



**Township of Howick Council
Addendum Agenda
Tuesday, June 24, 2025, 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 June 24, 2025, Council Agenda as presented.

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

Recommended Motion:

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

4.1 [June 3, 2025](#) 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 7.6 be received for information and approved.

- 7.1 [PW-2025-17](#), June Department Update
For Information Only.**
- 7.2 [*FIN-2025-23](#), Accounts Payable
For Information Only.**
- 7.3 [FIN-2025-24](#), 2023 Financial Indicator Review
For Information Only.**
- 7.4 [REC-2025-08](#), Department Update
For Information Only.**

- 7.5 **FIR-2025-10, May 2025 Department Update
For Information Only.**
- 7.6 ***FIR-2025-11, Fire Station Standby Generator
For Information Only.**
- 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 **MLE-2025-03, Backyard Chickens**

Recommended Motion:
That the Council of the Township of Howick receive report MLE-2025-03 for information;

And Further that Council direct staff not to proceed with the implementation of a Backyard Chicken Program for the Township of Howick.
 - 10.3 **Manager of Public Works – Scott Price**
 - 10.3.1 **PW-2025-18, Tender Results: PW-2025-02 Supply and Deliver of One 19,500lbs GVW Diesel Cab and Chassis**

Recommended Motion:
That the Council of the Township of Howick receives report PW-2025-18, Tender Results PW-2025-02 Supply and Deliver of One 19,500lb GVW Diesel Cab and Chassis for Information;

And that Council award Tender PW-2025-02 to Blue Mountain Chrysler Ltd. in the amount of \$153,851.00 plus HST and License to purchase a 2025 RAM 5500 REG 4x4, including a Switch-N-Go Cable Hoist System and the following interchangeable bodies: One (1) 14' dump body, one (1) 14' Arbor Body Chipper box, and one (1) toolbox.

And that Council authorize the purchase of three (3) 14' single swing door dumpster bins at the cost of \$23,028 (\$7,676.00 each) plus HST to be used at the Howick Landfill.
 - 10.4 **Manager of Recreation and Facilities - Brady Ropp**
 - 10.5 **Treasurer/Manager of Finance - Amy Van Meeteren**
 - 10.5.1 **FIN-2025-25, Municipal Insurance Renewal**

Recommended Motion:

That the Council of the Township of Howick approve the Municipal Insurance Coverage presented in the July 1, 2025, to July 1, 2026, Renewal Report by Intact Insurance at a cost of \$155,987.00

10.6 CAO/Clerk Caitlin Gillis

10.6.1 [ADM-2025-08](#), Road Crossing and Tile Drain Outletting Policies

Recommended Motion:

That the Council of the Township of Howick adopt the Tile Drains Outletting Onto or Crossing Township Right-of-Ways Policy PW-2025-01;

And That Council adopt Road Crossing Policy PW-2025-02;

And That all fees associated with both policies be added to the Township's Consolidated Fees and Charges By-law.

11. Committee and Board Reports

Recommended Motion:

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

11.1 [Belmore Arena Board Meeting Minutes – May 20, 2025](#)

12. Correspondence

12.1 [Gorrie Parks Board – re. Adult Co-Ed Slow Pitch Tournament, July 18th to 19th 2025](#)

Recommended Motion:

That the Council of the Township of Howick hereby declares the Adult Co-Ed Slow Pitch Tournament scheduled for Friday July 18th, 2025- Saturday July 19th, 2025, at the Gorrie Ball Park and hosted by the Gorrie Parks Board to be of municipal significance.

12.2 [Huron County OPP Detachment- re. Board Report March – May 2025](#)

12.3 [Avon Maitland District School Board – Meeting Highlights – June 10, 2025](#)

13. Unfinished Business

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

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

14.4 Announcements

15. Other Business

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

16.1 By-law 31-2025

Recommended Motion:

That the Council of the Township of Howick give third and final reading to finally adopt By-law 31-2025;

Being a By-law to provide for a minor improvement for the Blind Lake Municipal Drain-Weber Minor Improvement.

16.2 By-law 35-2025

Recommended Motion:

That the Council of the Township of Howick give first, second, third and final reading to by-law 35-2025;

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Blue Mountain Chrysler Ltd. for the Supply and Deliver of One 19,500Lbs GVW Diesel Cab and Chassis

17. Confirming By-law

17.1 By-law 36-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 36-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on June 24, 2025.

18. Adjournment

Recommended Motion:

That the Council of the Township of Howick adjourn the June 24, 2025 Council meeting at ____:____ a.m.



**Township of Howick Council Minutes
Tuesday, June 3, 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: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby adopts the June 3, 2025, Council Agenda as presented.

Carried.

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

None declared.

4. Minutes of Previous Meetings

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

4.1 May 13, 2025 Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

6. Delegations and/or Presentations

6.1 Kim Spratt, re. community swap event at the Howick Community Centre

Kim Spratt would like to have fees for the Howick Community Centre waived to host a Howick family swap. Have people donate what they don't need anymore free of cost, and families can come and see what is available and take what they need. Currently supply teaching and bus driver for Howick Central Public School and

sees the struggle of local families. Be respectful of those that are struggling. Keep items out of our landfill. June 20-21, 2025 are tentative dates. Will send out advertisement through the public school email to notify them of the dates. Drop-offs will be accepted a few days prior.

Council gave direction to waive the rental fees for the Howick Community Centre for a community swap event.

7. Consent Agenda

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

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

**7.1 PW-2025-15, May Department Update
For Information Only.**

**7.2 FIN-2025-22, Accounts Payable
For Information Only.**

**7.3 PLN-2025-02, Bill 17, Protected Ontario by Building Faster and Smarter
Act, 2025- Proposed Changes
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

8.2 Municipal Drains - Drainage Superintendent Scott Richardson

9. Staff Reports

9.1 Chief Building Official Ed Podniewicz

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

9.3 Manager of Public Works – Scott Price

9.3.1 PW-2025-16, Curbside Waste and Recycling Collection

Luiza Furtado of Waste Management was present to answer questions regarding the change in collection day and waste bins and automated trucks coming in 2026. As of January 1, 2026, CMO will be fully responsible for the recycling program and we will need to make a

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decision on our provider for curbside waste collection. Through COVID-19 there has been a significantly higher amount of curbside recycling and waste. Because of the growth in volume at the curb, Waste Management is finding they don't have enough spare staff available on Wednesdays. Additional spares are available on Mondays. Two new recycling plants are being built to accept more in recycling.

Waste Management works on statutory holidays other than Christmas Day and New Year's Day. Apartment buildings, smaller multi-unit buildings would require a front-end bin. Some feedback received is that waste bins are unsightly in towns and cities, up against garage door, could affect snow removal when they are at the roadside. Waste carts launched in Goderich in September. Luiza confirmed that cardboard is still a recyclable and can be processed. There will be substantial marketing and an open house ahead of implementing waste carts.

Waste Management estimates July 2026 arrival of new automated collection trucks. New automated collection trucks will have tablet GPS for more accurate routes than current maps being used.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick receive report PW-2025-16 Curbside Waste and Recycling Collection for information;

And That Howick Council authorize staff to proceed with changing waste curbside collection and Howick Landfill operations from Wednesday to Mondays effective July 7, 2025;

And That Council direct staff to bring a by-law to a subsequent meeting authorizing an amended agreement between the Corporation of the Township of Howick and Waste Management for curbside collection until December 31, 2025;

And That Council direct staff to proceed with drafting a five-year contract with Waste Management for waste curbside collection effective January 1, 2026, and the implementation of Waste Management owned waste carts in July 2026.

Carried.

9.4 Manager of Recreation and Facilities - Brady Ropp

9.5 Treasurer/Manager of Finance - Amy Van Meeteren

9.6 CAO/Clerk Caitlin Gillis

9.6.1 ADM-2025-06, Engineering for Spencetown Road Bridge Repairs

CAO/Clerk Gillis outlined the report, stating that the Spencetown Road Bridge was chosen to

be engineered in replacement of the Adams Line Culvert. Costs have increased significantly over the past couple of years and are only going to keep increasing. BM Ross believes that the scope of work required on Spencetown Road Bridge is greater than what was outlined in the September 2024 OSIM report. Preliminary estimates are at \$868,000, including \$140,000 of provisional work. Engineering costs are estimated at \$96,500, so additional funds would be required from reserves to proceed with engineering in 2025. If both the Orange Hill Road Culvert and the Spencetown Road Bridge are scheduled for repair in 2026, the cost will be over \$1.2 million. Staff are investigating costs of loans with Infrastructure Ontario. Council would be interested to know how many years will we get out of the bridge before it will need major repairs if we spend \$868,000 in 2026?

Direction was provided to staff to research steel culvert for the replacement of concrete box culverts.

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick receive report ADM-2025-06, Engineering for Spencetown Road Bridge Repairs;

And That Council authorize staff to proceed with the Spencetown Road Bridge Structure 11 Design and Engineering in 2025;

And That Council authorize staff to reallocate the OCIF funding amount of \$45,000 that had been designated in the 2025 Capital Budget for Engineering of the Adams Line Culvert to the Spencetown Road Bridge Structure 11 Design, Engineering and Administration Costs;

And That Council authorize the additional \$51,500 plus applicable HST required for the Spencetown Bridge anticipated Engineering, Design and Administration costs to be pulled from the Road Construction Reserve.

Carried.

10. Committee and Board Reports

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

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

10.1.1 Belmore Arena Board Meeting Minutes – April 21, 2025

Carried.

11. Correspondence

11.1 Ministry of Natural Resources – Reintroduction of the Geologic Carbon Storage Act

11.2 Avon Maitland District School Board Meeting Highlights- May 27, 2025

11.3 Town of Goderich – Notice of Motion – Rejection of President Trump’s Rhetoric Regarding the Annexation of Canada and Trade Tariffs.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

To support the resolution from the Town of Goderich regarding the rejection of President Trump’s Rhetoric regarding the annexation of Canada and Trade Tariffs.

Carried.

12. Unfinished Business

13. Council Reports

14.1 Council Member Reports

Reeve’s Verbal Update from County Council

Building homes faster is fine, but municipalities need to make sure that infrastructure can keep up with growth and be able to pay for it.

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

Wroxeter Hall is having annual Fish Fry on June 13.

Hockey bbq fundraiser at Watsons June 28 from 10am – 2pm.

Fordwich Parks Board Wing Night – Friday, June 6

June 14th Minor Ball Day in Howick - Gorrie and Fordwich.

Fordwich Parks Board Strawberry Social is June 21st.

Howick 170th Homecoming Krispy Kreme Donuts – Delivery June 26th, orders due by June 16th, pickup at the arena between 4:00pm – 6:00 pm.

Belmore Homecoming Weekend June 20-22.

15. Other Business

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

Only a confirming by-law is listed this evening.

17. 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 3, 2025 at 8:17 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:

- a) the security of the property of the municipality or local board;
- 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.

Agenda moved to Closed Agenda at 8:17 p.m.

Agenda returned to Open Agenda at 9:39 p.m.

18. 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 9:39 p.m.

Carried.

Reeve Harding reported out that Council met in Closed Session to discuss:

- a) Personal matters about an identifiable individual regarding proposed road work; and
- b) The security of the property of the municipality or local board and (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipal or local board, regarding the Belmore Community Centre.

19. Confirming By-law

19.1 By-law 34-2025

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 34-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on June 3, 2025.

Carried.

20. Adjournment

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

Recommended Motion:

That the Council of the Township of Howick adjourn the June 3, 2025
Council meeting at 9:40 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis

Township of Howick**Department: Public Works**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: June Department Update**

1. Recommendation:

That the Council of the Township of Howick receive report PW-2025-17, June Department Update for information.

2. Purpose/Issues:

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

3. Report Highlights:

- We are moving forward with Hydro One to complete the following work at the Landfill: Standard overhead transformation, metering, connections, road crossing pole, wire, guy and anchor which will cost \$11,169.30 and was budgeted for in the 2025 Budget.
- Roadside grass cutting has been begun in the south end of the Township.
- Calcium and grading have been completed on the north end.
- We are hoping to receive our spring gravel soon, if it hasn't already begun by the time of this council meeting. Once the gravel is received for the south end, the calcium application will follow directly after.
- Jamie Dick has submitted an Adopt - a - Road application to adopt Malcolm Line between Orange Hill Road and Salem Road. The application was approved by Public Works and signs have been ordered.
- Asphalt Tender is live on Bids and Tenders with a closing date of July 4, 2025 for the proposed portions of roadway being Brookhaven Drive between Patrick St (CR30) and Victoria St. (Fordwich), Creamery Road between Fordwich Line (CR30) and Toll Gate Line and a provisional portion being Albert Street between

Patrick St (CR30) and Arthur St N. (Fordwich)

- BM Ross will be completing their road needs study at the end of July.

4. Financial Implications:

None.

5. Conclusion / Next Steps:

Staff provide information monthly to keep Council and residents informed as to the operational tasks being performed by the public works department.

Respectfully submitted by: Scott Price, Acting Public Works Manager

Township of Howick**Department: Finance**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Accounts Payable**

1. Recommendation

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

2. Purpose/Issues:

To update Council on the Accounts Payable Report for the period of May 30 to June 18, 2025 in the amount of \$1,230,752.53.

3. Attachments:

Appendix A: Accounts Payable May 30 to June 18, 2025

Respectfully submitted by: Amy Van Meeteren, Treasurer

Accounts Payable

Bills and Accounts May 30 - June 18 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-05-30 to 2025-06-18 Paid Invoices Cheque Date 2025-05-30 to 2025-06-18

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001531 A.B.C. RECREATION LTD	8957-IN	SHIPPING FIBRE GLASS BUCKET	024354	2025-06-12	2025-06-12	84.75
		01-7100-7102-50555 SHIPPING FIBRE GLASS BUCKET				84.75
001051 AVON MAITLAND DISTRICT SC	JUNE 2025	JUNE 2025 INSTALMENT	024355	2025-06-12	2025-06-12	219,192.03
		01-9500-0000-79500 JUNE 2025 INSTALMENT				219,192.03
001053 BELL MOBILITY	527167077 MAY 21/25	CELL PHONES	001773	2025-05-30	2025-05-30	311.69
		01-3900-3901-50530 5192910879				24.03
		01-7100-7101-50530 5192917106				26.27
		01-2100-2101-50530 FIRE TABLET 2				18.42
		01-2400-2401-50530 5192917732				25.58
		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
		01-4300-0000-50530 SECURITY CAMERA				18.42
		01-3900-3901-50530 5193577394				23.93
		01-3900-3901-50530 5193577531				23.86
		01-3900-3901-50530 5193578031				24.08
		01-2100-2101-50530 FIRE TABLET 4				18.42
		01-2100-2101-50530 FIRE TABLET 3				20.72
001879 BELMORE HOMECOMING 2025	JUNE 12 2025	HOMECOMING DONATIONS	024356	2025-06-12	2025-06-12	9,950.00
		01-0000-0000-57100 HOMECOMING DONATIONS				9,950.00
001879 BELMORE HOMECOMING 2025	JUNE 11 2025	HOMECOMING DONATIONS	024356	2025-06-12	2025-06-12	3,850.00
		01-0000-0000-57100 HOMECOMING DONATIONS				3,850.00
001879 BELMORE HOMECOMING 2025	APR 3 2025	HOMECOMING DONATIONS	024356	2025-06-12	2025-06-12	1,500.00
		01-0000-0000-57100 HOMECOMING DONATIONS				1,500.00
Vendor Total						15,300.00
001189 BRANDT SECURITY PAP	21-8772	MONTHLY ALARM SYST/CLERKS/RD	001779	2025-06-17	2025-06-17	45.20
		01-1300-0000-50556 MONTHLY ALARM SYST CLERKS				22.60
		01-3800-3850-50551 MONTHLY ALARM SYST ROADS				22.60
001348 BROADLINE RENTALS	117563	SPANNER EX-127-0068	024357	2025-06-12	2025-06-12	26.31
		01-7100-7120-50553 SPANNER EX-127-0068				26.31
001093 CAM'S POOL & SPA SERVICE	909022	HEAT PUMP INSTALLATION	024358	2025-06-12	2025-06-12	196.89
		01-7100-7102-50556 HEAT PUMP INSTALLATION				196.89
001792 CANADA'S FINEST COFFEE	IN410936	MTN ROAST COFFEE - FIRE	024359	2025-06-12	2025-06-12	85.00
		01-2100-2101-50103 MTN ROAST COFFEE -FIRE				85.00
001393 CEDAR SIGNS	SO36658	CUSTOM SIGN-HERE TO CORNER	024360	2025-06-12	2025-06-12	660.56
		01-3100-3101-50555 CUSTOM SIGN-HERE TO CORNER				660.56

Accounts Payable

Bills and Accounts May 30 - June 18 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-05-30 to 2025-06-18 Paid Invoices Cheque Date 2025-05-30 to 2025-06-18

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001924 CHALMERS FUELS	1608086	PROPANE UNIT #8	001780	2025-06-17	2025-06-17	28.19
		01-1300-0000-50510 PROPANE UNIT #8				28.19
001799 CHUCK HULL	1	BEAVER REMOVAL MD#5	024361	2025-06-12	2025-06-12	400.00
		01-8400-8435-12810 BEAVER REMOVAL MD#5				400.00
001799 CHUCK HULL	2	BEAVER REMOVAL MD JARDINE	024361	2025-06-12	2025-06-12	200.00
		01-8400-8442-12810 BEAVER REMOVAL MD JARDINE				200.00
Vendor Total						600.00
001056 CIBC VISA	MAR 25/25 AMCTO	DEP TREAS JOB POSTING	001774	2025-05-30	2025-05-30	789.87
		01-1300-0000-50230 DEP TREAS JOB POSTING				789.87
001056 CIBC VISA	MAR 26/25 EVENTBRIT THRIVE-R ROGNVALDSON		001774	2025-05-30	2025-05-30	86.53
		01-1100-0000-50103 THRIVE-R ROGNVALDSON				86.53
001056 CIBC VISA	MAR 27/25 AMAZON	MONITOR MOUNTS	001774	2025-05-30	2025-05-30	99.43
		01-1300-0000-50200 MONITOR MOUNTS				99.43
001056 CIBC VISA	MAR 30/25 LENOVO	DEP CLERK COMPUTER	001774	2025-05-30	2025-05-30	3,534.12
		01-1300-0000-90000 DEP CLERK COMPUTER				3,319.42
		01-1300-0000-50250 DEP CLERK COMPUTER SUPPORT				214.70
001056 CIBC VISA	APR 1/25 HARLEYS	STAFF LUNCH	001774	2025-05-30	2025-05-30	312.18
		01-1100-0000-51500 STAFF LUNCH				312.18
001056 CIBC VISA	APR 8/25 EVENTBRITE MUN OFFICERS MTG-ADMIN STAFF		001774	2025-05-30	2025-05-30	300.00
		01-1300-0000-50103 MUN OFFICERS MTG-ADMIN STAFF				300.00
001056 CIBC VISA	APR 10/25 MFOA	DEP TREAS JOB POSTING	001774	2025-05-30	2025-05-30	367.25
		01-1300-0000-50230 DEP TREAS JOB POSTING				367.25
001056 CIBC VISA	APR 12/25 AMCTO	ONT MUN DIRECTORY	001774	2025-05-30	2025-05-30	105.09
		01-1100-0000-51102 ONT MUN DIRECTORY				105.09
001056 CIBC VISA	MAR 31/25 WALMART	PAPER & SUPPLIES	001774	2025-05-30	2025-05-30	62.99
		01-2100-2101-50200 PAPER				38.35
		01-2100-2101-50553 SUPPLIES				24.64
001056 CIBC VISA	APR 2/25 AMAZON	TABLET MOUNTS/CORD	001774	2025-05-30	2025-05-30	82.51
		01-2100-2101-50553 TABLET MOUNTS/CORD				82.51
001056 CIBC VISA	APR 8/25 SP STOKES	FD UNIFORMS	001774	2025-05-30	2025-05-30	1,723.23
		01-2100-2101-90000 FD UNIFORMS				1,723.23
001056 CIBC VISA	APR 8 25 SP STOKES	PINS	001774	2025-05-30	2025-05-30	521.39
		01-2100-2101-50553 PINS				521.39
001056 CIBC VISA	APR-08-25 SP STOKES NAME BAR PINS		001774	2025-05-30	2025-05-30	781.82
		01-2100-2101-50553 NAME BAR PINS				781.82
001056 CIBC VISA	APR-08/25 SP STOKES NAME BAR PIN		001774	2025-05-30	2025-05-30	31.58
		01-2100-2101-50553 NAME BAR PIN				31.58
001056 CIBC VISA	APR 16/25 GOVDEALS AKRON HOSE TESTER		001774	2025-05-30	2025-05-30	552.19
		01-2100-2101-50103 AKRON HOSE TESTER				552.19
001056 CIBC VISA	APR 17/25 MIDWEST E CAR WASH		001774	2025-05-30	2025-05-30	16.95

Accounts Payable

Bills and Accounts May 30 - June 18 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-05-30 to 2025-06-18 Paid Invoices Cheque Date 2025-05-30 to 2025-06-18

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-2100-2107-50554 CAR WASH				16.95
001056 CIBC VISA	APR 18/25 AMAZON	LINT ROLLERS	001774	2025-05-30	2025-05-30	40.67
		01-2100-2101-50553 LINT ROLLERS				40.67
001056 CIBC VISA	APR 18/25 OAFK	OAFK CONF - J KESTNER	001774	2025-05-30	2025-05-30	1,017.00
		01-2100-2101-50103 OAFK CONF - J KESTNER				1,017.00
001056 CIBC VISA	APR 19/25 AMAZON	GARMENT BAGS	001774	2025-05-30	2025-05-30	112.98
		01-2100-2101-50553 GARMENT BAGS				112.98
001056 CIBC VISA	APR 19/25 SHERATON	OAFK CONF HOTEL - J KESTNER	001774	2025-05-30	2025-05-30	805.29
		01-2100-2101-50103 OAFK CONF HOTEL - J KESTNER				805.29
001056 CIBC VISA	APR 10/25 OBOA	OBOA CONF -E PODNIEWICZ	001774	2025-05-30	2025-05-30	1,185.37
		01-2400-2401-50103 OBOA CONF -E PODNIEWICZ				1,185.37
001056 CIBC VISA	MAR 26/25 STAPLES	TONER	001774	2025-05-30	2025-05-30	130.39
		01-7100-7101-50555 TONER				130.39
001056 CIBC VISA	APR 7/25 AED4LIFE	POOL AED (TRILLIUM GRANT)	001774	2025-05-30	2025-05-30	2,469.05
		01-7100-7102-90000 POOL AED (TRILLIUM GRANT)				2,469.05
001056 CIBC VISA	MAY 6/25 EVENBRITE	MASTERING CANVA COURSE TKTS	001781	2025-06-17	2025-06-17	28.25
		01-1300-0000-50103 MASTERING CANVA COURSE TKTS				28.25
001056 CIBC VISA	MAY 14/25 MARRIOT	OMAA WORKSHOP ACCD -C GILLIS	001781	2025-06-17	2025-06-17	360.05
		01-1300-0000-50103 OMAA WORKSHOP ACCD -C GILLIS				360.05
001056 CIBC VISA	MAY 16/25 MARRIOT	OMAA WORKSHOP ACCD-C GILLIS	001781	2025-06-17	2025-06-17	691.83
		01-1300-0000-50103 OMAA WORKSHOP ACCD-C GILLIS				691.83
001056 CIBC VISA	APR 30/25 CANADA PC	FIRE PARCEL SHIPMENT	001781	2025-06-17	2025-06-17	12.84
		01-2100-2101-50554 FIRE PARCEL SHIPMENT				12.84
001056 CIBC VISA	APR 30/25 BOSTON PI	OAFK MEAL- J KESTNER	001781	2025-06-17	2025-06-17	23.49
		01-2100-2101-50103 OAFK MEAL- J KESTNERAL				23.49
001056 CIBC VISA	MAY 1/25 LONESTAR	OAFK MEAL- J KESTNER	001781	2025-06-17	2025-06-17	31.98
		01-2100-2101-50103 OAFK MEAL- J KESTNER				31.98
001056 CIBC VISA	MAY 5/25 LONESTAR	OAFK MEAL- J KESTNER	001781	2025-06-17	2025-06-17	28.23
		01-2100-2101-50103 OAFK MEAL- J KESTNER				28.23
001056 CIBC VISA	MAY 8/25 FOGALS	WATER FOR FIREHALL	001781	2025-06-17	2025-06-17	24.00
		01-2100-2101-50553 WATER FOR FIREHALL				24.00
001056 CIBC VISA	MAY 12/25 CANADIAN	TIRE CHANGE	001781	2025-06-17	2025-06-17	112.99
		01-2100-2107-50553 TIRE CHANGE 2-1				112.99
001056 CIBC VISA	MAY 1/25 BELMORE HC	BOW/RIBBON DECOR BELMORE HC	001781	2025-06-17	2025-06-17	100.00
		01-1300-0000-50555 BOW/RIBBON DECOR BELMORE HC				100.00
001056 CIBC VISA	MAY 21/25 VEVOR	43" TRACTOR BUCKET FORKS	001781	2025-06-17	2025-06-17	141.24
		01-7100-7101-50555 43" TRACTOR BUCKET FORKS				141.24
Vendor Total						16,682.78
001110 CONTINUIT CORP.	65062858-8535	OFFICE 365 MONTHLY	024362	2025-06-12	2025-06-12	542.13
		01-1300-0000-50250 OFFICE 365 MONTHLY				542.13

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001110 CONTINUIT CORP.	65062858-8547	CLOUD BACKUP	024362	2025-06-12	2025-06-12	113.00
		01-1300-0000-50250 CLOUD BACKUP				113.00
001110 CONTINUIT CORP.	65062858-8230	SERVER INSTALL AND TESTING	024362	2025-06-12	2025-06-12	1,362.79
		01-1300-0000-50250 SERVER INSTALL AND TESTING				1,362.79
Vendor Total						2,017.92
001009 COUNTY OF HURON	JUNE 2025	JUNE 30 PAYMENT	024363	2025-06-12	2025-06-12	712,807.00
		01-9100-0000-79100 JUNE 30 PAYMENT				712,807.00
001988 CT HYDROVACS INC.	25-14	DRAIN #20 FLUSHING ATTEMPT	024364	2025-06-12	2025-06-12	699.19
		01-8400-8447-12810 DRAIN #20 FLUSHING ATTEMPT				699.19
001394 D & M AUTO SERVICE	9804	REPLACED REAR AIR BAGS 2014 RM	024365	2025-06-12	2025-06-12	672.35
		01-2100-2102-50554 REPLACED REAR AIR BAGS 2014 RM				672.35
001186 DA-LEE DUST CONTROL	102209	35% CALCIUM-25,700L@0.300/L	024366	2025-06-12	2025-06-12	9,244.53
		01-3300-3304-50656 35% CALCIUM-25,700L@0.300/L				9,244.53
001186 DA-LEE DUST CONTROL	101911	35% CALCIUM-25,700L@0.300/L	024366	2025-06-12	2025-06-12	9,244.53
		01-3300-3304-50656 35% CALCIUM-25,700L@0.300/L				9,244.53
001186 DA-LEE DUST CONTROL	102212	35% CALCIUM-25,700L@0.300/L	024366	2025-06-12	2025-06-12	8,712.30
		01-3300-3304-50656 35% CALCIUM-25,700L@0.300/L				8,712.30
Vendor Total						27,201.36
001463 DOUG HARKES	JUNE 5 2025	REIMB: DZ LICENCE MEDICAL	024367	2025-06-12	2025-06-12	197.75
		01-2100-2101-50102 REIMB: DZ LICENCE MEDICAL				197.75
001969 DOUGLAS R ARMSTRONG TR 35626		16X8 OFFICE PORTABLE	024368	2025-06-12	2025-06-12	395.50
		01-4300-0000-50556 16X8 OFFICE PORTABLE				395.50
001764 EQUITABLE LIFE OF CANADA JUNE 2025		JUNE 2025 BENEFITS	001782	2025-06-17	2025-06-17	5,631.83
		01-3900-3901-50102 JUNE 2025 BENEFITS				1,138.39
		01-1300-0000-50102 JUNE 2025 BENEFITS				2,159.09
		01-2400-2401-50102 JUNE 2025 BENEFITS				524.58
		01-7100-7101-50102 JUNE 2025 BENEFITS				1,385.07
		01-2100-2101-50102 JUNE 2025 BENEFITS				424.70
001944 FISHER'S REGALIA & UNIFORMS 57418		NOTEBOOK REFILL	024369	2025-06-12	2025-06-12	202.15
		01-2100-2101-50103 NOTEBOOK REFILL				202.15
001597 FOXTON FUELS LIMITED	625568	DIESEL DYED 3499.80 @ 0.9240	001783	2025-06-17	2025-06-17	3,812.41
		01-3900-3901-50559 DIESEL DYED 3499.80 @ 0.9240				3,812.41
001597 FOXTON FUELS LIMITED	625569	GASOLINE REG 1044.90 @ 0.9000	001783	2025-06-17	2025-06-17	1,287.00
		01-3900-3901-50559 GASOLINE REG 1044.90 @ 0.9000				1,287.00

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001597 FOXTON FUELS LIMITED	627269	DIESEL SEASON 1022.20 @ 0.9610	001783	2025-06-17	2025-06-17	1,260.20
		01-3900-3901-50559 DIESEL SEASON 1022.20 @ 0.9610				1,260.20
001597 FOXTON FUELS LIMITED	627268	DIESEL DYED 2724.60 @ 0.9610	001783	2025-06-17	2025-06-17	3,081.87
		01-3900-3901-50559 DIESEL DYED 2724.60 @ 0.9610				3,081.87
001597 FOXTON FUELS LIMITED	627270	GASOLINE REG 912.50 @ 0.9180	001783	2025-06-17	2025-06-17	1,142.50
		01-3900-3901-50559 GASOLINE REG 912.50 @ 0.9180				1,142.50
Vendor Total						10,583.98
001558 GIANT TIGER	052925	SNACKS	001775	2025-05-30	2025-05-30	30.00
		01-7200-7201-50550 SNACKS				30.00
001333 GLOBAL PAYMENTS PAP	053125	DEBIT CHARGES-APR 2025	001784	2025-06-17	2025-06-17	46.69
		01-1300-0000-50220 DEBIT CHARGES-APR 2025				23.34
		01-7100-7101-50556 DEBIT CHARGES-APR 2025				23.35
001299 GREEN STREAM LAWN & VEG 2732		NOXIOUS WEED SPRAYING	024370	2025-06-12	2025-06-12	13,096.99
		01-3100-3106-50556 NOXIOUS WEED SPRAYING				13,096.99
001503 HANNA & HAMILTON CONSTR CERT #4-300055355		WEISNER MD HBR	024371	2025-06-12	2025-06-12	40,823.28
		01-0000-0000-23200 WEISNER MD HBR				40,823.28
001517 HOLST OFFICE PRO	372	DEPUTY CLERK WORK STATION	024372	2025-06-12	2025-06-12	3,066.82
		01-1300-0000-90000 DEPUTY CLERK WORK STATION				3,066.82
001118 HOMEWOOD HEALTH INC	H767372	EMPLOYEE & FAMILY ASSTNCE 2025	024373	2025-06-12	2025-06-12	935.64
		01-2100-2101-50520 EMPLOYEE & FAMILY ASSTNCE 2025				935.64
001052 HURON-PERTH COUNTY ROM JUNE 2025		JUNE 2025 INSTALLMENT	024374	2025-06-12	2025-06-12	12,049.86
		01-9600-0000-79600 JUNE 2025 INSTALLMENT				12,049.86
001575 HV POWER	3971	DAM INSTALL - BOOM TRUCK	024375	2025-06-12	2025-06-12	576.30
		01-9400-0000-50558 DAM INSTALL - BOOM TRUCK				576.30
001575 HV POWER	3968	STREET LIGHT REPAIR-BUCKET TRK	024375	2025-06-12	2025-06-12	456.07
		01-9400-0000-50551 STREET LIGHT REPAIR-BUCKET TRK				456.07
Vendor Total						1,032.37
001298 HYDRO ONE NETWORKS INC APR 2025		APRIL 2025 USAGE	001785	2025-06-17	2025-06-17	10,655.30
		01-9400-0000-50500 APRIL 2025 USAGE				50.02
		01-1300-0000-50500 APRIL 2025 USAGE				264.96
		01-3900-3901-50500 APRIL 2025 USAGE				232.00
		01-9400-0000-50500 APRIL 2025 USAGE				36.94
		01-7100-7102-50500 APRIL 2025 USAGE				53.18
		01-2100-2101-50500 APRIL 2025 USAGE				287.86
		01-7100-7101-50500 APRIL 2025 USAGE				7,730.15

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-9300-0000-50500	APRIL 2025 USAGE			36.29
		01-9400-0000-50500	APRIL 2025 USAGE			79.46
		01-9400-0000-50500	APRIL 2025 USAGE			563.59
		01-9300-0000-50500	APRIL 2025 USAGE			617.27
		01-9000-0000-50500	APRIL 2025 USAGE			49.30
		01-8900-0000-50500	APRIL 2025 USAGE			16.19
		01-9200-0000-50500	APRIL 2025 USAGE			563.17
		01-9400-0000-50500	APRIL 2025 USAGE			40.22
		01-9400-0000-50500	APRIL 2025 USAGE			8.38
		01-9300-0000-50500	APRIL 2025 USAGE			7.10
		01-9200-0000-50500	APRIL 2025 USAGE			10.84
		01-9400-0000-50500	APRIL 2025 USAGE			8.38
001558 IDEAL SUPPLY	1307792	LUBE & MOTOR OIL	001778	2025-05-31	2025-05-31	70.72
		01-7100-7120-50553	LUBE & MOTOR OIL			70.72
001243 KEVIN DOIG	VOUC 490/25	VILLAGE MAINT MAY 9-30	024376	2025-06-12	2025-06-12	212.50
		01-9400-0000-50556	VILLAGE MAINT MAY 9-30			212.50
001243 KEVIN DOIG	VOUC 489/25	PARK MAINT APR 27-MAY 30	024376	2025-06-12	2025-06-12	687.50
		01-9400-0000-50552	PARK MAINT APR 27-MAY 30			687.50
Vendor Total						900.00
001391 MICROAGE BASICS	561253	PAPER MLTPRPS LTR PINK	024377	2025-06-12	2025-06-12	48.27
		01-4300-0000-12810	PAPER MLTPRPS LTR PINK			48.27
001391 MICROAGE BASICS	41277	FD 86COLOUR/102 BLACK	024377	2025-06-12	2025-06-12	24.72
		01-2100-2101-50200	FD 86COLOUR/102 BLACK			24.72
001391 MICROAGE BASICS	41196	2508 COLOUR/ 1696 BLACK	024377	2025-06-12	2025-06-12	198.72
		01-1300-0000-50200	2508 COLOUR/ 1696 BLACK			198.72
Vendor Total						271.71
001185 MIDWESTERN EQUIPMENT (L 61088		BLADES/ FENDER/ BELTS	001786	2025-06-17	2025-06-17	948.26
		01-3800-3835-50554	BLADES/ FENDER/ BELTS			948.26
001307 MIDWESTERN NEWSPAPER C 25575		NOTICE OF PESTISIDE USE	024378	2025-06-12	2025-06-12	376.52
		01-3100-3106-50556	NOTICE OF PESTISIDE USE			376.52
001038 MINISTER OF FINANCE-DRAIN 1442664362-5		TILE DRAIN DEB #2020-02	024392	2025-06-17	2025-06-17	6,793.39
		01-8500-0000-53100	TILE DRAIN DEB #2020-02			4,789.07
		01-8500-0000-53200	TILE DRAIN DEB #2020-02			2,004.32
001142 MINISTER OF FINANCE-EHT MAY 2025 EHT		MAY 2025 EHT	001788	2025-06-17	2025-06-17	2,211.64
		01-0000-0000-25110	MAY 2025 EHT			2,211.64
001507 NEW-LIFT HYDRAULICS LIMIT 95779		REPAIR TO GRADER	024379	2025-06-12	2025-06-12	282.98
		01-3800-3831-50554	REPAIR TO GRADER			282.98

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001507 NEW-LIFT HYDRAULICS LIMIT	95732	REPAIR TO GRADER C18	024379	2025-06-12	2025-06-12	191.78
		01-3800-3818-50554 REPAIR TO GRADER C18				191.78
					Vendor Total	474.76
001081 ONTARIO MUNICIPAL EMPLOY	MAY 2025	MAY 2025	024393	2025-06-17	2025-06-17	10,034.10
		01-0000-0000-25110 MAY 2025				10,034.10
001091 P. E. INGLIS HOLDINGS INC.	51159	PORT-A-POT - HARBOUR	024380	2025-06-12	2025-06-12	192.10
		01-9400-0000-50556 PORT-A-POT - HARBOUR				192.10
001091 P. E. INGLIS HOLDINGS INC.	51136	PORT-A-POT LANDFILL SITE	024380	2025-06-12	2025-06-12	175.15
		01-4300-0000-50556 PORT-A-POT LANDFILL SITE				175.15
					Vendor Total	367.25
001050 PETERS FARMS 4440 LTD	25-02	ENT PER DEPOSIT REFUND	024381	2025-06-12	2025-06-12	100.00
		01-3900-3970-43300 ENT PER DEPOSIT REFUND				100.00
001020 PUROLATOR COURIER LTD.	570205765	RJ BURN/ALLIED MED	024382	2025-06-12	2025-06-12	42.62
		01-1100-0000-90000 RJ BURNSIDE				36.96
		01-1300-0000-50210 ALLIED MEDICAL				5.66
001594 RADAR AUTO PARTS - BRUSSE	5341-468151	FUEL	024383	2025-06-12	2025-06-12	68.05
		CONDITIONER/ANTI-SEIZE				
		01-3800-3850-50550 FUEL CONDITIONER/ANTI-SEIZE				68.05
001594 RADAR AUTO PARTS - BRUSSE	5341-468227	BLACK TIES	024383	2025-06-12	2025-06-12	24.01
		01-3800-3850-50550 BLACK TIES				24.01
001594 RADAR AUTO PARTS - BRUSSE	5341-468286	IND CLEAN CLOTH PREM	024383	2025-06-12	2025-06-12	238.12
		01-3800-3850-50550 IND CLEAN CLOTH PREM				238.12
001594 RADAR AUTO PARTS - BRUSSE	5341-468290	TORK ADVANCED WIPER CASE/4	024383	2025-06-12	2025-06-12	115.54
		01-3800-3850-50550 TORK ADVANCED WIPER CASE/4				115.54
001594 RADAR AUTO PARTS - BRUSSE	5341-468954	SHAMPOO WAX	024383	2025-06-12	2025-06-12	112.95
		01-3800-3850-50550 SHAMPOO WAX				112.95
					Vendor Total	558.67
001064 RECEIVER GENERAL FOR CA	MAY 16-31 2025	PP#11 MAY 16-31/2025	001789	2025-06-17	2025-06-17	16,227.04
		01-0000-0000-25100 PP#11 MAY 16-31/2025				16,227.04
001732 SANI GEAR INC	19234	FIRE FIGHTER SUIT CLEANING	024384	2025-06-12	2025-06-12	157.64
		01-2100-2101-50554 FIRE FIGHTER SUIT CLEANING				157.64
001990 SIEBRING RENTAL & OPERAT	175840	KUBOTA SVL 65 RENTAL/FUEL/PU	024385	2025-06-12	2025-06-12	851.07
		01-7100-7103-50556 KUBOTA SVL 65 RENTAL/FUEL/PU				851.07
001929 SIGN MATTERS	658413	TRUCK LETTERING/LOGOS & NUMBER	024386	2025-06-12	2025-06-12	1,880.77
		01-3800-3811-50554 TRUCK LETTERING/LOGOS & NUMBER				336.29

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-3800-3812-50554	TRUCK LETTERING/LOGOS & NUMBER			336.29
		01-3800-3814-50554	TRUCK LETTERING/LOGOS & NUMBER			336.29
		01-3800-3821-50554	TRUCK LETTERING/LOGOS & NUMBER			336.29
		01-3800-3842-50553	TRUCK LETTERING/LOGOS & NUMBER			212.89
		01-3800-3812-50554	TRUCK LETTERING/LOGOS & NUMBER			107.58
		01-3800-3814-50554	TRUCK LETTERING/LOGOS & NUMBER			107.58
		01-3800-3821-50554	TRUCK LETTERING/LOGOS & NUMBER			107.56
001558 SOBEYS	050625	FROZEN PUNCH & DRESSINGS	001776	2025-05-30	2025-05-30	52.66
		01-7200-7201-50550	FROZEN PUNCH & DRESSINGS			52.66
001305 STILLWATER CONSULTING LI 5273		FIRE LEARNING MGMT SYSTEM	024387	2025-06-12	2025-06-12	246.91
		01-2100-2101-50103	FIRE LEARNING MGMT SYSTEM			246.91
001305 STILLWATER CONSULTING LI 5499		FIRE LEARNING MGMT SYSTEM	024387	2025-06-12	2025-06-12	246.91
		01-2100-2101-50103	FIRE LEARNING MGMT SYSTEM			246.91
001305 STILLWATER CONSULTING LI 5350		FIRE LEARNING MGMT SYSTEM	024387	2025-06-12	2025-06-12	246.91
		01-2100-2101-50103	FIRE LEARNING MGMT SYSTEM			246.91
Vendor Total						740.73
001616 TK ELEVATOR (CANADA) LTD 2743396		HCC MAINT MAY - JULY 2025	024388	2025-06-12	2025-06-12	833.87
		01-7100-7101-50556	HCC MAINT MAY - JULY 2025			833.87
001616 TK ELEVATOR (CANADA) LTD 2687123		HCC MAINT FEB - APR 2025	024388	2025-06-12	2025-06-12	809.60
		01-7100-7101-50556	HCC MAINT FEB - APR 2025			809.60
Vendor Total						1,643.47
001987 TM PILOT TRUCK	25-0520	SIDEWALK SWEEPING 2025	024389	2025-06-12	2025-06-12	1,964.44
		01-3500-3504-50656	SIDEWALK SWEEPING 2025			2,034.00
		01-5500-0000-50556	SIDEWALK SWEEPING 2025			-69.56
001497 TOWN OF MINTO	588202	BUILDING INSPECT COVERAGE	024390	2025-06-12	2025-06-12	1,012.32
		01-2400-2401-50656	9 HRS 288KM MILEA			1,012.32
001812 TREVOR TOUT CUSTOM DOZI4086		HOWICK LANDFILL MINI EXC/SKID	024391	2025-06-12	2025-06-12	1,118.70
		01-4300-0000-50656	HOWICK LANDFILL MINI EXC/SKID			1,118.70
001070 WATSON'S BUILDING CENTRE#214281		GAS CAN/ENGINE OIL	001790	2025-06-17	2025-06-17	20.88
		01-9400-0000-50555	GAS CAN/ENGINE OIL			20.88
001070 WATSON'S BUILDING CENTRE#HJ9860		10" STAND CONCRETE BLOCK	001790	2025-06-17	2025-06-17	12.63
		01-9400-0000-50557	10" STAND CONCRETE BLOCK			12.63
001070 WATSON'S BUILDING CENTRE#HK0197		POOL NOODLE X 21	001790	2025-06-17	2025-06-17	130.28
		01-9400-0000-50557	POOL NOODLE X 21			130.28
001070 WATSON'S BUILDING CENTRE#HJ9859		CLSLINE/CLIPS/FILM/ WIRE/1X2 L	001790	2025-06-17	2025-06-17	119.46
		01-9400-0000-50557	CLSLINE/CLIPS/FILM/ WIRE/1X2 L			119.46

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Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
Vendor Total						283.25
001558 WHOLESALE CLUB	05292025	SNACKS	001777	2025-05-30	2025-05-30	328.92
		01-7200-7201-50550 SNACKS				328.92
001090 WIGHTMAN TELECOM LTD	12003344 JUN 10/25	PHONE SWIMMING POOL	001791	2025-06-17	2025-06-17	107.29
		01-7100-7101-50530 PHONE SWIMMING POOL				107.29
001090 WIGHTMAN TELECOM LTD	12000827 JUN 10/25	PHONE FIRE DEPT	001791	2025-06-17	2025-06-17	259.20
		01-2100-2101-50530 PHONE FIRE DEPT				259.20
001090 WIGHTMAN TELECOM LTD	12000832 JUN 10/25	PHONE ADMIN	001791	2025-06-17	2025-06-17	777.17
		01-4300-0000-50530 (519)335-3208				62.29
		01-1300-0000-50530 (519)335-3208				23.00
		01-1300-0000-50530 (519)335-3208				115.21
		01-7100-7101-50530 (519)335-3154				62.29
		01-3900-3901-50530 (519)335-3838				68.73
		01-7100-7101-50530 (519)335-3208				73.42
		01-2400-2401-50530 (519)335-3208				62.29
		01-2900-0000-50530 (519)335-3208				62.29
		01-3900-3901-50530 INTERNET				94.61
		01-1300-0000-50530 INTERNET				94.61
		01-1300-0000-50530 WEB HOSTING				11.24
		01-7100-7101-50530 DIGITAL TV SERVICE				40.62
		01-1300-0000-50530 (519)335-3208				5.79
		01-3900-3901-50530 (519)335-3838				0.15
		01-7100-7101-50530 (519)335-3883				0.41
		01-2400-2401-50530 (519)335-6208				0.22
Vendor Total						1,143.66
001072 WORKPLACE SAFETY & INSU/MAY 2025		MAY 2025 WSIB	000000	2025-06-17	2025-06-17	3,862.81
		01-0000-0000-25110 MAY 2025 WSIB				3,862.81
001072 WORKPLACE SAFETY & INSU/MAY 2025 VFF		MAY 2025 WSIB VFF	000000	2025-06-17	2025-06-17	700.25
		01-2100-2101-50102 MAY 2025 WSIB VFF				700.25
Unpaid Invoices						4,563.06
Paid Invoices						1,145,913.69
Invoices Total						1,150,476.75
Selected G/L Account Total						1,150,476.75

Payroll PP#12 38,188.40

Payroll PP#12 Council 4,900.32

Payroll PP#13 37,187.06

Payroll Expenditures
80,275.78
Grand Total Expenditures
1,230,752.53

Township of Howick**Department: Finance**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: 2023 Financial Indicator Review**

1. Recommendation

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

2. Purpose/Issues:

The Ministry of Municipal Affairs and Housing reviews each municipality's financial health through the use of key financial indicators, which are compared to establish provincial thresholds.

