requesting that the Township be reimbursed for all legal costs from the Victoria Street Well Association bookkeeping dispute.

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

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

**7.1 BLDG-2025-02, Second Quarter Building Permit Comparison Summary
For Information Only.**

**7.2 PW-2025-19, July Department Update
For Information Only.**

**7.3 FIR-2025-13, June Department Update
For Information Only.**

**7.4 FIN-2025-26, Accounts Payable
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

10.2.1 FIR-2025-12, Advanced Purchase of Extraction Tools

Manager of Development & Protective Services Josh Kestner provided an overview of his report. Staff are requesting the replacement of extrication tools in 2025 instead of 2026 as are reaching the end of their lifespan of 15 years as per OFM regulations. Staff are recommending moving this purchase up to 2025 as price increases are coming in November as well as possible USA tariffs. The new extrication tools would be battery powered instead of hydraulic set. Staff feel they are easier to use and fit into more applications.

In order to have consistency of brand and training on these tools, staff are recommending a single source procurement from PPE Solutions. The old set will be kept as a spare on the second pumper. They have been well maintained. There are currently no rules from OFM for

a maximum useful life span on a secondary set of these tools.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick approve the use of Fire Department Reserve funds in the amount of \$55,370.00 plus applicable shipping costs for the purchase of replacement extrication tools in 2025, originally planned for 2026, to avoid anticipated price increases and tariffs in late 2025.

Carried.

10.3 Manager of Public Works – Scott Price

10.3.1 PW-2025-20, Kubota Rotary Disc Mower

Spring roadside ditch mowing was started a few weeks ago. The current Kubota Rotary Disc Mower is not holding up and has sustained significant damage again. Huron County has three of the same model disc mowers and has had similar problems. The Acting Manager of Public Works investigated options for completing the spring cut and is looking to replace the Rotary Disc Mower. He looked at a Kubota flail mower model with a farmer who has had the unit for 5 years and cleaned up several farms with it. Kubota model has two in Quebec that could be here within a week. Experience with flail mower

Council mentioned the brush growing up in the ditches. Should we be extending our cutting to the fence line? Should we rent or look to purchase a piece of equipment to cut to the fence line? Staff are investigating grader mounted and tractor mounted options for mowing and brushing. Staff did demo an extendable power head from Bush Hog but found it does not cut grass quick enough and it brought all the debris out onto the roadside.

Council suggested renting a flail mower for the rest of the spring cut and provided direction to staff to investigate fall rental of a flail mower for the two cuts and rental of a brush cutter. Staff will also investigate purchase prices of both pieces of equipment is annual rentals are not available.

The Manager of Public Works stated that the Township would be responsible for any damages to the rental equipment.

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick receive report PW-2025-20 Kubota Rotary Disc Mower for information;

And That Council approves the rental of a Votex rear mount 40x12 flail mower for one week at the estimated price of \$1,250.00 +HST from Colvoy Equipment to complete the spring ditch mowing;

And That Council directs the Manager of Public Works to investigate fall rental of the Flail Mower for two cuts and investigate the quality of the equipment and whether we require a brush cutter also.

Carried.

10.3.2 PW-2025-21, Weigh Scale purchase for the Howick Landfill

Acting Manager of Public Works Scott Price provided a summary of his report. He advised against purchasing the used scale as it was only 10' wide and would require a concrete pit underneath. This would be considered a confined space and would make maintenance more expensive as special training is required. The used scale also wouldn't have any warranty.

Strathroy Scale has a 12' wide scale, piers at each end and on the sides, repairs are accessible on the sides. It would include a 5-year warranty. The extra width would provide additional space for vehicles. Hydro will come in on the east side of the laneway where some clearing has been completed. Staff staked out where the scale house will be. The scale will require a 10-foot flat concrete approach on either end of the scale.

Moved by: Councillor Hargrave

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick approve the purchase of one (1) new 40'x12' Ramara Electronic above ground truck scale from Strathroy Scale to be paid for with the money that was budgeted for gravel at the Howick Landfill in the 2025 Capital Budget;

AND that Council approves the purchase of the complete grounding package and additional options for the traffic light and instillation with Strathroy Scale.

Carried.

10.3.3 PW-2025-22, Tender Results PW-2025-03 2025 Hot Mix Paving

Reference checks went unanswered before the writing of this report. The Town of Alymer does not recommend D Rock Paving

after using them in the Spring 2025. Subcontractors were used. No reply from Saugeen Shores for reference for D Rock Paving.