3. Report Highlights:

The financial indicators included with this report are based on the Township of Howick's 2023 Financial Information Return. The indicators show that our threshold remains at a "low" level of risk as reported as well as historical information.

4. Attachments:

Appendix A: Financial Indicator Review

Appendix B: Municipal Financial Profiles

Respectfully submitted by: Amy Van Meeteren, Treasurer

FINANCIAL INDICATOR REVIEW

(Based on 2023 Financial Information Return)

Howick Tp

Date Prepared:	17-Jan-25
MSO Office:	Western
Prepared By:	Spencer Fitzpatrick
Tier	LT

2023 Households:	1,520
2023 Population	4,045
2024 MFCI Index	3.6

Median Household Income:	65,216
Taxable Residential Assessment as a % of Total Taxable Assessment:	64.9%
Own Purpose Taxation:	4,124,023

SUSTAINABILITY INDICATORS

Indicator	Ranges		Actuals	South - LT - Counties - Rural		Level of Risk
				Median	Average	
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2019	4.9%	7.4%	8.4%	LOW
		2020	5.2%	7.2%	8.5%	LOW
		2021	3.8%	6.5%	7.4%	LOW
		2022	5.5%	7.1%	7.6%	LOW
		2023	4.9%	7.6%	8.0%	LOW
Net Financial Assets or Net Debt as % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2019	59.9%	45.7%	49.3%	LOW
		2020	68.1%	54.9%	56.8%	LOW
		2021	80.2%	54.0%	59.8%	LOW
		2022	86.4%	49.1%	53.6%	LOW
		2023	92.2%	33.0%	37.8%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2019	65.1%	73.3%	78.1%	LOW
		2020	66.5%	82.4%	86.7%	LOW
		2021	74.8%	86.6%	89.9%	LOW
		2022	71.7%	81.7%	87.1%	LOW
		2023	68.1%	68.1%	84.9%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 50% Mod: 50% to 25% High: < 25%	2019	3496.0%	410.8%	535.3%	LOW
		2020	1968.2%	456.2%	529.2%	LOW
		2021	2597.6%	497.5%	581.7%	LOW
		2022	2167.2%	392.6%	497.2%	LOW
		2023	1069.7%	430.7%	538.8%	LOW

FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2019	2.4%	2.6%	3.1%	LOW
		2020	1.8%	2.3%	3.1%	LOW
		2021	2.0%	2.5%	2.9%	LOW
		2022	1.7%	2.4%	2.8%	LOW
		2023	1.6%	2.7%	3.3%	LOW
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2019	47.9%	44.6%	46.5%	LOW
		2020	46.4%	45.2%	46.9%	LOW
		2021	47.3%	45.9%	47.4%	LOW
		2022	47.6%	45.4%	47.5%	LOW
		2023	45.7%	45.7%	47.6%	LOW
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2019	26.5%	18.7%	23.1%	LOW
		2020	38.1%	16.6%	17.1%	LOW
		2021	18.4%	16.8%	16.5%	LOW
		2022	32.3%	17.0%	17.2%	LOW
		2023	27.1%	15.3%	15.7%	LOW

The data and information contained in this document is for informational purposes only. It is not an opinion about a municipality and is not intended to be used on its own - it should be used in conjunction with other financial information and resources available. It may be used, for example, to support a variety of strategic and policy discussions.

FINANCIAL INDICATOR REVIEW

(Based on 2023 Financial Information Return)

Howick Tp

NOTES

Financial Information Returns ("FIRs") are a standard set of year-end reports submitted by municipalities to the Province which capture certain financial information. On an annual basis, Ministry staff prepare certain financial indicators for each municipality, based on the information contained in the FIRs. It is important to remember that these financial indicators provide a snapshot at a particular moment in time and should not be considered in isolation, but supported with other relevant information sources. In keeping with our Financial Information Return review process and follow-up, Ministry staff may routinely contact and discuss this information with municipal officials.

Supplementary Indicators of Sustainability and Flexibility

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4.

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.

A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.

- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

Additional Notes on what Financial Indicators may indicate:

Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied - *Shows how much of the taxes billed are not collected.*

Net Financial Assets or Net Debt as % of Own Source Revenues - *Indicates how much property tax and user fee revenue is servicing debt.*

Reserves and Reserve Funds as a % of Municipal Expenses - *Indicates how much money is set aside for future needs and contingencies.*

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities) - *Indicates how much cash and liquid investments could be available to cover current obligations.*

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs) - *Indicates how much of each dollar raised in revenue is spent on paying down existing debt.*

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio) - *Indicates how much of the assets' life expectancy has been consumed.*

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues - *Indicates the municipality's ability to cover its operational costs and have funds available for other purposes (e.g. reserves, debt repayment, etc.)*

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) *is used by the Ministry of Finance to calculate the "Northern and Rural Fiscal Circumstances Grant" aimed at northern as well as single and lower-tier rural municipalities. The index measures a municipality's fiscal circumstances. The MFCI is determined by six indicators: Weighted Assessment per Household, Median Household Income, Average Annual Change in Assessment (New Construction), Employment Rate, Ratio of Working Age to Dependent Population, and Per Cent of Population Above Low-Income Threshold. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. (Note: the MFCI index is only available for northern and rural municipalities)*

FINANCIAL INDICATOR REVIEW

(Based on 2023 Financial Information Return)

Howick Tp

CALCULATIONS

Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied

SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)

Net Financial Assets or Net Debt as % of Own Source Revenues

SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 -
SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 -
SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)

Total Reserves and Reserve Funds as a % of Municipal Expenses

(SLC 60 2099 02+SLC 60 2099 03)/(SLC 40 9910 11-SLC 12 9910 03-SLC 12 9910 07)

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)

SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)

(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)

SLC 51 9910 10 / SLC 51 9910 06

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues

(SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 -
SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 -
SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)

MUNICIPAL FINANCIAL PROFILES

(Based on 2023 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:

January 17, 2025

MSO Office:

Western

Prepared By:

Spencer Fitzpatrick

2023 FIR Load Status:

Accepted Clean

Last Updated:

November 27, 2024

2023 Households:

1,520

2023 Population:

4,045

2024 MFCI Index: ^{*8}

3.6

Median Household Income (2016) : ^{*4}

65,216

2024 Annual Repayment Limit:

1,155,874

Borrowing Capacity 7% over 10 yrs:

8,118,375

STATISTICAL INFORMATION

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
	FY19	FY20	FY21	FY22	FY23						
Population ^{*3}	2,981	2,882	3,870	4,040	4,045	6,647	43,437	0.1%	4.4%	34.3%	-3.3%
Households ^{*3}	1,494	1,493	1,493	1,499	1,520	3,347	17,340	1.4%	0.4%	0.0%	-0.1%
Municipal Expenses ^{*7}	\$ 4,580,352	\$ 4,213,068	\$ 4,287,479	\$ 4,846,911	\$ 5,265,201	\$ 12,633,227	\$ 162,237,461	8.6%	13.0%	1.8%	-8.0%
Own Source Revenues	\$ 4,527,197	\$ 4,436,835	\$ 4,449,756	\$ 4,896,959	\$ 5,317,770	\$ 12,691,710	\$ 130,832,613	8.6%	10.1%	0.3%	-2.0%
Own Source Revenue per Household	\$ 3,030	\$ 2,972	\$ 2,980	\$ 3,267	\$ 3,499	\$ 3,812	\$ 4,399	7.1%	9.6%	0.3%	-1.9%
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	78.3%	75.1%	86.7%	75.9%	79.0%	78.1%	73.9%	4.0%	-12.4%	15.4%	-4.0%
Total Revenues	\$ 5,781,268	\$ 5,904,770	\$ 5,133,366	\$ 6,449,797	\$ 6,733,411	\$ 15,984,575	\$ 192,134,057	4.4%	25.6%	-13.1%	2.1%
Annual Repayment Limit	\$ 930,147	\$ 910,139	\$ 1,053,987	\$ 1,037,207	\$ 1,032,369	\$ 3,354,125	\$ 21,330,790	-0.5%	-1.6%	15.8%	-2.2%
Own Purpose Taxation	\$ 3,538,965	\$ 3,666,472	\$ 3,697,745	\$ 3,844,375	\$ 4,124,023	\$ 7,298,427	\$ 72,523,884	7.3%	4.0%	0.9%	3.6%
Direct Water Billings as % of Gross Water Expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	67.6%	64.1%				
Taxable Res. Assessment as a % of Total Taxable Assessment	65.0%	65.2%	65.1%	64.3%	64.9%	81.5%	80.4%				

DISCOUNTED WEIGHTED ASSESSMENT ^{*1} (Source: Financial Information Return)

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023						
Taxable	432,391,519	480,439,614	488,896,985	485,961,635	495,455,843	1,127,481,033	9,748,690,831				
PIL	66,481	16,940	4,800	4,800	4,800	16,617,116	129,150,513				
Total	432,458,001	480,456,554	488,901,785	485,966,435	495,460,643	1,144,098,150	9,877,841,344				

RESIDENTIAL TAXES

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
# of Residential Households	1,456	1,456	1,460	1,460	1,467	3,543	12,180	0.5%	0.0%	0.3%	0.0%
Avg Municipal Property Taxes Per Avg Residential Household	\$ 2,402	\$ 2,539	\$ 2,579	\$ 2,630	\$ 2,801	\$ 2,722	2,787	6.5%	2.0%	1.5%	5.7%
Avg Total Property Taxes per Avg Residential Household	\$ 2,698	\$ 2,852	\$ 2,894	\$ 2,946	\$ 3,119	\$ 3,115	3,183	5.9%	1.8%	1.5%	5.7%
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	4.1%	4.4%	4.4%	4.5%	4.8%	4.4%	4.8%				
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	1,371	1,375	1,379	1,379	1,387	2,883	11,715	0.6%	0.0%	0.3%	0.3%
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	\$ 2,490	\$ 2,629	\$ 2,658	\$ 2,711	\$ 2,897	\$ 2,704	2,764	6.9%	2.0%	1.1%	5.6%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	\$ 2,797	\$ 2,953	\$ 2,983	\$ 3,037	\$ 3,226	\$ 3,093	3,153	6.2%	1.8%	1.0%	5.6%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	4.3%	4.5%	4.6%	4.7%	4.9%	4.4%	4.7%				

RESIDENTIAL TAX RATES ^{*2} (Source: Financial Information Return)

	2019	2020	2021	2022	2023		23/22 %	22/21 %	21/20 %	20/19 %
Lower / Single-Tier General Rate	0.0079293	0.0074281	0.0075102	0.0077056	0.0081277		5.5%	2.6%	1.1%	-6.3%
Upper-Tier General Rate	0.0046423	0.0045702	0.0046056	0.0047037	0.0050091		6.5%	2.1%	0.8%	-1.6%
Education Rate	0.0016100	0.0015300	0.0015300	0.0015300	0.0015300		0.0%	0.0%	0.0%	-5.0%

TAXES RECEIVABLE

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
Total Taxes Receivable less Allowance for Uncollectibles	\$ 315,393	\$ 348,309	\$ 254,308	\$ 386,114	\$ 367,092	\$ 1,043,574	5,848,492	-4.9%	51.8%	-27.0%	10.4%
Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	4.9%	5.2%	3.8%	5.5%	4.9%	8.0%	8.8%				
Current Year Taxes Receivable as % of Total Taxes Receivable	73.0%	60.0%	56.1%	57.5%	63.3%	61.7%	62.5%				
Working & Contingency Reserves and Discretionary Reserve Funds as % of Current Yr Taxes Rec.	297.9%	350.8%	545.4%	352.5%	300.0%	189.9%	331.7%				
Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable	22.8%	34.9%	36.5%	35.4%	31.8%	27.8%	27.2%				

GRANTS

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
Total Unconditional Grants	\$ 600,674	\$ 515,900	\$ 510,627	\$ 403,200	\$ 428,200	\$ 984,714	\$ 1,278,920	6.2%	-21.0%	-1.0%	-14.1%
Ontario Municipal Partnership Fund	\$ 578,300	\$ 515,900	\$ 456,100	\$ 403,200	\$ 428,200	\$ 979,864	\$ 1,135,985	6.2%	-11.6%	-11.6%	-10.8%
As % of Municipal Expenses	12.6%	12.2%	10.6%	8.3%	8.1%	9.4%	7.9%				
Other	\$ 22,374	\$ -	\$ 54,527	\$ -	\$ -	\$ 4,850	\$ 142,935	0.0%	-100.0%	0.0%	-100.0%
Total Ontario Conditional Grants	\$ 558,035	\$ 484,311	\$ 131,992	\$ 491,752	\$ 547,940	\$ 1,026,745	\$ 32,961,343	11.4%	272.6%	-72.7%	-13.2%
As a % of Municipal Expenses	12.2%	11.5%	3.1%	10.1%	10.4%	8.0%	13.6%				
Total Ontario Conditional and Unconditional Grants											
As a % of Municipal Expenses	25.3%	23.7%	15.0%	18.5%	18.5%	15.9%	21.1%				

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual		2020	2021	TOTAL	
- Phase 1 Allocation		\$ 90,100			
- Phase 2 Application Based Allocation		\$ 234,000			
- Phase 2 2021 Allocation			\$ 21,000		
2021 Provincial COVID-19 Recovery Funding for Municipalities			\$ 28,527		
Total COVID-19 Municipal Operating Funding		\$ 324,100	\$ 49,527	\$ 373,627	

COVID-19 Municipal Funding - Amounts Recognized	2021	2022	2023	TOTAL	
Safe Restart Agreement - Municipal Operating Funding	\$ -	\$ -	\$ -	\$ -	
Provincial COVID-19 Recovery Funding for Municipalities		\$ -	\$ -	\$ -	<i>* Note: Because a municipality has recognized all of their funding, does not necessarily mean that they have used all of their funding. Some may still be in a reserve / reserve fund.</i>
TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED	\$ -	\$ -	\$ -	\$ -	
			Funding not recognized:	\$ 373,627	
Safe Restart Agreement - Public Transit Funding	\$ -	\$ -	\$ -	\$ -	
Social Services Relief Fund (SSRF)	\$ -	\$ -	\$ -	\$ -	

	2021	2022	2023
Total COVID-19 Expenses as reported on SLC 42 6009 01	\$ 240,016	\$ -	\$ -

TOTAL DEBT BURDEN

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
Total Debt Burden	\$ 407,129	\$ 403,369	\$ 378,705	\$ 283,904	\$ 185,714	\$ 4,609,447	\$ 75,048,775	-34.6%	-25.0%	-6.1%	-0.9%
Per Household	\$ 273	\$ 270	\$ 254	\$ 189	\$ 122	\$ 1,370	\$ 1,526	-35.5%	-25.3%	-6.1%	-0.9%
Debt Servicing Cost	\$ 137,333	\$ 106,615	\$ 105,046	\$ 110,431	\$ 110,317	\$ 567,081	\$ 7,673,152	-0.1%	5.1%	-1.5%	-22.4%
Per Household	\$ 92	\$ 71	\$ 70	\$ 74	\$ 73	\$ 157	\$ 196	-1.5%	4.7%	-1.5%	-22.3%

MUNICIPAL FINANCIAL PROFILES

(Based on 2023 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:	January 17, 2025
MSO Office:	Western
Prepared By:	Spencer Fitzpatrick

2023 FIR Load Status:	Accepted Clean
Last Updated:	November 27, 2024

2023 Households:	1,520
2023 Population:	4,045
2024 MFCI Index: ^{*8}	3.6

Median Household Income (2016) : ^{*4}	65,216
2024 Annual Repayment Limit:	1,155,874
Borrowing Capacity 7% over 10 yrs:	8,118,375

As a % of Municipal Expenses	3.0%	2.5%	2.5%	2.3%	2.1%	3.8%	3.6%	
As a % of Own Purpose Taxation	3.9%	2.9%	2.8%	2.9%	2.7%	7.1%	6.9%	
As a % of Own Source Revenue	3.0%	2.4%	2.4%	2.3%	2.1%	4.2%	4.3%	
As a % of Total Revenues (Less Donated TCAs)	2.4%	1.8%	2.0%	1.7%	1.6%	3.3%	3.1%	
Debt Service Coverage Ratio (Target: Ratio >= 2)	15	23	15	22	21	45	33	

LIABILITIES (Including Post-Employment Benefits)

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
Temp. Loans for Current Purposes as % of Municipal Expenses	0.0%	0.0%	0.0%	0.0%	0.0%	0.4%	0.8%				
Post-Employment Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 171,898	\$ 30,987,414	0.0%	0.0%	0.0%	0.0%
Total Reserves and Reserve Funds for Post-Employment Benefits	\$ 12,500	\$ 17,500	\$ 22,500	\$ 27,500	\$ 32,500	\$ 34,177	\$ 6,366,089	18.2%	22.2%	28.6%	40.0%

RESERVES AND RESERVE FUNDS

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023			23/22 %	22/21 %	21/20 %	20/19 %
Total Reserves	\$ 2,983,207	\$ 2,803,769	\$ 3,207,212	\$ 3,474,997	\$ 3,586,224	\$ 6,451,987	\$ 38,349,650	3.2%	8.3%	14.4%	-6.0%
Total Discretionary Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,223,105	\$ 64,666,380	0.0%	0.0%	0.0%	0.0%
Total Reserves and Discretionary Reserve Funds	\$ 2,983,207	\$ 2,803,769	\$ 3,207,212	\$ 3,474,997	\$ 3,586,224	\$ 10,675,091	\$ 103,016,031	3.2%	8.3%	14.4%	-6.0%
Per Household	\$ 1,997	\$ 1,878	\$ 2,148	\$ 2,318	\$ 2,359	\$ 3,274	\$ 3,619	1.8%	7.9%	14.4%	-6.0%
As a % of Total Taxes Receivable	945.9%	805.0%	1261.2%	900.0%	976.9%	1249.4%	1661.5%				
As a % of Municipal Expenses	65.1%	66.5%	74.8%	71.7%	68.1%	84.9%	75.6%				
As a % of Own Purpose Taxation	84.3%	76.5%	86.7%	90.4%	87.0%	143.0%	134.9%				

FINANCIAL ASSETS

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
	2019	2020	2021	2022	2023						
Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs)	46.9%	51.2%	69.5%	65.6%	72.8%	30.1%	32.4%				
Net Financial Assets or Net Debt as % of Own Source Revenues	59.9%	68.1%	80.2%	86.4%	92.2%	37.8%	40.7%				
Net Working Capital as a % of Municipal Expenses	87.1%	92.8%	108.2%	102.2%	108.9%	90.0%	71.2%				
Net Book Value of Capital Assets as a % of Cost of Capital Assets	51.9%	53.4%	52.5%	52.9%	54.1%	53.9%	55.1%				
Asset Sustainability Ratio (Target: > 90%)	163.9%	279.0%	135.1%	188.3%	208.1%	186.7%	204.7%				
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	47.9%	46.4%	47.3%	47.6%	45.7%	47.6%	47.4%				

MUNICIPAL FINANCIAL PROFILES

(Based on 2023 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:	January 17, 2025
MSO Office:	Western
Prepared By:	Spencer Fitzpatrick

2023 FIR Load Status:	Accepted Clean
Last Updated:	November 27, 2024

2023 Households:	1,520
2023 Population:	4,045
2024 MFCI Index: ^{*8}	3.6

Median Household Income (2016) : ^{*4}	65,216
2024 Annual Repayment Limit:	1,155,874
Borrowing Capacity 7% over 10 yrs:	8,118,375

SURPLUS / DEFICIT

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
								23/22 %	22/21 %	21/20 %	20/19 %
Annual Surplus / (Deficit) (Less Donated TCAs)	2019	2020	2021	2022	2023						
	\$ 1,200,916	\$ 1,691,702	\$ 817,022	\$ 1,582,886	\$ 1,443,110	\$ 2,970,691	\$ 22,870,192	-8.8%	93.7%	-51.7%	40.9%
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09)	\$ 2,002,909	\$ 2,402,380	\$ 1,511,552	\$ 2,304,528	\$ 1,779,393	\$ 3,933,122	\$ 36,688,034	-22.8%	52.5%	-37.1%	19.9%
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	26.5%	38.1%	18.4%	32.3%	27.1%	15.7%	18.1%				
Current Ratio (Target: >= 100%)	4707.4%	3023.5%	3218.6%	3760.3%	2545.5%	717.7%	601.8%				

OTHER INDICATORS

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
Rates Coverage Ratio (Target: >=40%)	2019	2020	2021	2022	2023						
	89.5%	100.1%	96.2%	93.0%	89.3%	78.1%	73.9%				
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	3496.0%	1968.2%	2597.6%	2167.2%	1069.7%	538.79%	446.70%				
Operating Balance as a % of Total Revenues (Less Donated TCAs) ^{*5}	20.8%	28.6%	15.9%	24.5%	21.4%	13.1%	13.9%				
Cumulative Annual Growth Rate ^{*6}	6.0%	3.1%	1.7%	1.7%	-3.4%	0.5%	0.6%				
Interest Payments as a % of Total Revenues (Less Donated TCAs)	0.4%	0.2%	0.3%	0.2%	0.2%	0.9%	0.8%				

MUNICIPAL FINANCIAL PROFILES

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Borrowing Capacity 7% over 10 yrs:	8,118,375

VULNERABILITY MEASURES

						2023 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	2019	2020	2021	2022	2023						
	78.3%	75.1%	86.7%	75.9%	79.0%	78.1%	73.9%	4.0%	-12.4%	15.4%	-4.0%
Own Source Revenue per Household	\$ 3,030	\$ 2,972	\$ 2,980	\$ 3,267	\$ 3,499	\$ 3,812	\$ 4,399	7.1%	9.6%	0.3%	-1.9%
Avg Municipal Property Taxes Per Avg Residential Household	\$ 2,402	\$ 2,539	\$ 2,579	\$ 2,630	\$ 2,801	\$ 2,722	\$ 2,787	6.5%	2.0%	1.5%	5.7%
as a % of Median Household Income (Tax Effort)	4.1%	4.4%	4.4%	4.5%	4.8%	4.4%	4.8%				

SUPPLEMENTARY INDICATORS OF SUSTAINABILITY, FLEXIBILITY AND VULNERABILITY

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4:

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider, at a minimum, the elements of sustainability, flexibility and vulnerability.
- Vulnerability in this context may be seen as the degree to which a municipality is dependent on sources of funding outside its control or influence or is exposed to risks that could impair its ability to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Vulnerability is an important element of financial condition because it provides insights into a municipality's reliance on funding sources outside its direct control or influence and its exposure to risks. A municipality whose vulnerability is relatively low has greater control over its financial condition.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

ADDITIONAL NOTES ON WHAT FINANCIAL MEASURES MAY INDICATE:

Own Source Revenue as a % of Total Revenues (Less TCAs)

Indicates the extent to which a municipality has a high proportion of revenues for its own sources, reducing its impact to a change in transfers from other levels of government.

Own Source Revenue per Household

Indicates the demand for resources and the municipality's ability and willingness to provide resources.

Average Municipal Property Taxes per Average Residential Household

Indicates the level of taxes on residential households for municipal purposes.

Average Municipal Property Taxes per Average Residential Household as a % of Average Household Income

Indicates the portion of a ratepayer's income used to pay municipal property taxes.

MUNICIPAL FINANCIAL PROFILES

(Based on 2023 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:

January 17, 2025

2023 FIR Load Status:

Accepted Clean

2023 Households:

1,520

Median Household Income (2016) : ^{*4}

65,216

MSO Office:

Western

Last Updated:

November 27, 2024

2023 Population:

4,045

2024 Annual Repayment Limit:

1,155,874

Prepared By:

Spencer Fitzpatrick

2024 MFCI Index: ^{*8}

3.6

Borrowing Capacity 7% over 10 yrs:

8,118,375

The data and information contained in this document is for informational purposes only. Any use of the data and information in this document should be done by qualified individuals.

This information is not intended to be used on its own and should be used in conjunction with other financial information and resources available.

NOTES

- 1*

2019, 2020, 2021, 2022 and 2023 assessment uses phase-in assessment based on 2016 property values.
- 2*

Average tax rates are calculated where necessary when amalgamations occur.
- 3*

Household and Population data are as reported by the municipality on Schedule 02 of the FIR.
- 4*

Median Household Income - Source: Ministry of Finance
- 5*

Total Revenues include revenues from other municipalities.
- 6*

The Cumulative Annual Growth Rate has been measured over a three year period. Infrastructure Ontario uses a five year period.
- 7*

Total Municipal Expenses exclude amounts for other municipalities
- 8*

MFCI Index - Source: Ministry of Finance (2024 OMPF Calculation). This index is available for northern and rural municipalities only.

NUMBER OF MUNICIPALITIES IN COMPARISON GROUPS		
	South - LT - Counties -Rural	Province
2019	146	444
2020	146	443
2021	146	440
2022	144	437
2023	99	327

MUNICIPAL FINANCIAL PROFILES											
(Based on 2023 Financial Information Return)											
Howick Tp											
Huron Co											
Date Prepared:	January 17, 2025	2023 FIR Load Status:	Accepted Clean	2023 Households:	1,520	Median Household Income (2016) : ^{*4}	65,216				
	MSO Office:		Western		Last Updated:		November 27, 2024	2023 Population:	4,045	2024 Annual Repayment Limit:	1,155,874
	Prepared By:		Spencer Fitzpatrick					2024 MFCI Index: ^{*8}	3.6	Borrowing Capacity 7% over 10 yrs:	8,118,375

CALCULATIONS

STATISTICAL INFORMATION

Population ^{*3}	SLC 02 0041 01
Households ^{*3}	SLC 02 0040 01
Municipal Expenses ^{*7}	SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07
Own Source Revenues	SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04
Own Source Revenue per Household	Own Source Revenues / SLC 02 0040 01
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	Own Source Revenues / (SLC 10 9910 01 - SLC 10 1831 01)
Total Revenues	SLC 10 9910 01
Annual Repayment Limit	The annual repayment limit is calculated annually as per Ontario regulation 403/02. To view the full calculation of the annual repayment limit, please go to the FIR website. https://efis.fma.csc.gov.on.ca/fir/ViewARL.htm
Own Purpose Taxation	ARLs for all municipalities (except the City of Toronto) are posted here as they are made available.
Direct Water Billings as % of Gross Water Expenditures	SLC 10 0299 01
Taxable Res. Assessment as a % of Total Taxable Assessment	(SLC 12 0831 04 + SLC 12 0832 04) / (SLC 40 0831 11 + SLC 40 0832 11) SLC 26 0010 17 / SLC 26 9199 17

DISCOUNTED WEIGHTED ASSESSMENT ^{*1} (Source: Financial Information Return)

Taxable	SLC 26 9199 17
PIL	SLC 26 9299 17
Total	SLC 26 9199 17 + SLC 26 9299 17

RESIDENTIAL TAXES

# of Residential Households	Residential CVA and corresponding household counts are provided by OPTA (excludes the City of Toronto). Residential assessment includes:
Avg Municipal Property Taxes Per Avg Residential Household	Single Family, 2 - 6 Units, Farm Residential and Recreational (where included). Note: does not include vacant land.
Avg Total Property Taxes per Avg Residential Household	
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	If labeled (Excl. RDUs) Recreational units are excluded.
	An average household assessment is calculated by taking the sum of the CVA for these residential groups divided by the corresponding households.
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	An estimated tax rate for each tier (i.e. lower tier, upper tier and school) is applied to the average household assessment to calculate the averages taxes per household by tier.
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	(the estimated tax rates are provided by OPTA).
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	

MUNICIPAL FINANCIAL PROFILES

(Based on 2023 Financial Information Return)

Howick Tp

Huron Co

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January 17, 2025

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November 27, 2024

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2023 Population:

4,045

2024 MFCI Index: ^{*8}

3.6

Median Household Income (2016) : ^{*4}

65,216

2024 Annual Repayment Limit:

1,155,874

Borrowing Capacity 7% over 10 yrs:

8,118,375

RESIDENTIAL TAX RATES ^{*2} (Source: Financial Information Return)

Lower / Single-Tier General Rate	SLC 22 0010 12 / SLC 22 0010 16
Upper-Tier General Rate	SLC 22 0010 13 / SLC 22 0010 16
Education Rate	SLC 22 0010 14 / SLC 22 0010 16

TAXES RECEIVABLE

Total Taxes Receivable less Allowance for Uncollectibles	SLC 70 0699 01
Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)
Current Year Taxes Receivable as % of Total Taxes Receivable	SLC 70 0610 01 / (SLC 70 0690 01 + SLC 70 0699 01)
Working Fund Reserves & Contingency Funds as % of Current Yr Taxes Rec.	(SLC 60 5010 02 + SLC 60 5020 03) / SLC 70 0610 01
Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable	(SLC 70 0620 01 + SLC 70 0630 01) / (SLC 70 0699 01 + SLC 70 0690 01)

GRANTS

Total Unconditional Grants	SLC 10 0699 01
Ontario Municipal Partnership Fund	SLC 10 0620 02
As % of Municipal Expenses	SLC 10 0620 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Other	SLC 10 0699 01 - SLC 10 0620 01
Total Ontario Conditional Grants	SLC 10 0810 01 + SLC 10 0815 01
As a % of Municipal Expenses	(SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Total Ontario Conditional and Unconditional Grants	
As a % of Municipal Expenses	(SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual	
- Phase 1 Allocation	Phase 1 Allocations - Actual
- Phase 2 Application Based Allocation	Phase 2 Application Based Allocations - Actual
- Phase 2 2021 Allocation	Phase 2 2021 Allocations - Actual
2021 Provincial COVID-19 Recovery Funding for Municipalities	2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations - Actual
Total COVID-19 Municipal Operating Funding	Phase 1 Allocations + Phase 2 Application Based Allocations + Phase 2 2021 Allocations + 2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations
COVID-19 Municipal Funding - Amounts Recognized	
Safe Restart Agreement - Municipal Operating Funding	SLC 10 0626 01
Provincial COVID-19 Recovery Funding for Municipalities	SLC 10 0629 01
TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED	SLC 10 0626 01 (FY20) + SLC 10 0626 01 (FY21) + SLC 10 0629 01 (FY21)
Funding not recognized:	Total COVID-19 Municipal Operating Funding - Total COVID-19 Municipal Operating Funding Recognized
Safe Restart Agreement - Public Transit Funding	SLC 10 0627 01
Social Services Relief Fund (SSRF)	SLC 10 0628 01
Total COVID-19 Expenses as reported on SLC 42 6009 01	SLC 42 6009 01

TOTAL DEBT BURDEN

Total Debt Burden	SLC 74 9910 01
Per Household	SLC 74 9910 01 / SLC 02 0040 01
Debt Servicing Cost	SLC 74 3099 01 + SLC 74 3099 02
Per Household	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 02 0040 01

MUNICIPAL FINANCIAL PROFILES

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As a % of Municipal Expenses	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 10 0299 01
As a % of Own Source Revenue	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
As a % of Total Revenues (Less Donated TCAs)	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)
Debt Service Coverage Ratio (Target: Ratio >= 2)	(SLC 10 9910 01 - SLC 40 9910 11 + SLC 40 9910 02 + SLC 40 9910 16) / (SLC 74 3099 01 + SLC 74 3099 02)

MUNICIPAL FINANCIAL PROFILES							
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Prepared By:	Spencer Fitzpatrick			2024 MFCI Index: ^{*8}	3.6	Borrowing Capacity 7% over 10 yrs:	8,118,375

LIABILITIES (Including Post-Employment Benefits)

Temp. Loans for Current Purposes as % of Municipal Expenses	SLC 70 2010 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Post-Employment Benefits	SLC 70 2899 01
Total Reserves and Reserve Funds for Post-Employment Benefits	SLC 60 5060 02 + SLC 60 5060 03 + SLC 60 5070 02 + SLC 60 5070 03 + SLC 60 5080 02 + SLC 60 5080 03 + SLC 60 5090 02 + SLC 60 5090 03

RESERVES AND RESERVE FUNDS

Total Reserves	SLC 60 2099 03
Total Discretionary Reserve Funds	SLC 60 2099 02
Total Reserves and Discretionary Reserve Funds	SLC 60 2099 02 + SLC 60 2099 03
Per Household	(SLC 60 2099 02 + SLC 60 2099 03) / SLC 02 0040 01
As a % of Total Taxes Receivable	(SLC 60 2099 02 + SLC 60 2099 03) / (SLC 70 0699 01 + SLC 70 0690 01)
As a % of Municipal Expenses	(SLC 60 2099 02 + SLC 60 2099 03) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation	(SLC 60 2099 02 + SLC 60 2099 03) / SLC 20 0299 01

FINANCIAL ASSETS

Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs)	SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 1831 01)
Net Financial Assets or Net Debt as % of Own Source Revenues	SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01- SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
Net Working Capital as a % of Municipal Expenses	(SLC 70 0299 02 + SLC 70 0499 01 + SLC 70 0699 01 + SLC 70 0830 01 + SLC 70 0835 01 + SLC 70 6250 01 + SLC 70 6260 01 + SLC 70 2010 01 + SLC 70 2299 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Net Book Value of Capital Assets as a % of Cost of Capital Assets	(SLC 70 6210 01 - SLC 51 2005 11 - SLC 51 2205 11) / (SLC 51 9910 06 - SLC 51 2005 11 - SLC 51 2205 11)
Asset Sustainability Ratio (Target: > 90%)	SLC 51 9910 03 / SLC 51 9910 08
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	SLC 51 9910 10 / SLC 51 9910 06

SURPLUS / DEFICIT

Annual Surplus / (Deficit) (Less Donated TCAs)	SLC 10 2099 01 - SLC 10 1831 01
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09)	SLC 10 2099 01 - SLC 10 1831 01 + SLC 40 9910 16 + (SLC 70 2799 01 (CY) - SLC 70 2799 01 (PY)) + (SLC 70 2899 01 (CY) - SLC 70 2899 01 (PY)) - SLC 74 3099 01 (CY = CURRENT YEAR, PY - PREVIOUS YEAR)
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	(SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01- SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
Current Ratio (Target: >= 100%)	(SLC 70 9930 01 - SLC 70 0829 01 - SLC 70 0845 01 - SLC 70 0898 01) / (SLC 70 2099 01 + SLC 70 2299 01)

OTHER INDICATORS

Rates Coverage Ratio (Target: >=40%)	(SLC 10 0299 01 + SLC 10 1299 01 + SLC 10 1880 01 + SLC 10 1885 01) / SLC 40 9910 01
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)
Operating Balance as a % of Total Revenues (Less Donated TCAs) ^{*5}	(SLC 10 9910 01 - SLC 40 9910 07) / (SLC 10 9910 01 - SLC 10 1831 01)
Cumulative Annual Growth Rate ^{*6}	((SLC 10 9910 01 (CY) / SLC 10 9910 01 (CY - 3) ^ (1/3) - 1) - ((SLC 40 9910 07 (CY) / SLC 40 9910 07 (CY -3) ^ (1/3) - 1)
Interest Payments as a % of Total Revenues (Less Donated TCAs)	SLC 74 2099 02 / (SLC 10 9910 01 - SLC 10 1831 01)

Township of Howick**Department: Recreation**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Department Update**

1. Recommendation:

That the Council of the Township of Howick accept the report titled REC-2025-08 Department Update for information.

2. Purpose/Issues:

Provide council with updates on Recreation department activities.

3. Report Highlights:**Trails**

Remediation work following winter flood damage has now been completed on the Gorrie, Fordwich, and Wroxeter trails and the trails are in great condition. The Wroxeter Trail required the most extensive repairs due to a significant loss of material. Recreation Staff also have reinstalled the picnic tables on all trails.

Before and After School

The 2024/2025 Before and After School Program will conclude on June 26th. This year was a great success, with an average of 10 children attending the morning (before school) program and an average of 22 children participating in the afternoon (after school) program. Thank you to all the families, staff, and students who helped make this year so positive and engaging!

Staff are pleased to share that the Recreation Department has been approved by Huron County and the Ministry of Education to operate the Before and After School Programs again for the 2025/2026 school year. We look forward to continuing to support families by offering a safe, fun, and enriching environment for children before and after the school day.

Howick Optimist Pool

The Howick Optimist Pool is officially open for the 2025 season! This year's spring start-up went smoothly, with all equipment operating well and ready for a busy summer.

Aquatic programs are steadily receiving registrations, and private swimming lessons are being booked at a strong rate. We're looking forward to another great season of fun, learning, and community at the pool.

Howick Optimist Donation

Staff are excited to announce that the new waterslide at the Howick Optimist Pool is now installed and ready for fun! Just in time for summer, this exciting addition is sure to be a hit with swimmers of all ages.

A heartfelt thank you to the Howick Optimist Club for their incredible \$10,000 donation and their ongoing support of Recreation for the entire Howick community. Your generosity continues to make a lasting impact.

Thank you to Rintoul's Pools for expediting the installation of the slide so that it could be enjoyed on opening day.

Day Camps

Day Camps are set to begin on July 7th, and we're thrilled to report we have had another successful year of registration. Each camp is approaching capacity, and we're looking forward to a fun-filled summer packed with activities, learning, and new friendships.

Thank you to all the families who registered—it's going to be a great season

4. Financial Implications:

No Financial Impact

Respectfully submitted by: Brady Ropp, Manager of Recreation & Facilities

Township of Howick**Department: Fire**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: May 2025 Department Update**

1. Recommendation:**For information.****2. Purpose/Issues:**

To provide council with an overview of the Fire Department's activities for the month of May 2025.

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

The Howick Township Fire Department responded to 3 calls for service in the month of May 2025. These included one motor vehicle collision, one CO alarm activation (false alarm) and one unauthorized burn complaint. No incidents were reported as a result of any calls to service, and reports have been filed. The year-to-date total for calls to service as of May 31st, 2025 is 19. A summary of these calls is attached as [Appendix A](#).

Operations:

Utility 2-7 has undergone rear suspension work to aid in the pulling of trailers and transportation of equipment.

Bunker gear testing and repair has been completed by SaniGear. Costs were higher than anticipated and as such the service account is now over what was projected in the 2025 operating budget. Staff will work to balance out these costs, and now with this work being completed, can budget more accurately for 2026.

All annual pump and ladder testing has been completed by C-MAX. All apparatus and equipment passed this testing without any repairs required.

Training:

Firefighters trained on vehicle fires for the month of April. Two platoon training sessions were held using a donated vehicle.

A joint training session was held with the Minto Fire Department – Clifford Station at a donated structure in Howick Township. Firefighters trained on search & rescue, hose advancement, rapid intervention team (RIT) deployments, radio communications, and accountability. This was a great opportunity to work with a neighbouring station and familiarize each department with the other's equipment and techniques. A future joint training with Clifford is being planned for the late summer.

Recruits completed their 6th session of the Huron County Recruit Training Program in May. Weekend 6 was hosted by the Bluewater Fire Department in Zurich, where recruits trained on Hazardous Materials Operations. This is a secondary certification that is completed alongside NFPA Firefighter I&II. The recruits will be completing their training and exams in June.

The Fire Chief attended the Ontario Association of Fire Chiefs Conference in Mississauga from May 1st to 3rd. Highlights of the conference included the opportunity to explore equipment and apparatus options, information on changes to the Ontario Fire Code, training requirements, industry updates, and networking.

Howick Township Fire Department staff were involved in a Huron County Train Derailment Exercise in Clinton on May 15th. This was a joint training exercise with Huron County EMS, Huron County OPP, other municipal fire departments, and Genesee & Wyoming Inc. (Goderich-Exeter Railway). While Howick does not have railways within municipal boundaries, this training was a great opportunity to practice our mutual aid plan, and work with other agencies.

Public Education:

Staff participated in Howick Central School's Family Fun Night on Thursday May 2nd. Firefighters had apparatus on site for children to view and provided public education material to families. No attendance numbers were available at the time of this report.

The Howick Firefighters Association hosted their spring Firefighter's Breakfast on May 4th. The Firefighters Association reports both record attendance and record profits from this event.

4. Attachments:

Appendix A – May 2025 Fire Call Summary

Respectfully submitted by: Josh Kestner – Manager of Development and Protective Services / Fire Chief



Howick Township Fire Department

Fire Chief :Josh Kestner

2005 Nelson St. N Gorrie ON NOG 1X0

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

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

Date of Report

18 Jun 25 23:11

Incident Summary From May 1 25 to May 31 25

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
May 2 25 25-017	BELMORE LI / HARRISTON RD NO LOSS OUTDOOR fire (see exclusions)	73	14		
May 21 25 25-018	FORDWICH LI / ORANGE HILL RD Vehicle Collision	62	8		
May 24 25 25-019	1040 BRUSSELS LI CO false alarm - equipment malfunction (no CO present)	44	8		
3 incidents for	Howick Township Fire Dept	2 hrs 59 mins	30		
		2 hrs 59 mins	30		

Township of Howick**Department: Fire**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Fire Station Standby Generator**

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

The Fire Department included a standby generator for the fire station in the 2025 capital budget. Staff have obtained three quotes per the Procurement Policy and have decided to proceed with the quote from Gabel Electric of Listowel in the amount of \$23,888.20.

3. Background:

A standby generator was included in the 2025 capital budget, to be drawn from the fire reserve. This generator is to be installed at the fire station, improving the department's response and operating capabilities during loss of power events, as well as aiding the station's role as a backup emergency operations center per Howick's Emergency Response Plan.

Staff requested quotations from three electrical contractors for the installation of a 26KW standby generator (Generac was not specified but listed as a preferred supplier, which all three companies could provide), all associated wiring, transfer switch, and pre-cast pad. Staff also sought a quotation from Chalmers Fuels, our current propane supplier, for installation of a propane line for the new generator. At the time of this report, a quotation has still not been received from Chalmers.

The following quotes were provided:

Company Name	Electrical Quote (HST Included)	Propane Quote (HST Included)
Gabel Electric	\$22,441.80	\$1,446.40
WireQ Inc.	\$22,659.23	n/a
Mike Pentz Electrical Ltd.	\$29,832.00	n/a
Chalmers Fuels	n/a	Not Provided as of Report

Gabel Electric provided the lowest quote for the generator portion of the installation. As they are also a plumbing/HVAC contractor, they were able to provide a quote for the propane installation as well, which staff feels is a reasonable price. Having one contractor complete the entire install also eliminates scheduling issues, which should result in a quicker installation.

4. Financial Implications:

The 2025 capital budget allowed for \$30,000.00 towards the installation of a standby generator.

	\$30,000.00 (Budgeted)
-	<u>\$23,888.20</u> (Gabel Electric Quote)
	\$ 6,111.80 (to remain in reserve)

This project coming in under budget will result in \$6,111.80 remaining in the Fire Reserve for use on future projects/replacements.

5. Conclusion / Next Steps:

As Gabel Electric provided the lowest quote for the installation of a generator and can also complete the propane line installation at a reasonable cost, staff has decided to accept their quote and proceed with installation as soon as possible. This work is expected to be completed before the end of August.

Respectfully submitted by:

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

Township of Howick**Department: Municipal Law Enforcement**

To: Council Meeting**Meeting Date: June 24th, 2025****Report Title: Backyard Chickens**

1. Recommendation:

That the Council of the Township of Howick receive report MLE-2025-03 for information;

And Further that Council direct staff not to proceed with the implementation of a Backyard Chicken Program for the Township of Howick.

2. Purpose/Issues:

The Township of Howick has received multiple inquiries from residents requesting permission to raise backyard chickens within the villages and hamlets for personal egg production. In response, staff developed a draft policy framework, licensing process, and by-law to support a potential program. This report summarizes the findings of a comprehensive stakeholder consultation, including a public survey and outlines the public health, biosecurity, nuisance, and administrative concerns that underpin staff's recommendation to not move forward with such a program.

3. Report Highlights:

- Multiple local agencies/stakeholders were contacted, and a public survey was conducted as part of the consultation process.
- The Ontario Federation of Agriculture (OFA) and Huron County Federation of Agriculture (HCFA) have emphasized the threat to Ontario's agriculture industry from Highly Pathogenic Avian Influenza (HPAI) and stressed the importance of strict biosecurity measures, which are unlikely to be consistently upheld in backyard settings. Huron Perth Public Health (HPPH) has identified enteric disease transmission, avian influenza risk, and mental and social nuisance factors as key public health risks associated with backyard poultry.

- The public survey showed the majority of respondents in favour of a Backyard Chicken Program, however many valid points were raised by those opposed.
- While a comprehensive regulatory framework has been drafted—including a policy (MLE 25-001), licensing form, and Backyard Chicken By-law No. XX-2025—its implementation would require resources that exceed current municipal staffing capacity.
- Risks of disease outbreaks, rodent and predator attraction, and enforcement challenges significantly outweigh the potential food security and lifestyle benefits of implementing a backyard chicken program.
- Staff recommend maintaining the current prohibition on backyard chickens in non-agricultural zones.

4. Background:

Public Health Considerations

- In a formal letter to the Township dated May 6, 2025 (attached as [Appendix A](#)), Dr. Miriam Klassen, Medical Officer of Health for Huron Perth Public Health (HPPH), summarized the potential health risks associated with backyard chicken keeping. These include:
 - Enteric diseases such as Salmonella and Campylobacter, which cause gastrointestinal illness. In 2024, HPPH investigated 98 cases, with 14% linked to poultry exposure through hobby farming or raw egg consumption.
 - Highly Pathogenic Avian Influenza (HPAI)—in particular, the H5N1 strain—which is transmitted through contact with infected wild birds or bird droppings. As of April 2025, 56 commercial and non-commercial flocks in Ontario were infected, impacting over 1.1 million birds, including two incidents in the HPPH jurisdiction.
 - Risks of attracting urban predators (i.e. coyotes, skunks, raccoons, rodents), which increases human-wildlife conflict and risk of zoonotic diseases like rabies.
- Dr. Klassen concluded that while there are social and mental health benefits to urban farming, these do not outweigh the health risks unless infection control practices are rigorously implemented and enforced, something which many rural municipalities are unable to sustain.

Agricultural Stakeholder Input

- The Huron County Federation of Agriculture (HCFA), in correspondence dated May 2, 2025, (attached as [Appendix B](#)) emphasized the importance of biosecurity to protect Huron County's highly productive agricultural base. The HCFA identified the following concerns:
 - Risk of avian influenza transmission from backyard flocks to commercial poultry operations due to lack of formal training, containment, and outbreak response planning.
 - Potential for manure mismanagement, resulting in odours and environmental health concerns if not composted or disposed of properly.
 - Increased administrative and enforcement pressure on the Township, especially around inspections, deadstock disposal, and coop construction requirements.
- The Egg Farmers of Ontario, in a letter dated April 28, 2024 (attached as [Appendix C](#)), raised strong concerns over the feasibility and implications of residential backyard chicken keeping. EFO emphasized that raising poultry is a complex agricultural responsibility that requires:
 - Nutritionally balanced feed, clean water, and veterinary access.
 - Physical adaptations to backyards, such as predator-proof and heated shelters.
 - Daily time commitments, proper egg handling procedures, and carcass disposal plans.
 - Access to vaccines and disease recognition training, which are often inaccessible to the average resident.
 - Comprehensive biosecurity protocols to prevent cross-contamination with neighbouring flocks and commercial operations.
- The letter further stressed that commercial egg producers operate under strict animal care programs and regular inspection regimes, which are not enforceable at the household level. Backyard eggs, unlike commercial eggs, are not graded for safety or quality, increasing the potential for the distribution or consumption of contaminated food products. EFO also noted that fecal contamination of yard areas, combined with inconsistent cleaning practices, can increase risks of zoonotic disease transmission—especially among children, elderly individuals, or those with compromised immune systems.
- The Ontario Federation of Agriculture (OFA), in their January 2025 Avian Influenza Resource (attached as [Appendix D](#)), echoed these concerns. The OFA stated that: "Domestic poultry like chickens, laying hens and turkeys have no natural immunity to HPAI. This means when they become infected, it has

devastating consequences for the birds themselves, as well as the poultry industry and our food supply system.”

- The document also identified human and animal transmission vectors—including through boots, clothing, equipment, and wild birds—and outlined the risks to additional species such as cats, dogs, livestock, and even humans.

Public Survey Results

- The public survey received 138 responses. All information gathered will be kept strictly confidential.
- Survey responses by village were as follows:
 - Fordwich: 44 responses (31 Yes, 13 No)
 - Gorrie: 50 responses (31 Yes, 19 No)
 - Wroxeter: 38 responses (27 Yes, 11 No)
 - Other/Unspecified: 6 responses (4 Yes, 2 No)
- Some respondents expressed strong support, particularly if regulations are clearly defined:
 - Appreciation for local food production, education, and sustainability.
 - Suggestions for clear rules: limits on the number of birds, no roosters, coop standards, and licensing.
 - A few noted enjoyment of chickens already being kept nearby (but expressed concern when they roamed free).
- Most of the critical feedback falls into the following themes:
 - Concerns over cleanliness, smell, and waste disposal.
 - Fears that chickens would contribute to a "messy" appearance in already struggling communities.
 - Fears about increased coyotes, raccoons, and rodents.
 - Worries about bird flu and biosecurity.
 - Numerous complaints about the loud and unpredictable noise of roosters.
 - Calls to strictly prohibit roosters in all cases.
 - Strong sentiment that existing bylaws are already unenforced.
 - Doubts about Howick's capacity to manage a permitting and inspection system effectively.
 - Concern that introducing this program would distract from other priorities.
 - Several residents questioned why the Township is pursuing this when (in their opinion):
 - Illegal coops already exist and aren't being dealt with.
 - The survey was not widely publicized.

- They feel most taxpayers oppose the idea but were not consulted.
- A summary of survey results is attached as [Appendix E](#).

Other Municipalities

- Out of Ontario's 444 municipalities, only 26 currently permit residential backyard chickens — meaning approximately 6 % allow it, and 94 % do not.
- Some of the municipalities that do allow backyard hens include:
 - Brampton
 - Guelph
 - Kitchener
 - Waterloo
 - Woodstock
 - Kingston
- The Town of Minto currently has a Backyard Chicken Program in place and is the closest example to Howick, both in geography and size/demographic.
- Only about 1 in 16 municipalities in Ontario permit backyard chickens. Among those that do, most limit it to hens only, set maximum flock sizes, and require permits or licensing with zoning and coop regulations. Some, like Toronto and Tecumseh, operated pilot programs but have since ended them—though existing participants were grandfathered in.

Program Framework (Unimplemented)

- In anticipation of a potential permitting program, Township staff drafted the following:
 - Draft By-law No. XX-2025: Backyard Chicken By-law: Provides legal authority to regulate, license, inspect, and enforce backyard chicken keeping in non-agricultural zones (attached as [Appendix F](#))
 - Draft MLE Policy 25-001: Backyard Chicken Policy: Outlines coop requirements, enforcement protocols, and licensing conditions including setbacks, property size limits, feed storage, and manure control (attached as [Appendix G](#))
 - Draft Backyard Chicken License Application: Requires detailed site planning, disposal methods, and inspection processes (attached as [Appendix H](#))

- While this framework aligns with models used in other municipalities, it is resource intensive. Implementation would require new or reallocated staffing to perform:
 - Pre-license and annual inspections
 - Complaint investigation and resolution
 - Enforcement actions and by-law prosecutions
 - Education and public health messaging
 - Disease control coordination with HPPH and OMAFRA
- Given the potential for non-compliance, underreporting, and improper care, enforcement would be largely reactive and potentially insufficient to prevent nuisance or health-related complaints.

5. Financial Implications:

There is currently no budget allocation or staffing plan to support:

- Application review and license issuance
- Annual inspections
- Complaint resolution
- Coordination with HPPH or CFIA in the event of an outbreak
- Prosecution or collection of fines for non-compliance

Annual fees (e.g., \$50 per application) would not sufficiently offset these administrative burdens, and enforcement actions would require coordination between staff at the Municipal Office, Municipal Law Enforcement, and potentially legal counsel.

6. Conclusion / Next Steps:

While the draft framework for a backyard chicken program is thorough, the implementation risks, administrative overhead, resources required and stakeholder concerns clearly indicate that it is not in the Township's best interest to implement a backyard chicken program in the Township of Howick.

Staff recommends that Council:

- Not proceed with implementing a Backyard Chickens program in any non-agricultural zone within the Township of Howick.
- Direct staff to continue to enforce the prohibition of backyard chickens in non-agricultural areas of Howick.
- Maintain open communication with Huron Perth Public Health and the agricultural sector to monitor regional disease trends and emerging best practices.

Should public interest in urban agriculture persist, Council may wish to revisit this matter, particularly if additional resources or provincial guidance becomes available.

7. Input from Other Sources:

- Ontario Ministry of Agriculture
- Huron Perth Public Health
- Huron County Federation of Agriculture
- Egg Farmers of Ontario
- Ontario Federation of Agriculture

8. Attachments:

- [Appendix A](#) – Letter from Huron Perth Public Health
- [Appendix B](#) – Letter from Huron County Federation of Agriculture
- [Appendix C](#) – Letter from Egg Farmers of Ontario
- [Appendix D](#) – Information Provided by the Ontario Federation of Agriculture
- [Appendix E](#) – Backyard Chicken Public Survey Results
- [Appendix F](#) – Draft By-law xx-2025 (Backyard Chicken By-Law)
- [Appendix G](#) – Draft Policy MLE 25-001 (Backyard Chicken Policy)
- [Appendix H](#) – Draft Application Form (MLE Form x – Backyard Chicken License Application)

Respectfully submitted by:

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

May 6, 2025

Josh Kestner
Manager of Development and Protective Services/Fire Chief
Township of Howick
44816 Harriston Road
Gorrie, ON
N0G 1X0

Dear Mr. Kestner:

Huron Perth Public Health has received a request from the Township of Howick to provide a position statement related to biosecurity and health concerns in the raising of chickens in urban areas. We understand small-scale urban chicken farming to mean caring for less than a dozen hens in the backyards of urban residences primarily as a source of food. After reviewing current research literature, published guidelines and consultation with other Health Units which are knowledgeable about this issue, I have identified the following health benefits and risks with small-scale urban chicken farming.

Benefits:

Urban chicken farming provides many benefits, including the promotion of local food security and contribution to a sustainable food system. Farmers would have an available supply of food, such as eggs or meat, and may feel more confident that they can feed their families in times of food or monetary shortages. Perhaps the greatest benefit of urban farming is meeting the demand for the consumption of locally grown food within a 100-mile radius.

Urban farming can also have the added benefit of increased exercise, physical and mental relaxation, socialization, and companionship.

Risks:

The most common health risks associated with poultry are enteric diseases such as Salmonella and Campylobacter. Diarrhea and vomiting can occur in people who handle the birds and prepare food for their families. In 2024, Huron Perth Public Health investigated 98 cases of Salmonella and Campylobacter and found that 14% of cases were related to new employees working in commercial poultry plants, poultry hobby farmers, or consumption of raw / undercooked chicken or eggs. Salmonella is especially of concern for the very young, the elderly, and those with weakened immune systems as the bacteria can cause blood infections that spread to other parts of the body.

Wild birds can be a reservoir for highly pathogenic avian influenza (HPAI) H5N1, and infected birds or bird droppings have the potential to infect local domestic flocks, which, while rare, can be transmitted to humans and may lead to serious illness in both birds and humans. As of April 2025, there have been 56 premises with commercial and non-commercial flocks infected with HPAI affecting an estimated 1 175 000 birds in Ontario. Two (2) of these premises were within HPPH jurisdiction.

The presence of chickens, chicken feces, and feed on the property may attract urban predators such as stray dogs, cats, foxes, skunks, raccoons, rodents and other pests. This could increase the incidence of contact between humans and predators resulting in increased animal bites, rabies and other diseases.

Finally, one needs to consider the psychological and mental stress that neighbours may experience with urban chicken farming. Increased noise, odour, poultry that escape, and fears of decreasing property values can all impact the health and well-being of surrounding families.

Conclusion:

Huron Perth Public Health supports urban chicken farming initiatives as a method to increase food security, increase access to locally grown foods and enhance overall mental and physical well-being, provided the potential health risks associated with this practice can be reduced by proper implementation of infection control practices supported by legislation and enforcement.

Should the Township vote to move ahead with a bylaw to permit backyard chicken flocks, the following recommendations are suggested in order to reduce the potential health risks:

These include, but are not limited to:

- Wash hands thoroughly before and after handling or caring for birds.
- Restrict or supervise interaction of children less than 5 years of age. Supervise handwashing.
- Control visitor access to the flock.
- Wear separate clothing and footwear when caring for birds. Wash and disinfect boots and equipment that come into contact with birds and/or feces.
- Clean cages, food and water surfaces daily.
- Ensure proper disposal of feces, litter, and dead birds.
- Keep feed in a tightly sealed container that is protected from birds and rodents.
- Keep birds in a screened or enclosed area where they will not have contact with wild birds.
- Limit the number of birds in the flock to decrease risk of avian influenza transmission. Smaller flocks also reduce stress on the birds and limit shedding of Salmonella.
- Monitor flock health daily. Report illness to veterinarian immediately.
- Wear Proper Personal Protective Equipment (PPE) when handling sick animals.
- Adhere to proper food handling and storage practices. Dispose of damaged eggs and thoroughly cook all foods.

The resources listed below provide more detailed information and recommendations for the management of small-scale poultry operations.

- Ontario Ministry of Agriculture, Food and Rural Affairs: Raise healthy small flock poultry: <https://www.ontario.ca/page/raise-healthy-small-flock-poultry>
- EVIDENCE BRIEF: Reducing Health Risks associated with Backyard Chickens (September 2023): https://www.publichealthontario.ca/-/media/Documents/E/2017/eb-backyard-chickens.pdf?rev=eaf90e20741543548101288458641401&sc_lang=en
- Ontario Animal Health Network: OAHN Small Flock Poultry Lecture Series: <https://www.oahn.ca/resources/oahn-small-flock-poultry-video-lecture-series/>
- Canadian Food Inspection Agency: How to prevent and detect disease in small flocks and pet birds: <https://inspection.canada.ca/animal-health/terrestrial-animals/diseases/backyard-flocks-and-pet-birds/eng/1323643634523/1323644740109>
- Protect your flock from bird flu: <https://inspection.canada.ca/animal-health/terrestrial-animals/diseases/reportable/avian-influenza/protect-your-flock/eng/1614352583029/1614352660146>
- Center for Disease Control and Prevention: Backyard Poultry: <https://www.cdc.gov/healthy-pets/about/backyard-poultry.html>

Sincerely



Miriam Klassen
Medical Officer of Health and CEO



President: *Rob VandenHengel*

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

May 2, 2025

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.

It has been brought to our attention that the Municipality of Howick is considering a backyard chickens bylaw. The HCFA does not have an official position regarding Backyard chickens however we thought we would take the opportunity to make you aware of some of the concerns that could arise.

The first thing that comes to mind with backyard chickens is biosecurity and ensuring the health of birds and those that work with them. Biosecurity measures are vital to safeguard the health and wellbeing of poultry. Without biosecurity measures, viruses such as Avian Influenza could infect Backyard Chicken populations. Disease spread due to backyard chickens could be detrimental to our farms. Backyard chicken owners would need to take measures to identify illnesses, contain outbreaks and if necessary, cull their flocks. Poultry farms in Ontario have biosecurity measures in place to protect our birds and reduce the risk of transmission of pathogens to other farms or the native bird populations.

OMAFRA and The Canadian Food Inspection Agency (CFIA) emphasize the importance of biosecurity measures to protect livestock including chickens. More information on guidance, best practices and manure management for small flock poultry can be found on their websites.

<https://inspection.canada.ca/en/animal-health/terrestrial-animals/biosecurity/tools/video>

<https://www.ontario.ca/page/raise-healthy-small-flock-poultry>

<https://bmpbooks.com/publications/manure-management/>

<https://inspection.canada.ca/en/animal-health/terrestrial-animals/diseases/backyard-flocks-and-pet-birds>

The housing of backyard chickens is also something that needs to be considered., Whether the birds are fenced or caged need to be considered. Bird housing needs to be appropriately sized for the birds and we were unsure if a limit to the number of birds had been discussed during your discussions. Routine cleaning of the housing is essential for biosecurity and the health of the birds. Cleaning will limit odours and decrease the incidence of rodents and other pests. With all animals the manure needs to be handled appropriately and unfortunately there will be a need to dispose of

deadstock.

We are unsure if Howick plans to create a new administrative licensing process for Backyard chickens. A regulatory by-law for licensing to permit backyard chickens in settlement areas will enable the municipality to track the Chicken population however it could add enforcement challenges for the Municipality.

We encourage you to talk to your local Chicken Farmers of Ontario Representative or Egg Farmers of Ontario Representative. with any questions about animal husbandry and biosecurity.

Rob VandenHengel, President
Huron County Federation of Agriculture

April 28, 2024

Josh Kestner
Manager of Development and Protective Services
Fire Chief
44816 Harriston Road
Gorrie, ON
N0G 1X0

Dear Mr. Kestner,

We appreciate the opportunity to provide input to help inform the evaluation of the appropriateness of permitting hens on a small-scale basis for residential use within the Township of Howick. Ontario's egg farmers are committed to producing fresh, high-quality eggs of local production, all while ensuring the welfare and well-being of the hens under their care. They work hard to care for the over 1 million hens in our area that produce over 29 million eggs a year, with a farm gate value of \$78 million per year. Producing food is a great source of pride, but it is also a significant responsibility that needs to be carefully considered.

As the township considers an approach to allow residents to keep hens, we encourage thoughtful consideration of the following areas:

- To raise poultry in a residential environment one needs to consider many things. For example, hens require nutritionally balanced feed, clean water, protection against predators and an appropriate shelter to protect them against inclement weather, including a heated enclosure during winter months. When hens are sick, they also require care from qualified veterinarians. Backyard flock owners must be well-positioned to both access and offer these items to meet the basic needs of the hens in their care.
 - Properly taking care of hens in a residential environment often requires some physical adaptations to a typical backyard, a daily time commitment to tend to the flock, and a great deal of expertise. Owners must also know how to monitor and identify illnesses that affect the health of hens, such as mites, highly pathogenic avian influenza and infectious laryngotracheitis. These parasites and viral infections can spread quickly among birds—to neighbouring flocks and commercial operations in the area—and can result in sudden mortalities. Swift action is required by owners to identify issues, contain the outbreak and disinfect the premises, sometimes in accordance with specific protocols outlined by the Canadian Food Inspection Agency.
 - Proper vaccinations can help reduce the spread of disease within poultry flocks; however, accessing commercially available vaccines can be difficult for backyard flock owners and vaccination programs can often be costly. Vaccination strategies would be an essential point for backyard chicken owners to discuss with their hatchery or business they purchase their birds from to ensure they are well-informed, consider their options and address matters of importance.
 - Strict biosecurity protocols are paramount in mitigating the risk of serious diseases or pathogens that affect hens, chickens and other poultry. These steps also help reduce the risk of accidentally exposing residents to an animal disease or pathogen. We, along with every registered Ontario egg farmer, follow comprehensive on-farm animal care and food safety programs with routine inspections to ensure the hens are receiving the care that they need, every
-

day, and that effective biosecurity protocols are followed by all those who come in contact with the birds. While some guidance towards biosecurity protocols for backyard chicken owners can be found online, these measures may not take into consideration the unique characteristics of a region or have means to ensure adequate application of the measures.

- All commercial eggs are graded to ensure the highest quality is offered to Ontario consumers. However, eggs from backyard flocks are not graded and it is difficult to guarantee that the egg is fresh, free from contamination and safe to eat. This puts unknowing consumers at risk of becoming ill!
- From a human health standpoint, protocols for handling soiled or cracked eggs or contaminated carcasses must be in place to ensure human health. In addition, to be environmentally sustainable, all farmers, regardless of size, must also have plans in place for the removal and disposal of waste products, including manure and carcasses.

Attached you will find a resource that has been put together by Dr. Mike Petrik, an Ontario poultry veterinarian. This outlines the many areas of consideration required for backyard flocks to ensure the health of not only the flock, but the residents of our municipality.

Finally, we would also encourage the township to seek guidance from the Ontario Ministry of Agriculture, Farming and Agribusiness. Their Provincial Poultry Specialist, Al Dam, has significant experience in working with municipalities as they work through consultations like this and can provide valuable guidance for Council and staff.

In conclusion, we appreciate the opportunity to share this information, as the Township of Howick considers this important topic.

Sincerely,

A handwritten signature in dark ink, appearing to read "Donna Lange". The script is cursive and fluid, with the first name "Donna" being more prominent than the last name "Lange".

Donna Lange
Director of Public Affairs

Attachment

DR. MIKE'S TOP 12 HEN CHORES

A dozen daily jobs to keep backyard hens healthy and safe in urban settings

1. Feed a commercially produced ration specifically designed for laying hens, generally not available at pet stores. It is difficult to make a balanced diet at home, and should only be done if you are very experienced and knowledgeable.
2. Do not feed more than a minimum of treats. Mealworms, scratch grains, table scraps and other treats are nutritionally deficient, and if they make up more than 5-10% of the hen's ration, they can lead to nutritional diseases.
3. Failing to provide sufficient amounts of clean water each day can lead to infection and illness. This can be challenging in the winter.
4. Hens need shade on hot days and a source of warmth on cold days.
5. Learn how to recognize discomfort or disease in your flock. Chickens are naturally stoic and the signs of pain and illness are subtle. The majority of hens that are described by their owners as dying suddenly have had chronic issues that had gone unnoticed. Observe all of your chickens daily and look carefully for changes in activity or behaviour.
6. Keeping your coop and run clean is important for both chicken and human health. Have a plan to deal with the nearly 1kg of manure that each hen produces each week. Composting a significant amount of manure is very difficult because of the high nitrogen levels and acidity.
7. All livestock, including chickens, can be carriers of diseases which can be transmitted to humans who are in close contact with them, especially children. It is important to learn how to handle and care for hens without accidentally exposing yourself to animal diseases which can have serious consequences. It is also important to wash your hands every time after handling your chickens, their eggs, or working in the coop.
8. Hens can live to be 7-10 years old. Older hens need to take a break from egg production periodically. Going out of production is termed molting, occurs naturally, and is necessary for older hens to remain healthy. Have a plan for how you will deal with birds that are transitionally out of production, or are done the egg laying portion of their lives. This includes having a safe plan for disposal of any chickens that die under your care.
9. Be aware that many treatments and medications that are given to hens will end up in your eggs. Understanding and respecting withdrawal times for medications given by yourself or your vet are necessary to ensure that contaminated eggs are not eaten.
10. New birds coming into your flock should be vaccinated if at all possible. Most viral diseases such as Marek's Disease and Infectious Laryotracheitis (ILT) are not treatable and are devastating to flocks, but can be prevented through vaccination.
11. Be sure to lock up the chickens at night to keep them safe from skunks, rats, raccoons and neighbourhood pets who will eat the hens and their feed.
12. Eggs are porous and can absorb invisible harmful bacteria if not handled properly.

Avian influenza has become a serious threat to poultry around the world in the past several years. The disease is devastating to both hobby and commercial flocks. If you have sudden, unexplained mortality in several birds, call the Canadian Food Inspection Agency hotline at 226-217-8022 to get testing for this catastrophic disease so it cannot spread to other flocks.

Small Flocks Have Risks - A Vet's Perspective

Prospective small flock hen keepers need to worry about protecting hen and human health.

More municipalities are allowing for the keeping of backyard hens, and interest in keeping chickens for enjoyment and egg production is growing.

- Proper care of hens is more complicated than keeping other pets because poultry have different biological needs, get several diseases that can be transmitted to people, and because unlike pets, hens produce something that we eat. Chickens are indiscriminate in where they deposit their droppings. Any area chickens have access to should be considered to have fecal contamination.
- Even healthy hens will lay eggs with bacteria on the outside of the shell. Proper handling of the eggs is crucial in preventing these bacteria from penetrating into the egg or contaminating anything they contact. Contact your doctor if any disease or infection occurs, and inform medical professionals that you are in regular contact with chickens.
- Animal welfare in small flocks is only good if the caregiver is knowledgeable and conscientious. Providing adequate space, protection, nutrition and environmental conditions are imperative for the well-being of your hens. If you aren't sure of minimum requirements for hens, consult the Canadian Code of Practice produced by National Farm Animal Care Council at: nfacc.ca/codes-of-practice/pullets-and-laying-hens. Also check out Ontario's small flock website at: smallflockontario.ca.
- Protecting your birds from predators is a major consideration for the well-being of your flock. Developing a safe environment that can protect from common predators including raccoons, rats, snakes, skunks, owls, hawks, dogs, cats, weasels and other predators takes forethought, investment and vigilance.
- Veterinary care for your flock is fundamental for both your health and the health of your birds. Establish a relationship with a vet who is knowledgeable about poultry before you have a problem. Vets are a great resource for care, nutrition and prevention as well as disease control.
- Chickens are indiscriminate peckers. The most effective way to prevent your flock from getting a disease is to keep it out of the chicken yard.
- Biosecurity is a concept that must be understood and implemented by all backyard chicken keepers. Quarantining incoming birds and separating your hens from other birds, other flocks and other people associated with chickens are major components of maintaining a healthy flock.

DID You Know?

manure

A hen excretes approximately 2 lbs of manure per week!

health

A hen may appear healthy, but can be laying eggs to the detriment of their own health if not properly cared for.

feed

Laying hens need feed that is especially high in protein and calcium. The high calcium level that a hen needs in her diet would be toxic to non-producing animals such as a cat or dog.



Highly Pathogenic Avian Influenza

January 2025

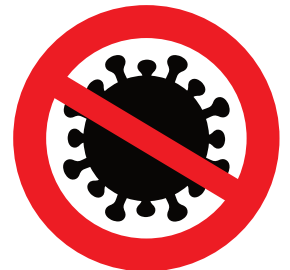
Outbreaks of highly pathogenic avian influenza (HPAI) continue to be found on poultry farms in Ontario, and on dairy farms in certain U.S. states. To date, no confirmed cases of HPAI have been found in Canadian cattle and protections are currently in place to prevent similar outbreaks on Canadian dairy farms.

Livestock and poultry farmers are encouraged to follow good biosecurity practices to mitigate the risk of spreading HPAI between farms, animals, and people.

OFA and other agricultural organizations continue to monitor the situation closely. Here are some tips for prevention, monitoring, and reporting avian influenza in livestock and poultry.

Clinical symptoms of HPAI infection in livestock and poultry:

- Reduced appetite
- Lethargy
- Fever
- Dehydration
- Thickened, discoloured milk (dairy)
- Decreased milk production (dairy)

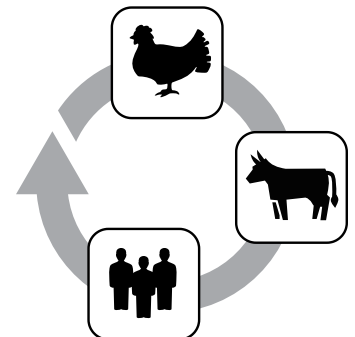


Spread

HPAI is primarily transmitted to animals by infected migratory birds and can be spread further on farms by people through clothing, shoes, vehicles, equipment, and water.

Domestic poultry like chickens, laying hens and turkeys have no natural immunity to HPAI. This means when they become infected, it has devastating consequences for the birds themselves, as well as the poultry industry, and our food supply system.

HPAI does not pose a food safety risk when poultry products (wild and domestic) are handled and cooked properly.



Limiting spread

Animal to animal

- Closely follow biosecurity practices
- Monitor livestock and poultry for signs of illness
- Restrict animal movement unless necessary
- Isolate and monitor sick animals immediately
- Disinfect boots and equipment
- Limit human movement on-farm, including those that come from off-farm
- Reduce bird and wildlife access to farm properties

Animal to people

- Wear proper equipment when handling sick animals
- Follow proper biosecurity and disinfection protocols
- Change clothing before moving between farms
- Limit contact with other livestock and poultry premises
- Restrict human movement on farm and those from off-farm

Water, feed, and air

- Restrict unnecessary equipment and vehicles on farm
- Change clothing before moving between farms
- Reduce standing water on your property
- Do not use surface water as a source of drinking water
- Separate biosecurity zones

Disinfection

HPAI is killed easily using common disinfectants. Keep equipment, clothing, and footwear clean to protect animal and human health.

What to do if you think your birds or livestock are sick

Closely monitor the health status of your animals for clinical signs of disease. If you detect any sick animals on your farm, isolate them and contact your veterinarian immediately. Work with your veterinarian on testing, care of sick animals, and steps for returning them to the herd.

Do not handle any sick or dead birds found on your farm.

Contact your local Canadian Wildlife Health Cooperative office for guidance. In Ontario, contact the Ontario regional centre of the Canadian Wildlife Cooperative at 1 (866) 673-4781.

Please see the following resources for more information:

Ontario

Avian Influenza in Poultry

Canada

Government of Canada Website on Avian Influenza

Avian Influenza Factsheet

Highly Pathogenic Avian Influenza (HPAI) in Livestock

HPAI: Biosecurity Recommendations for Dairy Farmers

National Biosecurity Standards and Biosecurity Principles

Notice to Industry: HPAI in Dairy Cattle in the USA- Addendum to Export Certificate

Canadian Wildlife Health Cooperative Reporting of Sick Birds

United States

CDC Avian Influenza

National Milk Producers Federation Biosecurity Resource

USDA Updates on HPAI

Additional resources:

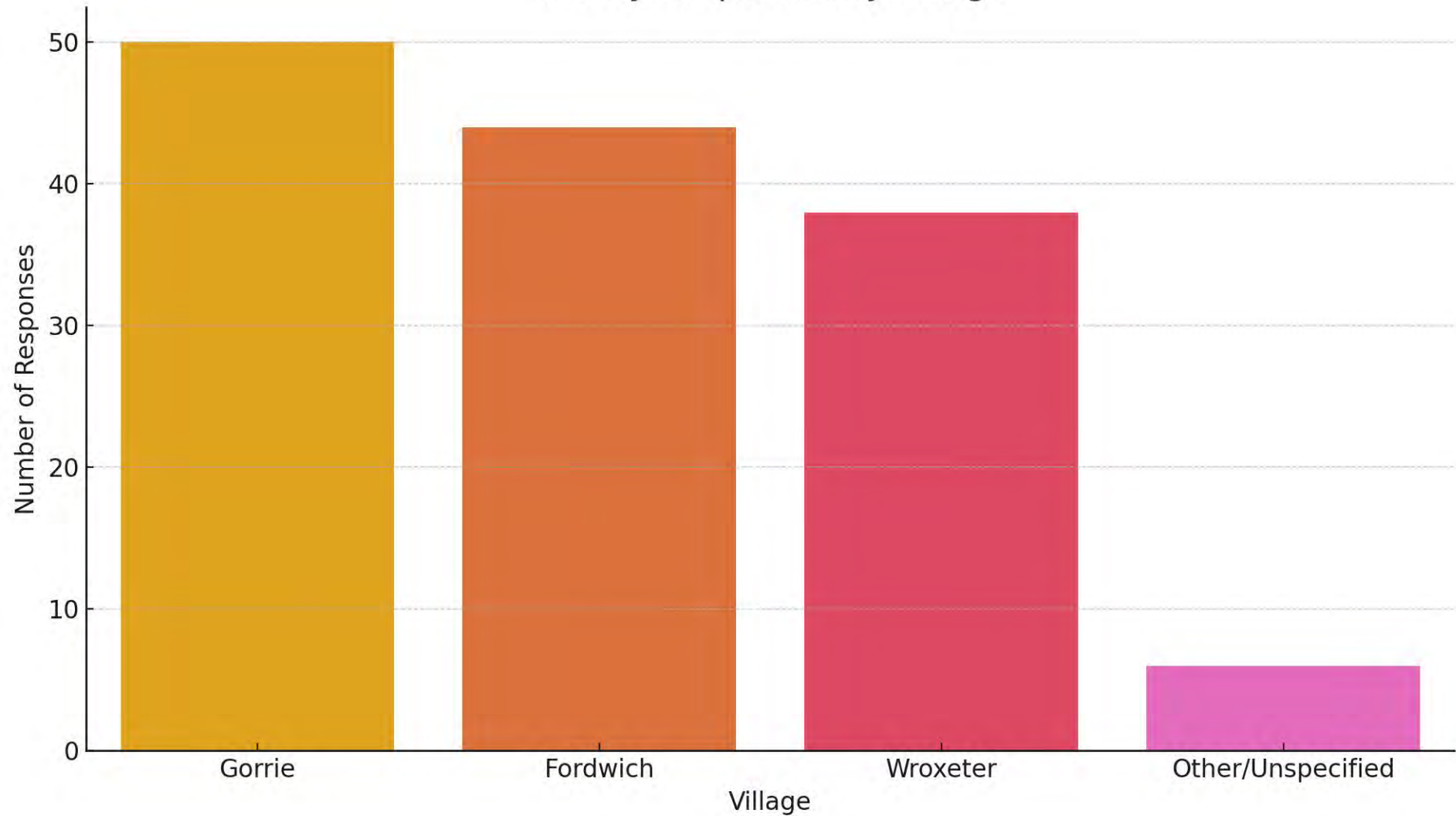
Boot Washing Factsheet

Handwashing Factsheet

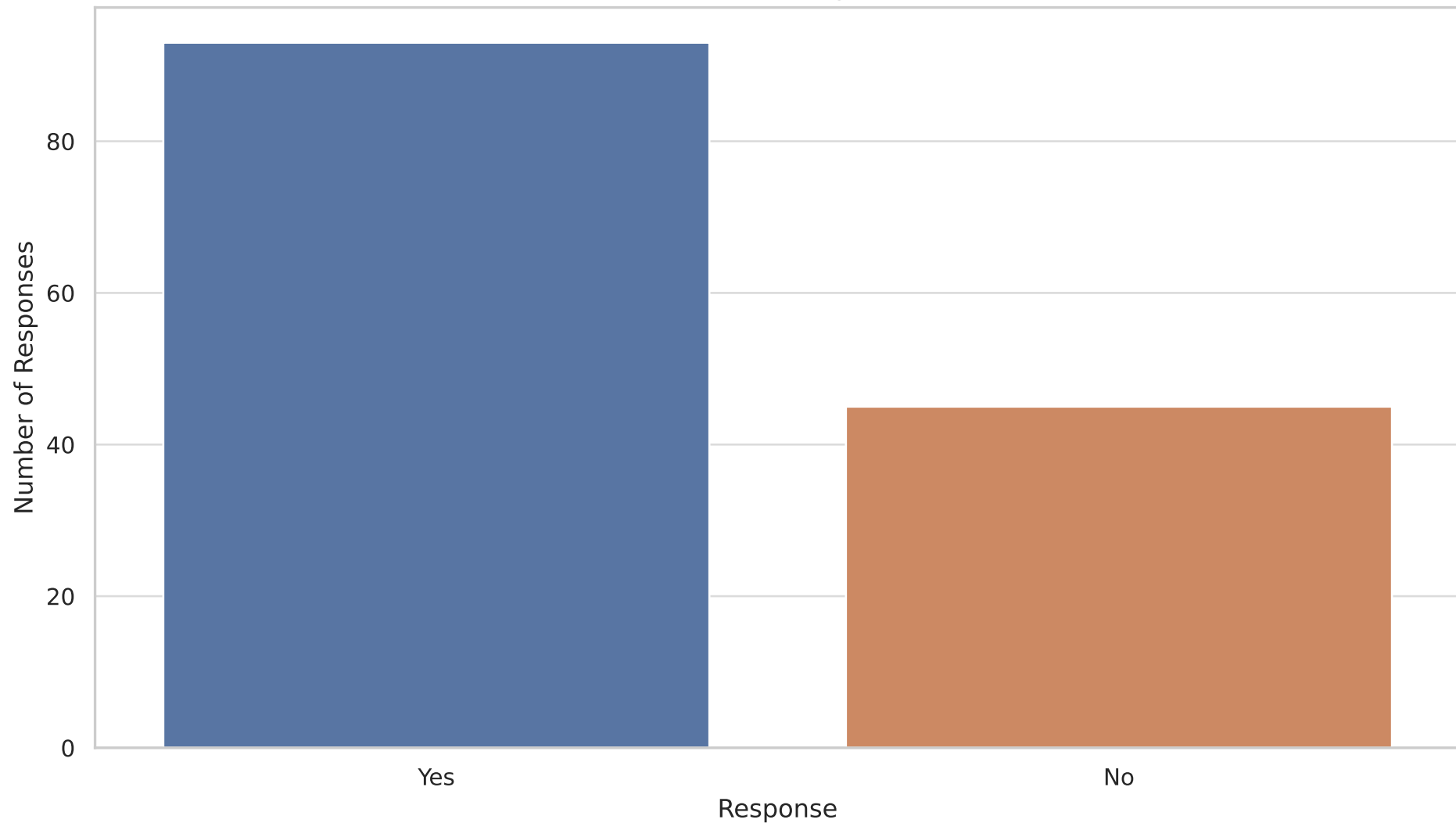
Health and Safety Equipment

Quarantine/ Mortality Management Factsheet

Survey Responses by Village



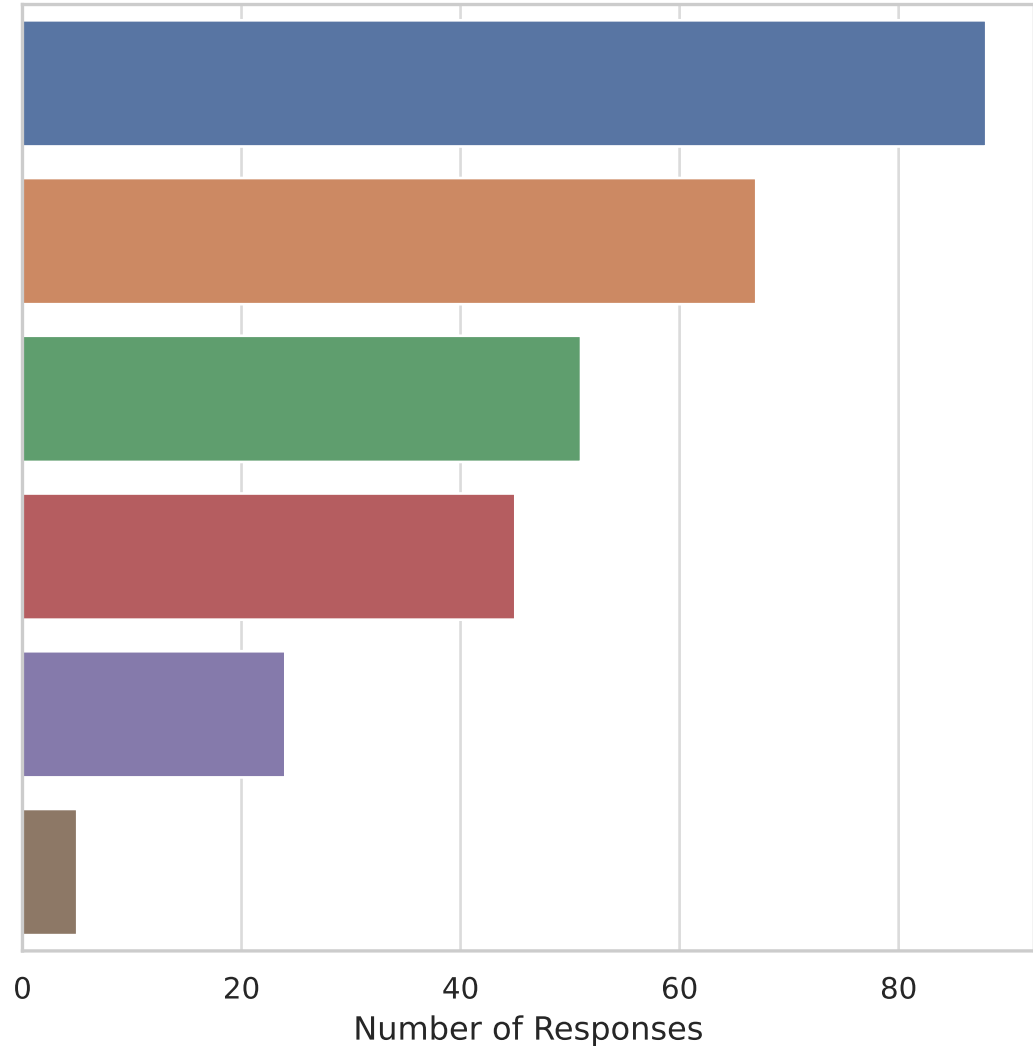
Interested in owning chickens



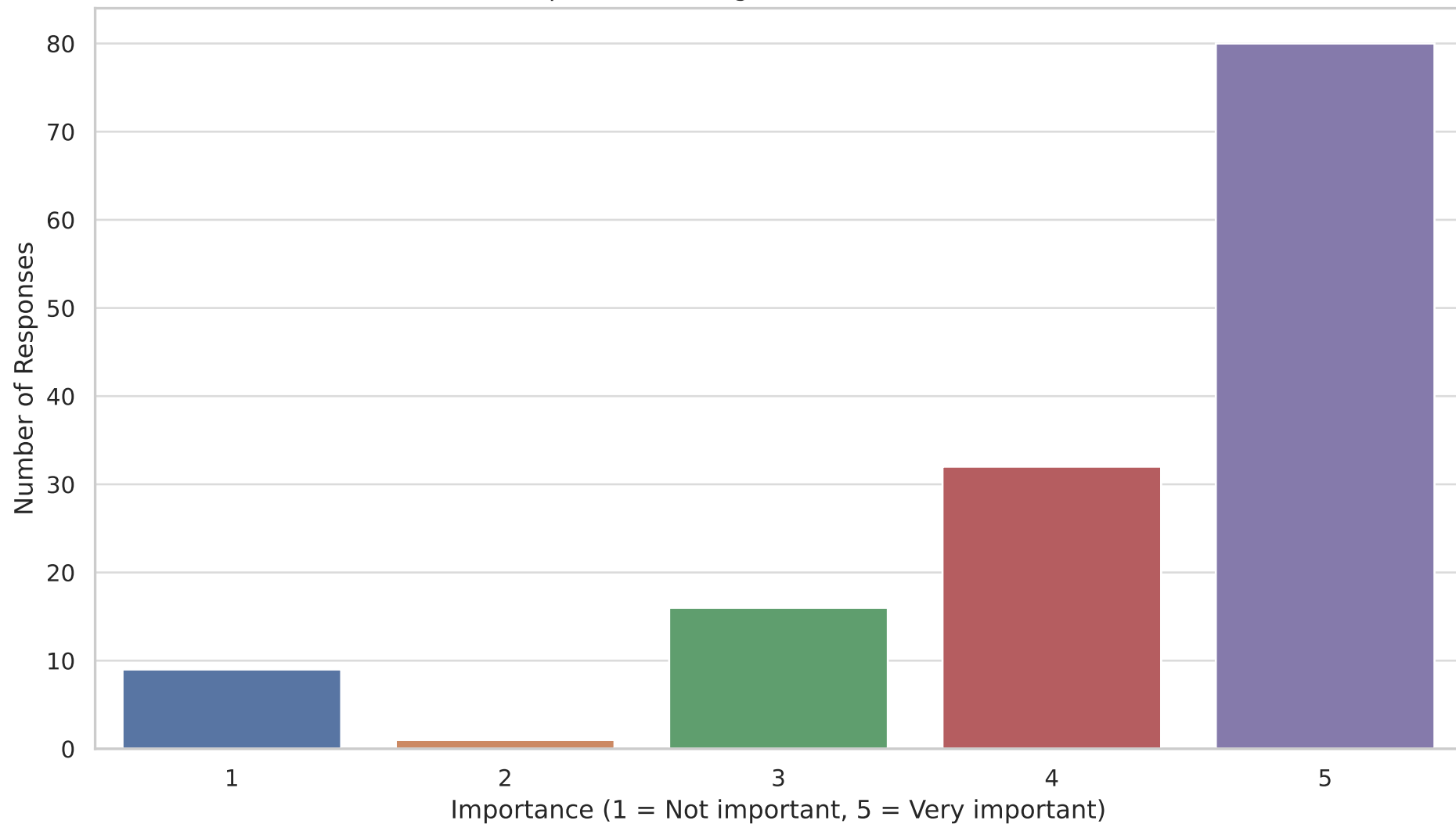
Concerns About Backyard Chickens

Concern

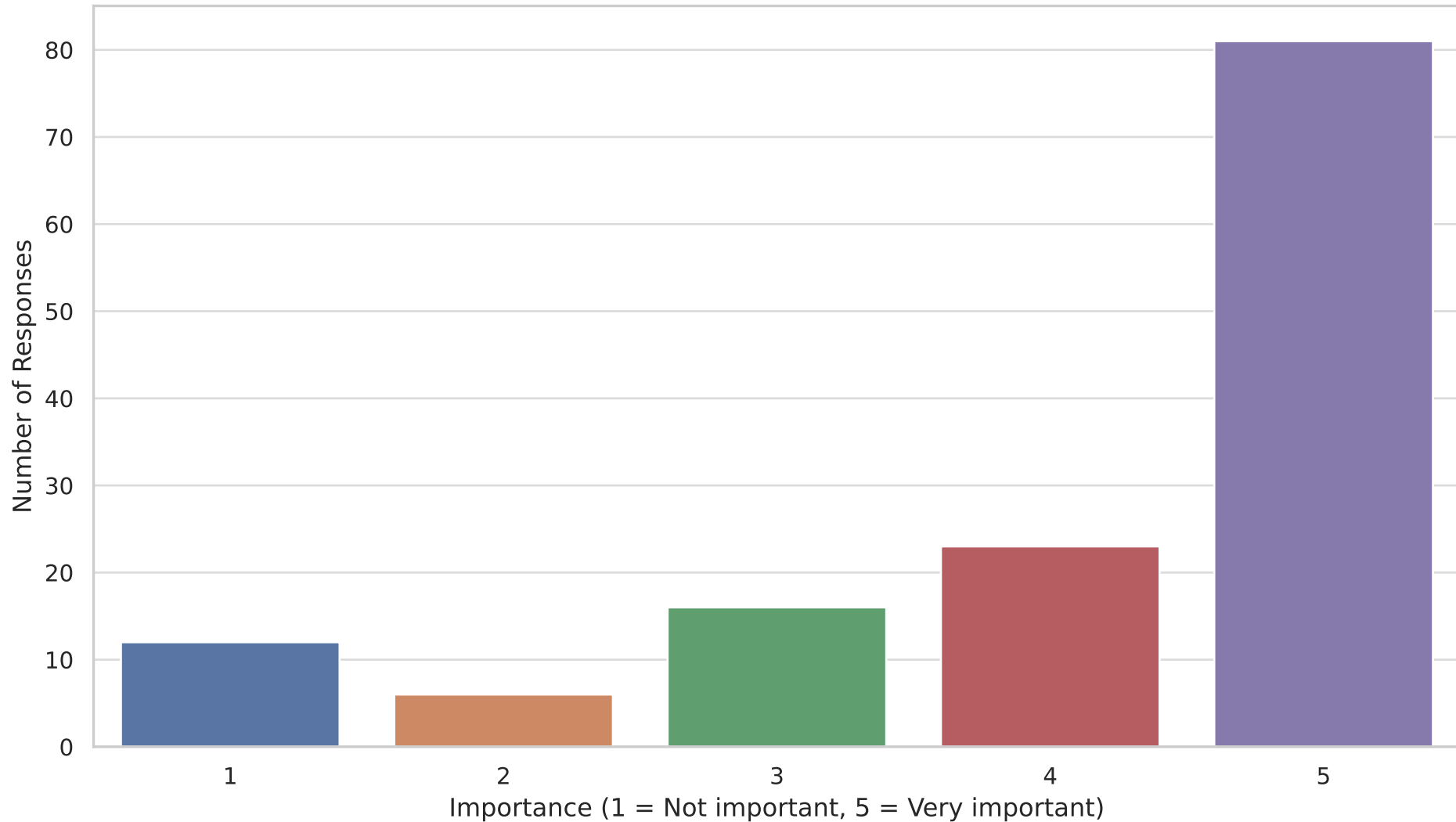
- I want fresh eggs for my household
- I believe chickens are a fun, educational opportunity
- I want to eat chicken I have raised myself
- No interest in owning chickens
- I am interested in chickens as pets
- I want to sell eggs