Manager of Public Works Scott Price has worked with Armstrong Paving and Materials Group in the past and would have no trouble recommending them. Staff are requesting additional funds to complete the provisional work on Albert St. in Fordwich also.

Moved by: Councillor Hargrave

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick receive report PW-2025-22, Tender Results PW-2025-03 Hot Mix Paving for information;

And That Council accepts the tender of Armstrong Paving and Materials Group for Contract PW-2025-03 Hot Mix Paving for the estimated value of \$114,709.06 (\$111, unrecoverable HST) based on estimated quantities, and authorizes the Reeve and CAO/Clerk to execute the tender and all other required documents;

And that Council authorizes the use of Road Construction Reserve Funds in the amount of \$29,259.06 to complete the provisional paving work on Albert Street in Fordwich.

Carried.

10.4 Manager of Recreation and Facilities - Brady Ropp

10.4.1 REC-2025-09, Expression of Interest in a Daycare Facility

Huron County Children's Services has been in discussions with the Manager of Recreation and Facilities over the past year for the creation of a licenced daycare facility in Howick Township. The County has received funds from the provincial and federal governments for the creation and expansion of licensed daycare facilities within Huron County. Northern Huron County and Howick have both been identified as underserved for daycare services.

The Resilient Communities Fund grant that was received in 2023 developed a first draft of a preliminary drawing for adding a licenced daycare facility to the Howick Community Centre.

Council questioned the timing of the development of a childcare facility. The Manager of Recreation and Facilities informed Council that provincial funding will provide \$1,920.00 per child per month for operational costs, and \$25,000 per childcare space developed for capital costs. The initial costs based on the original drawing were \$2.4 million dollars for the construction of the facility, but some reductions have been made since that draft. Council suggested that the Howick Optimist Club is always looking for places to invest funds. Staff could also

investigate the development of a sponsorship program.

A member of Council was hesitant to attach it to the existing facility in case funding did not continue into the future.

Other members of Council felt it could be a gamechanger in the community, providing employment within Howick. Huron County has offered to review the drawings and plans. Members of Council would like to see industry experts in childcare services provide feedback and review our drawings. CAO/Clerk Gillis is working on an application to the Ontario Trillium Foundation for a consultant and feasibility study for a daycare facility.

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick receive report REC-2025-09, Expression of Interest in a Daycare Facility;

And That Council approve the creation of a planning committee comprised of township staff, 1-2 members of council and a few members of the public to begin developing a business plan and a building plan for the proposed facility;

And that an informal expression of interest be approved by council.

Carried.

CAO/Clerk Caitlin Gillis brought forward a request from Kim Spratt asking to hold a Howick swap event September 12-13, 2025 and that the event be approved annually and the rental fee of the Howick Community Centre be waived.

Staff recommend that the organizers figure out what is going to be done after the September event with any leftover items as the Township does not have any capacity for storing items.

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick approve holding a Howick Swap free event the second weekend of September annually;

And That the rental fee be waived for the facility.

Carried

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.5.1 FIN-2025-27, Belmore Community Centre Asbestos Abatement

Councillor Marvin Grimes informed Council that the kitchen flooring at the Wroxeter Hall is about the only piece that hasn't been changed in 40 years. Over \$200,000 has been invested into the building from renovations funded through the community. Different levels of ceilings, cables holding the walls together above the ceiling tiles. Leaks repaired in the past. Roof was put on in the 1960's using lead nails. It used to leak around the chimney, but the chimney was removed and replaced with steel.

Treasurer Amy Van Meeteren summarized the report that vinyl tile containing asbestos was found in the player's bench area in the Belmore Community Centre and have been identified as Priority 1 removal as the tiles are damaged and exposed. The Manager of Recreation and Facilities will get quotes for replacing rubberized flooring for the players' bench areas.