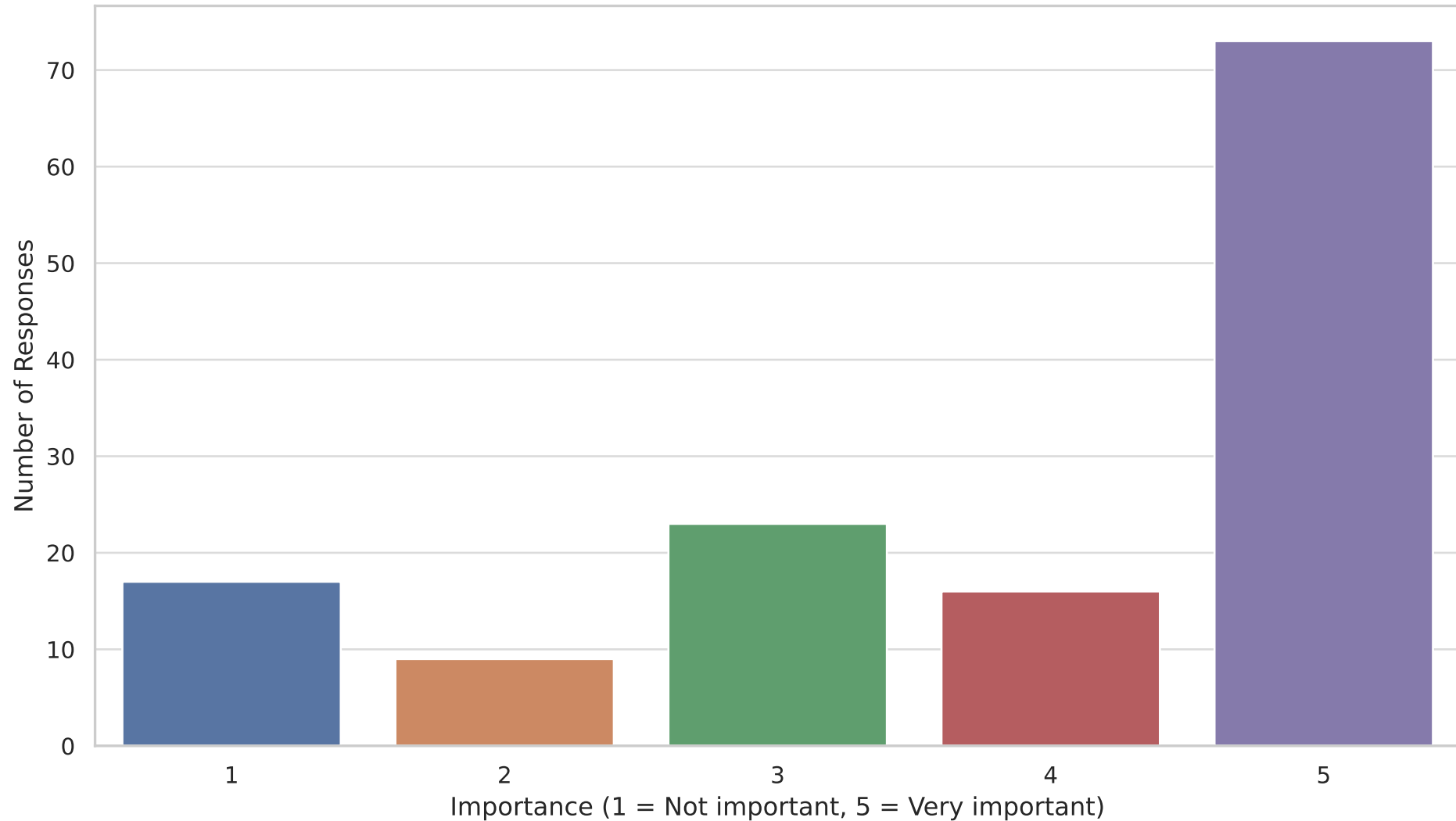
Importance Rating: Cleanliness standards



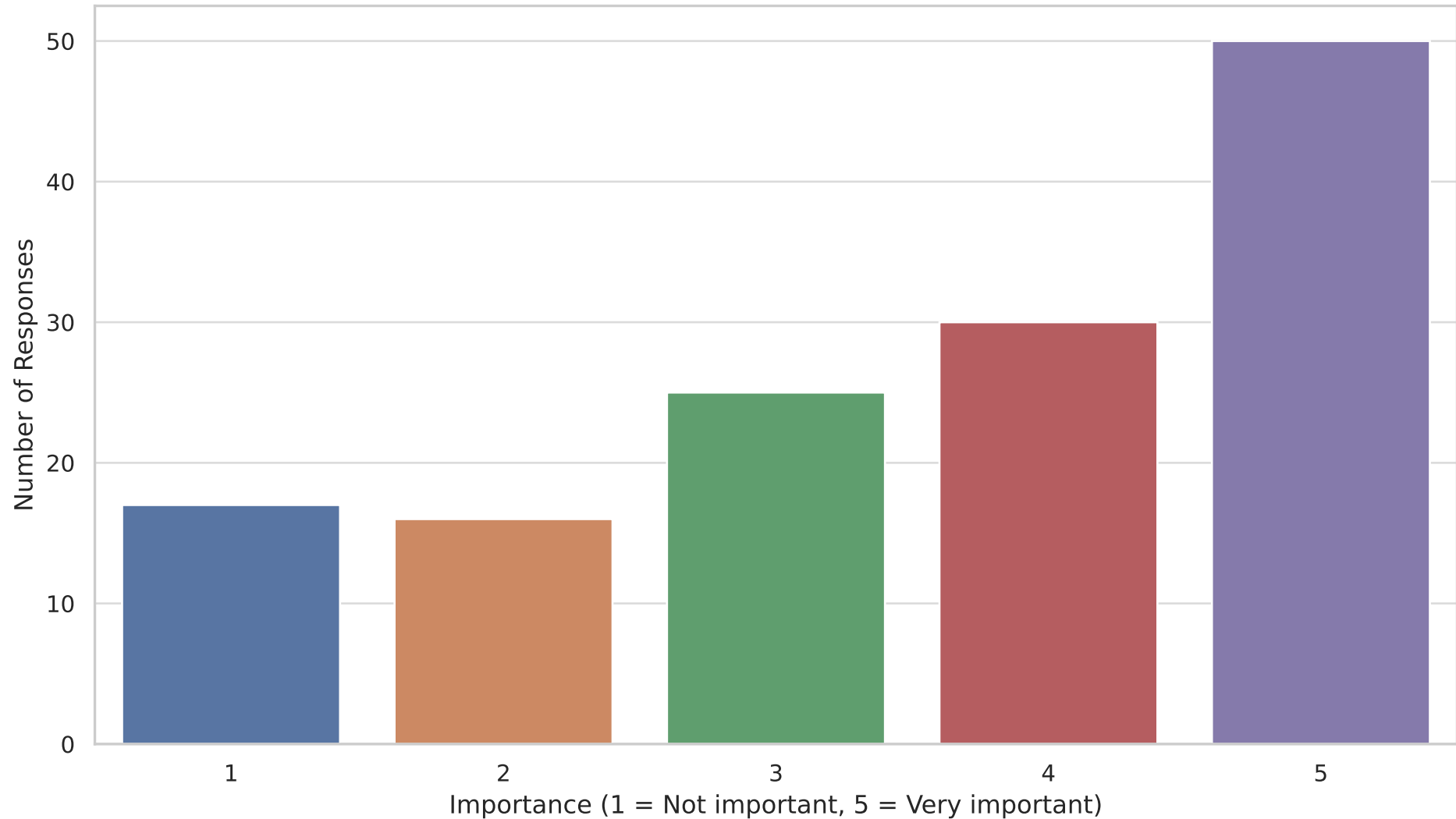
Importance Rating: Fenced yard/run



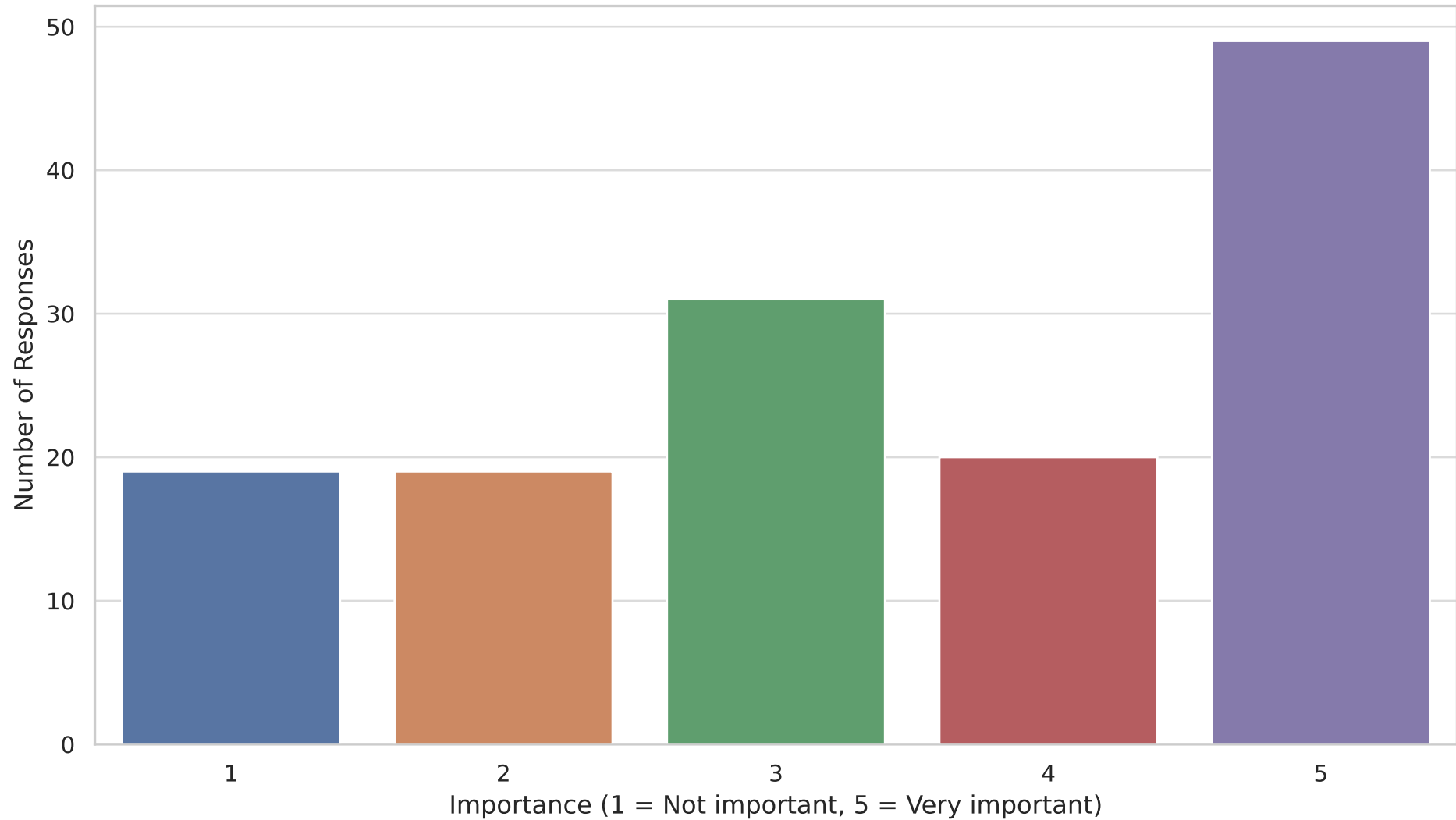
Importance Rating: Hens only



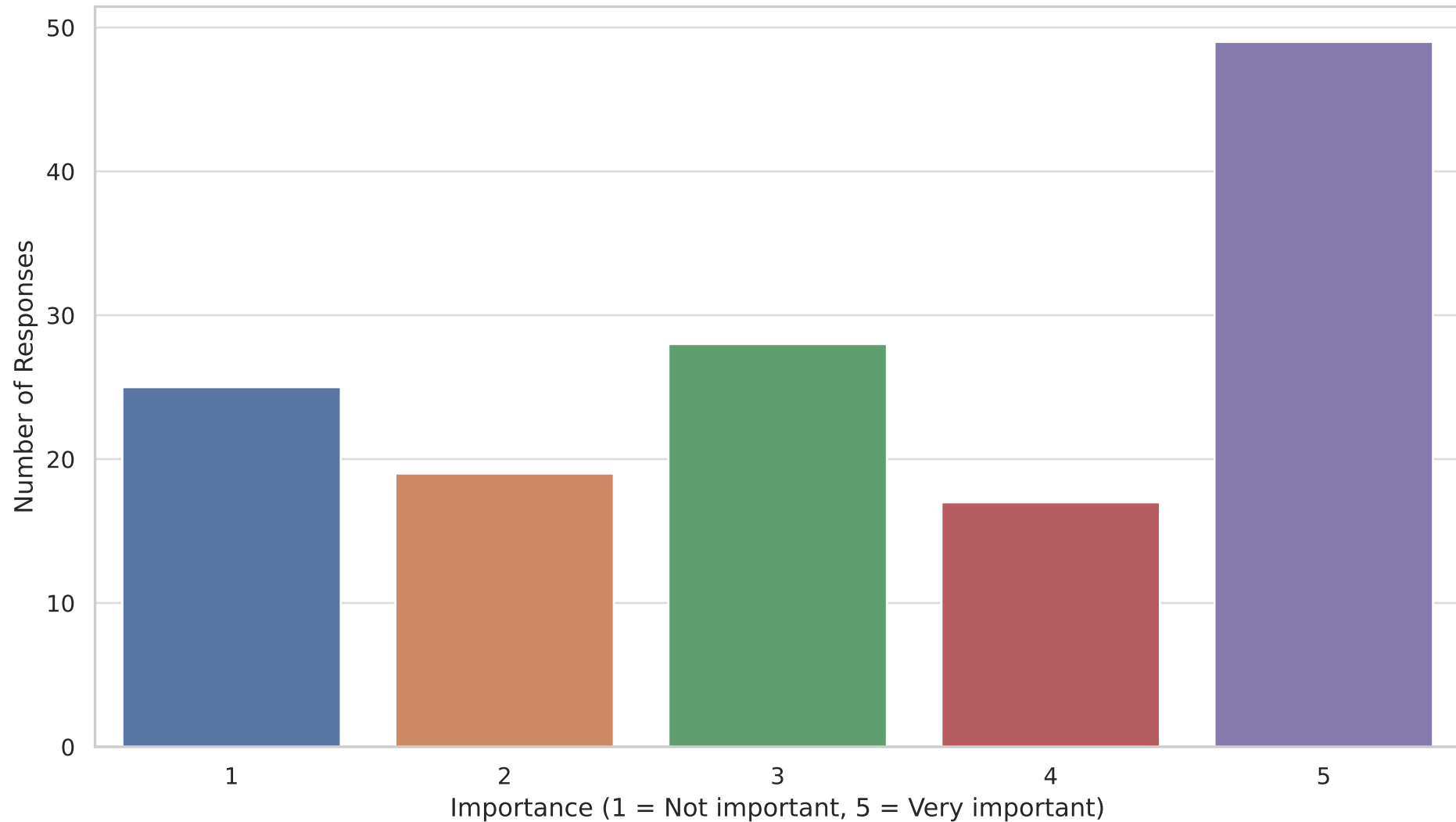
Importance Rating: Size of coop/run



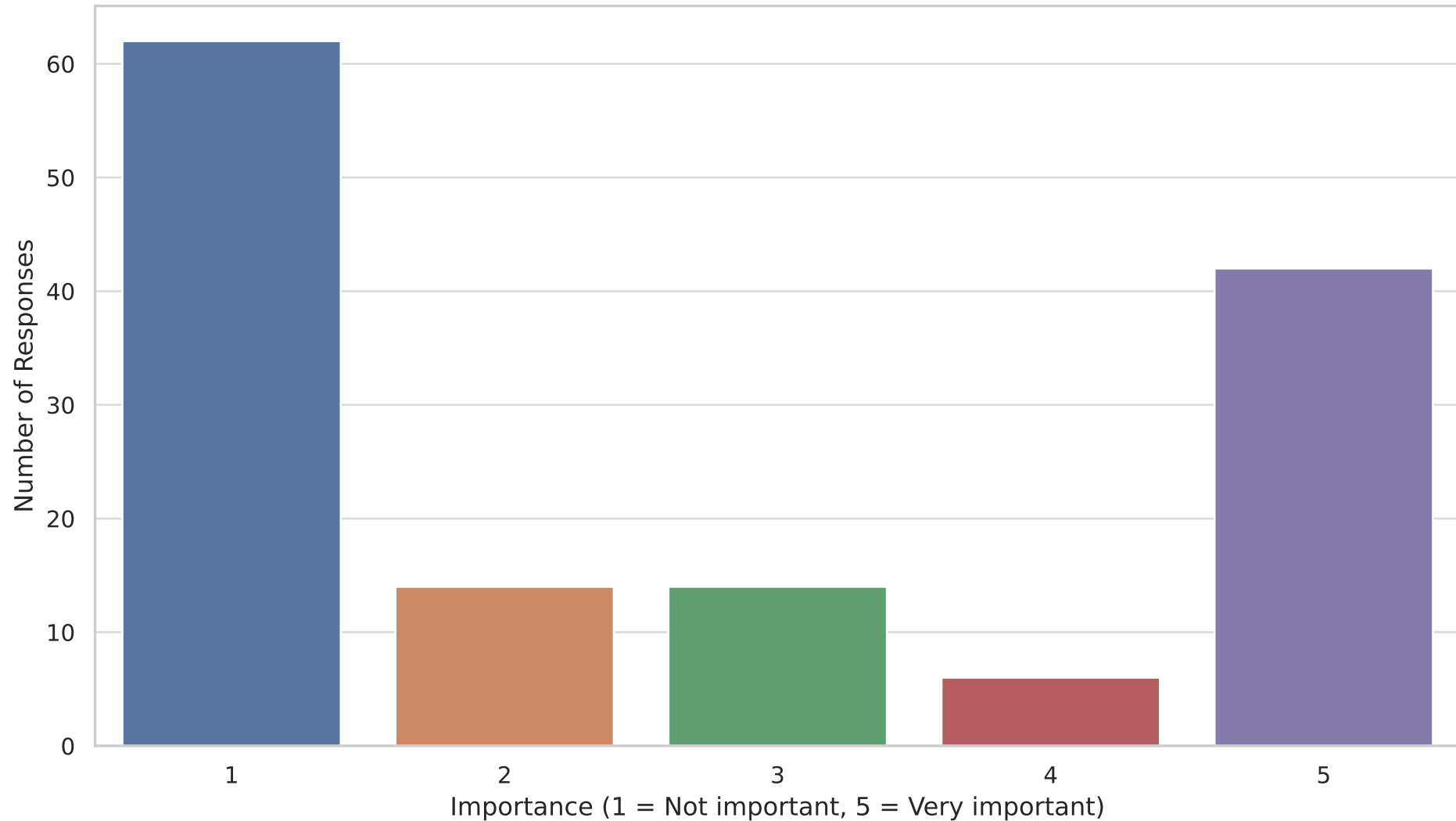
Importance Rating: Distance from others



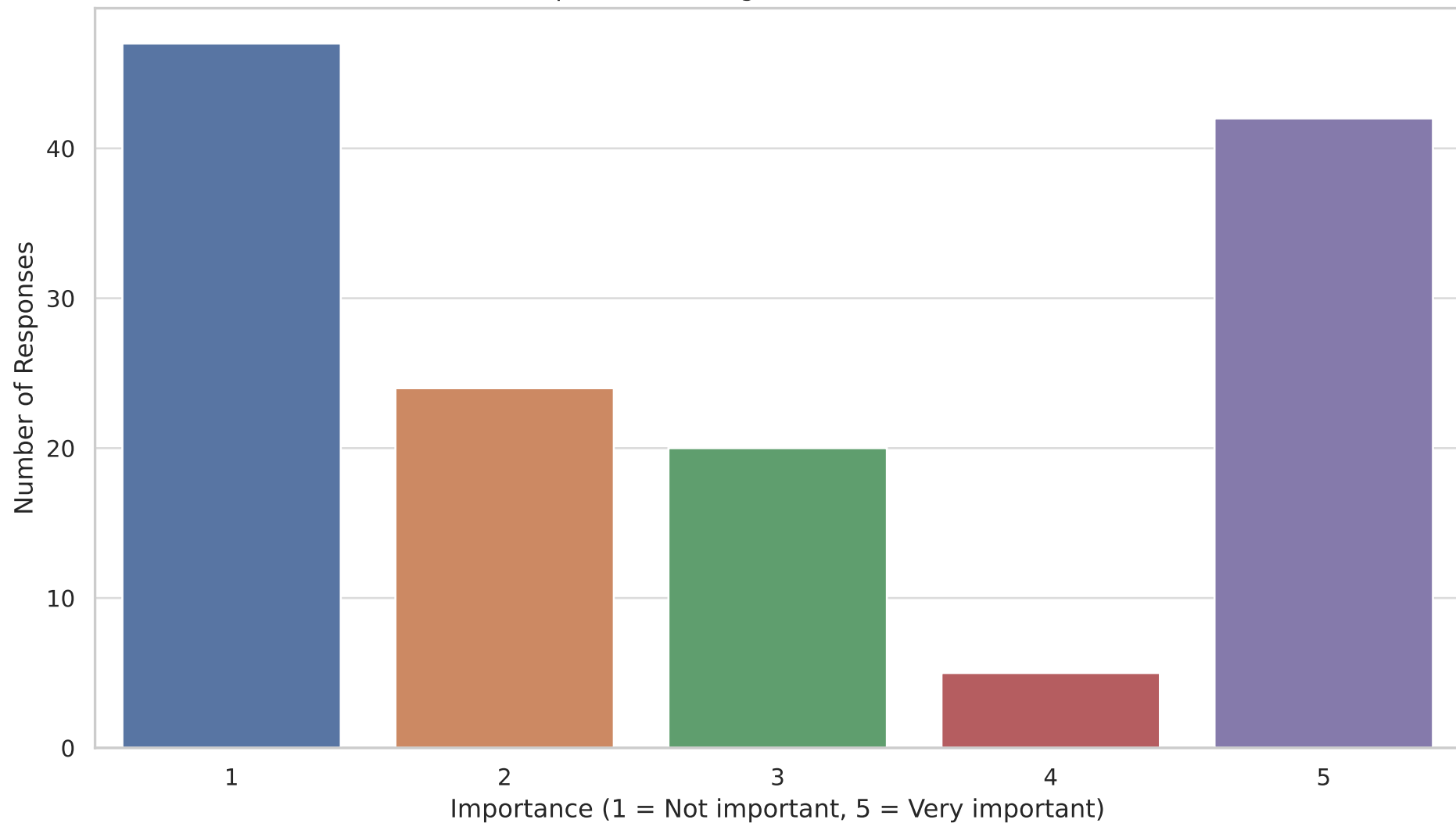
Importance Rating: Location of chickens



Importance Rating: Licence requirement



Importance Rating: No commercial sales



Corporation of the Township of Howick

By-law No. XX-2025

A By-law to regulate the keeping, licensing, control, and welfare of chickens within the Township of Howick

Whereas, Section 11 of the Municipal Act, S.O. 2001, as amended, (the “Act”) Section 11(3) 9, provides that a municipality may pass by-laws respecting matters within the “animals” sphere of jurisdiction; and

Whereas, Section 103 of the Act provides that a municipality may pass by-laws regulating or prohibiting with respect to the animals being at large or trespassing and may provide for the seizure and impounding of animals being at large and the sale of impounded animals; and

Whereas pursuant to Sections 11 and 103, the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a municipality is authorized to pass by-laws prohibiting, regulating and restricting the keeping of animals or any class thereof; and

Whereas the Corporation of the Township of Howick deems it desirable, for the protection of the public and in the public interest, to pass a by-law to regulate the keeping, licensing, control and welfare of chickens within the limits of the Township of Howick;

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

SECTION 1 - INTERPRETATION

Short title

1.1. This by-law may be cited as the “Backyard Chicken By-law”.

Headings

1.2. The division of this by-law into parts and the insertion of headings are for convenient reference only and shall not affect interpretation of this by-law.

Word usage

1.3. Words in the present tense include the future or past, singular words shall be deemed to include plural and words in plural shall be deemed to include singular and shall read with all changes in gender or number as the context may require.

References to applicable law

1.1. All references to applicable law are ambulatory and apply as amended from time to time.

Definitions

1.2. For the purposes of this by-law all words shall have their normal and customary meaning save and except for those hereinafter defined:

“**Agricultural Property**” shall mean any lands designated as an agricultural zone under the provisions of the Township of Howick Zoning By-law where the predominant use is for agricultural purposes.

“**Animal**” means any member of the animal kingdom, other than a human.

“**Council**” shall mean the Council of the Corporation of the Township of Howick.

“**Harbour**” shall mean keeping or possessing, for any period, whether temporary or not.

“**Hen**” shall mean a female chicken.

“**Keep**” shall mean harboring or possessing, for any period, whether temporary or not.

“**License**” shall mean a license issued by the Township of Howick pursuant to this

by-law.

“Municipal Law Enforcement Officer” shall include By-law Enforcement Officers, Police Officers, and Animal Control Officers.

“Owner” shall mean any person who possesses or harbours an animal, and where the owner is a minor, the person responsible for the custody of the minor, and includes a person who is temporarily the keeper or in control of the animal and “owns” shall have a corresponding meaning.

“Property” shall mean a parcel of land or real estate.

“Pound Facility” shall mean the facility or shelter, as appointed by Council, responsible for the care, keeping, and impounding of exotic animals pursuant this by-law or any other Township by-law regulating animals.

“Rooster” shall mean a male chicken

“Running at Large” shall mean to be found in any place other than the premises of the owner of the animal and not under the control of any person.

“Township” shall mean the Corporation of the Township of Howick.

SECTION 2 – GENERAL PROVISIONS

Prohibitions

- 2.1. No person shall keep, harbour, or possess hens, on a property zoned other than agricultural, without the coop being licensed by the Township of Howick.
- 2.2. No person shall keep, harbour, or possess, on a property zoned other than agricultural, more than 5 hens.
- 2.3. No person shall keep, harbour, or possess a rooster on a property zoned other than agricultural.
- 2.4. No person shall sell or permit the sale of eggs, manure, or other products derived from hens on a property zoned other than agricultural.
- 2.5. No person shall slaughter or kill hens on a property zoned other than agricultural.
- 2.6. A permit will not be granted for properties under 0.2 hectares or 0.5 acres in size, in multi-residential dwellings, or properties with shared yards.
- 2.7. A permit will not be granted to the occupant or tenant of a property without written consent from the owner of the property.

Coop Registration

- 2.8. Any person wishing to keep, harbour or possess hens on a property zoned other agricultural shall complete the form attached as Schedule B of this by-law and submit it to the Township along with the required fee as set out in the Township of Howick Fees and Charges By-law.
- 2.9. The Township shall provide notice to adjoining property owners that a license for keeping hens has been applied for including the number of hens to be kept. A copy of the application and license shall be sent to Huron Perth Public Health.
- 2.10. The registration of the coop is subject to the completion of an inspection to the satisfaction of the Township.
- 2.11. The licensing period shall be 12 months and shall commence on the first business day in January.
- 2.12. The Township may revoke or deny a license if any application or other document provided to the Township by or on behalf of the owner of a hen coop contains a false statement or provides false information, the coop violates any of the provisions of this by-law or on the recommendation of a licensed veterinarian.
- 2.13. A license is not transferable and shall not continue with a property
- 2.14. All coops constructed, erected, or installed must be done so in accordance with the following:

- a) a coop shall be in the rear yard where no part of the coop is closer than 10 meters (33 feet) to a neighbouring residence.
- b) a hen coop shall be located no closer than 3 meters (10 feet) to a rear lot line or interior side lot line,
- c) a hen coop shall not be in a front or exterior side yard,
- d) a hen coop shall be a maximum size of 10 square meters (108 square feet),
- e) a hen coop shall provide a minimum area of 1 square meters (11 square feet) for each hen,
- f) a hen coop shall provide a minimum enclosed outdoor area of 1 square meter (11 square feet),
- g) a hen coop shall provide a perch that is at least 20cm (8 inches) long for each hen,
- h) a hen coop shall be fully enclosed to prevent the hens from escaping and prevent other animals from entering,
- i) a hen coop shall be properly ventilated, weatherproofed and insulated to maintain a proper air temperature suitable for the hens,
- j) a hen coop shall provide a nest box for each hen and a dust bath area.

Welfare of Hens

- 2.15. Every person who keeps, harbours, or possesses hens on property zoned other agricultural shall:
- a) Maintain the hen coop in a clean condition, free from the accumulation of feces, offensive odours, insects, or rodent infestations,
 - b) Always keep the hens enclosed inside the coop in the rear yard unless under the owner's supervision,
 - c) Keep all refuse contained in airtight containers to prevent odours, and disposed of in a manner that will not create a public nuisance or health hazard,
 - d) Keep all food for the hens in rodent proof containers,
 - e) Keep all equipment and materials used to keep and care for the hens stored within a building or structure or under cover and screened from view of the public. Where it is necessary to do so, a hedge or other such vegetation shall be planted, or a solid fence erected to act as a screen,
 - f) Maintain the coop by regular painting or finished with permanent siding to not exhibit an unsightly appearance in accordance with the Township of Howick Property Standards By-law.
- 2.16. Every person who keeps, harbours, or possesses hens, on a property zoned other than agricultural, shall ensure the flock is supplied with sufficient food and water, and veterinary care as needed to maintain good health.
- 2.17. Every person who keeps, harbours, or possesses hens, on a property zoned other than agricultural, shall ensure that expired hens are disposed of under the discretion of a veterinarian or public health professional so as to prevent and control common infectious diseases and protect public health.

SECTION 3 - EXEMPTIONS

General exemption

- 3.1. Notwithstanding the provisions of section 2, It shall be permissible to keep or transport a hen in or to the following places or circumstances;
- (a) In a veterinary hospital under the care of a licensed veterinarian;
 - (b) In a public compound;
 - (c) In a designated pound or shelter;

(d) In premises registered as research facilities pursuant to the Animals for Research Act, R.S.O. 1990, c.A.22, as amended;

Exemption by council

- 3.2. Applications for exemptions from this by-law may be received by Council.
- 3.3. Applications for temporary exemptions may be received by Council from, but not limited to, traveling circuses, film projects, person(s) delivering educational programs, school and group presentations.
- 3.4. Each application for exemption shall be reviewed by Council on an individual basis. Council may consult with experts and may either refuse the application, grant an exemption, or grant a conditional exemption.
- 3.5. Council may, in granting an exemption, require any condition reasonable in the circumstances, by resolution.
- 3.6. Every person shall comply with any condition imposed by an exemption granted by Council.

SECTION 4 - SEIZURE OR SURRENDER

At-large

- 4.1. Every owner of a hen shall ensure that the hen does not run at large.
- 4.2. Any hen running at large may be captured by any Municipal Law Enforcement Officer or any other person duly authorized by Council for that purpose.
- 4.3. Any hen running at large which, in the opinion of the Municipal Law Enforcement Officer or any other person duly authorized by Council for that purpose, appears to be a threat to the safety of the community, and which cannot be safely captured by the above noted officers, may be destroyed. The owner of the hen shall not be entitled to damages or compensation on account of the hen being destroyed.

Impounding

- 4.4. Any hen found running at large may be seized and impounded and may, after seven (7) days have elapsed, excluding the day it was impounded and statutory holidays, be sold or adopted out to a lawful recipient. A hen so seized and impounded may, after fourteen (14) days have elapsed excluding the day it was impounded and statutory holidays, be euthanized.
- 4.5. The owner of a hen that has been seized and impounded shall pay to the Pound Facility or the Pound Facility's agent all costs incurred during the impounding of the hen including, but not limited to, pick-up charges, mileage charges, daily pound maintenance fees for each day that the hen remains impounded subsequent to the day of seizure, and any charges incurred for the services of a veterinarian where necessary because the hen has been injured or where it is required that the hen be destroyed.

Release of animal

- 4.6. In order to obtain the release of an impounded hen during the seven-day redemption period, the owner shall:
 - (a) Pay to the Pound Facility all outstanding impoundment fees;
 - (b) Pay to the Pound Facility the costs incurred for veterinary care while the hen was impounded; and
 - (c) Take such other action as the Municipal Law Enforcement Officer and/or Pound Facility deems appropriate.

SECTION 5 - INSPECTION

Entry to land

- 5.1. A Municipal Law Enforcement Officer, upon producing proper identification, may enter on and inspect any land, at any reasonable time, without a warrant, for the

purposes of carrying out an inspection to determine:

- (a) whether or not this by-law is being complied with;
- (b) whether or not an order issued under this by-law is being complied with;
- (c) whether or not any conditions of an exemption from Council are being complied with;
- (d) whether an order made under section 431 of the Municipal Act is being complied with.

Exception, dwelling

5.2. A Municipal Law Enforcement Officer shall not enter or remain in any room or place actually being used as a dwelling unless the officer has complied with the provisions of section 437 of the Municipal Act.

Powers on inspection

- 5.3. Where an inspection is conducted by the Township, the person conducting the inspection may:
- (a) require the production for inspection of documents or things relevant to the inspection;
 - (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c) require information from any person concerning a matter related to the inspection including their name, address, phone number and identification; and
 - (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

SECTION 6 - ENFORCEMENT

Order to discontinue activity

6.1. Where a Municipal Law Enforcement Officer is satisfied that a contravention of any provision of this by-law has occurred, the officer may issue an order requiring the person who contravened the by-law, or who caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity.

6.2. An order under section 6.1 shall set out:

- (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and
- (b) the date by which there must be compliance with the order.

6.3. Every person subject to an Order as described in Section 6.1 shall comply with such Order.

Obstruction

6.4. No person shall obstruct or hinder or attempt to obstruct or hinder a Municipal Law Enforcement Officer or an employee or agent of the municipality in exercising a power or duty under this by-law.

6.5. Where a Municipal Law Enforcement Officer has reasonable grounds to believe that an offence has been committed by a person, the officer may require the name, address and proof of identity of that person, and the person shall supply the required information.

SECTION 7 - PENALTY

Offence

7.1. Every person who contravenes a provision of this by-law, including an order issued under this by-law, is guilty of an offence.

7.2. If a corporation has contravened a provision of this by-law, every director and officer of the corporation who knowingly concurred in such a contravention is guilty of an offence.

Continuing offence

7.3. Each day on which a person contravenes any provision of this by-law shall be deemed to constitute a separate offence under this by-law as provided for in section 429(2) of the Municipal Act, S.O. 2001, c. 25.

Multiple offence

7.4. For the purposes of this by-law, a “multiple offence” means an offence in respect of two or more acts or omissions each of which separately constitutes an offence and is a contravention of the same provision of a by-law.

Subsequent offence

7.5. For the purposes of this by-law, an offence is a second or subsequent offence if the act giving rise to the offence occurred after a conviction had been entered at an earlier date for the same offence.

Penalty

7.6. Every person who contravenes any provision of this By-law is guilty of an offence, and upon conviction is liable to a fine or penalty as provided for by the *Provincial Offences Act* R.S.O. 1990 Chapter P.33, as amended.

7.7. Every person who contravenes any provision of this by-law is guilty of an offence, and upon conviction pursuant to Part III of the *Provincial Offences Act*, R.S.O. 1990, Chapter P. 33, as amended, is liable to the following penalties:

- (a) upon a first conviction, to a fine of not more than \$50,000;
- (b) upon a second or subsequent conviction, to a fine of not more than \$100,000;
- (c) upon conviction for a continuing offence, to a fine of not more than \$10,000 for each day or part of a day that the offence continues. The total of the daily fines may exceed \$100,000;
- (d) upon conviction of a multiple offence, for each offence included in the multiple offence, to a fine of not more than \$10,000. The total of all fines for each included offence is not limited to \$100,000.

Prohibition order

7.8. If a person is convicted of an offence under this by-law, the court in which the conviction has been entered and any court of competent jurisdiction may, in addition to any other remedy and to any penalty imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

SECTION 8 - SEVERABILITY, FORCE AND EFFECT

Severability

8.1. It is hereby declared that notwithstanding that any part of this by-law, or parts thereof, may be found by any Court of law to be invalid or beyond the power of Council to enact such section or sections or parts thereof shall be deemed to be severable and that all other sections or parts of this by-law are separate and independent there from and enacted as such.

Effective date

8.2. This by-law shall come into force and take effect immediately upon the final passing thereof.

Read a first and second time this xx day of xx, 2025.

Read a third time and finally passed this xx day of xx, 2025.

Reeve - Doug Harding

CAO / Clerk - Caitlin Gillis

The Corporation of the Township of Howick
By-law No. XX-2025 – Backyard Chicken By-law
Schedule A - Part I Provincial Offences Act

Item	Column 1 Short form wording	Column 2 Provision creating or defining offence	Column 3 Set fine
1	Own, harbour or possess a hen without a valid license	2.1	\$400
2	Own, harbour, or possess more than 5 hens	2.2	\$400
3	Own, harbour, or possess a rooster	2.3	\$400
4	Sell or permit the sale of eggs, manure, or other products derived from hens	2.4	\$400
5	Slaughter or kill a hen	2.5	\$400
6	Construct, erect, or install a coop that fails to meet regulations	2.14	\$400
7	Fail to maintain the welfare of hens	2.15	\$400
8	Fail to comply with any condition imposed by council in exemption	3.6	\$200
9	Fail to ensure that a hen does not run at large	4.1	\$200
10	Fail to comply with an order	6.3	\$500
11	Obstruct or attempt to obstruct officer, employee, or agent	6.4	\$500
12	Fail to supply information required by officer	6.5	\$500

NOTE: The general penalty provision for the offences listed above is Section 7.6 of By-law XX-2025, a certified copy of which has been filed.

Schedule B – Backyard Chicken License Application

Form x

BACKYARD CHICKEN LICENSE APPLICATION

Pursuant to Section 2.8 of the Howick Backyard Chicken By-Law No. xx-2025

Applicant Information:

- Name: _____
- Address: _____
- Phone Number: _____
- Email: _____
- Drivers License #: _____

Property Information:

- Lot Size (acres): _____ Property Owner: _____

License Information:

- Number of Hens (Max 5): _____
- Feed storage method: _____
- Manure disposal method: _____
- Veterinarian or disposal plan for expired hens: _____

Proposed Coop Location and Specifications:

(Use space on the second page to draw the proposed coop and its location on the property)

Required Attachments:

- ☐ Site plan indicating coop location
- ☐ Proof of property ownership or landlord consent
- ☐ Payment of non-refundable permit fee (\$50.00) by cash, debit, or cheque payable to the Township of Howick.

Applicant Signature: _____ **Date:** _____

For Office Use Only:

- Date Received: _____
- By-law Provided?: _____
- Inspection Date: _____
- Approved ☐ Denied ☐
- Comments: _____
- Officer Signature: _____

Coop Location and Specifications

- Coop Specifications:
- Distance from property lines (min 3m/10ft): _____
 - Distance from neighbouring residence (min 10m/33ft): _____
 - Coop Size (min 1m²/11ft² per hen, min 1m²/11ft² enclosed outdoor space): _____
 - Construction Style (wood, prefabricated, etc): _____
 - Security Features: _____
- Please be as detailed as possible with your site plan. Sample coop designs are available upon request.**

Municipal Law Enforcement Backyard Chicken Policy

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



1. PURPOSE

The purpose of this policy is to provide regulations and guidelines for keeping backyard chickens (hens) within the Township of Howick. The policy aims to balance responsible urban agriculture practices with considerations for public health, safety, and community standards.

The Township recognizes the benefits of backyard hens, such as local food production and education, while ensuring they do not create nuisances or health hazards. This policy aligns with best practices observed in other Ontario municipalities, including Guelph, Kitchener, Niagara Falls, and Norfolk County, which have implemented similar programs.

2. DEFINITIONS

"Backyard Chickens" – Hens kept for personal egg production, not for commercial purposes.

"Coop" – A structure for housing chickens that meets specific requirements.

"License Holder" – A property owner authorized to keep backyard chickens under this policy.

"Municipal Law Enforcement Officer (MLEO)" – An officer appointed by the Township to enforce by-laws.

"Valid Complaint" – A complaint that includes the complainant's information and details regarding a by-law contravention.

Municipal Law Enforcement Backyard Chicken Policy

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



3. BACKGROUND

The Council of the Township of Howick has been approached on multiple occasions by residents requesting the ability to keep backyard chickens. After consultation with Huron Perth Public Health, the Ministry of Agriculture, and local residents, this policy has been developed to provide clear direction for the administration of a backyard chicken program within the Township.

4. SCOPE

This policy applies to all property owners within the Township of Howick who wish to keep backyard chickens. The policy outlines the permitting process, coop requirements, licensing, and enforcement measures.

5. GENERAL PROVISIONS

To ensure consistency and fairness, the following provisions shall apply:

5.1. Permitted Zones & Property Requirements:

- a) Backyard chickens are allowed only on residential properties with a minimum lot size of 0.2 hectares (0.5 acres).
- b) Chickens shall not be kept in multi-residential dwellings or properties with shared yards.
- c) Roosters are prohibited.
- d) Maximum of five (5) hens per property.

5.2. Permitting Process:

- a) Property owners must apply for a Backyard Chicken License through the Development and Property Services Department.
- b) Applications must include:
 - i) Site plan indicating coop location.

Municipal Law Enforcement Backyard Chicken Policy

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



- ii) Proof of property ownership or landlord consent.
- iii) Payment of a non-refundable permit fee.
- c) Licenses are valid for one (1) year effective the first business day in January of each year and must be renewed annually.

5.3. Chicken Coop Requirements:

- a) Coops must be:
 - i) Located in the rear yard and at least 3 meters (10 feet) from property lines, and at least 10 meters (33 feet) from a neighbouring residence.
 - ii) A minimum of 11 square feet per hen.
 - iii) A minimum of 11 square feet of enclosed outdoor space.
 - iv) A perch at least 20cm (8 inches) long for each hen.
 - v) A nest box for each hen and a dust bath area.
 - vi) Securely enclosed with fencing to prevent predation and escape.
 - vii) Equipped with adequate ventilation, roofing, and access to fresh water and food.
- b) Feed must be stored in a rodent-proof container.
- c) Manure must be stored in a closed container and disposed of regularly or composted on-site following best practices to prevent odor issues.

5.4. Licensing & Inspections:

- a) An annual inspection is required before license renewal.
- b) Township officials may inspect properties upon complaint or non-compliance suspicion.
- c) Failure to comply may result in fines, license revocation, and removal of chickens.

5.5. Nuisance & Enforcement:

- a) Hens must be kept in a manner that does not create excessive noise, odor, or attract pests.
- b) Owners must immediately address any complaints from neighbors.

Municipal Law Enforcement Backyard Chicken Policy

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



- c) Municipal Law Enforcement Officers have the authority to enforce penalties and mandate compliance.

5.6. Penalties for Non-Compliance:

- a) First violation: Notice of Violation
- b) Second violation: Order to Remedy
- c) Optional: Set Fines through Part 1 of the Provincial Offences Act
- d) Repeated violations may result in license revocation and removal of chickens at the owner's expense.

6. ADMINISTRATIVE FAIRNESS & ENFORCEMENT PRINCIPLES

By-law enforcement actions will be guided by:

1. Proportionality – Enforcement measures will match the severity of the violation.
2. Equity – Decisions will consider a person's circumstances and ability to comply.
3. Consistency – Similar cases will be treated similarly to ensure fairness.

Before taking enforcement actions, by-law officers will:

- Provide reasonable notice and compliance time.
- Explain the nature of the violation and corrective actions required.
- Allow appeals where applicable.

7. APPROVAL & AMENDMENTS

This by-law policy shall come into effect with the passing of a resolution by the Council of the Township of Howick.

The Township reserves the right to amend this policy as needed.

**Municipal Law Enforcement
Backyard Chicken Policy**

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



8. REFERENCES

- Township of Howick Exotic Animal By-law No. xx-2025

9. ATTACHED

- Appendix A: Backyard Chicken Service Level Matrix
- Appendix B: Form x – Backyard Chicken Permit Application
- Appendix C: Sample Coop Designs

**Municipal Law Enforcement
Backyard Chicken Policy**

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



APPENDIX A

Backyard Chicken By-law Service Level Matrix

Approved by Council on xx, 2025 (Resolution xxx-2025)

Violation	Provision	Service Level			Priority
		Patrol	Proactive	Reactive	
1 Own, harbour or possess a hen without a valid license	2.1		•	•	Medium
2 Own, harbour, or possess more than 5 hens	2.2		•	•	Medium
3 Own, harbour, or possess a rooster	2.3		•	•	Medium
4 Sell or permit the sale of eggs, manure, or other products derived from hens	2.4	•	•	•	High
5 Slaughter or kill a hen	2.5		•	•	High
6 Construct, erect, or install a coop that fails to meet regulations	2.14	•	•	•	Low
7 Fail to maintain the welfare of hens	2.15		•	•	High
8 Fail to comply with any condition imposed by council in exemption	3.6			•	Low
9 Fail to ensure that a hen does not run at large	4.1	•	•	•	Medium
10 Fail to comply with an order	6.3			•	Low
11 Obstruct or attempt to obstruct officer, employee, or agent	6.4			•	Low
12 Fail to supply information required by officer	6.5			•	Low

Service Level Criteria

Enforcement Program / Service Level

Patrol (Low Priority): Periodic/routine patrols through all or parts of Howick to seek out violations

Proactive (Medium Priority) : Violation observed during course of MLEO duties; MLEO will seek to correct the violations(s)

Reactive/Complaint Based (High Priority): Investigation initiated upon a valid complaint to confirm violation and correct issue(s).

By-law Violation Priority Criteria

1	High: Violation(s) highly likely to cause health & safety issues to the public
2	Medium: Potential to cause health & safety issues to the public, negative impact to community and/or the environment
3	Low: Unlikely to cause health & safety issues to the public, negative impact to the community and/or environment

**Municipal Law Enforcement
Backyard Chicken Policy**

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



APPENDIX B

Form x

BACKYARD CHICKEN LICENSE APPLICATION

Pursuant to Section 2.1 of the Howick Backyard Chicken By-Law No. xx-2025

Applicant Information:

- Name: _____
- Address: _____
- Phone Number: _____
- Email: _____
- Drivers License #: _____

Property Information:

- Lot Size (acres): _____ Property Owner: _____

License Information:

- Number of Hens (Max 5): _____
- Feed storage method: _____
- Manure disposal method: _____
- Veterinarian or disposal plan for expired hens: _____

Proposed Coop Location and Specifications:

(Use space on the second page to draw the proposed coop and its location on the property)

Required Attachments:

- ☐ Site plan indicating coop location
- ☐ Proof of property ownership or landlord consent
- ☐ Payment of non-refundable permit fee (\$50.00) by cash, debit, or cheque payable to the Township of Howick.

Applicant Signature: _____ **Date:** _____

For Office Use Only:

- Date Received: _____
- By-law Provided?: _____
- Inspection Date: _____
- Approved ☐ Denied ☐
- Comments: _____
- Officer Signature: _____

**Municipal Law Enforcement
Backyard Chicken Policy**

Policy No. 25-001

Effective Date: TBD

Council Resolution: xxx-2025



Coop Location and Specifications

Coop Specifications:

- Distance from property lines (min 3m/10ft): _____
- Distance from neighbouring residence (min 10m/33ft): _____
- Coop Size (min 1m²/11ft² per hen, min 1m²/11ft² enclosed outdoor space): _____
- Construction Style (wood, prefabricated, etc): _____
- Security Features: _____

Please be as detailed as possible with your site plan. Sample coop designs are available upon request.

**Municipal Law Enforcement
Backyard Chicken Policy**

Policy No. 25-001

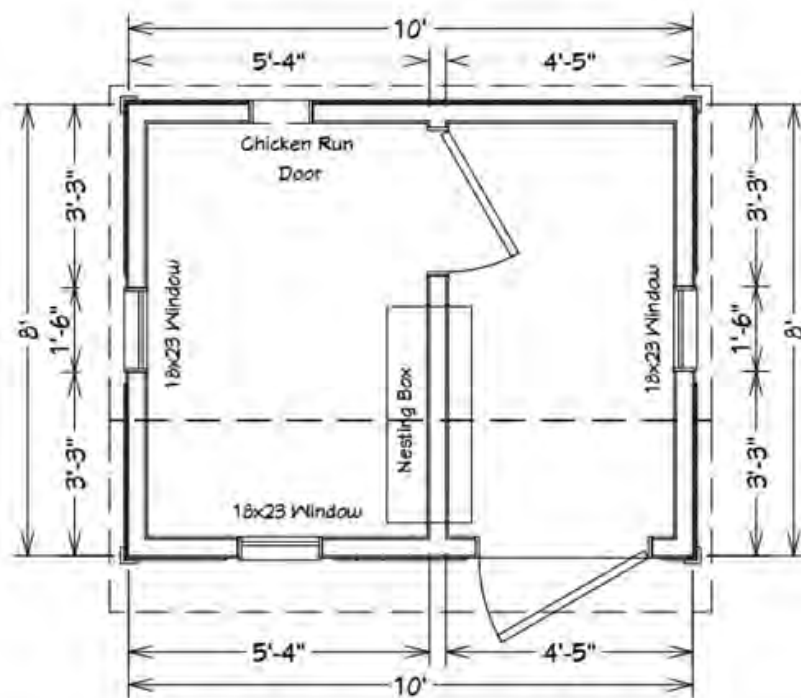
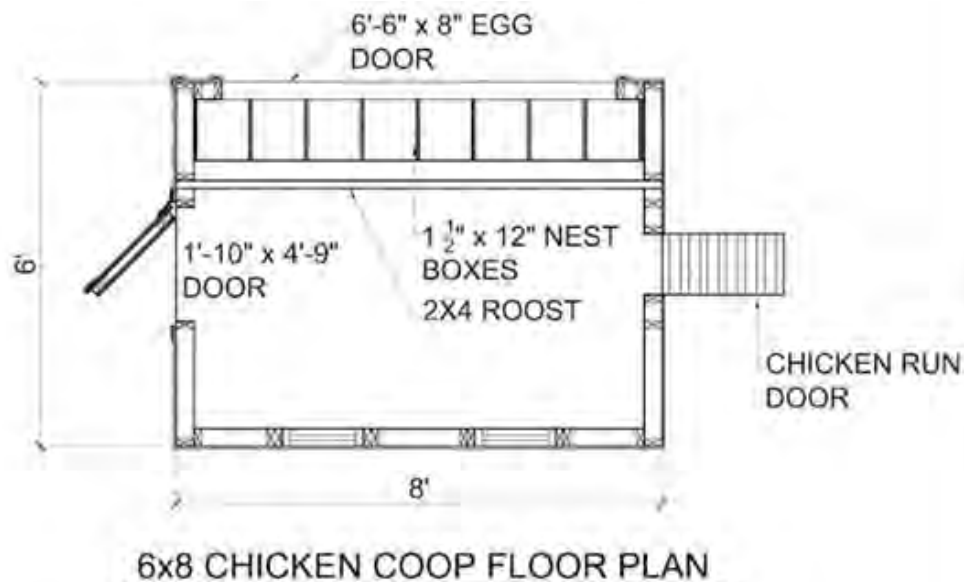
Effective Date: TBD

Council Resolution: xxx-2025



APPENDIX C

Sample Coop Designs





Corporation of the Township of Howick
Municipal Law Enforcement
2005 Nelson Street, Gorrie ON N0G 1X0
Tel: 519-335-3202 Email – bylaw@howick.ca

Form x

BACKYARD CHICKEN LICENSE APPLICATION

Pursuant to Section 2.8 of the Howick Backyard Chicken By-Law No. xx-2025

Applicant Information:

- Name: _____
- Address: _____
- Phone Number: _____
- Email: _____
- Drivers License #: _____

Property Information:

- Lot Size (acres): _____ Property Owner: _____

License Information:

- Number of Hens (Max 5): _____
- Feed storage method: _____
- Manure disposal method: _____
- Veterinarian or disposal plan for expired hens: _____

Proposed Coop Location and Specifications:

(Use space on the second page to draw the proposed coop and its location on the property)

Required Attachments:

- ☐ Site plan indicating coop location
- ☐ Proof of property ownership or landlord consent
- ☐ Payment of non-refundable permit fee (\$50.00) by cash, debit, or cheque payable to the Township of Howick.

Applicant Signature: _____ **Date:** _____

For Office Use Only:

- Date Received: _____
- By-law Provided?: _____
- Inspection Date: _____
- Approved ☐ Denied ☐
- Comments: _____
- Officer Signature: _____



Corporation of the Township of Howick
Municipal Law Enforcement
2005 Nelson Street, Gorrie ON N0G 1X0
Tel: 519-335-3202 Email – bylaw@howick.ca

Coop Location and Specifications

Coop Specifications:

- Distance from property lines (min 3m/10ft): _____
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- Coop Size (min 1m²/11ft² per hen, min 1m²/11ft² enclosed outdoor space): _____
- Construction Style (wood, prefabricated, etc): _____
- Security Features: _____

Please be as detailed as possible with your site plan. Sample coop designs are available upon request.

Township of Howick**Department: Public Works**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Tender Results: PW-2025-02 Supply and Deliver of One 19,500lbs GVW Diesel Cab and Chassis**

1. Recommendation:

That the Council of the Township of Howick receives report PW-2025-18, Tender Results PW-2025-02 Supply and Deliver of One 19,500lb GVW Diesel Cab and Chassis for Information;

And that Council award Tender PW-2025-02 to Blue Mountain Chrysler Ltd. in the amount of \$153,851.00 plus HST and License to purchase a 2025 RAM 5500 REG 4x4, including a Switch-N-Go Cable Hoist System and the following interchangeable bodies: One (1) 14' dump body, one (1) 14' Arbor Body Chipper box, and one (1) toolbox.

And that Council authorize the purchase of three (3) 14' single swing door dumpster bins at the cost of \$23,028 (\$7,676.00 each) plus HST to be used at the Howick Landfill.

2. Purpose/Issues:

To purchase a 2025 Ram 5500 120CA 4x4 diesel with Switch-N-Go Cable Hoist System as well as a dump body, chipper box and toolbox to be used in the Public Works department as well as at the Howick Landfill.

3. Report Highlights:

- The Public Works department requires the replacement of its one-tonne truck.
- Due to the reconfiguration of the Howick Landfill, the Township needs a truck to be able to move roll-off bins from the future drop-off area to the disposal area.
- \$200,000 was approved in the 2025 Capital Budget for the purchase of a new One-Tonne truck and attachments.

- An RFP was listed on Bids and Tenders following the Township Procurement Policy. Two bids were received from Blue Mountain Chrysler Ltd., Collingwood and FST Canada Inc. o/a Joe Johnson Equipment, Ancaster

4. Background:

Tender documents were issued to solicit bids for the supply and delivery of one 19,500 lbs GVWR 4WD single axle diesel engine cab and chassis complete with Switch-N-Go cable hoist system and interchangeable roll-off bins.

With the purchase of this one-tonne truck with Switch-N-Go system and the listed attachments, the Public Works department will have the ability to do roadside tree cutting and chipping internally. The truck will also be utilized at the Howick Landfill once the front-end drop-off area is established for staff to move waste from the drop-off area into the disposal area. The dump box attachment will also be useful for many Public Works duties.

5. Financial Implications:

The following chart shows the tender submissions received, including unrecoverable HST. The only additional costs would be for licencing the truck.

Table 1: Bid Submission from Blue Mountain Chrysler Ltd.

Business Name	Item Description	Price
Blue Mountain Chrysler Ltd	2025 RAM 5500 REG 4X4 120CA Reg Big Horn Regular Cab with Switch-N-Go System	\$129,757.00 plus HST and license
	14' Dump Body with 12" slides	\$8,867.00
	14' Chipper Box	\$10,867.00
	Black Steel Tool Box	\$2,000.00
	Off Road Tires	\$965.00
	Aluminum Rims	\$1,195.00
	2X Keys	\$200.00
Subtotal		\$153,851.00
Unrecoverable HST		\$2,707.78
Total		\$156,558.78 + licensing

Table 2: Bid Submission from FST Canada Inc. O/A Joe Johnson Equipment

Business Name	Item Description	Price
FST Canada Inc o/a Joe Johnson Equipment	2025 Ford F550 Super Cab with Switch-N-Go System	\$153,822.75
	14' Dump Body with 12" slides	\$8,867.00
	14' Chipper	\$10,867.00
	Black Steel Toolbox	\$2,000.00
Subtotal		\$175,556.75
Unrecoverable HST		\$3,089.80
Total		\$178,646.55 + licencing

Table 3: Tender comparison to 2025 Capital Budget

Operational Item	Budget Amount	Tender Amount	Variance
2025 RAM 5500 REG 4X4 120CA Reg Big Horn Regular Cab with Switch-N-Go System and attachments	\$200,000.00	\$156,558.78 + licensing	\$43,441.22 under budget (less licensing)

Also included in the tender was pricing for three (3) 14' single swing door dumpster bins which the Landfill will require upon completion of reconstruction. These came in at a cost of \$23,028 (\$7,676.00 each) + unrecoverable HST.

Operational Item	Price / Bin	Unrecoverable HST	Total for 3 Bins
3 x 14' single swing door drop box dumpster bins	\$7,676.00 (\$23,028)	\$405.29	\$23,433.29

To avoid potential price increases, staff are requesting to proceed with purchasing the three drop box dumpster bins. Anticipated gravel work at the Howick Landfill funded through Gas Tax funds will not proceed due to environmental restrictions for tree removal. Tree removal will now begin late fall 2025, with gravel work moving to 2026. This allows funds in the Landfill's 2025 Capital Budget to be reallocated to the purchase of these bins.

6. Conclusion / Next Steps:

Staff did investigate used trucks, but did not find significant cost savings and do not recommend that the Township invest in adding a Switch-N-Go Cable Hoist System to a used vehicle. By purchasing the recommended new diesel one-tonne truck, the Public Works department should be able to increase our level of service, get a longer asset management life cycle, better fuel economy, decreased fuel costs and a full warranty on the cab and chassis and the Switch-N-Go hoist system.

With Council's approval, staff will execute the tender agreement with Blue Mountain Chrysler Ltd. for the supply and delivery of (1) 2025 RAM 5500 REG 4X4 120CA Reg Big Horn Regular Cab and Chassis with Switch-N-Go System and attachments as outlined above.

7. Input from Other Sources:

Amy VanMeeteren, Treasurer

Caitlin Gillis, CAO/Clerk

Alana Dick, Deputy Clerk

8. Attachments:

Appendix A: Blue Mountain Chrysler LTD Bid Documents

Appendix B: FST Canada Inc o/a Joe Johnson Equipment Bid Documents

Appendix C: Switch-N-Go Hoist System Specifications

Appendix D: Switch-N-Go Dump Body Specifications

Appendix E: Switch-N-Go Arbor Body Specifications

Appendix F: Switch-N-Go Drop Box Specifications

Respectfully submitted by: Scott Price, Acting Public Works Manager

The following manufacturer's models are acceptable, as a minimum, for this tender.

MAKE	MODEL	FUEL TYPE	CAB STYLE	COLOUR
Dodge	Ram 5500	Diesel	Cab & Chassis	Bright White
Ford	F-550 XLT	Diesel	Cab & Chassis	Oxford White

The Switch-N-Go Interchangeable Truck Body Hoist System to be mounted onto the chassis is to be provided by:

Joe Johnson Equipment
Subsidiary of Federal Signal Corporation
754 Shaver Rd, Ancaster, Ontario L9G 3K9
Tel 705.715.2593
Contact: Chris Van Sickle – cvansickle@jjei.com Phone: 705.715.2593

For each of the specific requirements, please indicate if the vehicle and equipment supplied conforms to the Township of Howick's actual specification, if they are not standard equipment on the proposed model please indicate manufacturer's actual deviation in the space provided and list additional information on a bid form and/or supply pamphlets supporting the deviation.

The Township of Howick reserves the right to review all stated deviations to determine acceptance or non-acceptance as best meets the needs of the Municipality, without penalty.

THE TOWNSHIP OF HOWICK – FORM OF TENDER SUPPLY AND DELIVERY OF ONE (1) 19,500lb GVW CAB AND CHASSIS

[Title]

SCOPE OF WORK

PURPOSE

The Township of Howick (Township) is seeking proposals from qualified proponents for the Supply and Delivery of One (1) – 19,500 Lbs G.V.W.R. 4WD Single Axle Diesel Engine Cab & Chassis complete with Switch-N-Go roll off, dump body system to the Township Office located at 44816 Harriston Road, Gorrie, Ontario.

PRODUCT ACCEPTANCE

The machine that is supplied will meet or exceed the below specifications and be designed and manufactured to meet the general and special work requirements of the municipality.

The machine will include all parts or components not specifically mentioned yet which are deemed standard and necessary to provide a complete unit, services and ready to work.

The machine shall be new, current year (2025) **IF** an older year (earliest allowed is 2023/2024) model in equal to or better than specifications indicated herein), manufacture incorporating the manufacturers' latest design and production standards. The machine shall be delivered clean, ready for work and with a full tank of fuel.

Upon delivery the machine will be inspected for compliance to order description. Any deficiencies will be required to be corrected before payment is approved or an appropriate credit adjustment is agreed upon.

We understand from the above Specifications and agree to provide the equipment (exclusive of optional prices, extended warranties and trade in allowance) for the total sum of:

Item No.	DESCRIPTION	BID PRICE
1	Supply and Delivery of one (1) 19,500lb GVWR Diesel Engine Cab and Chassis to 44816 Harriston Road, Gorrie, Ontario	129757.00 \$ plus HST and box configurations

Company Legal Name: BLUE MOUNTAIN CHRYSLER LTD

Address: 9950 HWY 26 E.

City and Postal code: COLLINGWOOD, L9Y3Z1

Telephone: 7054452740 X287

Email Address: KERRIG@BLUEMOUNTAINCHRYSLER.COM AND WARRENS@BLUEMOUNTAINCH

Authorized Signature: Warren Sly

Name (Print or Type): WARREN SLY

Title: DEALER PRINCIPAL

Date: JUNE 4 2025

END OF FORM OF TENDER

THE TOWNSHIP OF HOWICK – TENDER FORM AND SPECIFICATIONS FOR ONE (1) 2025 19,500 LBS GVWR DIESEL ENGINE CAB & CHASSIS WITH AUTOMATIC TRANSMISSION

[Title]

GENERAL REQUIREMENTS:

1.

YEAR:	MAKE:	MODEL:	Specify NEW or DEMO	KMS:	Bid Price:
2025	RAM	5500 REG 4X4 120CA REG BIG HORN	NEW	UNDER 1000KM	129757.00 PLUS HST AND LICENSE

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
GENERAL REQUIREMENTS		
Units (1) shall be diesel powered four-wheel drive 19,500lb GVWR series pickup truck, cab & chassis (dual rear wheels) Unit (1) shall be a current model (2025) or newer OR an older year no earlier than 2023/2024 that contains all or more than specified herein.		Year: 2025 Make: RAM 120CA 4X4 Model: YES
Cab – two forward facing doors with cab and chassis		Specify: REG CAB
Electronic shift Four (4) wheel drive		Specify: YES
Automatic transmission with O.D. (overdrive) and tow/haul feature		Specify: YES
GVWR – 19,500lbs min.		Specify: 19500
State payload: 10,500lbs min.		Specify: 10870
State towing capacity: Minimum 14,000 lbs		Specify: 28720
Diesel Engine		Make: CUMMINS Model:

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
		# of cylinders: 6 Displacement (L): 6.7 Power (hp): 360
Dual Battery – 750 CCA dual 68H AH AGM		YES
Power Steering		Specify: YES
Limited Slip w/4.30 Axle Ratio		Specify: 4.44
Four (4) wheel anti-lock brakes		Specify: YES
Six (6) All-season Tires		Make: make and model can change Model: first line tires supplied
Spare tire to be included		Specify: YES
Trailer tow package, including min. class four (4) hitch, with trailer brake control and seven (7) pin wiring electrical trailer plug to end of frame with receptacle		Specify: YES
Two front tow hooks		Specify: YES
Chrome bumpers		Specify: YES
Fuel Tank Size		Specify: 192
Fuel Economy	NOT RATED ABOVE 1500 SERIES BY NRCAN	Specify: _____ L/100 km (Hwy) _____ L/100 km (City)
Transfer case skid plates – 4x4		YES
Platform back running boards		Specify: YES
AM/FM radio		Specify: YES
Air conditioning and heater/defroster		Specify: YES
OEM tinted windows		Specify: YES
OEM installed backup camera, with LCD display		Specify: YES

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
OEM installed Bluetooth hands free communication system		Specify: YES
OEM installed accessory switches to facilitate Town lighting package install		\$ INCLUDED
OEM Tow Mirrors		\$ INCLUDED
OEM Power Mirrors		Specify: POWER FOLDING HEATED
Power windows and locks		Specify: YES
Heavy duty cloth seating, front seat 40/20/40 with reclining split bench		Specify: YES
Rubber or vinyl floor covering		Specify: YES
Molded floor mats, rubber heavy duty black		Specify: YES
Interior colour - grey		Specify: YES
Exterior truck colour - OEM white		Specify: YES
Mud Flaps – front and rear		Specify: YES
Heavy duty 12V battery with 12V outlet in cab		Specify: YES
120V inverter in cab		Specify: 115V
State terms of warranty included with bid (length, hours, coverage etc.)		Specify: *attach information if required 3/60000 BASIC, 5/100000 POWERTRAIN 5/160000 DIESEL
Warranty to begin on in-service date		Specify: UNDERSTOOD
State nearest stocking parts dealer and service provider		Specify: ANY DODGE DEALER
Pre-service to be completed by dealer prior to delivery		Specify: YES
Two sets of keys		Specify: YES
All applicable manuals to be included in hard copy and digital form: 1) Workshop Manual		Specify: OPERATOR BOOK YES. PARTS, SERVICE ARE PROPRIETARY OF FCA. NOT AVAIL.

PROVISIONAL ITEMS^[Title]

DETAILS		YES	NO	PROVIDE PRICE AND SPECIFICATION IF NECESSARY
PROVISIONAL PRICING				
Extended Warranty Options TWO OPTIONS: EXT OF BASIC COERAGE TO 5/100000 5555.00 EXT OF BASIC AND POWERTRAIN TO TOTAL OF 7/200000KM 13275.00				Specify length, hours, coverage, and price: *attach information to email NOTE: VARIOUS TERMS AND COVERAGE AVAILABLE FROM AS LITTLE AS 5/100000 BASIC COVERAGE EXTENSION TO A MAX OF 7/200000 KM PRICING AVAILABLE ON EACH CONTRACT STYLE IF REQUESTED
Extended Cab Option	MAX ON A CREW CAB WOULD BE 12'			Can this be done with 14' box?
Remote Start				INCLUDED IN BASE TRUCK

FORM OF TENDER AND AGREEMENT

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

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

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

I/We the Supplier hereby certify that we will furnish all machinery, tools, apparatus outlined in the Scope of Work no later than December 31, 2025.

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

_____ Legal Business Name (Supplier)	_____ Location of Dealership
_____ Signature of Authorized Signing Officer (I have the authority to bind the company)	_____ Email
_____ Name and Title of Signing Officer	_____ Registered Business Number

This section for completion on acceptance by the Township of Howick

_____ Signature of Township Officer Affix Corporate Seal	_____ Township Officer Name and Title
_____ Signature of Township Officer	_____ Township Officer Name and Title

Acceptance date _____, 2025

The following manufacturer's models are acceptable, as a minimum, for this tender.

MAKE	MODEL	FUEL TYPE	CAB STYLE	COLOUR
Dodge	Ram 5500	Diesel	Cab & Chassis	Bright White
Ford	F-550 XLT	Diesel	Cab & Chassis	Oxford White

The Switch-N-Go Interchangeable Truck Body Hoist System to be mounted onto the chassis is to be provided by:

Joe Johnson Equipment
Subsidiary of Federal Signal Corporation
754 Shaver Rd, Ancaster, Ontario L9G 3K9
Tel 705.715.2593
Contact: Chris Van Sickle – cvansickle@jjei.com Phone: 705.715.2593

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The Township of Howick reserves the right to review all stated deviations to determine acceptance or non-acceptance as best meets the needs of the Municipality, without penalty.

THE TOWNSHIP OF HOWICK – FORM OF TENDER SUPPLY AND DELIVERY OF ONE (1) 19,500lb GVW CAB AND CHASSIS

[Title]

SCOPE OF WORK

PURPOSE

The Township of Howick (Township) is seeking proposals from qualified proponents for the Supply and Delivery of One (1) – 19,500 Lbs G.V.W.R. 4WD Single Axle Diesel Engine Cab & Chassis complete with Switch-N-Go roll off, dump body system to the Township Office located at 44816 Harriston Road, Gorrie, Ontario.

PRODUCT ACCEPTANCE

The machine that is supplied will meet or exceed the below specifications and be designed and manufactured to meet the general and special work requirements of the municipality.

The machine will include all parts or components not specifically mentioned yet which are deemed standard and necessary to provide a complete unit, services and ready to work.

The machine shall be new, current year (2025) **IF** an older year (earliest allowed is 2023/2024) model in equal to or better than specifications indicated herein), manufacture incorporating the manufacturers' latest design and production standards. The machine shall be delivered clean, ready for work and with a full tank of fuel.

Upon delivery the machine will be inspected for compliance to order description. Any deficiencies will be required to be corrected before payment is approved or an appropriate credit adjustment is agreed upon.

We understand from the above Specifications and agree to provide the equipment (exclusive of optional prices, extended warranties and trade in allowance) for the total sum of:

Item No.	DESCRIPTION	BID PRICE
1	Supply and Delivery of one (1) 19,500lb GVWR Diesel Engine Cab and Chassis to 44816 Harriston Road, Gorrie, Ontario	\$ 153,822.75

Company Legal Name: FST Canada Inc o/a Joe Johnson Equipment

Address: 754 Shaver Rd,

City and Postal code: Ancaster, ON L9G 3K9

Telephone: 705-715-2593

Email Address: kstacey@jjei.com

Authorized Signature: Lynn Hamilton-Leach

Name (Print or Type): Lynn Hamilton-Leach

Title: Sr. Manager Inside Sales

Date: June 16, 2025

END OF FORM OF TENDER

THE TOWNSHIP OF HOWICK – TENDER FORM AND SPECIFICATIONS FOR ONE (1) 2025 19,500 LBS GVWR DIESEL ENGINE CAB & CHASSIS WITH AUTOMATIC TRANSMISSION

[Title]

GENERAL REQUIREMENTS:

1.

YEAR:	MAKE:	MODEL:	Specify NEW or DEMO	KMS:	Bid Price:
2025	Ford	F550	New	10	\$153,822.75

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
GENERAL REQUIREMENTS		
Units (1) shall be diesel powered four-wheel drive 19,500lb GVWR series pickup truck, cab & chassis (dual rear wheels) Unit (1) shall be a current model (2025) or newer OR an older year no earlier than 2023/2024 that contains all or more than specified herein.	Yes	Year: 2025 Make: FORD Model: F550
Cab – two forward facing doors with cab and chassis	Yes	Specify: Super Cab, 2 rear doors open front facing
Electronic shift Four (4) wheel drive	Yes	Specify: As Specified
Automatic transmission with O.D. (overdrive) and tow/haul feature	Yes	Specify: As Specified
GVWR – 19,500lbs min.	Yes	Specify: As Specified
State payload: 10,500lbs min.	Yes	Specify: As Specified
State towing capacity: Minimum 14,000 lbs	Yes	Specify: 19,500
Diesel Engine	Yes	Make: FORD Model: Diesel (Power Stroke)

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
		# of cylinders: 8 Diesel Displacement (L): 6.7 Power (hp): 330
Dual Battery – 750 CCA dual 68H AH AGM	Yes	As Specified
Power Steering	Yes	Specify: As Specified
Limited Slip w/4.30 Axle Ratio	Yes	Specify: 4.88
Four (4) wheel anti-lock brakes	Yes	Specify: As Specified
Six (6) All-season Tires	Yes	Make: N/A 225/70R x 19.5 Model: N/A
Spare tire to be included	Yes	Specify: As Specified
Trailer tow package, including min. class four (4) hitch, with trailer brake control and seven (7) pin wiring electrical trailer plug to end of frame with receptacle	Yes	Specify: As Specified
Two front tow hooks	Yes	Specify: As Specified
Chrome bumpers	Yes	Specify: As Specified
Fuel Tank Size	Yes	Specify: 151 L
Fuel Economy Fuel consumption figures are still being finalized for 2025 model	Yes	Specify: N/A L/100 km (Hwy) N/A L/100 km (City)
Transfer case skid plates – 4x4	Yes	As Specified
Platform back running boards	Yes	Specify: As Specified
AM/FM radio	Yes	Specify: As Specified
Air conditioning and heater/defroster	Yes	Specify: As Specified
OEM tinted windows	No	Specify: Unavailable
OEM installed backup camera, with LCD display	Yes	Specify: As Specified

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
OEM installed Bluetooth hands free communication system	Yes	Specify: As Specified
OEM installed accessory switches to facilitate Town lighting package install	Yes	\$ 1,180.00
OEM Tow Mirrors	Yes	\$ Standard
OEM Power Mirrors	Yes	Specify: As Specified
Power windows and locks	Yes	Specify: As Specified
Heavy duty cloth seating, front seat 40/20/40 with reclining split bench	Yes	Specify: As Specified
Rubber or vinyl floor covering	Yes	Specify: As Specified
Molded floor mats, rubber heavy duty black	No	Specify: N/A
Interior colour - grey	Yes	Specify: As Specified
Exterior truck colour - OEM white	Yes	Specify: As Specified
Mud Flaps – front and rear	Yes	Specify: Front Dealer/Rear Upfit
Heavy duty 12V battery with 12V outlet in cab	Yes	Specify: As Specified
120V inverter in cab	Yes	Specify: As Specified
State terms of warranty included with bid (length, hours, coverage etc.)	Yes	Specify: *attach information if required 5 Years/100,000 km Power Train 3 Years/60,000 km Basic Coverage
Warranty to begin on in-service date	Yes	Specify: As Specified
State nearest stocking parts dealer and service provider	Yes	Specify: Joe Johnson Equipment 754 Shaver Rd, Ancaster, ON L9G 3K9
Pre-service to be completed by dealer prior to delivery	Yes	Specify: As Specified
Two sets of keys	Yes	Specify: As Specified
All applicable manuals to be included in hard copy and digital form: 1) Workshop Manual	Yes	Specify: Please see manuals attached

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
2) Operator Manual 3) Service Manuals		
Delivery Date, from time of order to 44816 Harriston Road		Specify: 6 months from receipt of PO
This specification lists only the major details of the unit, and it is the supplier's responsibility to deliver a fully equipped truck with compatible components to provide dependable, efficient service.		Specify: As Specified
<p>Additional Options</p> <ul style="list-style-type: none"> Please include all options not specified, but which in the opinion of the dealer improve productivity and/or resale. Please also include and note options not specified that are included with the bid <p>*do not include in Quotation price</p>		<p>Specify Details and Prices:</p> <p>Please see Options Page attached to this tender.</p>

PROVISIONAL ITEMS^[Title]

DETAILS	YES	NO	PROVIDE PRICE AND SPECIFICATION IF NECESSARY
PROVISIONAL PRICING			
Extended Warranty Options	Yes		Specify length, hours, coverage, and price: *attach information to email Please see attached at the end of the submission.
Extended Cab Option	Yes		Can this be done with 14' box?
Remote Start	Yes		As Specified

FORM OF TENDER AND AGREEMENT

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

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

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

I/We the Supplier hereby certify that we will furnish all machinery, tools, apparatus outlined in the Scope of Work no later than December 31, 2025.

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

FST Canada Inc. o/a Joe Johnson Equipment

Legal Business Name (Supplier)

754 Shaver Rd, Ancaster, ON L9G 3K9

Location of Dealership

Lynn Hamilton-Leach

Signature of Authorized Signing Officer

(I have the authority to bind the company)

lleach@jjei.com

Email

Lynn Hamilton-Leach - Sr. Manager Inside Sales

Name and Title of Signing Officer

136754660

Registered Business Number

This section for completion on acceptance by the Township of Howick

Signature of Township Officer

Affix Corporate Seal

Township Officer Name and Title

Signature of Township Officer

Township Officer Name and Title

Acceptance date _____, 2025



Subsidiary of Federal Signal Corporation

Township of Howick
Request for Tender: No.: PW-2025-02
System

One (1) 19,500lb GVW Cab and Chassis Complete with Switch-N-Go Roll off, Dump Body

Options to Consider

14' Dump body with 12" Steel contractor SPLIT fold down sides	\$8,867.00
14' Dumpster (Medium Duty Drop Box – Single Swing Door)	\$7,767.00 each
14' Chipper Body (Medium Duty Arbor Body with One Piece Roof)	\$10,867.00
Black Steel Toolbox	\$2,000.00
14' Flatbed Platform with Diamond Floor & Stake Pockets on Sides	\$6,717.00



705.733.7700

705.733.8800

2521 Bowman St. Innisfil, ON L9S 3V6



jjei.com



info@jjei.com

Clean Air. Clean Water. Clean Streets.



Subsidiary of Federal Signal Corporation

Interchangeable Truck Body System

HOIST SYSTEM

Patent: US 11,214,186 B2



Body Hold Downs

Universal design to secure multiple body lengths* with one system

*Bodies must be system length or shorter



Hook Storage

Integrated cable hook stowing on both sides of system



Pendant Control

Simple design for single-handed operation



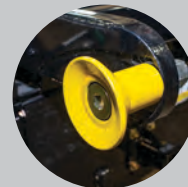
Swivel Hook

Reduces cable stiffness for improved cable spooling and body attachment



Slide Pads

Provide low friction body support and reduced wear on the system/body rails



Body Rollers

Single piece, pre-lubricated and bolt-on design for smooth rolling



Electronics System

Fully enclosed and waterproof junction box with an IP 66 rating



V Roller

Poly material to reduce excessive wear and extends cable life



Pump Cover

Provides additional protection to the pump



H Series is a full hydraulic hoist system built for heavy duty workloads and is ideal for class 5-7 chassis cab vehicles with a GVWR of 16,001lbs-33,000lbs.

18,000 lbs 15,000 lbs



Model Name	Dumping Capacity (tons)	Minimum CEF (in.)	Winch Capacity (lbs)	Overhang Length (in.)	Typical CA (in.)
11-4016-15H-10T	10.3	132" (11')	15,000	18"	84"-96"
11-5020-18H-14T	14	132" (11')	18,000	18"	84"-96"
14-5020-18H-10T	10.3	168" (14')	18,000	18"	120"-138"

Specifications are subject to change without notice. The Gross Vehicle Weight (GVW) or Gross axle weight rating (GAWR) will limit the operating capacity of the vehicle upfitted with a hoist system. For Switch-N-Go® product warranty information, please refer switchngo.com/warranty.

OPTIONS

- Wireless Remote
- Compatible Gooseneck

FEATURES

- Ideal for chassis cab vehicles with a GVWR of 13,500-33,000lbs
- Compatible with vehicles ranging from 60" CA to 138" CA
- Bolt on design allows for easy transfer between chassis
- Easy single handed operator controls with in-cab and on-hoist connection points
- Variety of dump capacities up to 14 tons



E Series is an electric powered hydraulic hoist system built for medium duty workloads and is ideal for class 4-7 chassis cab vehicles with a GVWR of 13,500lbs-26,000lbs. The system is designed to handle six fully loaded winch draws per day.*

15,000 lbs



Model Name	Dumping Capacity (tons)	Minimum CEF (in.)	Winch Capacity (lbs)	Overhang Length (in.)	Typical CA (in.)
9-4016-15E-10T	11.0	108" (9')	15,000	18"	60"
10-4016-15E-11T	10.8	120" (10')	15,000	18"	72"-84"
11-4016-15E-10T	10.3	132" (11')	15,000	18"	84"-96"
11-4020-15E-12T	12.6	132" (11')	15,000	18"	84"-96"
11-5020-15E-14T	14.0	132" (11')	15,000	18"	84"-96"
12-4020-15E-11T	11.3	144" (12')	15,000	18"	96"-108"
13-4020-15E-10T	10.3	156" (13')	15,000	18"	108"-120"
14-4020-15E-9T	9.3	168" (14')	15,000	18"	120"-138"
14-5020-15E-10T	10.3	168" (14')	15,000	18"	120"-138"

* A fully loaded winch draw is equal to the rating of the winch, which is 15,000lbs. If you are loading 15,000lbs (body and payload), the system can pull six loads per day. If you are loading a lesser weight, the system will be able to pull more than six loads per day. For example, if your load is 10,000lbs (body and payload), the system can pull approximately 10 loads per day.

* Refer to your vehicle operator guide for manufacturer recommendations on GVWR.

- Hoist System can raise up to 50° dump angle
- Strong, lightweight system to maximize truck payload
- Self-engaging front body lock to secure body during transport and dumping



Subsidiary of Federal Signal Corporation

Interchangeable Truck Body System

DUMP BODY



FEATURES

- High quality zinc prime & powder coated finish
- Ramp gate for drive-on convenience
- Accepts underbody salt spreader
- 12" side height & 24" tailgate height
- Optional extended board pockets
- Standard 6" steel dump body ground rollers
- Custom options available

FIND A DEALER IN YOUR AREA

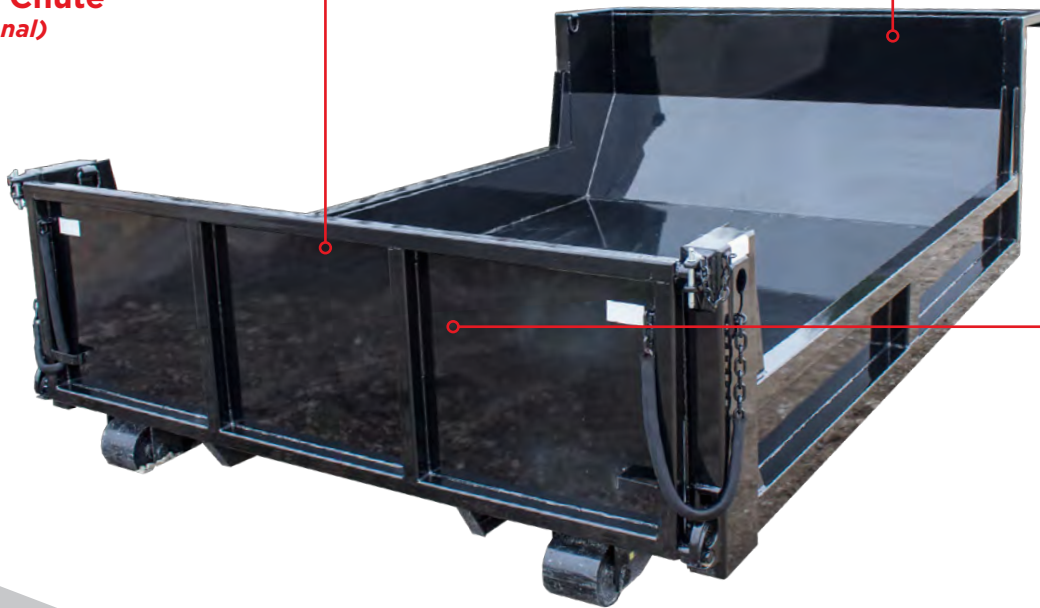
SWITCHNGO.COM/DEALER



Coal Chute
(optional)



18" Cab Shield
(optional)

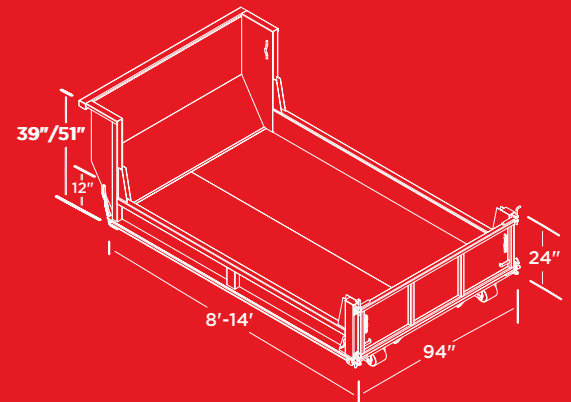


Double Acting Tailgate

SPECIFICATIONS

	STANDARD DUTY	HEAVY DUTY
FLOOR	10 GA STEEL	3/16" STEEL
CROSSMEMBERS	3" STRUCTURAL CHANNEL 16" ON CENTER	3" STRUCTURAL CHANNEL 12" ON CENTER
SIDE	12 GA STEEL	10 GA STEEL
TOP RAIL	3" X 3" X 1/8" TUBING	
BULKHEAD	INSIDE HEIGHT 39", 44", OR 51"	
TAILGATE	2" X 2" X 3/16" TUBING & 10 GA SHEET	
OPTIONS	DROP DOWN SIDES / 18" CAB SHIELD / COAL CHUTE / WELDED D-RINGS	

Specifications are subject to change without notice. For warranty information on this or any other Switch-N-Go® product please refer switchngo.com/warranty.





Subsidiary of Federal Signal Corporation

Interchangeable Truck Body System

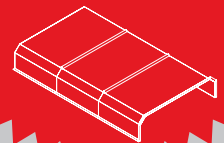
ARBOR BODY WITH SECTIONAL REMOVABLE ROOF*

* One Piece Removable Roof Also Available



51" side height and 39" SS tailgate pictured

ALSO AVAILABLE WITH A
ONE PIECE REMOVABLE ROOF



FEATURES

- High quality zinc prime & powder coated finish
- Removable sectional roof - mounting hardware included
- Standard 6" steel ground rollers

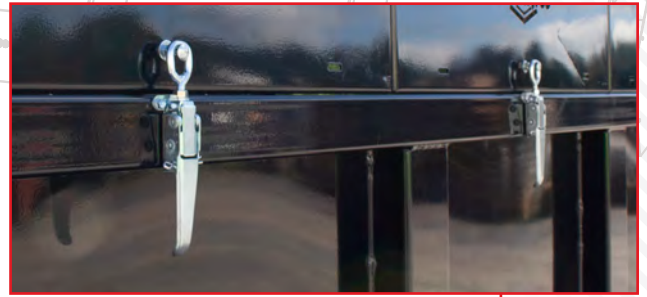
FIND A DEALER IN YOUR AREA

SWITCHNGO.COM/DEALER





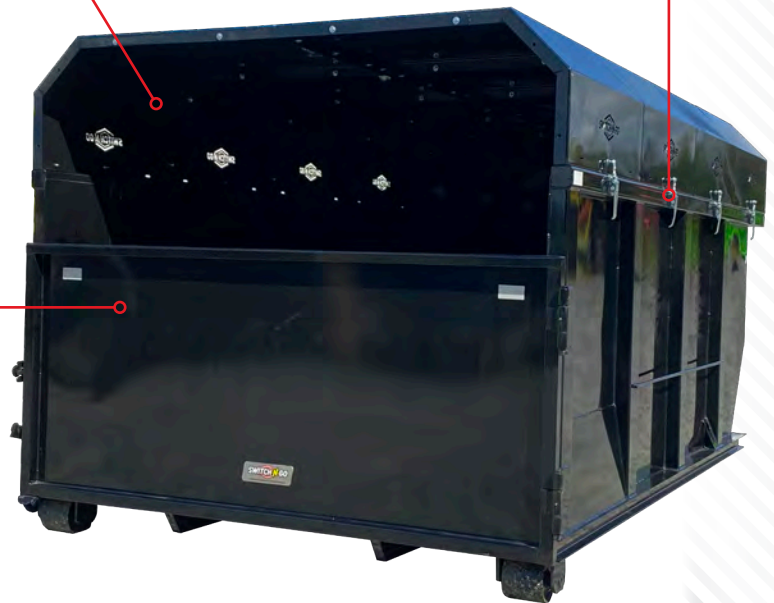
24" Rear Cover Plate
(Optional)



Cam-Latches for simple removal of some or all roof sections



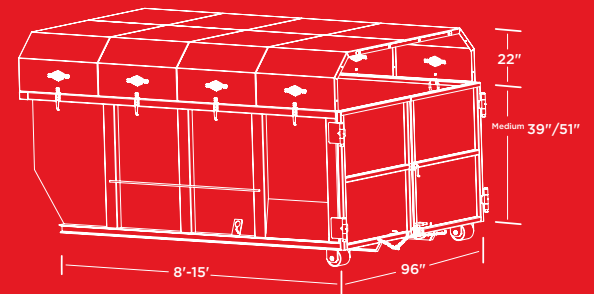
Single Swing or Barn Doors
(Not available on 8' MDRB models)



SPECIFICATIONS

Assembly Required - Factory Install Not Available

MEDIUM DUTY	
FLOOR	10 GA
SIDE POSTS	2-3 POSTS PER SIDE, 12 GA SHEET
TAILGATE	2" x 2" x 1/8" TUBING TUBULAR FRAME WORK FORMED 12 GA SHEET
TOP RAIL	3" x 3" x 1/8" TUBING
SECTIONAL REMOVABLE ROOF	12 GA SHEET 22" HIGH WITH TOP SUPPORT 37" LONG SECTIONS - ALSO AVAILABLE INDIVIDUALLY 2" x 2" x 1/8" AND 8" ANGLE EDGE MESH VENTS ON BOTH SIDES
BULKHEAD	12 GA SHEET
OPTIONS	24" REAR COVER PLATE, BARN DOORS AVAILABLE FOR 39" GATES



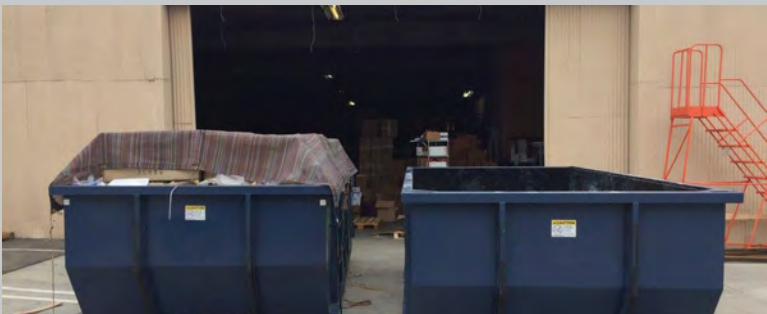
Specifications are subject to change without notice. For warranty information on this or any other Switch-N-Go® product please refer switchngo.com/warranty.



Subsidiary of Federal Signal Corporation

Interchangeable Truck Body System

DROP BOX

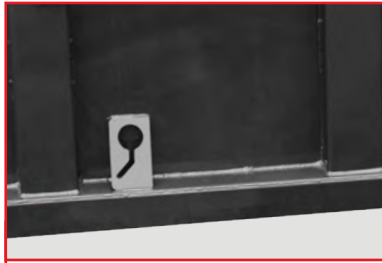


FEATURES

- High quality zinc prime & powder coated finish
- Two build grades available
- Standard 6" steel ground rollers
- Optional curb side door
- Custom options available

FIND A DEALER IN YOUR AREA

SWITCHNGO.COM/DEALER



Keychain Brackets



**Curbside Door
(optional)**

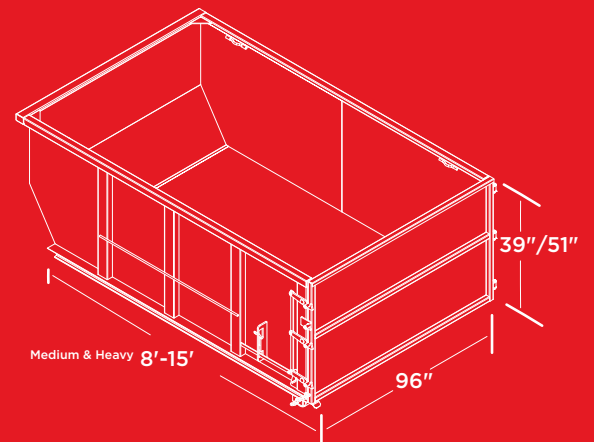


**Available in
Single Swing
or Barn Doors**



SPECIFICATIONS

	MEDIUM DUTY	HEAVY DUTY
FLOOR	10 GA	3/16"
SIDE POSTS	2-3 POSTS PER SIDE, 12 GA SHEET	30-36" ON CENTER POSTS, 12 GA SHEET
CROSSMEMBERS	3" STRUCTURAL CHANNEL, 16" ON CENTER	3" STRUCTURAL CHANNEL, 12" ON CENTER
TOP RAIL	3" X 3" X 1/8" TUBING	
TAILGATE	3" STRUCTURAL CHANNEL, 16" ON CENTER	
SIDE HEIGHTS	39" & 51"	36" & 48"
SIDES/FRONT/TAILGATE	12 GA SHEET	
REAR CORNER POST	7 GA SHEET	
OPTIONS	CURBSIDE DOOR / WELDED D-RINGS CAB SHIELD	



Specifications are subject to change without notice. For warranty information on this or any other Switch-N-Go® product please refer switchngo.com/warranty.

Township of Howick**Department: Finance**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Municipal Insurance Renewal**

1. Recommendation

That the Council of the Township of Howick approve the Municipal Insurance Coverage presented in the July 1, 2025, to July 1, 2026, Renewal Report by Intact Insurance at a cost of \$155,987.

2. Report Highlights:

The 2025-2026 Renewal includes such changes as:

- Sewer back up deductible increased to \$25,000
- Added scheduled items endorsement at renewal
- Building values were increased by \$10,179,878 to reflect inflationary trends

3. Financial Implications:

For the previous insurance term, the annual premium was \$143,924 plus tax. The renewal term from July 1, 2025, to July 1, 2026, is presented as \$155,987 plus tax. This represents an increase of 8.38%. This increase was incorporated in the 2025 Budget.

This insurance coverage does not include the On Duty and Off Duty Fire Coverage, as it is provided through VFIS of Canada.

4. Attachments:

Appendix A: 2025 Municipal Insurance Program

Appendix B: Building & Structures and Other Property Values

Respectfully submitted by: Amy Van Meeteren, Treasurer



2025 Municipal Insurance Program

CORPORATION OF THE TOWNSHIP OF HOWICK

Renewal Report for the Policy Term July 1, 2025 to July 1, 2026

In Partnership with:
Breanne Chapman
McDonagh Insurance Brokers Ltd.
573 Campbell Street
Lucknow, ON N0G 2H0

Submitted by: Intact Public Entities Inc.
Address: 278 Pinebush Rd., Suite 200
Cambridge, ON N1T 1Z6

phone: 1-800-265-4000
email: connectwithus@intactpublicentities.ca

Prepared by:
Tony Commisso, CAIB
Regional Manager

Ref 34350/as 16 June 2025



About IPE

IPE is a Canadian leader in providing specialized insurance programs, including risk management and claims services to municipal, public administration and community-based organizations across Canada. Proven industry knowledge, gained through over nine decades of partnering with insurance companies and independent brokers, gives IPE the ability to effectively manage the necessary risk, advisory and claims services for both standard and complex issues. IPE is a wholly-owned subsidiary of Intact Financial Corporation with its head office located in Cambridge, Ontario. For additional information about IPE visit www.intactpublicentities.ca.

IPE is a Managing General Agent (MGA) with the authority to write and service business on behalf of strategic partners who share our commitment and dedication to protecting specialized organizations. Because our partners are long-term participants on our program, they understand the nature of fluctuating market conditions and complex claims and are prepared to stay the course.

IPE is a licence-holder through the Registered Insurance Brokers of Ontario (RIBO) and in multiple jurisdictions across Canada, and as such we are required to disclose our professional duties and obligations to you as a current or potential client. Learn about our principles of conduct, how we are compensated by the insurers we represent, and see our privacy policy by reviewing the following:

[Code of Consumer Rights and Responsibilities](#)

[CISRO Code of Conduct for Insurance Intermediaries and Fact Sheet – About Your Registered Insurance Broker](#)

[Broker Compensation Disclosure](#)

[Our Privacy Promise](#)

Canadian Owned Company With 90+ Years of Continuous Operation

Market Leader

Municipal, Public Administration & Community Services

Municipal market share leader in Ontario with strong representation of municipal, public administration and community-based organizations across Canada.

Innovative

New Products & Services

Cyber Risk Insurance
Fraudulently Induced Transfer
Road Reviews
Fleet Management

In-House

Claims & Risk Management

In-house claims management = faster turn around, single point of contact, specialized expertise in the municipal claims environment.



**Municipal Market Share
Leader in Ontario**



**First Municipal Client
The Village of Ayr, Ontario**

The Advantage of a Managing General Agent

The MGA model is different than a traditional broker/insurer arrangement in that an MGA provides specialized expertise in a specific, niche area of business. As an MGA we also offer clients additional and helpful services in the area of risk management, claims and underwriting. And unlike the reciprocal model, a policy issued by an MGA is a full risk transfer vehicle not subject to retroactive assessments but rather a fixed term and premium.

We invite you to work with a partner who is focused on providing a complete insurance program specific to your organization that includes complimentary value added services that help drive down the cost of claims and innovative first to market products and enhancements. You will receive personalized service and expertise from a full-service, local and in-house team of risk management, claims, marketing and underwriting professionals.

As a trusted business partner, we believe in participating in and advocating for the causes that affect our clients. For this reason, we affiliate with and support key provincial and national associations. In order for IPE to be effective in serving you, we, as an MGA, believe in fully understanding your needs, concerns and direction. Our support is delivered through thought leadership, financial resources, advocacy, services, education and more.

Risk Management Services

We are the leader in specialized risk management and place emphasis on helping your organization develop a solid plan to minimize exposure before potential incidents occur. Risk management is built into our offerings for all clients, fully integrated into every insurance program. Our risk management team is comprised of analysts, inspectors and engineers who use their expertise to help mitigate risk. We do everything we can to minimize your exposure before potential incidents occur. This includes providing education, road reviews, fleet reviews, contract analysis and property inspections.

Claims Management Services

Our in-house team of experts has the depth of knowledge, experience and commitment to manage the complicated details of claims that your organization may experience. You deal with the public often in sensitive instances where serious accusations can be made. Your claims are often long-tail in nature and can take years to settle. Some claims aren't filed until years after the occurrence or accident. You want a team of professionals on your side that will vigorously defend your reputation. We understand your risks and your exposures and have maintained a long-term commitment to understanding the complex issues your organization may face so that we can better service your unique claims requirements.



**MGA
Advantage**



**Risk Management
Services**



**Claims Management
Services**

*Please note that the information contained in this document is proprietary and confidential and is to be used for the sole purpose of determining the successful proponent. Permission must be obtained from Intact Public Entities prior to the release of any information contained herein for any other purpose than evaluating this submission.

Best in Class Value Added Services

IPE offers more than just an insurance policy. As a leading MGA specializing in public entities, we provide Canadian municipalities with a complete insurance program. What's the difference? A vested interest in helping you reduce your total cost of risk while providing you with complimentary best in class value-added services that help improve your overall performance.

Advocacy & Municipal Association Support

IPE employees are continually recruited to serve on legislative committees and are aware of changes that will be introduced. We can move quickly to help you begin to modify your policies and procedures to maintain regulatory compliance.

IPE advocates and supports your public entities across the country.



Risk Management

Asset Valuation and Risk Inspections

Inspections provide you with calculated reconstruction costs for insurance purposes and ensure insurance to value. Inspections also analyze potential areas of harm and provide risk recommendations to reduce the frequency and severity of incidents.

Roads & Sidewalks

Road Risk Assessment

Non-repair of road liability claims are costly to defend, result in high court awards and greatly impact a municipality's cost of risk. To help municipalities minimize exposure to non-repair of road claims, road assessments can be employed to review documentation, compliance with the Ontario Traffic Manual, adequacy of policies and procedures and select road segments.

Sidewalk Services

Our sidewalk consulting services can help to reduce the frequency of falls on your sidewalks.

Driver Education

Fleets and individual drivers can receive comprehensive driver education through the use of seminars, tools and guidelines that assist with everything from pre-employment checklists and driver management policies to defensive and cooperative driving education.

Fleet Management Evaluation

Have your municipality's fleet risk management practices evaluated. Topics for review include: management structure with the fleet, areas of operation/travel, driver training/hiring practices and loss control management.

MMS Compliance

Our Minimum Maintenance Standards (MMS) compliance analysis focuses on reviewing your policies/procedures/ documentation and comparing these to the required standards set under the MMS as well as the best practices developed by the Ontario Good Roads Association

Municipal Education

We develop and provide customized sessions on specific risk issues for your municipality. These customized sessions can be tied to a claims review, documentation review, policy & procedure review or any risk issue facing your municipality.

We provide training on any topic of your choosing and can be offered either in-person or virtually. The sessions will be developed and delivered by specialists in the field and are recorded and made available to you so your managers can use them at any time to train new staff or as a refresher for existing staff.

Reviews & Analysis

Contract Reviews

This complimentary service is among our most popular because a third-party contract review can make a substantial difference. You'll receive valuable feedback and insight from a Paralegal on the suitability and effectiveness of liability provisions and insurance clauses in contracts and agreements.

Policy and Procedural Reviews

Includes an audit of systems and processes to reduce potential losses within your organization. Reviews focus on identifying gaps or inconsistencies between written policies and procedures, operational procedures and current legislation. The review also includes a claims analysis to identify trends, patterns and adherence or its lack of to the written operational policies and procedures.

Risk Management Centre of Excellence

The IPE [Risk Management Centre of Excellence](#) is an online resource that provides clients with the information and tools needed to manage a myriad of risk issues. The Centre of Excellence is the hub for articles, information, case studies, and useful templates that can transform your municipality's risk management results. The Centre of Excellence is available 24/7 and is continually updated with timely and relevant content.

Claims Services

Claims Management Best Practices Framework

Manage claims under your deductible with greater efficiency using our tested claims analytics and measures that are guaranteed to have a positive effect on cost savings. Couple this with strong claims and risk management and your organization will be better prepared to help mitigate and manage future incidents.

In-House Claims Management Services

Your claims will be handled better. We have in-house claims authority – others may not. Why does this matter? You'll experience faster turnaround, one point of contact, reduced frustration, better claims resolution and improved expense management.

Claims History Analysis

Identify the cause of claims and focus on trends and patterns to help eliminate risk sources so as to better identify risk trends and address them with mitigation techniques.

Guidewire ClaimCenter® Claims Management

View the status of claims in addition to data mining capabilities for risk management purposes so as to better identify risk trends and address them with mitigation techniques.

Claims Education

Customized municipal seminars on claims related topics delivered to solve specific risk issues.

Expertise

Canadian municipal claims experience and expertise is important. Our understanding of the complex municipal landscape allows us to better service your unique claims requirements.

Your Insurance Coverage

Important Information

General Information

The premium quoted is based on information provided at the date of this Report (the date is noted on the first page of this report/quotation). Additional changes to information are subject to satisfactory underwriting information and express approval by Intact Public Entities Inc. Changes in information and coverage may also result in premium changes.

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

Wildfire and Flood Exposures

Due to the high risk of wildfires and active floods, Intact Public Entities Inc. is taking a very conservative approach to such exposures/natural disasters. We are currently reviewing all risks to determine if any part of a risk is within 50km of an active wildfire or 15km of an active flood event.

Quoting and Binding Coverage Restrictions

The quote provided is only valid for 60 days. Should you require an extension beyond the 60 days from the date of this report, you must contact an underwriter at Intact Public Entities Inc. for written confirmation that the quotation is still valid.

Coverage quoted cannot be bound unless expressly agreed to in writing by an underwriter at Intact Public Entities. Intact Public Entities Inc. reserves the right to decline to bind coverage.

Your marketing representative can assist in co-ordinating your correspondence with the correct underwriter for the account should you wish a quotation extension or are requesting coverage be bound.

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Casualty

Coverage Description	(\$) *Deductibles	(\$) Limit of Insurance
General Liability (Occurrence Form) <i>Broad Definition of Insured</i>	25,000	15,000,000 Per Occurrence No Aggregate
Voluntary Medical Payments	Nil	50,000 Per Person 50,000 Per Accident
Voluntary Property Damage	Nil	50,000 Per Occurrence 50,000 Annual Aggregate
Voluntary Compensation - Employees	Nil	50,000 Each Person 250,000 Annual Aggregate
Sewer Backup	25,000 Per Claimant	Included
Wrongful Dismissal (Legal Expense – Claims Made)	5,000	250,000 Per Claim 250,000 Aggregate
Forest Fire Expense	Nil	2,000,000 2,000,000 Aggregate
Abuse Liability – Claims Made Form	25,000	2,000,000 Per Claim 2,000,000 Aggregate
Abuse Liability Retroactive date: Jan 01, 2024		
Errors & Omissions Liability (Claims Made Form)	25,000	15,000,000 Per Claim No Aggregate
Non-Owned Automobile Liability		15,000,000
Legal Liability for Damage to Hired Automobiles	500	250,000
Environmental Liability (Claims Made Form)	25,000	3,000,000 Per Claim 5,000,000 Aggregate

*Your deductible may be a Deductible and Reimbursement Clause (including expenses) refer to Policy Wordings

Follow Form – Excess Liability Coverage Description

(\$) Limit of Insurance

Excess Limit	10,000,000
Underlying Policy	(\$) Underlying Limit
General Liability	15,000,000
Abuse Exclusion Applies	
Errors & Omissions Liability	15,000,000
Non-Owned Automobile	15,000,000
Owned Automobile	15,000,000

Total Limit of Liability (\$) 25,000,000

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Crime

Coverage Description	(\$)	Deductibles	(\$)	Limit of Insurance
Employee Dishonesty – Form A (Commercial Blanket Bond)			1,000,000	
Loss Inside the Premises (Broad Form Money & Securities)			500,000	
Loss Outside the Premises (Broad Form Money & Securities)			500,000	
Audit Expense			500,000	
Money Orders and Counterfeit Paper Currency			500,000	
Forgery or Alteration (Depositors Forgery)			1,000,000	
Computer and Transfer Fraud (Including Voice Computer Toll Fraud)			500,000	

Accident

Coverage Description	(\$)	Deductibles	(\$)	Limit of Insurance
Board Members: Persons Insured Reeve, Deputy Reeve and Two (2) Councillors			250,000	
Board Members Accidental Death & Dismemberment			500,000	
Paralysis			500	
Weekly Income – Total Disability			150	
Weekly Income – Partial Disability			Included	
Accidental Death of a Spouse while Travelling on Business			Included	
24 Hour Coverage Endorsement			50,000	
Volunteers Accidental Death & Dismemberment			100,000	
Paralysis			500	
Weekly Income – Total Disability			250	
Weekly Income – Partial Disability				

Conflict of Interest

Coverage Description	(\$)	Deductibles	(\$)	Limit of Insurance
Legal Fees Expenses	Nil		100,000 Per Claim No Aggregate	

Legal Expense (Claims Made)

Coverage Description	(\$)	Deductibles	(\$)	Limit of Insurance
Legal Defence Cost	Nil		250,000 500,000 Aggregate	

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Property

Coverage is on an All Risk Basis unless otherwise specified. Basis of Settlement is Replacement Cost unless otherwise specified. The Deductible is on a Per Occurrence Basis.

Coverage Description	(\$) Deductibles	Basis	(\$) Limit of Insurance
Property of Every Description - Blanket	25,000	RC	39,492,100
Scheduled Items	25,000		1,371,800
Coverage, Deductible and Basis of Settlement as per Schedule			
Property Supplemental Coverage (Included in the Total Sum Insured unless otherwise specified in the wording)			
Building By-laws	25,000		10,000,000
Building Damage by theft	25,000		Included
Debris Removal	25,000		Included
Electronic Computer Systems			
Electronic Computer Hardware and Media	25,000		Included
Electronic Computer Systems Breakdown			Not Insured
Electronic Computer Systems – Extra Expense			Not Insured
Extra Expense Period of Restoration	25,000		90 Days
Expediting Expense	25,000		Included
Fire or Police Department Service Charges	25,000		Included
First Party Pollution Clean-up	25,000		1,500,000
Fungi and Spores	25,000		10,000
Furs, Jewellery and Ceremonial Regalia			
Ceremonial Regalia	25,000		Included
Furs and Jewellery	25,000		25,000
Inflation Adjustment	25,000		Included
Live Animals Birds or Fish	25,000		25,000
Newly Acquired Property	25,000		1,000,000
Professional Fees	25,000		Included
Property and Unnamed Locations	25,000		Included

Property Temporarily Removed Including while on Exhibition and during Transit	25,000	Included
Recharge of Fire Protection Equipment Expense	25,000	Included
Sewer Backup and Overflow	25,000	Included
Municipal & Public Administration Extension Endorsement (In Addition to the Total Sum Insured unless specifically scheduled in the wording)		
Accounts Receivable	25,000	500,000
Bridges and Culverts	25,000	50,000
Buildings Owned due to Non Payment of Municipal Taxes	25,000	100,000
Buildings in the Course of Construction Reporting Extension	25,000	1,000,000
By Laws – Governing Acts	25,000	25,000
Consequential Loss Caused by Interruption of Services		
On Premises	25,000	Included
Off Premises	25,000	1,000,000
Cost to Attract Volunteers Following a Loss	25,000	10,000
Docks, Wharves and Piers	25,000	100,000
Errors and Omissions	25,000	Included
Exterior Paved Surfaces	25,000	50,000
Extra Expense	25,000	500,000
Fine Arts		
At Insured's Own Premises	25,000	25,000
On Exhibition	25,000	100,000
Fundraising Expenses	25,000	10,000
Green Extension	25,000	50,000
Growing Plants		
Any One Item	25,000	1,000
Per Occurrence	25,000	100,000
Ingress and Egress	25,000	Included
Leasehold Interest	25,000	25,000
Master Key	25,000	25,000
Peak Season Increase	25,000	25,000
Personal Effects	25,000	25,000
Property of Others	25,000	25,000
Rewards: Arson, Burglary Robbery and Vandalism	25,000	25,000
Signs	25,000	Included
Vacant Property	25,000	1,000,000
Valuable Papers	25,000	500,000

Business Interruption

Rent or Rental Value	25,000	500,000
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Additional Endorsements

Virus and Bacteria Exclusion

Earthquake Coverage

Earthquake Coverage	3% Minimum \$100,000	Included
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Notes Applicable to Earthquake Coverage

1. Earthquake coverage applies to: all property insured unless it is specifically excluded. Specifically excluded property will be shown under **Changes to Your Insurance Program – Property** in this Report.
2. Deductible is applicable to each premises.

Earthquake Aggregate – Applicable
to All Provinces

"Total Sum Insured" and "all
coverages" as declared to the
Insurer at the time of the
"earthquake".

Flood Coverage

Flood Coverage	\$ 50,000	Included
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Notes Applicable to Flood Coverage

1. Flood coverage applies to: all property insured unless it is specifically excluded. Specifically excluded property will be shown under **Changes to Your Insurance Program – Property** in this Report.
2. Deductible is applicable to each premises.

Flood Aggregate – Applicable to All
Provinces

"Total Sum Insured" and "all
coverages" as declared to the
Insurer at the time of the "flood".

(\$) Total Amount of Insurance 43,533,900

RC = Replacement Cost ACV = Actual Cash Value VAL = Valued

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Equipment Breakdown (Advantage/BM31)

Coverage Description	(\$) Deductibles / Waiting Period	(\$) Limit of Insurance
Direct Damage	25,000	50,000,000 Per Accident
Extra Expense		50,000
Consequential Damage	25,000	50,000
Expediting Expense		Included
Hazardous Substances		500,000
Ammonia Contamination		500,000
Water Damage		500,000
Professional Fees		500,000
Interruption by Civil Authority		30 days
Errors and Omissions		500,000
Loss of Data		100,000
Selling Price		Included
By-Law Cover		Included
Off Premises Mobile Object		25,000
Brands and Labels		250,000
Environmental "Green" Coverage		250,000
Service Interruption		Included Within 2500 metres
Contingent Business Interruption		25,000
Public Relations Coverage		10,000
Gross Rents		500,000

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Owned Automobile

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Liability		
Bodily Injury		15,000,000
Property Damage		Included
Accident Benefits		As stated in Section 4 of the Policy
Uninsured Automobile		As stated in Section 5 of the Policy

Direct Compensation – Property Damage

*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.

Loss or Damage**

Specified Perils (excluding Collision or Upset)

Comprehensive (excluding Collision or Upset)

Collision or Upset

All Perils	10,000	Included
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Endorsements

Replacement Cost	Included
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Fire Department Vehicles	Included
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Notice of Cancellation	90 Days
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#20 - Coverage for Transportation Endorsement	1,200/Occ
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#21B - Blanket Fleet Coverage	No Adjustment
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#5 - Permission to Rent or Lease Automobiles and Extending Coverage to Specified Lessee(s)	Included
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#44R - Family Protection Coverage	1,000,000
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* This policy contains a partial payment of loss clause.

A deductible applies for each claim except as stated in your policy.

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)



INDICATION OF TERMS

REFERENCE NUMBER:	5641720
COMPANY NAME:	Corp of The Township of Howick
TOTAL PAYABLE:	CAD3,145.00
Premium breakdown:	
Cyber & Privacy:	CAD1,940.00
Cyber Crime:	CAD1,020.00
Policy Administration Fee:	CAD185.00
BUSINESS OPERATIONS:	Municipality
LEGAL ACTION:	Worldwide
TERRITORIAL SCOPE:	Worldwide
AGGREGATE DEDUCTIBLE:	CAD2,500.00 in the aggregate
REPUTATIONAL HARM PERIOD:	12 months
INDEMNITY PERIOD:	12 months
TIME FRANCHISE:	8 hours
WORDING:	Cyber Proactive Response v4.0
ENDORSEMENTS:	Regulatory Statement (CAN) Notice Concerning Personal Information Code Of Consumer Rights And Responsibilities Ontario Commercial Liability Notice Service of Suit Clause
SUBJECTIVITIES:	This quote is subject to the following being provided by the stated deadline: 1. Satisfactory confirmation that you have downloaded & registered our incident response mobile app, details of which can be found with your policy documents. (30 days post binding)
POLICY PERIOD:	12 months
DATE OF ISSUE:	16 Jun 2025
OPTIONAL EXTENDED REPORTING PERIOD:	12 months for 100% of applicable annualized premium
ADDITIONAL NOTES:	
SECURITY:	Certain Lloyd's underwriters and other insurers
UNDERWRITER:	Alex Hall

THIS INDICATION OF TERMS IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE

PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE CLAUSES

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DECLARATIONS

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability: CAD50,000 each and every claim, subject to a maximum of 10% of all sums we have paid as a direct result of the cyber event

INSURING CLAUSE 2: CYBER CRIME

SECTION A: FUNDS TRANSFER FRAUD

Limit of liability: CAD250,000 each and every claim

SECTION B: INVOICE MANIPULATION

Limit of liability: CAD250,000 each and every claim

SECTION C: NEW VENDOR FRAUD

Limit of liability: CAD250,000 each and every claim

SECTION D: PHYSICAL GOODS FRAUD

Limit of liability: CAD250,000 each and every claim



SECTION E: THEFT OF PERSONAL FUNDS

Limit of liability: CAD250,000 each and every claim

SECTION F: CORPORATE IDENTITY THEFT

Limit of liability: CAD250,000 each and every claim

SECTION G: THEFT OF FUNDS HELD IN ESCROW

Limit of liability: CAD250,000 each and every claim

SECTION H: THEFT OF CLIENT FUNDS

Limit of liability: CAD50,000 each and every claim

SECTION I: CUSTOMER PAYMENT FRAUD

Limit of liability: CAD50,000 each and every claim

SECTION J: TELEPHONE HACKING

Limit of liability: CAD250,000 each and every claim

SECTION K: UNAUTHORIZED USE OF COMPUTER RESOURCES

Limit of liability: CAD250,000 each and every claim

INSURING CLAUSE 3: CYBER EXTORTION

Limit of liability: CAD1,000,000 each and every claim

INSURING CLAUSE 4: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION B: HARDWARE REPLACEMENT COSTS

Limit of liability: CAD1,000,000 each and every claim

SECTION C: INCOME LOSS AND EXTRA EXPENSE

Limit of liability: CAD1,000,000 each and every claim

SECTION D: EMERGENCY AND ADDITIONAL OPERATIONAL CONTINUITY COSTS

Limit of liability: CAD100,000 each and every claim

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SECTION E: VOLUNTARY AND REGULATORY SHUTDOWN

Limit of liability: CAD1,000,000 each and every claim

SECTION F: DEPENDENT BUSINESS INTERRUPTION

Limit of liability: CAD1,000,000 each and every claim

SECTION G: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability: CAD1,000,000 each and every claim

SECTION H: LOST OR MISSED BIDS

Limit of liability: CAD1,000,000 each and every claim

SECTION I: CLAIM PREPARATION COSTS

Limit of liability: CAD25,000 each and every claim

INSURING CLAUSES 5 AND 7 - 9 COMBINED

Aggregate limit of liability: CAD1,000,000 in the aggregate

INSURING CLAUSE 5: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION D: REGULATORY FINES, PENALTIES AND INVESTIGATION COSTS

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION F: CONTINGENT BODILY INJURY

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses



INSURING CLAUSE 6: CRIMINAL REWARD COVER

Limit of liability: CAD100,000 each and every claim

INSURING CLAUSE 7: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses

INSURING CLAUSE 8: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

INSURING CLAUSE 9: COURT ATTENDANCE COSTS

Aggregate limit of liability: CAD100,000 in the aggregate

*Please refer to the insurance contract for all limits, terms, conditions and exclusions that apply.

The premium Quoted is subject to a 15% minimum retained (unless otherwise stated).

Cost Analysis

	Expiring Program Term	Renewal Program Term
Casualty		
General Liability	\$ 45,500	\$ 45,500
Errors and Omissions Liability	6,223	6,223
Non-Owned Automobile Liability	210	210
Environmental Liability	7,104	7,104
Crime	1,705	1,705
Board Members Accident	797	797
Volunteers' Accident	500	500
Conflict of Interest	310	310
Legal Expense	1,500	1,500
Cyber	2,960	3,130
Property		
Property	45,396	56,238
Equipment Breakdown	4,549	5,600
Automobile		
Owned Automobile	25,170	25,170
Excess		
Follow Form	2,000	2,000
Total Annual Premium	\$ 143,924	\$ 155,987
(Excluding Taxes Payable)		

Changes to Your Insurance Program

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. Please be advised of the following changes to your insurance program that now apply:

Liability Policy

- Sewer back up deductible increased to \$25,000.

Property Policy

- Added Scheduled Items Endorsement at renewal.

Building Values Increased

- Building values have been increased in order to reflect inflationary trends.

Contractors Equipment (Owned or Leased)

- Currently we insure equipment (owned or leased) primarily on Replacement Cost regardless of age. The following changes will apply at renewal:
 - Blanket Replacement Cost will only be available on equipment 5-years or newer.
 - Contractors Equipment aged 6 to 15 years will be scheduled, and replacement cost will only be offered if Contractors Equipment reflects today's Market Prices.
 - Anything older than 15-years will be amended to Actual Cash Value.

Automobile Policy

- 21B 50/50 is converted to No Adjustment at renewal.

Form GNGX408 – Lloyd's Additional Conditions

- Updates have been made to the Lloyd's Additional Condition wording, but the intent remains unchanged. Please review the wording in full for complete details.

Program Options

Intact Public Entities offers a comprehensive insurance program. Outlined below are the program options, followed by your current coverage highlights.

Crime Coverage – Other Optional Coverages

- Other Optional Coverages are also available. See attached Crime Cover Options page for further details.
- Quote is available on request (completed application is required).

Crime Coverage – Fraudulently Induced Transfer Coverage

- Fraudulently Induced Transfer Coverage is now available. Covers a loss when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.
- For coverage information and available options refer to the Fraudulently Induced Transfer Endorsement Coverage Highlights Sheet.

Property Coverage – Income Replacement

- Income can change from year to year so it is important to annually review your Business Interruption needs.
- Higher limits or Optional Coverages to protect your income are available.
- All income producing facilities need to be considered (e.g. arenas, pools, libraries, community halls etc.)

Remotely Piloted Aircraft Systems (UAV) Coverage

- Property and/or Liability Cover may be available for Remotely Piloted Aircrafts (UAV).
- Application required to quote.
- For Coverage information refer to the Remotely Piloted Aircraft (UAV) Highlight Sheet.

Cyber Policy

\$2,000,000 policy limit is available for an annual premium of \$3,780. Please see the attached quote sheet for more details.



Description of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2025 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

Municipal Liability Coverage Highlights

Overview

We are specialists at insuring Municipal & Public Administrations. Our liability wording has been specially designed to meet the unique needs of these types of risks.

Coverage

- Limits up to \$50,000,000 Available.
- Occurrence coverage with No General Aggregate.
- Territory – World-wide for all coverage.
- Products and Completed Operations – liability arising out of the Insured's operations conducted away from the Insured's premises once those operations have been completed or abandoned.
- Bodily Injury including coverage for assault and battery.
- Personal Injury coverage - broad coverage (including advertising coverage) for acts that violate or infringe on the rights of others.
- Liquor Liability for bodily injury or property damage imposed upon an Insured by a Liquor Liability Act.
- Blanket Contractual for liability assumed by the Insured in contracts, whether reported to the Insurer or not.
- Products Liability - legal liability incurred by an Insured because of injury or damage resulting from a product's exposure.
- Professional/Malpractice Liability including for bodily injury or property damage from professional exposures.
- Employers Liability providing coverage for liability to employees for work-related bodily injury or disease, other than liability imposed on the Insured by a workers compensation law.
- Sewer backup Liability
- Watercraft Liability - full coverage with no restrictions.
- Tenants legal liability
- Cross Liability
- Broad Definition of Insured.

Common Endorsements

In addition to the base wording, we have many optional endorsements to tailor coverage for individual accounts including:

- Wrongful Dismissal (Legal Expense)
- Forest Fire Expense
- Marina Liability Extension
- Sexual Abuse Therapy and Counselling Extension for long term care homes.
- Other endorsements specifically crafted for a particular exposure.

Coverage is Provided for Unique Exposures

- Products and Completed Operations Aggregate Limit may come into play for exposures such as road maintenance, snow removal, garbage collection / waste disposal, street cleaning or other duties that the Insured Municipality has to perform on behalf of third parties.
- Assault and battery coverage is imperative when there are security exposures (e.g. police).
- Products exposures such as utilities (e.g. water) are covered.
- Full Malpractice including Medical Malpractice as well as professional exposures are covered.
- Professional exposures include those such as medical, engineering, design errors or building inspection operations.

Municipal & Public Administration Errors and Omissions Liability Coverage Highlights

Municipal & Public Administration Errors and Omissions Insurance

Municipal & Public Administration Errors and Omissions Insurance (E&O) Coverage protects risks from civil litigation caused by allegations of professional negligence or failure to perform professional duties. Errors and Omissions focuses on providing coverage when there is financial loss to a third party (rather than bodily injury or property damage as general liability does).

Features

Limits	Typically limits follow that of our Liability. We have the availability to offer up to \$50,000,000.
Defence Costs	Over and above the Limit of Insurance. Whether a potential claim is baseless, or not, mounting legal expense can have serious monetary consequences for an Insured.
No Annual Aggregate	With higher out of court settlements and increased damage awards, large or even a series of small claims can quickly erode an annual aggregate limit.
Claims Made Policy	Pays for claims occurring and reported during the policy period. Our policy provides retroactive coverage (no date need be specified) and stipulates that a claim is first known only when written notice is first received.
Claims Definition	The definition of claim also includes arbitration, mediation or alternative dispute resolution proceedings.
Insured Definition	Includes Councilors, Statutory Officers, Council Committees, Firefighters, Employees and Volunteers.

Coverage Is Provided For Unique Exposures

Insurance	No exclusion for failure to procure or maintain adequate insurance bonds or coverage (e.g. construction projects).
Benefit Plans	Errors or Omissions in administering Employee Benefit Plans are covered.
Misrepresentations	Municipal governments are required to provide information with respect to local matters and must ensure the information which is provided is accurate, true and not misleading. Our definition of a Wrongful Act covers misstatements or misleading statements
Other Specialists and Services	Covers errors or omissions when they are rendered in connection with operations that are typical of public sector such as those of building inspections, zoning, planning, developing or regulating by-laws. Officials and employees acting in good faith are often times the subject of lawsuits.

Non-Owned Automobile Coverage Highlights

Overview

Non-Owned and hired automobile liability insurance covers bodily injury and property damage caused by a vehicle not owned by the Insured (including rented or borrowed vehicles). Coverage is provided for Third Party Liability arising from the use or operation of any automobile not owned or licensed in the name of the Insured if it results in bodily injury (including death), property damage (if the property was not in possession of the Insured) to a third party.

Features

SEF No. 96 Contractual Liability:

- When renting a vehicle you engage in a contractual relationship with the rental company where you assume liability for the operation of the automobile. It is therefore important that contractual coverage is added to the policy by way of an endorsement known as SEF (Standard Endorsement Form) No. 96. Contractual Liability coverage is automatically provided for all written contractual agreements with our Non-Owned Automobile coverage.

SEF No. 99 Long Term Lease Exclusion:

- When Contractual Liability is provided under the policy there is also an exclusion for Long Term Leased vehicles SEF No. 99. This excludes coverage for vehicles hired or leased for longer than a certain period such as 30 days.

Territory:

- The Non-Owned Automobile policy provides coverage while in Canada and United States.

Termination Clause:

- The standard termination clause has been amended in that the Insured may still provide notice of cancellation at any time, however, the Insurer must provide ninety days' notice of cancellation to the Insured rather than the standard 15 or 30 days.

SEF No. 94 Legal Liability (Physical Damage) to a Hired/Rented Automobile:

- We automatically provide coverage for damage to a vehicle that you have hired or rented. Coverage is provided via endorsement SEF No. 94. We automatically provide 'All Perils' coverage. The limit of coverage will vary per client.

Additional Information

Courts have repeatedly held that when an automobile is used on a person's behalf or under a person's direction, that person (or entity) has a responsibility for the operation of the automobile and may be held liable for damages in the event of an accident even though he or she is not the owner or driver of the vehicle. This common law principle has been supported by a number of court decisions making an employer responsible for the use and operation of an automobile when an employee is operating an automobile (not owned by the employer) while being used for the employer's business.

Environmental Coverage Highlights

Overview

Pollution incidents are a significant risk that can result in serious harm to public health and safety as well as to the environment.

We provide pollution liability insurance for claims for third-party bodily injury and property damage. Coverage is provided on a blanket basis resulting from pollution conditions on or migrating from premises owned, occupied, rented or leased by the Insured that are discovered and are reported during the policy period. The policy responds to events that are gradual in nature as well as those that are sudden and accidental, causing third-party damage whether pollutants are released on land, into the atmosphere or in the water.

Features

Defence Costs

- Our Defence costs are over and above the limit of insurance and will respond even if allegations are groundless or false.

Storage Tanks

- Seepage or leakage from both above and below ground storage tanks are covered without being specifically listed on the policy.

Territory

- Worldwide territory.

Limits of Insurance

- Both a 'per incident' and an 'aggregate' limit is applicable.

Additional Information

Environmental exposures pose an imminent and substantial threat to public health, safety or welfare or to the environment. Exposures could stem from: wastewater treatment plants, electric utility plants, construction sites, flood and rainwater runoff or retention basins, underground fuel storage tanks, herbicides, pesticides, and fertilizers, road salts and chemicals used to de-ice roads and bridges, contaminated waste from medical facilities or health clinics, marina's, fire-fighting chemicals or even contaminated swimming pools.

An environmental exposure arising from sewers is covered under our liability.

Crime Coverage Highlights

Overview

Our crime coverage is one of the broadest and most flexible in the industry. An Insured may elect to purchase any or all of the Standard Crime Coverage we have available. In addition to the Standard crime coverage the Insured may elect to also purchase any of our Optional Coverages.

Optional Crime Coverage Includes:

- Extortion Coverage (Threats to persons and property).
- Pension or Employment Benefit Plan coverage.
- Residential Trust Fund Coverage.
- Credit Card Coverage.
- Client Coverage (Third Party Bond).
- Fraudulently Induced Transfer Coverage (otherwise known as Social Engineering). *Separate Coverage Highlights Sheet for Fraudulently Induced Transfer Coverage is available.*

For more information on our Optional Coverage refer to our Crime Coverage Options Highlight Sheet.

Features of Our Standard Crime Coverage

Below is a brief description of the Standard Crime Coverage an Insured may elect to purchase:

Employee Dishonesty – Form A Commercial Blanket Bond

- This protects the employer from financial loss due to the fraudulent activities of an employee or group of employees. The loss can be the result of theft of money, securities or other property belonging to the employer.

Loss Inside and Loss Outside the Premises (Broad Form Money and Securities)

- Covers loss by theft, disappearance, or destruction of the Insured's money and securities inside the Insured's premises (or Insured's bank's premises) as well as outside the Insured's premises while in the custody of a messenger.

Money Orders and Counterfeit Paper Currency

Covers Loss

- Due to acceptance of a money order that was issued (or is purported to have been issued) by a post office or express company; and
- From the acceptance of counterfeit paper currency of Canada or the United States.

Forgery and Alteration

- Covers loss due to dishonesty from a forgery or alteration to a financial instrument (cheque, draft or promissory note).

Audit Expense

- Coverage for the expenses that are incurred by the Insured for external auditors to review their books in order to establish the amount of a loss. This is a separate limit of insurance.

Computer and Transfer Fraud (Including Voice Computer Toll Fraud)

- Loss caused when money, securities, or other property is transferred because of a fraudulent computer entry or change. The entry or change must be within a computer system that the Insured owns (and on their premises).
- Loss caused when money or securities are transferred, paid, or delivered from the Insured's account at a financial institution based on fraudulent instructions (at the financial institutions premises).
- Voice computer toll fraud covers the cost of long distance calls if caused by the fraudulent use of an account code or a system password.

Board Members' (Including Councillors') Accidental Death and Dismemberment Coverage Highlights

D&D and Paralysis Limits	Option 1	Option 2
Accidental Death or Dismemberment (including loss of life and heart attack coverage)	\$100,000	\$250,000
Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit		
Permanent Total Disability - Accidental Death and Dismemberment Limit		

Weekly Indemnity	Option 1	Option 2
Total Loss of Time	\$300	\$500
Partial Loss of Time	\$150	\$300

Accident Reimbursement - \$15,000

Chiropractor	Crutches [†]
Podiatrist/Chiropodist	Splints [†]
Osteopath	Trusses [†]
Physiotherapist	Braces (excludes dental braces) [†]
Psychologist	Casts [†]
Registered or Practical Nurse	Oxygen Equipment – Iron Lung
Trained Attendant or Nursing Assistant [‡]	Rental of Wheelchair
Transportation to nearest hospital [†]	Rental of Hospital Bed
Prescription drugs or Pharmaceutical supplies [‡]	Blood or Blood Plasma [‡]
Services of Physician or Surgeon outside of the province	Semi Private or Private hospital room [‡]

[†]Maximum \$1,000 per accident. [‡]If prescribed by physician

Dental Expenses

Dental Expenses	\$5,000
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Occupational Retraining – Rehabilitation

Retraining – Rehabilitation for the Named Insured	\$15,000
Spousal Occupational Training	\$15,000

Repatriation

Repatriation Benefit (expenses to prepare and transport body home)	\$15,000
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Dependent Children – Per Child

Dependent Children's Education (limit is per year- maximum 4 years)	\$10,000
Dependent Children's Daycare (limit is per year- maximum 4 years)	\$10,000

Transportation/Accommodation

(When Treatment Is Over 100km From Residence)

Transportation costs for the Insured when treatment is over 100km from home.	\$1,500
Transportation and accommodation costs when Insured is being treated over 100km from home.	\$15,000

Home Alternation and Vehicle Modification

Expenses to modify the Insured's home and/or vehicle after an accident.	\$15,000
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Seatbelt Dividend

10% of Principal Sum	\$25,000
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Funeral Expense

Benefit for loss of life	\$10,000
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Identification Benefit

Benefit for loss of life	\$5,000
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Eyeglasses, Contact Lenses and Hearing Aids

When Insured requires these items due to an accident.	\$3,000
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Convalescence Benefit – Per Day

Insured Coverage	\$100
One Family Member Coverage	\$50

Workplace Modification Benefits

Specialized equipment for the workplace.	\$5,000
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Elective Benefits

Complete Fractures

Skull	\$ 5,200	Foot & Toes	\$ 2,200
Lower Jaw	\$ 2,800	Two or More Ribs	\$ 1,900
Collar Bone	\$ 2,800	Colles' fracture	\$ 2,800
Shoulder Blade	\$ 3,500	Potts' fracture	\$ 3,400
Shoulder Blade complications	\$ 3,700	Dislocation	
Thigh	\$ 4,600	Shoulder	\$ 2,200
Thigh/hip joints	\$ 4,600	Elbow	\$ 2,200
Leg	\$ 3,500	Wrist	\$ 2,500
Kneecap	\$ 3,500	Hip	\$ 4,600
Knee/joint complications	\$ 4,000	Knee	\$ 3,500
Hand/Fingers	\$ 2,200	Bones of Foot or Toe	\$ 2,500
Arm (between shoulder & elbow)	\$ 4,600	Ankle	\$ 2,800
Forearm (between wrist & elbow)	\$ 2,800		

Aggregate Limit

Aggregate Limit only applicable when 2 or more board members are injured in same accident.	\$ 2,500,000
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Coverage Extensions

- Standard coverage is applicable while the Insured is 'On Duty'. Coverage for Accidents that may occur 24/7 may be purchased.
- Accidental Death of a Spouse While Travelling on Business is automatically included when this coverage is purchased. This endorsement provides for Accidental Death of a spouse when the spouse is travelling with an Insured Person on business. Coverage applies while travelling to or from such an event and /or if the loss of life occurs within one year of the accident.
- When Board Members' Accidental Death and Dismemberment Coverage is purchased, the Insured also has the option to purchase Critical Illness Coverage.

Additional Information

- Loss of life payments up to 365 days from date of Accident or if permanently disabled up to 5 years.
- Weekly Indemnity coverage pays in addition to Elective Benefits.
- Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.

Volunteers' Accidental Death and Dismemberment Coverage Highlights

AD&D and Paralysis Limits

Accidental Death or Dismemberment	\$50,000
Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit	\$100,000

Weekly Indemnity

Total Loss of Time	\$500
Partial Loss of Time	\$250

† Volunteer must be gainfully employed immediately prior to an accident for weekly indemnity benefits

Accident Reimbursement - \$15,000

Chiropractor	Crutches†
Podiatrist/Chiropodist	Splints†
Osteopath	Trusses†
Physiotherapist	Braces (excludes dental braces) †
Psychologist	Casts†
Registered or Practical Nurse	Oxygen Equipment – Iron Lung
Trained Attendant or Nursing Assistant‡	Rental of Wheelchair
Transportation to nearest hospital†	Rental of Hospital Bed
Prescription drugs or Pharmaceutical supplies‡	Blood or Blood Plasma‡
Services of Physician or Surgeon outside of the	Semi Private or Private hospital room‡

†Maximum \$1,000 per accident. ‡If prescribed by physician.

Dental Expenses

Dental Expenses	\$5,000
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Occupational Retraining – Rehabilitation

Retraining – Rehabilitation for the Volunteer	\$15,000
Spousal Occupational Training	\$15,000

Repatriation

Repatriation Benefit (expenses to prepare and transport body home)	\$15,000
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Dependent Children – Per Child

Dependent Children's Education (limit per year- maximum 4 years)	\$10,000
Dependent Children's Daycare (limit per year- maximum 4 years)	\$10,000

Transportation/Accommodation (When Treatment Is Over 100km From Residence.)

Insured Coverage	\$1,500
Family Member	\$15,000

Home Alteration and Vehicle Modification

Expenses to modify the Insured's home and/or vehicle after an accident.	\$15,000
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Seatbelt Dividend

10% of Principal Sum when proof of wearing a seatbelt.	\$5,000
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Funeral Expense

Benefit for loss of life.	\$10,000
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Identification Benefit

Transportation and accommodation costs for family member to identify Insured's remains.	\$5,000
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Eyeglass, Contact Lenses and Hearing Aids

When Insured requires these items due to an accident.	\$3,000
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Convalescence Benefit – Per Day

Confined to hospital.	\$100
Outpatient.	\$ 50

Workplace Modification Benefits

Specialized equipment for the workplace.	\$5,000
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Aggregate Limit

Aggregate Limit only applicable when 2 or more volunteers are injured in same accident.	\$ 1,000,000
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Additional Information

- Loss of life payments up to 365 days from date of Accident Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.
- Coverage is afforded to the Volunteer only when they are 'On Duty'.

Conflict of Interest Coverage Highlights

Overview

Conflict of Interest can be described as a situation in which public servants have an actual or potential interest that may influence or appear to influence the conduct of their official duties or rather divided loyalties between private interests and public duties.

Conflict of Interest coverage provides protection for the cost of legal fees and disbursements in defending a charge under the Municipal Conflict of Interest Act (or other similar Provincial Legislation in the respective province of the Insured).

Features

Coverage is offered as a standalone coverage providing the client a separate limit of insurance that is not combined with any other coverage such as legal expense coverage.

- Per Claim Limit only – No Annual Aggregate.
- Coverage provided on a Reimbursement Basis.

Coverage Description

Coverage is provided for legal costs an Insured incurs in defending a charge under the Provincial Conflict of Interest Act if a court finds that:

- There was no breach by the Insured; or
- The contravention occurred because of true negligence or true error in judgment; or
- The interest was so remote or insignificant that it would not have had any influence in the matter.

Additional Information

Coverage is provided for elected or appointed members of the Named Insured including any Member of its Boards, Commissions or Committees as defined in the 'Conflict of Interest Act' while performing duties related to the conduct of the Named Insured's business.

Conflict of Interest coverage is applicable to only those classes of businesses that are subject to the Municipal Conflict of Interest Act (or other similar Provincial legislation in the respective province of the Insured).

Legal Expense Coverage Highlights

Coverage Features

We offer comprehensive Legal Expense Coverage to protect an Insured against the cost of potential legal disputes arising out of your operations.

- Coverage will pay as costs are incurred.
- Broad Core Coverage.
- Optional Coverage.
- Coverage for Appeals for Legal Defence Costs and any Optional Coverage purchased.
- Unlimited Telephone Legal Advice and access to Specialized Legal Representation in event of legal disputes.
- Additional Optional Coverage available.
- Broad Definition of Insured including managers, employees and volunteers.

Broad Core Coverage

The core coverage provides Legal Defence Costs for:

- Provincial statute or regulation (including human rights tribunals).
- Criminal Code Coverage when being investigated or prosecuted. Coverage is applicable whether pleading guilty or a verdict of guilt is declared.
- Civil action for failure to comply under privacy legislation.
- Civil action when an Insured is a trustee of a pension fund for the Named Insured's employees.

Optional Coverage

In addition to the Core Coverage an Insured can mix and match any of the following Optional Coverage:

- Contract Disputes and Debt Recovery
- Statutory License Protection
- Property Protection
- Tax Protection

Limits and Deductibles

- Coverage is subject to a Per Claim and an Aggregate Limit.
- The Core Coverage is typically written with no deductible however a deductible may be applied to Optional Coverage.

Exclusions

- Each Insuring Agreement is subject to Specific Exclusions and Policy Exclusions.
- Municipal Conflict of Interest Act (or other similar provisions of other Provincial legislation) is excluded.
* Conflict of Interest Coverage may be provided under a separate policy for eligible classes of business.

Telephone Legal Advice and Specialized Legal Representation

- General Advice (available from 8 am until 12 am local time, 7 days a week).
- Emergency access to a Lawyer 24 hours a day, 7 days a week.
- Services now automatically include the option of using an appointed representative from a panel of Lawyers with expertise in a variety of areas.

Client Material and Wallet Card

- The 'Legal Expense Important Information' wording attached to each policy explains the steps that are to be taken in event of a claim.
- A wallet card is now attached to the policy which the Named Insured can copy & distribute to each Insured (e.g. managers, employees, etc.).

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2023 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

Property Coverage Highlights

Overview

Property insurance is about planning for the unexpected and protecting your physical assets in order to minimize your business disruption should a loss occur. It is important that your property insurance includes broad coverage to protect these assets (e.g. buildings and other property you own, lease or are legally liable for) from direct physical loss.

We will work closely with you to customize a property coverage solution. We cover a wide variety of property, including buildings, inventory and supplies, office furniture and fixtures, computers, electronics, equipment (including unlicensed mobile equipment, maintenance and emergency equipment) and other unique property.

The IPE property wording is flexible and adaptable. Your policy will be comprised of a Base Property Wording and a Municipal & Public Administration Extension of Coverage Endorsement as well as any miscellaneous or specific endorsements to tailor coverage to meet your needs.

Features and Benefits

Features and Benefits include:

- Coverage is typically written on an all-risk basis including replacement cost.
- Our standard practice is to write property on a Property of Every Description (POED) or blanket basis, however, coverage can be scheduled separately if required.
- We have two Deductible Clauses: A standard Deductible Clause and a Dual Policy Deductible Clause. The Dual Policy Deductible clause states how a deductible will be applied when there is both an automobile policy and a property policy involved in the same loss (when both policies are written with IPE).
- Worldwide Coverage
- Unlicensed Equipment (e.g. Contractors Equipment): Automatically includes Replacement Cost as the basis of settlement up to five years in age. For years 6 to 15 coverage will be amended to scheduled, Replacement Cost value. Any Contractors Equipment over 15 years will be amended Actual Cash Value (ACV) or Valued basis if required (applicable only if the Insured owns the unlicensed equipment).
- Flood and Earthquake coverage are available.

Supplemental Coverage Under the Base Property Wording

The Base Property Wording automatically includes numerous Supplemental Coverages such as:

- | | |
|---|---|
| • Building Bylaws | • Furs, Jewellery and Ceremonial Regalia |
| • Building Damage by Theft | • Inflation Adjustment |
| • Debris Removal Expense | • Live Animals, Birds or Fish |
| • Electronic Computer Systems | • Newly Acquired Property |
| • Expediting Expense | • Professional Fees |
| • Fire or Police Department Service Charges | • Property at Unnamed Locations |
| • First Party Pollution Clean-Up Coverage | • Property Temporarily Removed including while on Exhibition and during Transit |
| • Fungi (covers the expense for any testing, evaluating or monitoring for fungi or spores required due to loss) | • Recharge of Fire Protective Equipment |
| | • Sewer Back Up and Overflow |

Note: The Supplemental Coverage does not increase your Total Sum Insured in most cases.

Municipal & Public Administration Extensions of Coverage Endorsement

Each Extension of Coverage has an individual Limit of Insurance and will be shown on the Summary of Coverage/Declarations Page.

The Limit of Insurance for each Extension of Coverage is over and above the Total Sum Insured (unless shown as 'included' on the declarations or otherwise stipulated within the wording).

- Accounts Receivable
- Bridges and Culverts
- Building Coverage Owned Due to the Non Payment of Municipal Taxes – *Named Perils Coverage applies.*
- Building(s) in the Course of Construction Reporting Extension
- By Laws – Governing Acts
- Consequential Loss caused by Interruption of Services
- Cost to Attract Volunteers Following a Loss
- Docks, Wharves and Piers
- Errors and Omissions
- Exterior Paved Surfaces
- Extra Expense
- Fine Arts at Own Premises and Exhibition Site
- Fundraising Expenses
- Green Extension
- Growing Plants
- Ingress and Egress
- Leasehold Interest
- Master Key
- Peak Season Increase
- Personal Effects
- Property of Others
- Rewards: Arson, Burglary, Robbery and Vandalism
- Signs
- Vacant Properties – *Named Perils Coverage applies on an Actual Cash Value basis.*
- Valuable Papers

Equipment Breakdown Advantage Highlights

Overview

Property policies typically exclude losses that Equipment Breakdown Insurance is designed to cover.

Equipment Breakdown Coverage insures against losses (property damage and business interruption) resulting from 'accidents' (as defined in the wording) to various types of equipment such as pressure, mechanical, electrical and pressure equipment. Coverage also extends to electronic equipment for 'electronic circuitry impairment'. Coverage typically extends to production machinery unless specifically excluded.

Features

Coverage is extended to pay for:

Property Damage: The cost to repair or replace damaged equipment or other covered property, including computers, due to a covered accident.

Business Income: The loss of business income due to an interruption caused by a covered accident from the date of loss until such equipment is repaired or replaced or could have been repaired or replaced plus additional time to allow your business to become fully operational.

Extra Expense: Additional costs (e.g., equipment rental) you incur after a covered loss to maintain normal operations.

Expediting Expenses: The cost of temporary repairs or to expedite permanent repairs to restore business operations.

Service Interruption: Business income and extra expense resulting from a breakdown of equipment owned by a supplier with whom the Insured has a contract to supply a service. If there is no contract, the equipment must be within 2500 metres of the location.

Data Restoration: The restoration of data that is lost or damaged due to a covered loss.

By laws: The additional costs to comply with building laws or codes.

Other Coverage: Spoilage, Hazardous Substances, Ammonia, Water damage, Professional Fees, Errors and Omissions, Newly Acquired Locations or Civil Authority

Coverage Automatically Includes:

Microelectronics Coverage: Provides insurance when physical damage is not detectable or when firmware or software failure causes non-physical damage. Triggered when covered equipment suddenly stops functioning as it had been and that equipment or a part containing electronic circuitry must be replaced.

Service Interruption: Pays for business interruption and extra expense when your cloud computing service provider experiences an outage due to an equipment breakdown.

Off Premises Objects: Extends coverage to transportable equipment anywhere in North America.

Brands and Labels: Pays for the cost of removing labels or additional cost of stamping salvaged merchandise after a loss.

Equipment Upgrade: Pays for any increase in the replacement of new equipment that is capable of performing the same functions that may include technological improvements, 25% max of \$250,000.

Selling Price: Pays for regular cash selling price at the time of loss of such manufactured products or merchandise at the location

Other Benefits

Public Relations Coverage: (when business income coverage is purchased other than extra expense) pays for public relations assistance to help manage your reputation that may be damaged by business interruption or data loss.

Contingent Business Interruption: (when business income coverage is purchased other than extra expense) pays for Business Income resulting from a covered accident to property not owned, operated or controlled by the Insured.

Additional Information

Intact automatically provides inspection services for boilers and pressure vessels to satisfy the provincial inspection requirements on our behalf.

Owned Automobile Coverage Highlights

Overview

We can provide mandatory automobile coverage for all licensed vehicles owned and/or leased by the Insured.

Features

Third Party Liability Coverage:

- Coverage is provided for Third Party Liability (bodily injury and property damage) protecting you if someone else is killed or injured, or their property is damaged. It will pay for claims as a result of lawsuits against you up to the limit of your coverage, and will pay the costs of settling the claims. Coverage is for licensed vehicles you own and/or leased vehicles.

Standard Statutory Accident Benefits Coverage:

- We automatically provide standard benefits if you are injured in an automobile accident, regardless of who caused the accident. Optional Increased Accident Benefits Coverage is available upon written request.

Optional Statutory Accident Benefits Coverage - Available upon request

- Including coverage for: Income Replacement; Caregiver, Housekeeping & Home Maintenance; Medical & Rehabilitation; Attendant Care; Enhanced Medical Rehabilitation & Attendant Care; Death & Funeral; Dependent Care; Indexation Benefit (Consumer Price Index) – Ontario

Direct Compensation Property Damage:

- Covers damage to your vehicle or its contents, and for loss of use of your vehicle or its contents, to the extent that another person was at fault for the accident as per statute.

Physical Damage Coverage:

- Various basis of settlement including: Replacement Cost, Valued Basis and Actual Cash Value. Refer to Owned Automobile Replacement Cost Coverage Highlights page for details on Replacement Cost Coverage.

Additional Information

Blanket Fleet Endorsement:

- Coverage may be provided on a blanket basis under the 21B – Blanket Fleet Endorsement. When this endorsement is attached to the policy, premium adjustment is done on renewal. Adjustment is made on a 50/50 or pro rata basis as specified in the endorsement. Mid-term endorsements are not processed on policies with this blanket cover.

Single Loss:

- If a single loss involves both the Automobile and Property Insurance policies, the Property policy deductible is waived only on any insured property attached to the automobile.

For a list of vehicles quoted, refer to Exhibit "B".

Commercial Follow Form Excess Liability Coverage Highlights

Overview

Excess liability coverage provides an additional limit of insurance coverage over and above the limits of insurance afforded under the applicable underlying insurance. An excess policy offers you additional insurance protection over and above the limits of your underlying policy. Example if your underlying policy has an occurrence limit, an excess policy can provide additional protection in event of a catastrophic loss. It can provide added protection if an aggregate limit on an underlying policy has been exhausted.

The follow form excess policy typically “follows” the insuring agreements, exclusions, and conditions of the underlying policy. This means that we not only provide additional limits of liability over the primary liability policy, but such coverage matches the underlying policy (except in instances where an endorsement has been attached amending coverage).

We offer a layered structure when writing excess coverage. We provide **primary** insurance policies to a maximum limit of \$15,000,000 on the casualty policies (Liability, E&O, Miscellaneous Professional Including Bodily Injury or Claims Made Malpractice coverage (depending on your policy), Non Owned Automobile and Owned Automobile including garage coverage).

We have the ability to provide excess coverage over all classes of business where the primary policy is written by Intact Public Entities. We also have the capacity to provide you with exceptionally high excess limits to meet your needs.

Coverage Specifics

- Coverage will attach in the event of exhaustion of underlying insurance (unless specifically shown in your policy documents).
- This coverage is subject to the same terms, definitions, conditions, exclusions and limitations of the applicable underlying insurance (except as otherwise stated in your policy). This feature provides the flexibility to provide excess limits over a number of different types of policies.
- Our Declaration Pages/Schedules of Coverage clearly identify underlying coverages that the excess coverage is written over.
- Underlying insurance is required to be maintained in full force and effect for excess coverage to apply.
- Prior and Pending Litigation is expressly excluded from coverage.
- Incident is a defined term and means an occurrence, accident, offence, act, or other event, to which the underlying insurance applies.
- S.P.F. 7, Standard Excess Automobile policy or the applicable form applies for any automobile coverage.
- Where an aggregate limit is stated in the Declarations pages, it will apply separately to each consecutive annual period and to any remaining period of less than twelve (12) months.
- Coverage can be tailored to your individual circumstances by way of endorsements.



Program Options Highlights of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

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Crime Coverage Options

Extortion Coverage (Threats to Persons and Threats to Property)

Coverage for both 'Threats to a Person' and 'Threats to Property' are sold together with a separate limit of insurance applying to each.

Threats to Person:

- Coverage responds when a threat is communicated to the Insured to do bodily harm to a director, officer or partner of the Insured (or a relative) when these persons are being held captive and the captivity has taken place within Canada or the U.S.A.

Threats to Property:

- Coverage responds when a threat is communicated to the Insured to do damage to the premises or to property of the Insured is located in Canada or the U.S.A.

Pension or Employee Benefit Plan Coverage

Coverage is for loss resulting directly from a dishonest or fraudulent act committed by a fiduciary (a person who holds a position of trust) in administering a pension or employee benefit plan. Coverage is provided whether the fiduciary is acting alone or in collusion with others. Fiduciary relationships may be created by statute however; individuals may also be deemed fiduciaries under common law.

Residential Trust Fund Coverage (for Select Classes of Business Only)

- Covers loss of property (money, securities or other property) belonging to a resident when it is held in trust by a residential facility. Coverage is for loss directly attributable to fraudulent act(s) committed by an employee of the facility whether the employee was acting alone or in collusion with others.
- A residential facility comprises a wide range of facilities and includes any residential facility operated for the purpose of supervisory, personal or nursing care for residents.
- Coverage stipulates that the 'resident' must be a person who is unable to care for themselves (this could be due to age, infirmity, mental or physical disability).
- When a resident is legally related to the operator of the residential facility, coverage is specifically excluded.

Credit Card Coverage

Coverage is for loss from a third party altering or forging a written instruction in connection with a corporate credit card issued to an employee, officer or partner.

Client Coverage (Third Party Bond)

Coverage is extended to provide for theft of a clients' property by an employee (or employees) of the Insured.

Fraudulently Induced Transfer Coverage

Coverage is provided when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.

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Fraudulently Induced Transfer Endorsement Coverage Highlights (Social Engineering)

Overview

Fraud today has become much more sophisticated and complex with Fraudulently Induced Transfer Crimes (otherwise known as Social Engineering) trending in today's marketplace. In response to this trend we now offer a Fraudulently Induced Transfer Endorsement as part of our suite of Crime Coverage.

These types of crimes are usually a targeted approach where criminals are after something definite from the target, either money (usually in the form of a wire transfer) or information (such as a list of vendors, routing numbers, etc.). Often times communications are sent to an employee (most often via email, telephone or a combination of the two), which are doctored to appear as if they are sent by a senior officer of the company or by one of its customers or vendors. Essentially criminals prey on human and procedural vulnerabilities. The standard crime coverage does not respond to these types of losses as an employee of the organization has voluntarily parted with the money or securities and would be considered an active participant in the loss.

Example 1

Instructions to an employee supposedly coming from a vendor or customer are often accomplished by informing the employee that they have changed banks and require the company to use the new banking information for future payments.

Example 2

Instructions to an employee supposedly coming from an internal source (e.g. senior staff) to bypass in-house safeguards and redundancies, criminals apply pressure by imposing a time constraint, demanding secrecy or simply flattering the ego of the target by including him or her "in" on an important business transaction.

Fraudulently Induced Transfer coverage is an optional endorsement that may be purchased. Coverage is subject to a satisfactory supplementary application being completed.

Fraudulently Induced Transfer Losses, Cyber Losses and Current Crime Policies

Even though this fraud often involves emails and wire transfers, cyber policies are not designed to cover them:

- Cyber policies cover losses that result from unauthorized data breaches or system failures. Fraudulently Induced Transfer actually depends on these systems working correctly in order to communicate with an organization's employees and transfer information or funds.
- Crime policies cover losses that result from theft, fraud or deception. As the underlying cause of a loss is 'fraud', a company would claim a loss under its crime policy rather than its cyber policy. Without this endorsement, coverage would be denied under a crime policy due to the Voluntary Parting Exclusion.

Fraudulently Induced Transfer Endorsement Features

- Coverage is provided when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured (employee) has transferred, paid or delivered money or securities to this third party.
- Fraudulently Induced Transfer is defined as: The intentional misleading of an employee, through misrepresentation of a material fact which is relied upon by an employee, believing it to be genuine to voluntarily transfer funds or valuable information to an unintended third party.

Limits and Deductible

The Fraudulently Induced Transfer Endorsement is subject to:

- Separate Limits of Insurance (both an Occurrence and Aggregate);
- A separate deductible;
- Limits ranging from \$10,000 - \$100,000.

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2023 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

Remotely Piloted Aircraft Systems (UAV) Coverage Highlights

Overview

- Transport Canada is responsible for regulating UAV's. Their terminology for UAV's (Unmanned Aerial Vehicles) has changed and these are now considered to be Remotely Piloted Aircraft Systems (RPAS) rather than UAV's (Unmanned Aerial Vehicles). Regulations regarding operator licensing has also changed.
- Liability or property policies can be enhanced with endorsements to cover Remotely Piloted Aircraft Systems (RPAS) or UAV's. Coverage may be available when operators are in compliance with current regulations. Coverage offered is intended to close the gap in liability and property insurance because of aviation exclusions.

Property Coverage

- Property: (Optional Coverage).
- All Risk Coverage for the Remotely Piloted Aircraft Systems (RPAS) including all permanently attached equipment and Ground or Operating Equipment (including any detachable equipment such as cameras etc.).
- Coverage includes electrical and mechanical breakdown.
- Basis of settlement options include: Replacement Cost, Valued Amount or Actual Cash Value.
- **In addition to the standard exclusions within the Property All Risk Wording, the following exclusions also apply:**
- Those used for military purposes, personal or recreational use.
- Those being rented to, leased to or lent to others.
- Mysterious disappearance after commencement of a flight unless Remotely Piloted Aircraft Systems - RPAS (UAV) remains unrecovered for 30 days.
- If they are not in compliance with the manufacturer's specifications (e.g. the weight payload) is exceeded, when operated in wind at a higher speed than recommended etc.).
- Remotely Piloted Aircraft Systems - RPAS (UAV's) must not exceed 500 meters in altitude or the range of 1km from the operator.
- Hijacking or unauthorized control of the Remotely Piloted Aircraft Systems -RPAS (UAV) or Equipment.
- Failure to comply with any statute, permit, rule, regulation or any requirement for qualification to operate the Remotely Piloted Aircraft Systems - RPAS (UAV) or the equipment.

Liability Coverage

- While Transport Canada mandates a minimum amount of insurance (\$100,000), coverage will follow the liability limit up to \$15,000,000. Higher limits may be available.
- We will extend liability to Remotely Piloted Aircraft Systems (RPAS).
- Having a range of up to a maximum of 1km from the operator.
- With an altitude of 500 metres or less.
- Operators meeting all Transport Canada regulations.
- Not being used for military purposes, personal or recreational use.

Important Information

While our endorsements are primarily designed to offer coverage for Remotely Piloted Aircraft Systems - RPAS (UAV's) 25kg or less, we may be able to offer coverage for those falling outside of these parameters through our general aviation market.

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EXHIBIT “A”

Estimate of Values

The information contained herein is confidential, commercial, financial, scientific and/or technical information that is proprietary to Intact Public Entities Inc. and cannot be disclosed to others. Any such disclosure could reasonably be expected to result in significant prejudice to the competitive position of Intact Public Entities Inc., significant interference with its competitive position and/or cause it undue loss. TM & © 2023 Intact Public Entities Inc. and/or its affiliates. All Rights Reserved.

RENT OR RENTAL VALUE SCHEDULE

PROPERTY INSURED	AMOUNT	INDEMNITY PERIOD	CO-INSURANCE
RENTAL INCOME	\$ 500,000	12 Months	No Co-Insurance

TOTAL	\$ 500,000
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POLICY EFF: 01/07/2025

MODIFIED: 13/05/2025

RISK NO: 34350

QUOTE: 540168

STATUS: IN PROGRESS

CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

BUILDINGS AND STRUCTURES

01/07/2025

ESTIMATE OF VALUES

AGRICULTURE AND COMMUNITY CENTER

1		AGRICULTURAL EXHIBIT BUILDING, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	227,100
2		AGRICULTURAL EXHIBIT BUILDING, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	73,400
3	Insp	ARENA, COMMUNITY CENTRE AND LIBRARY, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	11,729,300

BELMORE

4	Insp*	ARENA/CURLING RINK, 91122 BELMORE LINE, WROXETER, N0G 2X0	13,165,800
5		SUGAR SHACK CONCESSION BOOTH, 91122 BELMORE LINE, WROXETER, N0G 2X0	35,800
6		PARK PAVILION AND TENNIS COURT, 91122 BELMORE LINE, WROXETER, N0G 2X0	38,700
7		BELMORE PARK BLEACHERS, 91122 BELMORE LINE, WROXETER, N0G 2X0	249,100
8		STORAGE SHED, 91122 BELMORE LINE, WROXETER, N0G 2X0	6,500
9		TWO (2) BALL DUGOUTS AND BACKSTOP, 91122 BELMORE LINE, WROXETER, N0G 2X0	18,600

FORDWICH

10		VILLAGE PARK PAVILION AND PLAYGROUND EQUIPMENT, 3010 STATION ROAD, FORDWICH, N0G 1V0	47,600
11		COLUMBARIUM, 3010 STATION ROAD, FORDWICH, N0G 1V0	26,700
12		CEMETERY STORAGE, 3010 STATION ROAD, FORDWICH, N0G 1V0	18,600
13		BALL PARK CANTEEN AND PAVILION, 3084 ALBERT STREET, FORDWICH, N0G 1V0	177,000
14		TENNIS COURT FENCING AND LIGHTS, 3084 ALBERT STREET, FORDWICH, N0G 1V0	113,600
15		TWO (2) BALL DUGOUTS, 3084 ALBERT STREET, FORDWICH, N0G 1V0	8,100

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CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

BUILDINGS AND STRUCTURES

01/07/2025

ESTIMATE OF VALUES

16	WASHROOMS, 3084 ALBERT STREET, FORDWICH, N0G 1V0	68,400
17	FORDWICH PARK BLEACHERS, FLOODLIGHTS AND FENCING, 3084 ALBERT STREET, FORDWICH, N0G 1V0	212,200
18	FORDWICH PLAYGROUND EQUIPMENT, 3084 ALBERT STREET, FORDWICH, N0G 1V0	31,000
19	STORAGE 30X30, 3084 ALBERT STREET, FORDWICH, N0G 1V0	68,600

GENERAL

95	RENTAL INCOME	500,000	LIM REP
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GORRIE

20	Insp	FIRE HALL, 2005 NELSON STREET NORTH, GORRIE, N0G 1X0	1,283,300
21		TRAINING TOWER, 2005 NELSON STREET NORTH, GORRIE, N0G 1X0	12,400
22		STORAGE SHED, 2005 NELSON STREET NORTH, GORRIE, N0G 1X0	6,200
23		OPTIMIST POOL AND PAVILION, PLAYGROUND EQUIPMENT, 2046 JAMES STREET, GORRIE, N0G 1X0	511,100
24		CEMETERY MAUSOLEUM, 2052 ALMA STREET SOUTH, GORRIE, N0G 1X0	92,900
25		COLUMBARIUM, 2052 ALMA STREET SOUTH, GORRIE, N0G 1X0	26,700
26		CEMETERY STORAGE, 2052 ALMA STREET SOUTH, GORRIE, N0G 1X0	21,600
27	Insp	COMMUNITY HALL, 2059 VICTORIA STREET, GORRIE, N0G 1X0	1,538,500
28		GORRIE PARK PAVILION, CONCESSION BOOTH, WASHROOMS AND PLAYGROUND, 2079 ALMA STREET SOUTH, GORRIE, N0G 1X0	121,600
29		GORRIE PARK DUGOUTS, 2079 ALMA STREET SOUTH, GORRIE, N0G 1X0	8,200
30		GORRIE PARK BLEACHERS, FLOODLIGHTS AND FENCING, 2079 ALMA STREET SOUTH, GORRIE, N0G 1X0	167,500
96	Insp	COMMUNICATION TOWER, 2005 NELSON STREET NORTH,	75,000

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CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

BUILDINGS AND STRUCTURES

01/07/2025

ESTIMATE OF VALUES

Insp	GORRIE, N0G 1X0	
98	GORRIE SPLASHPAD , 2046 JAMES STREET, GORRIE, N0G 1X0	267,100
<u>LAKELET</u>		
31	COLUMBARIUM, 44924 LAKELET ROAD, LAKELET, N0G 1M0	15,700
<u>LANDFILL</u>		
32	LANDFILL STORAGE, 45589 HARRISTON ROAD, FORDWICH, N0G 1V0	3,900
33	LEASED 16X8 OFFICE TRAILER, 45589 HARRISTON ROAD, FORDWICH, N0G 1V0	26,100
<u>MUNICIPAL OFFICE AND FUEL DEPOT</u>		
34 Insp	MUNICIPAL OFFICE, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	993,200
35 Insp	ABOVE GROUND FUELING CENTRE, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	207,500
36 Insp	EQUIPMENT DEPOT, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	1,726,100
37	STORAGE BUILDING, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	23,300
97 Insp	COMMUNICATION TOWER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	75,000
99	SALT COVERALL, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	110,600
<u>WROXETER</u>		
38	BALL PARK PAVILION AND BOOTH, PLAYGROUND, 1020 MARRIETTA STREET, WROXETER, N0G 2X0	121,000
39	BALL PARK STORAGE, 1020 MARRIETTA STREET, WROXETER, N0G 2X0	31,800
40	TWO (2) DUGOUTS, 1020 MARRIETTA STREET, WROXETER, N0G 2X0	9,000
41	WROXETER PARK BLEACHERS, FLOODLIGHTS AND FENCING,	162,600

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CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

BUILDINGS AND STRUCTURES

01/07/2025

ESTIMATE OF VALUES

		1020 MARRIETTA STREET, WROXETER, N0G 2X0	
42	Insp	WROXETER COMMUNITY HALL, 1094 CENTRE STREET, WROXETER, N0G 2X0	1,849,100
43		STORAGE BUILDING - SMALL, 1094 CENTRE STREET, WROXETER, N0G 2X0	8,700
44		PAVILLION AT DAM AND CENTRE STREET, 1094 CENTRE STREET, WROXETER, N0G 2X0	45,400
45		COLUMBARIUM, 43172 HIGHWAY 87, WROXETER, N0G 2X0	26,700
46		CEMETERY STORAGE, 43172 HIGHWAY 87, WROXETER, N0G 2X0	18,000
TOTALS:			
			<u>BLANKET</u>
			35,901,900
			<u>SPECIFIED</u>
			500,000

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CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

OTHER PROPERTY (Excluding Buildings)

01/07/2025

ESTIMATE OF VALUES

AGRICULTURE AND COMMUNITY CENTER

47	AGRICULTURE EXHIBIT BUILDINGS CONTENTS, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	11,600
48	ARENA AND COMMUNITY CENTRE CONTENTS, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	160,900
49	HOCKEY EQUIPMENT AND DASHER BOARDS , 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	31,200
50 *	2009 OLYMPIA ICE RESURFACER, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	75,300 SCH ACV
51	PICNIC TABLES, 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	7,500
52	EXMARK MOWER , 45088 HARRISTON ROAD, FORDWICH, N0G 1V0	8,500

BELMORE

53	ARENA/CURLING RINK CONTENTS, 91122 BELMORE LINE, WROXETER, N0G 2X0	341,600
54	SUGAR SHACK CONCESSION BOOTH CONTENTS, 91122 BELMORE LINE, WROXETER, N0G 2X0	4,000
55	PARK PAVILION CONTENTS, 91122 BELMORE LINE, WROXETER, N0G 2X0	2,700

FORDWICH

56	CEMETERY GARDEN TRACTOR, 3010 STATION ROAD, FORDWICH, N0G 1V0	4,700
57	CEMETERY STORAGE CONTENTS, 3010 STATION ROAD, FORDWICH, N0G 1V0	1,200
58	KUBOTA TRACTOR, MOWER, BLOWER, 3017 BROOKHAVEN DRIVE, FORDWICH, N0G 1V0	22,200
59	BALL PARK CANTEEN AND PAVILION CONTENTS, 3084 ALBERT STREET, FORDWICH, N0G 1V0	20,500
60	TRAIL BENCHES, GARBAGE CANS AND PICNIC TABLES	13,200

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REF:34350

16/06/2025

CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

OTHER PROPERTY (Excluding Buildings)

01/07/2025

ESTIMATE OF VALUES

GENERAL

61	MEDIA	500,000
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GORRIE

62	FIRE HALL CONTENTS AND FIRE-FIGHTING EQUIPMENT, 2005 NELSON STREET NORTH, GORRIE, N0G 1X0	576,600
63	* 2008 TG 190 SKID STEER ASLN11247, 2040 RAIL LINE ROAD, GORRIE, N0G 1X0	15,000 SCH ACV
64	* 2005 T650 SKID STEER ALG12332 (STEVES LANDSCAPING), 2040 RAIL LINE ROAD, GORRIE, N0G 1X0	50,000 SCH ACV
65	OPTIMIST POOL PAVILION CONTENT, 2046 JAMES STREET, GORRIE, N0G 1X0	7,500
66	OPTIMISTS POOL CONTENTS, 2046 JAMES STREET, GORRIE, N0G 1X0	17,000
67	2023 GARDEN TRACTOR AND 1996 NEW HOLLAND, 2052 ALMA STREET SOUTH, GORRIE, N0G 1X0	14,800
68	CEMETERY STORAGE CONTENTS, 2052 ALMA STREET SOUTH, GORRIE, N0G 1X0	1,200
69	COMMUNITY HALL CONTENTS, 2059 VICTORIA STREET, GORRIE, N0G 1X0	40,600
70	GORRIE PARK CONCESSION BOOTH CONTENTS, 2079 ALMA STREET SOUTH, GORRIE, N0G 1X0	7,200
71	2021 BOBCAT T66 S/N B4SB18487 , 43739 HARRISTON ROAD , GORRIE, N0G 1X0	93,400
72	* HUSQVARNA TRACTOR YTH2348 S/N 060109A001341 , 43739 HARRISTON ROAD , GORRIE, N0G 1X0	2,500 SCH ACV
73	LED CHRISTMAS LIGHTS X 95, 89450 MALCOLM LINE, GORRIE, N0G 1X0	78,500
74	TRAIL BENCHES, GARBAGE CANS AND PICNIC TABLES	13,200

LANDFILL

75	LANDFILL SHELTER CONTENTS, 45589 HARRISTON ROAD, FORDWICH, N0G 1V0	3,500
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16/06/2025

CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

OTHER PROPERTY (Excluding Buildings)

01/07/2025

ESTIMATE OF VALUES

MUNICIPAL OFFICE AND FUEL DEPOT

76	MUNICIPAL OFFICE CONTENTS, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	195,200
77	2023 KUHN MOWER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	14,500
78 *	2017 SWEEPER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	9,200 SCH REP
79	EQUIPMENT DEPOT CONTENTS AND TOOLS, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	596,700
80 *	1992 BANDIT 90 CHIPPER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	23,200 SCH ACV
81 *	1994 CHAMPION 710R GRADER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	289,700 SCH ACV
82	2022 150JOY-BR MOTORGRADER WITH X SLOPE S/N EB400478 , 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	458,400
83	2020 CAT BACKHOE/LOADER & AUGER MODEL 420XE , 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	172,900
84 *	2012 CATERILLAR MOTOR GRADER, MODEL NO. 140M AWD, SERIAL NO. CAT0140MKD9G01324, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	367,800 SCH REP
85	COMMUNICATION EQUIPMENT, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	33,100
86 *	2013 KUBOTA TRACTOR MODEL MU06X & LOADER MODEL M4L, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	83,400 SCH REP
87 *	2018 CATERPILAR GRADER , SERIAL NO. N9J00P36, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	451,000 SCH REP
88 *	2013 SNOW BLOWER, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	4,700 SCH REP
89	2024 KUBOTA TRACTOR BX2380 SERIAL NO. H73699 WITH ATTACHMENTS, 44816 HARRISTON ROAD, FORDWICH, N0G 1V0	38,100

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16/06/2025

CORPORATION OF THE TOWNSHIP OF HOWICK

EXHIBIT "A"

OTHER PROPERTY (Excluding Buildings)

01/07/2025

ESTIMATE OF VALUES

WROXETER

90	BALL PARK PAVILION AND BOOTH CONTENTS, 1020 MARRIETTA STREET, WROXETER, N0G 2X0	14,800
91	BALL PARK STORAGE CONTENTS, 1020 MARRIETTA STREET, WROXETER, N0G 2X0	1,200
92	WROXETER COMMUNITY HALL CONTENTS, 1094 CENTRE STREET, WROXETER, N0G 2X0	67,600
93	CEMETERY STORAGE CONTENTS, 43172 HIGHWAY 87, WROXETER, N0G 2X0	1,200
94	TRAIL BENCHES, GARBAGE CANS AND PICNIC TABLES	13,200
<hr/> TOTALS:		<hr/>
		<u>BLANKET</u> <u>SPECIFIED</u>
		3,590,200 1,371,800

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REF:34350

16/06/2025

CORPORATION OF THE TOWNSHIP OF HOWICK
EXHIBIT "B"
AUTOMOBILE FLEET SCHEDULE

	VEHICLE#	DEPARTMENT	YEAR	MAKE & MODEL	SERIAL NUMBER	All Perils Deductible
1		BUILDING	2024	JEEP COMPASS	3C4NJDBN5RT112389	10000
2		DRAINS	2018	CF MOTO U FORCE 800 EFI	1CELVYZA47J600011	10000
3		DRAINS	2018	CF MOTO U FORCE 600 EPLX SXS	LCELDUZ90S6001322	10000
4		FIRE	2000	FREIGHTLINER FIRE TRUCK	1FV6JJC9YHB12987	10000
5		FIRE	2020	FREIGHTLINER TANKER TRUCK	1FVACYFE6LHLT3391	10000
6		FIRE	2000	INTERNATIONAL FIRE TRUCK	1FV6JJC9YHB12987	10000
7		FIRE	2014	DODGE RAM 1500	3HAEJTAR5LL262388	10000
8		FIRE	2012	FORD EXPEDITION	1FMJU1G50CEF05846	10000
9		FIRE	2024	BEAR UTILITY TRAILER	2JB8BU16R2301624	10000
10		FIRE	2007	SURREY FIRE SAFETY TRAILER	1F9BD30207S217713	Liability only
11		RECREATION	2007	FORD F150	1FTRW14W87FA02631	10000
12		ROADS	2019	FORD F150	1FTFW1E51KFC37065	10000
13		ROADS	2020	FORD F150	1FTEW1EP9LKD20989	10000
14		ROADS	2008	INTERNATIONAL TANDEM DUMP	1HTWYAHT780687400	10000
15		ROADS	2015	FORD F450	1FDUF4HT3FED01813	10000
16		ROADS	2020	INTERNATIONAL SNOW PLOW	3HAESTZT7LL687219	10000
17		ROADS	2021	BEAR LANDSCAPE TRAILER	6BZUT1618M2103358	10000
18		ROADS	2005	FORD STIRLING SNOWPLOW(LEASED)	2FZHAZCV05AH87455	10000

ADMINISTRATION SHOULD CAREFULLY EXAMINE THIS SCHEDULE TO DETERMINE ACCURATE INFORMATION.
 ANY CHANGES OR DISCREPANCIES SHOULD BE REPORTED TO US.

Township of Howick**Department: Administration**

To: Council Meeting**Meeting Date: June 24, 2025****Report Title: Road Crossing and Tile Drain Outletting Policies**

1. Recommendation:

That the Council of the Township of Howick adopt the Tile Drains Outletting Onto or Crossing Township Right-of-Ways Policy PW-2025-01;

And That Council adopt Road Crossing Policy PW-2025-02;

And That all fees associated with both policies be added to the Township's Consolidated Fees and Charges By-law.

2. Purpose/Issues:

To implement Township policies to regulate tile drains outletting onto or crossing Township right-of-ways and road crossings to outline the procedures and required costs associated with these types of requests.

3. Report Highlights:

- Howick Township has received a second request from a landowner for a mutual drain agreement to provide outlet from one of his fields.
- Staff drafted the attached policies to provide procedures for private landowners requesting permission to allow private tile drains to outlet onto or across Township road allowances or right-of-ways.
- These policies provide an application form, procedures and outline all associated costs for these types of requests.

4. Background:

The Township had our first mutual agreement drain request in 2024. At that time, there were no policies or procedures in place for the application process, procedures or who would be responsible for all associated costs when a mutual agreement drain requests to cross a Township right-of-way, road allowance or road.

5. Financial Implications:

Both draft policies recommend that all costs (including deposits) associated with tile drains outletting onto or crossing township right-of-ways or road crossings be borne by the landowner.

Both policies also require the applicant to pay for and enter into a Mutual Drain Agreement prepared by the Township, including the cost to register the agreement on title.

6. Conclusion / Next Steps:

With the passing of both policies, there will be clear procedures in place for mutual drain agreements, private tile drains outletting onto township right-of-ways and private tile drains requiring a road crossing.

7. Input from Other Sources:

Township of Wellington North

8. Attachments:

Appendix A: Road Crossing Policy PW-2025-01

Appendix B: Tile Drains Outletting Onto or Crossing Township Right-of-Ways Policy PW-2025-02

Respectfully submitted by: Caitlin Gillis, Chief Administrative Officer/Clerk



TOWNSHIP OF HOWICK

ROAD CROSSING POLICY

DEPARTMENT:	PUBLIC WORKS	POLICY NUMBER:	PW-2025-01
EFFECTIVE DATE:	June 24, 2025	LEGISLATIVE AUTHORITY:	Council
APPROVED BY:			

POLICY

The Township has adopted the following policy and regulations with respect to requests from private landowners for permission to allow private tile drains to outlet onto or across Township road allowances.

PROCEDURES AND PRACTICES

1. *Request for Permission:* Upon a request for permission, the Landowner(s) shall provide the plans for the tile drain system and the Township will order an Impact Report from its Drainage Superintendent (appointed under the Drainage Act) at the expense of the Landowner(s). The Drainage Superintendent will determine if the request should go through the Drainage Act, which shall supercede mutual drain agreements.
2. *Deposits:* The Township will require one or more deposits from the Landowner for estimated costs to the Township for the Drainage Superintendent's Report and anticipated legal or other professional costs pertaining to the processing of the request and implementing the permission if applicable.
3. *Utility Lines:* For all requests, it will be the responsibility of the Landowner(s) to obtain location of and approval from all utilities (Bell cables, hydro cables etc.)
4. *Straight Forward Request:* If the Drainage Superintendent is of the opinion that the flow of drainage water from the outlet will not cause water problems for the Township property or property of other private Landowners, the permission will be given subject to the Landowner, at the Landowner's expense, entering into an agreement satisfactory to the Township which must be registered on title. The agreement will:
 - i) Provide the permission based on the plans provided.
 - ii) Provide that the outlet be installed by and at the expense of the Landowner to the satisfaction of the Township.
 - iii) Require the Landowner(s) to be responsible for all future maintenance on the road allowance should the Landowner(s) believe that clean-out maintenance is required for the satisfactory functioning of the outlet going forward. For clarity – the Township will not pay out public funds for the satisfactory operation of the private tile drain outlet onto its road allowance.
 - iv) Require that the Landowner to be responsible for the expense of maintenance in the event that the Township determines at its discretion that maintenance work on the road allowance ditch is necessary due to silt or other material deposits as a result of the outlet.

5. *Request with Complications:* If the Drainage Superintendent is of the opinion that the flow of water from the outlet may cause water problems for the Township but not other third party private Landowner(s), the permission will be given if the problems can, in the opinion of the Township, be reasonably overcome at the expense of the Landowner and as described and provided for in an agreement between the Township and the Landowner satisfactory to the Township, which will also include terms similar to the agreement described in paragraph 4.
6. *More Complicated Requests:* If the Drainage Superintendent is of the opinion that the flow of water from the outlet may cause water problems for the Township and other private Landowners, the permission will be given only if:
 - i) An agreement as set out in paragraph 4 regarding the Township property, with any necessary changes, is made.
 - ii) The private Landowner(s) making the request arranges for, pays for and obtains a licence, restriction or agreement satisfactory to the Township with other private Landowners who may in the opinion of the Drainage Superintendent be affected by the outlet allowing water or additional water from the outlet and Township road allowance to pass over their lands, notice of which licence, restriction or other agreement in each case must be registered on the title to the land of the other private Landowner(s).
7. *Road Crossing Request:* In the event that a request for permission involves a road crossing by the private tile drain system to an outlet onto private or other property, the following will apply:
 - i) A Report from the Township's Drainage Superintendent as described above will be required.
 - ii) If the request is feasible based on the Report and in the opinion of the Township, the private Landowner(s) must enter into a mutual drain agreement with the Township under Section 2 of the *Drainage Act* in a form and on terms satisfactory to the Township.
 - iii) For clarity, all costs with respect to the preparation and registration of the agreement and all work provided for in it must be paid by the private Landowner(s).
 - iv) The private Landowner(s) must arrange for, pay for and obtain a licence, restriction or other agreement satisfactory to the Township with other private Landowners (including registration).
 - v) For further clarity, the road crossing drain pipe shall be high density polyethylene resin (HDPE) and shall be placed from road allowance property line to road allowance property line and shall include two (2) standard catch basins with appropriate lids, all at locations to be approved by and satisfactory to the Township. In the event that the road crossing involves a road with a hard top of asphalt surface, it will be necessary to bore under the road surface at a location and depth to be approved by and to the satisfaction of the Township and install smooth wall steel casing along with catch basins.

8. *Additional Provisions for Road Crossing Agreement with the Township:* Any agreement with the Township for a road crossing involving open excavation on a gravel road surface (and where applicable a bored crossing) will include the following:

- i) The construction work must be carried out by a competent contractor approved by the Township.
- ii) Gravel material must be kept separate from underlying materials and be replaced in reverse order.
- iii) Material being placed into the excavated trench shall be placed in 12-inch layers and compacted and if the granular material becomes contaminated, it must be replaced with a minimum of 24 inches of gravel consisting of 18 inches of pit run and 6 inches of crushed material.
- iv) No open excavation will be allowed to remain on any portion of the travelled roadway or shoulder after sunset.
- v) The Landowner(s) or the contractor representing the Landowner(s) shall be responsible for the supply and maintenance of proper signs, barricades, and sufficient flagmen at the crossing site, including proper road closed and direction signs for detours, when appropriate.
- vi) All work shall be done in accordance with the procedures in the 'Traffic Control Manual for Highway Work Operations', Ministry of Transportation Ontario and as approved by the Township Public Works Department.
- vii) The Township must be advised at least seven (7) days in advance of the date and time of any work to be carried out on Township property by the Landowner(s) and all such work must be inspected by the Township and must meet Township approval.
- viii) The Landowner(s) or the contractor representing the Landowner(s) will be responsible for all clean up after construction has been completed to the satisfaction of the Township.
- ix) The Township of Howick assumes no liability for damage to persons or property during construction or as a result of the crossing.
- x) The travelled road and adjacent disturbed areas shall be restored to the same condition as that prior to the construction of the road crossing drain. Any further settlements or other deficiencies deemed by the Township as a result of the installation of the drain will be repaired immediately by the Landowner(s) or by the Township at the Landowner(s) expense.

Application attached



TOWNSHIP OF HOWICK

ROAD CROSSING APPLICATION

Tel: 519-335-3208 ext. 5 Email: publicworks@howick.ca www.howick.ca

Date:		Roll #:	
Name of Applicant:			
Applicant Mailing Address:			
Applicant Phone:		Applicant Email:	
Name of Contractor:			
Contractor Phone:			
Contractor Email:			
Road Crossing: <input type="checkbox"/>	Title: <input type="checkbox"/>	Other: <input type="checkbox"/>	
Location: Lot:	Concession:	Closest Road:	
Closest Civic Address (Fire No.) and Road:			
Comments:			
Road Crossing Application will be subject to current Fees and Charges.			
Inspection Fee: \$ 450.00			
Required Deposit: \$3,000.00			
Total: \$3,450.00			

The undersigned certifies:

- 1) That they are the owner/authorized agent of the owner in this application and that all the information in this application is true and factual.
- 2) That they have read and understand the restriction and standard for a road crossing and shall comply with the same.

Signature

Print Name

Date



TOWNSHIP OF HOWICK

TILE DRAINS OUTLETING ONTO OR CROSSING TOWNSHIP RIGHT-OF-WAYS

DEPARTMENT:	PUBLIC WORKS	POLICY NUMBER:	PW-2025-02
EFFECTIVE DATE:	June 24, 2025	LEGISLATIVE AUTHORITY:	Council
APPROVED BY:			

POLICY

Given that it is considered advisable to regulate tile drains outletting onto or crossing Township right-of-ways, it is herein resolved that the following policy statement be adopted as a guideline for regulating tile drains outletting onto or across Township right-of-ways.

PROCEDURES AND PRACTICES

1. There shall be no tile outlet onto or crossing Township of Howick property until a proper outlet has been provided and an agreement in writing has been obtained from all parties who might be affected by run-off water. A copy of the agreement must be presented to the Township by the applicant.
2. The applicant or contractor shall be responsible for all related costs including a deposit in accordance to the Township's Road Crossing Policy.
3. The applicant shall pay all costs for a Mutual Drain Agreement prepared by the Township, including the cost to register the agreement on title.
4. It will be the responsibility of the applicant to obtain location of and approval from all utilities (Bell cables, Hydro cables, etc.)
5. Any private tile drain allowed to outlet onto Township property must be located in the immediate vicinity of an existing road crossing culvert and the applicant shall be responsible for all costs to replace the existing road culvert as deemed necessary by the Township.
6. Any private landowner who outlets a private drain onto a Township road allowance or upgrades an existing drain that outlets onto a Township road allowance without Township authorization shall be responsible for all costs to modify the installation to the Township's satisfaction and must enter into a Mutual Drain Agreement.
7. When it is necessary for a private tile drain to cross under the Township road, the crossing pipe shall be high-density polyethylene resin (HDPE) and shall be placed from road allowance property line to road allowance property line including two (2) standard catchbasins and appropriate lids. Catchbasin locations to be approved by the Township.

8. When a private drain is installed on a road with a hard top service, it will be necessary to bore under the road and install a smooth wall steel casing along with catch basins. Boring location and depth to be approved by the Township Manager of Public Works in consultation with the Drainage Superintendent.
9. Open excavation will be allowed on a gravel road. The gravel material should be kept separate from underlying materials and be replaced in reverse order. Material being placed into the trench shall be placed in 12 inch layers and compacted. If the granular material becomes contaminated it shall be replaced with a minimum of 24 inches of gravel consisting of 18 inches of pit run and 6 inches of crushed material.
10. Any crossing of a Township road must be carried out by competent contractor who must be approved by the Township Manager of Public Works.
11. No open excavation will be allowed to remain on any portion of the travelled roadway, or shoulders after sunset.
12. The applicant or contractor representing the applicant shall be responsible for the supply and maintenance of proper signs, barricades, and sufficient flagmen at the crossing site including proper road closed and direction signs for detours, when appropriate.
13. All work shall be done in accordance with the procedures in the 'Traffic Control Manual for Highway Work Operations', Ministry of Transportation Ontario and as approved by the Township Public Works Department.
14. The Township must be advised at least seven days in advance of the date and time of any work to be carried out on Township property by the applicant and all such work must be inspected by the Township and must meet with Township approval.
15. The applicant or the contractor representing the applicant will be responsible for all cleanup after construction has been completed to the satisfaction of the Township.
16. The Township of Howick assumes no responsibility for damage to persons or property during construction or as a result of the crossing.
17. The right-of-way and adjacent disturbed areas shall be restored to the same condition as that prior to the construction of the drain. Any further settlements or other deficiencies deemed by the Township as a result of the installation of the drain will be repaired immediately by the applicant or by the Township at the applicant's expense.
18. The Township will not be responsible for maintenance or ditch cleaning resulting from the installation of the tile outlets on Township right-of-ways. All associated ditching costs shall be the responsibility of the land owner and must be approved by the Township.

Application attached

APPLICATION FOR TILE DRAINS – OUTLETING ONTO OR CROSSING TOWNSHIP RIGHT-OF-WAYS

Name of Applicant:		Are you the registered owner?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Address of Applicant:			
Phone Number:		Email:	
Tile Drain Outlet <input type="checkbox"/> OR Crossing Township Right-of-Way <input type="checkbox"/>			
EXACT LOCATION OF OUTLET/CROSSING			
Lot _____ Concession: _____			
FIRE NUMBER CLOSEST TO LOCATION:			
SKETCH SHOWING APPROXIMATE LOCATION OF OUTLET/CROSSING:			

By signing below, I am hereby indicating that I have read the terms of the Application for Tile Drains Outletting Onto OR Crossing a Township Right of Way (attached to this application) and I agree to these terms:

 Signature of Applicant

 Date

 Signature of Witness

 Date

1. There shall be no tile outlet onto or crossing Township of Howick property until a proper outlet has been provided and an agreement in writing has been obtained from all parties who might be affected by run-off water. A copy of the agreement must be presented to the Township by the applicant.
2. The applicant or contractor shall be responsible for all related costs including a deposit in accordance to the Township's Road Crossing Policy.
3. The applicant shall pay all costs for a Mutual Drain Agreement prepared by the Township, including the cost to register the agreement on title.
4. It will be the responsibility of the applicant to obtain location of and approval from all utilities (Bell cables, Hydro cables, etc.)
5. Any private tile drain allowed to outlet onto Township property must be located in the immediate vicinity of an existing road crossing culvert and the applicant shall be responsible for all costs to replace the existing road culvert as deemed necessary by the Township.
6. Any private landowner who outlets a private drain onto a Township road allowance or upgrades an existing drain that outlets onto a Township road allowance without Township authorization shall be responsible for all costs to modify the installation to the Township's satisfaction and must enter into a Mutual Drain Agreement.
7. When it is necessary for a private tile drain to cross under the Township road, the crossing pipe shall be high-density polyethylene resin (HDPE) and shall be placed from fence line to fence line including two standard catchbasins and appropriate lids. Catchbasin locations to be approved by the Township.
8. When a private drain is installed on a road with a hard top service, it will be necessary to bore under the road and install a smooth wall steel casing along with catch basins. Boring location and depth to be approved by the Township Manager of Public Works in consultation with the Drainage Superintendent.
9. Open excavation will be allowed on a gravel road. The gravel material should be kept separate from underlying materials and be replaced in reverse order. Material being placed into the trench shall be placed in 12 inch layers and compacted. If the granular material becomes contaminated it shall be replaced with a minimum of 24 inches of gravel consisting of 18 inches of pit run and 6 inches of crushed material.
10. Any crossing of a Township road must be carried out by competent contractor who must be approved by the Township Manager of Public Works.
11. No open excavation will be allowed to remain on any portion of the travelled roadway, or shoulders after sunset.
12. The applicant or contractor representing the applicant shall be responsible for the supply and maintenance of proper signs, barricades, and sufficient flagmen at the crossing site including proper road closed and direction signs for detours, when appropriate.
13. All work shall be done in accordance with the procedures in the 'Traffic Control Manual for Highway Work Operations', Ministry of Transportation Ontario and as approved by the Township Public Works Department.

14. The Township must be advised at least seven days in advance of the date and time of any work to be carried out on Township property by the applicant and all such work must be inspected by the Township and must meet with Township approval.
15. The applicant or the contractor representing the applicant will be responsible for all cleanup after construction has been completed to the satisfaction of the Township.
16. The Township of Howick assumes no responsibility for damage to persons or property during construction or as a result of the crossing.
17. The right-of-way and adjacent disturbed areas shall be restored to the same condition as that prior to the construction of the drain. Any further settlements or other deficiencies deemed by the Township as a result of the installation of the drain will be repaired promptly by the applicant or by the Township at the applicant's expense.
18. The Township will not be responsible for maintenance or ditch cleaning resulting from the installation of the tile outlets on Township right-of-ways. All associated ditching costs shall be the responsibility of the land owner and must be approved by the Township.

Belmore Arena Board Meeting MINUTES May 20, 2025

Time: 7:30pm Location: Lounge, Belmore Community Centre

Attendees: Jeremy Underwood, Marvin Grimes, Mark Ireland, Brett McPherson, Jenn VanDyk, Coreen Gautreau, Kim Harris, Lindsay Underwood, Chris Inglis, Ian Inglis, Lorne Underwood, Dave Eadie

Regrets: Jamie McCallum, Randy Scott, Warren Weber, Kyra Wright, Wanda Inglis, Heidi Dupuis, Nigel Van Dyk

Secretary/Recorder: Darlene Loos

Time	ITEM	(Discussion, Approval, Information Sharing)	Meeting Notes/Action Items
7:30	Call to Order Approval of May 20, 2025 Agenda - <i>Jeremy Underwood</i>		Meeting called to order: 7:32pm Motion to approve agenda by Marvin Grimes, 2 nd Jenn VanDyk Any Additions to Agenda? Propane discussion
7:32	Approve Previous Mtg Minutes April 21, 2024 (attached) - <i>Board</i>		Motion to approve minutes by Brett McPherson, 2 nd by Lorne Underwood. Carried
Agenda Items			
7:35	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
7:50	Correspondence - <i>All</i>	Standing	None Review email list and possibly look for more members. Howick and Turnberry representatives (Community Liaisons)
7:55	Grants Update - <i>Kyra Wright</i>	Standing	No update
8:05	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	Bills to be paid \$44,338.38. Motion to pay bills by Jenn Van Dyk, 2 nd by Dave Eadie. Carried.
8:15	Belmore Homecoming Update - <i>Committee</i>	Standing	Everything is going well. Order clothing online if you're wanting it.
8:20	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Request for a wedding booking - Should they purchase liability insurance. Not necessary. - Requested the kitchen the day before for food prep. o \$105 for full day (8am to 5pm) ovens o \$55 for partial day - This will be the same for outside renters wanting to rent the kitchen.
8:30	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Dressing Room 2 has a leaking toilet.

			<p>Kim will have Brian look at it when he is here next week.</p> <p>Outside washroom – one of the taps isn't working (doesn't automatically turn back to shut off).</p> <ul style="list-style-type: none"> - Kim will ask Brian to give a suggestion for new
8:40	Parks Board - <i>Brett McPherson</i>	Committee Report	<p>Clean up went well.</p> <p>Fence topper is installed. Looks good.</p> <p>Batting cage needs some work.</p>
8:45	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	<p>Wedding on May 31st – need 6 bartenders.</p> <p>Friendly reminder to Mitch about making the donation box for outside washrooms.</p> <p>Mitch will try to get on it.</p>
8:55	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	No update
9:00	Belmore Curling - <i>Dave Eadie</i>	Committee Report	No update.
9:05	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	No update.
9:10	South Bruce - <i>Mark Ireland</i>	Committee Report	No update.
9:15	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Absent
9:20	Howick - <i>Marvin Grimes</i>	Committee Report	<p>No update.</p> <p>Marvin impressed by paint job out in the arena</p>
9:25	Communication - <i>Lyndsay Underwood</i>	Committee Report	No update.
9:30	Belmore Chamber of Commerce - <i>Lorne Underwood / Chamber Member</i>	Committee Report	No update.

Next Meeting – June 16, 2025 at 8pm

Adjournment of Meeting: 8:00pm **Motion to adjourn by:** Mark Ireland

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren /Kim	General Maintenance	<p>20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container</p> <p>20240115: A plan has been set to close the gap in the table storage container.</p> <p>20240226: Paul did measurements and is to be fixing the gap.</p> <p>20240415: No update on Container</p>

		<p>20241118: Rubber matting in players benches needs to be replaced; also patch by door going onto the ice. Jeremy will look into it.</p> <p>20241118: Glass broken along top of timekeepers' box.</p> <p>20250421: Wobbly toilet in the hall washroom. Pipe may be up too high. Kim will message Brian to have a look at the toilet.</p> <p>20250520: Brian will be here early next week</p>
Kyra / Jeremy / Kim	Grants	<p>20240415: Jeremy to email Karn's quote to Kyra Wright for grant research</p> <p>20240527: No update</p> <p>20240527: Suggestion made that stone be put between parking barriers and wall (<i>very difficult to cut the grass & adds a lot of weedeating</i>). If grant money available poured concrete sidewalk would be the way to go – possibility accessibility grant? Kyra may know more.</p> <p>20240617: No update</p> <p>20240916: Sport and Recreation Infrastructure Fund – Howick will apply for their asks and Belmore will apply for their asks and it will be lumped together. The ask will be the 50% coverage guideline. Everything to Howick by October 15th.</p> <ul style="list-style-type: none"> - Need to decide what we want to apply for: <ul style="list-style-type: none"> o Quote on compressor <ul style="list-style-type: none"> ▪ It came here in the 1970's and was rebuilt in 2006 o New boards o Sidewalk around the arena o Baseball diamond lights o Sandblasting and ceiling painting in the arena o Asphalt at the back o Resurfacing tennis court <p>New boards, brine header (if can apply), ball lights, Sandblasting and Painting.</p> <ul style="list-style-type: none"> - Motion to apply for new boards, brine header and ball lights and possibly Sandblasting and Painting. <ul style="list-style-type: none"> o Can't move forward with our grant submissions until we know if we need to pay for Sandblasting and Painting. <p>Motion to partnership with Howick to apply for the CSRIF by Kyra Wright, 2nd by Lindsay, carried.</p> <p>20250317: Still waiting to hear back about CSRIF Grant.</p> <p>20240925: Kyra plans to speak with Caitlyn about the Community Sport and Recreation Infrastructure Fund (50% funding) tomorrow. Application due to Howick by October 15. Application to Government is due October 29.</p> <p>Baseball Lights – total cost quoted at \$33, 000 (with labour, lift rental and parts)</p>

		<p>Brine Header - \$58, 000</p> <p>Arena Boards – no quote yet. Boards are more of a “want” than a “need”</p> <p>Kyra to discuss with Howick staff tomorrow to confirm the arena board getting quotes for ceiling sandblasting/painting.</p> <p>20240925: To include the following items in the Community Sport and Recreation Infrastructure Fund application: baseball lights, brine header and ceiling sandblasting/painting.</p> <p>20241021: Kyra to proceed in applying for full grant.</p> <p>Sports Grant</p> <ul style="list-style-type: none"> - Baseball Lights - \$35,000 - Brine Header - \$60,000 - Sandblasting & Painting of Arena (no curling club) - \$280,000 <p>Max we would receive is 50%, applying for special consideration of 70%. The Arena Board is responsible for the other 50% (or 30%).</p> <p>Will indicate Baseball lights, Brine Header and Sandblasting & Painting in 2025.</p> <p>20250224: NO UPDATE</p>
Jeremy	Repainting of Arena	<p>20240919: Would really like this looked after before Syrup Festival and Homecoming. Jeremy will contact Caitlin.</p> <p>20241118: Waiting to hear from Howick Twp and Burnside</p> <p>20250520: Painting is done and clean up has begun. Paint job looks excellent.</p>
Gord Harris / Paul Inglis	Lobby Bench Steel	<p>20240916: larger bench top will be too heavy to move. Will look at making aluminum legs for new top instead of installing on top on the old center bench.</p> <p>20250317: Jeremy mentioned to install bench top where it is</p>
Board	<p>Asset Management, Procurement Policy and Budget Template</p> <p><i><u>(Notes from Meeting with Municipalities/Twps)</u></i></p>	<p>20241024: Under cost sharing agreement – agree to pay as a loan. \$240,000 (\$80,000 each municipality) to be repaid over 5 years (could be renegotiated if needed) in 2025 budgets.</p> <p>20241024: Waiting to see if they are filing a defense or reaching a settlement</p> <p>20241024: Did FD and Arena projects have to go through an engineer? - Caitlin will look into this</p> <p>20241024: Take the Terms of Reference away – get a short list of sticking points and come up with suggestions. Come back together and discuss this list</p> <p>20241024: Caitlin will talk to Brady and he will make arrangements to chat with a couple of our guys.</p> <p>20241024: Caitlin will talk to finance and get Asset Management Plan information to us.</p> <p>20241118: Nothing received.</p> <p>20250317: Asset management - nothing new to report, still waiting on input from Howick, haven’t gotten procurement strategy yet from them</p> <p>20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template.</p> <p>20241216: No update.</p>

		20250317: Procurement policy and budget template - move this item into the asset management, goes hand-in-hand 20250520: No update.
Kim	Summer Rates / Pickleball	20250421: The Arena Board will send an email to Dan Renwick and Brendan Crapper including outstanding invoice and summer rates. Cheque can be mailed or deposited in the lock box in the arena office. Bill to be paid prior to their new season starting. 20250520: Received letter back from Dan and Brendan. We will wait for them to come back to work together on this. Monthly payments. MOVE TO PARKING LOT
Kim	Rentals – Hall & Lounge	20250421: Microphone – fuse was blown. Something in amplifier is blowing fuses. Kim working on finding someone to repair. 20250520: utilized the amp from the arena that wasn't being used. COMPLETE
Parking Lot		
Arena Board	Propane	20250421: Check Chambers rates in August/September to potentially lock rate in. 20250520: Jenn will email Sparlings to let them know we have switched. PUT INTO PARKING LOT until August 2025
Arena Board/ Howick Twp	Sandblasting & Painting	20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting 20221121: Jeremy contacted J-K and advised of partial payment and once he returned to do touchups and around door. J-K advised he could come back in spring but more money would be due. 20221121: Jeremy will advise J-K that Board will pay for lift but will not be paying more money for the job quoted. 20221219: Nothing to Report – defer to next meeting 2023016: Supposed to come – we look. May charge interest on balance owing. 20230228: No further communication. 20230417: Next step is, we need to speak with Howick and see if they will back us if this goes to court. - Speak to CAO and Operations Manager to see if they can reach out to J-K regarding the contract and our (Belmore and Twp) concerns. Motion to continue to hold payment and speak to Howick Twp as to next steps. 20230515: J-K will not speak with Jeremy. Only wants to speak to Howick Twp. Howick Twp is in support of us. J-K is 100% at fault for the poor workmanship. Three townships are onboard and have their lawyers working on it. The lawyers want Burnside (Engineers) to come in and assess the work again. The matter is now out of our hands. MOVE TO PARKING LOT 20230821: No further update. 20240226: Marvin reported no further word from Lawyer on this matter. 20240226: Jeremy reported something will have to be done with the loose paint before Syrup Festival. Paint is falling off. Would be good to do between shut down and Syrup Festival. Marvin will report this back to Howick Township.

		<p>20240318: No updates regarding the bubbling/peeling paint in the arena. Marvin acknowledges something needs to be done before the syrup festival. Marvin will speak with Caitlyn (CAO). Jeremy spoke with Caitlyn today, told her the plan to remove peeling paint; was told to take pictures before doing the work.</p> <p>20240617: Send an email to the Municipality about the status of this issue. Marvin will speak to Caitlyn and ask them to put a push on things due to Homecoming. Would Marvin ask Municipality if they could pay for sandblasting to Arena and Curling Club to be redone as the legal battle carries on. Formal request from the Arena Board for Howick to put it in their budget. Jamie made motion to send a letter to Howick, 2nd by Kim. Carried. Jenn V will draft a letter to Howick Township and cc other 2 municipality CAOs.</p> <p>20240715: 3 Municipalities met in Belmore, but no update received from that meeting yet.</p> <p>20240715: Lawyer has filed.</p> <p>20241118: Another follow-up meeting with the Insurance Rep. Asked Jeremy dates that suit him.</p> <p>20250224: Jeremy and Paul Inglis and others have been talking to local Mennonites who are doing sandblasting and painting, all the labour. We would have to supply lifts. They are willing to do the job. \$40/hr. They would supply the manpower. Man in Formosa, coating expert, would come after the sandblasting and advise what type of paint we should use to adhere properly. \$24,000 approximate in labour. We would have to supply 2 lifts. Likely close to \$5000 in rental equipment. This is something we need to consider. One concern is: do they have WSIB coverage. Could do before Homecoming but not before Syrup Festival. Jeremy will look into this further.</p>
Group	Suggestion of Installation of Acoustic Panels in Arena – by Pickleball	<p>200115: Dan Renwick attended Board Mtg on behalf of Pickleball. He raised the suggestion of putting up Acoustic Panels to control the sound on the arena side. Board suggested the Pickleball group will have to do more research on the panels and get pricing. Putting in Parking Lot, will look back at this after the Whitewashing and Painting is looked after on the arena side.</p>
Jeremy / Brett	Parks Board	<p>20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter.</p> <p>20240715: Donation box to be put up on outside wall by public washrooms and put sign up in pavilion advising of the donation box.</p> <p>20240819: Mitch Inglis will manufacture a box for us. Put signs up, and give key to Ellen Underwood</p>

		<p>20240819: Fence topper (heavier gauge) for baseball diamond to be purchased and installed. Stingers are willing to pay half.</p> <p>20240916: Fence topper was ordered – cheaper than quoted \$1945 + tax</p> <p>Fence Topper - PUT INTO PARKING LOT</p>
Jeremy/ Warren	General Maintenance – for Summer	<p>20230228:</p> <ol style="list-style-type: none"> 1) Brine header – preventative maintenance by 2025. <ul style="list-style-type: none"> ○ 20230821: Need to let Municipalities know (in November/December) about Brine Header replacement project before their budgets are made. ○ 20231016: working on a couple of quotes for brine headers. ○ 20240617: spoke with Ben and his company should have time to repair it. Moving ahead with this. ○ 2024118: Q1-Q2 should hear whether or not we received grant money <ul style="list-style-type: none"> ▪ If we don't receive grant, we need to put it into a budget ○ 20250520: Jeremy will confirm with Ben if he can repair. Chamber will need to know by early June. 2) Boards around the ice surface need to be replaced. <p>PUT INTO PARKING LOT</p>
Adjournment:		Next Meeting - Monday, June 16, 2025 at 8:00pm

Belmore Community Centre Arena Board
Monthly Financial Report, Prepared for May 20, 2025

Balance April 17, 2024:	\$ 67,150.74		
DEBITS:		OUTSTANDING DEBITS:	
Kim Harris (juice)	49.49		
Lloyd Weiler (water softener)	1186.50		
Watson's (softener salt, respirators)	96.00	WORKING BALANCE:	\$ 66,076.97
Horton's Dairy	80.85		
Wightman	184.94		
Avenir energy	2738.90	BILLS TO BE PAID:	
Jeremy Underwood (snow removal)	5253.09	Hydro One	33.01
Barclay wholesale (paper towel, cleaner, toiletpaper)	173.18	Pepsico	388.16
Rural Routes Pest Control	116.39	Kim Harris	39.29
PBJ Cleaning Depot (dishwasher rinse)	257.06	Rural Routes Pest Control	116.39
Countryside Enterprises (peeling paint removal)	949.20	Ideal Supply (fuse)	9.96
Jeremy Underwood (respirators)	359.32	Avenir energy	964.38
Paul Inglis (arena ceiling repair)	9871.05	McDougall energy	78.48
Countryside Enterprises (sandblasting)	9198.20	Affordable Waste Disposal	406.80
Hydro One	5776.36	Technical Standards and Safety Authority	523.19
Bank fee	6.24	Belmore Homecoming (donations made out to BCC)	2100.00
		Ideal Supply (non silica sand)	7588.86
		Steffen Protective Coatings (paint)	28454.65
		Steffen Protective Coatings (xylene, laquer thinner)	216.96
		Creekside Rentals (scissor lift, boomlift)	3418.25
		TOTAL BILLS TO BE PAID:	\$ 44,338.38
CREDITS:			
Community Centre rentals	2448.00		
Ice rentals	675.00		
Donations	30000.00		
Memorial donations			
Miscellaneous	2100.00		
BalanceMay 16, 2025:	\$ 66,076.97		

Belmore Community Centre Arena Board
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Gorrie Parks Board
2070 Alma St. Gorrie

To: Township of Howick Council

The Gorrie Parks Board is intending to host an Adult Co-Ed Slo Pitch Tournament on July 18th and 19th at the Gorrie Ball Park. The event is to help us raise funds for park improvements. We respectfully request that we be designated a municipally significant event so that we may apply for a Special Occasions Permit.

Thank you again, we look forward to hosting this event and raising funds for the park

Tristyn Brick

tristynbrick@hotmail.com



HURON OPP DETACHMENT BOARD
DETACHMENT DE LA OPP HURON
CONSEIL

HURON COUNTY OPP DETACHMENT
DÉTACHMENT DE LA OPP HURON

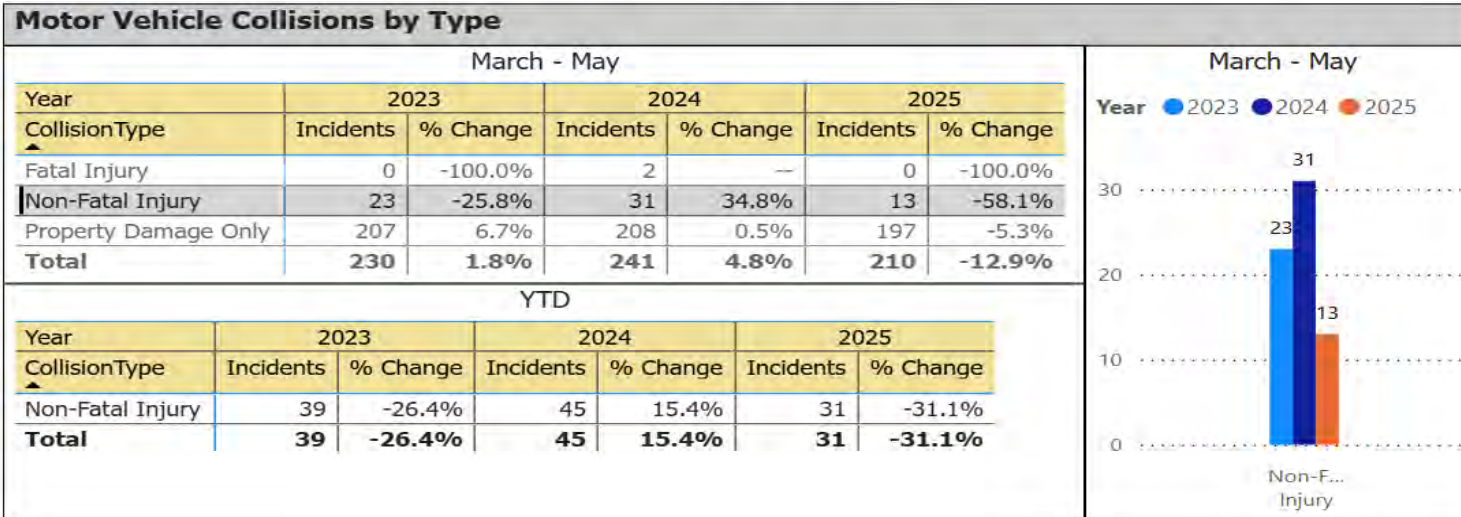
June 23, 2025 Detachment
Commander
Insp. Laura Lee Brown

Huron Traffic Statistics

March – May 2025



OPP Detachment Board Report Collision Reporting System March - May 2025



Traffic Related Charges							
March - May							
Year	2023		2024		2025		
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change	
Speeding	1,191	-10.6%	1,358	14.0%	967	-28.8%	
Seatbelt	89	30.9%	100	12.4%	79	-21.0%	
Impaired	36	0.0%	45	25.0%	54	20.0%	
Distracted	30	200.0%	35	16.7%	22	-37.1%	

TRAFFIC STOP RESULTS IN MULTIPLE CRIMINAL DRIVING CHARGES

(SOUTH HURON, ON) - Huron County Ontario Provincial Police (OPP) has charged a South Huron resident with several criminal driving offences following a traffic stop in the Municipality of South Huron, Crediton, on April 26th, 2025.

Just after 10:00 a.m. on Saturday, April 26, 2025, Huron County OPP officers conducted a traffic stop on King Street South in South Huron. Police spoke to the driver and discovered that they were prohibited from driving a motor vehicle.

The driver was also arrested for impaired operation and transported to the South Bruce OPP detachment in Kincardine where they completed a series of tests with an OPP Drug Recognition Expert (DRE). As a result of the investigation, the accused has been charged as follows:

- Impaired Operation - alcohol and drug,
- Operation while Prohibited - (three counts),
- Unauthorized Possession of a Weapon,
- Possession of Methamphetamine,
- Fail to Comply with Release Order - (two counts),
- Fail to Comply with Probation Order - (two counts).

The accused was additionally charged with Driving While Under Suspension - Highway Traffic Act.

The vehicle involved was towed and impounded for 45 days.

Huron Crime Statistics



OPP Detachment Board Report Records Management System March - May 2025

Violent Crime						
March-May						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	-100.0%	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	1	0.0%	0	-100.0%	0	--
Sexual Offences	28	12.0%	22	-21.4%	21	-4.5%
Assaults/Firearm Related Offences	80	33.3%	75	-6.3%	73	-2.7%
Offences Resulting in the Deprivation of Freedom	3	50.0%	2	-33.3%	3	50.0%
Robbery	1	-50.0%	3	200.0%	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	55	10.0%	57	3.6%	47	-17.5%
Offences in Relation to Sexual Services	0	--	0	--	0	--
Total	168	19.1%	159	-5.4%	144	-9.4%



OPP Detachment Board Report Records Management System March - May 2025

Property Crime						
March - May						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	-100.0%	0	--	1	--
Break and Enter	37	2.8%	34	-8.1%	28	-17.6%
Theft Over \$5000	45	-19.6%	37	-17.8%	20	-45.9%
Theft Under \$5000	69	-11.5%	81	17.4%	54	-33.3%
Possession/Trafficking Stolen Goods	3	-57.1%	3	0.0%	2	-33.3%
Fraud	64	4.9%	111	73.4%	70	-36.9%
Mischief	85	10.4%	53	-37.6%	53	0.0%
Total	303	-4.4%	319	5.3%	228	-28.5%

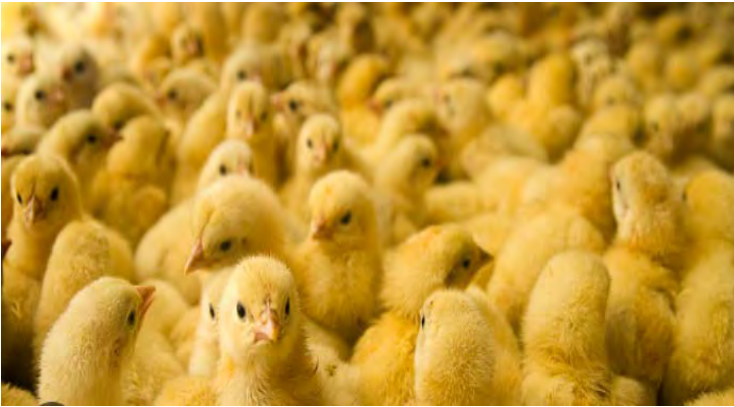


**OPP Detachment Board Report
Records Management System
March - May 2025**

Drug Crime

March - May

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	12	50.0%	4	-66.7%	11	175.0%
Trafficking	2	100.0%	2	0.0%	3	50.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	1	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	14	55.6%	6	-57.1%	15	150.0%



-UPDATE #1-

OVERNIGHT THEFT OF 30,000 CHICKS BEING INVESTIGATED

Charges Laid

(SOUTH HURON, ON) – Huron County Ontario Provincial Police (OPP) investigated the reported theft of approximately 45,000 chicks from a farm in South Huron in April 2023 and have now laid charges in the matter.

On Thursday April 20, 2023, Huron OPP officers received a report that 30,000 15-day-old baby chicks were stolen sometime overnight on April 19/20, 2023. This total of stolen chickens was later revised to a total of 45,000 chickens.

The total loss was reportedly valued at over \$139,000.

After a lengthy investigation, the Huron County OPP Crime Unit has charged the complainant in this matter with the following offences:

Fraud Over \$5,000,
Public Mischief.

The accused was arrested and charged on May 6th, 2025. They were processed and later released from custody with a court appearance scheduled at the Ontario Court of Justice – Goderich on May 26, 2025.

Overdose Occurrences

March - May				YTD			
Fatal	2023	2024	2025	Fatal	2023	2024	2025
<input type="checkbox"/> Fatal	2	1	0	<input type="checkbox"/> Fatal	3	1	1
non-opioid overdose	1	1	0	non-opioid overdose	1	1	1
opioid overdose	1	0	0	opioid overdose	2	0	0
<input type="checkbox"/> non-Fatal	1	2	0	<input type="checkbox"/> non-Fatal	1	3	0
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	1	2	0	opioid overdose	1	3	0
Total	3	3	0	Total	