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick authorize hiring Canadian Industrial Specialists Ltd. for the Priority 1 asbestos abatement and removal of materials located within the Belmore Community Centre as identified in the Hazardous Materials Survey completed by T. Harris Environmental Management;

And That the \$5,545 (plus HST) estimated cost for these services be pulled from General Reserves;

And That the Manager of Recreation and Facilities proceed with obtaining three quotations for new flooring for the players bench areas located adjacent to the Belmore Community Centre ice surface;

And That the final cost of the asbestos abatement and removal and installation of new flooring at the Belmore Community Centre will be split 1/3 each between the Township of Howick, the Municipality of Morris Turnberry and the Municipality of South Bruce following Schedule A to By-law 24-2005, the Belmore Community Centre Operation and Maintenance Agreement, which was reviewed, updated and approved August 23, 2016.

Carried.

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2025-09, Community Safety and Wellbeing Plan Review

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick receive report ADM-2025-09 for information;

And That Council approves the adoption of the report on the Huron County Community Safety and Well Being Plan Review.

Carried.

11. Committee and Board Reports

None submitted.

12. Correspondence

12.1 Fordwich Community Parks Association – Men’s Slow Pitch Tournament, August 22nd to 24th, 2025

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick hereby declares the Men’s Slow Pitch Tournament scheduled for Friday August 22nd, 2025 from 6:00 p.m. – 2:00 a.m. Saturday August 23rd from 9:00 a.m. – 2:00 p.m. and Sunday August 24th, 2025 9:00 a.m. – 7:00 p.m. at the Fordwich Ball Park and hosted by the Fordwich Community and Parks Association to be of municipal significance.

Carried.

12.2 Town of Cobourg – Ontario’s Bill 5 and its impact on the Local Food System, and the Environment

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick endorse the resolution received from the Corporation of the Town of Cobourg opposing Bill 5 in its current form and calls upon the Government of Ontario to strive to uphold the long-term health of our food system, environment and democracy in any future version of this bill.

Carried.

12.3 Huron County Council Minutes – May 21, 2025

12.4 Huron OPP Detachment Board Minutes - March 24, 2025

12.5 Avon Maitland District School Board Meeting Highlights – June 24, 2025

- 12.6 Huron County Food Bank Distribution Centre Invitation for the 12th Annual BETTER TOGETHER Gala, Thursday August 7, 2025**
- 12.7 Letter from the Honorable Lisa Thompson – The expanded Rural Ontario Development (ROD) Program**
- 12.8 CSRI Fund Funding Decline – Community Sport and Recreation Infrastructure Fund Application Decision – June 3, 2025**
- 12.9 Ministry of Municipal Affairs and Housing – Authority of Municipalities in Setting Building Standards – June 19, 2025**
- 12.10 Ministry of Energy and Mines – Follow-up from Municipal Technical Workshops on Broadband Deployment – June 27, 2025**
- 12.11 Municipal Newsletter – Ausable Bayfield and Maitland Valley, Drinking Water Source Protection – July 2025**
- 12.12 Ombudsman Ontario – Annual Report 2024-2025**

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

One County Council meeting in July was held on July 3 and the August meeting is at the end of August.

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

Gorrie Gators Swim Meet was held this past weekend in Gorrie. This was the second meet hosted in Gorrie. Gorrie has the biggest team in the league with 37 members. The Gorrie Gators won 1st overall, 1st in the men's and women's competitions. Staff have done a fantastic job developing and promoting the swim team.

Wroxeter Hall Annual Corn Roast is being held August 15, 2025.

15. Other Business

16. Enactment of By-laws – Third and Final Reading

16.1 By-law 37-2025

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick give first, second, third and final reading to by-law 37-2025;

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Armstrong Paving and Materials Ltd. for the Hot Mix Paving as outlined in RFT PW-2025-03

Carried.

17. Closed Session

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That a closed meeting of Council of the Township of Howick be held on Tuesday, July 15, 2025 at 8:47 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 information about identifiable individuals, including municipal or local board employees;
- e) litigation or pending litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried.

Councillor Grimes
Deputy Reeve Gibson
Reconvene into open session at 9:16 p.m.

Agenda moved to Closed Agenda at 8:47 p.m.

Agenda Returned to Open Agenda at 9:16 p.m.

18. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick reconvene into Open Session at 9:16 p.m.

Carried.

Reeve Harding reported out that Council met in Closed Session to discuss litigation or potential litigation.

19. Confirming By-law

19.1 By-law 38-2025

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick give first, second, third and final reading to By-law 38-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on July 15, 2025.

Carried.

20. Adjournment

Moved by: Councillor Hargrave

Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the July 15, 2025 Council meeting at 9:17 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis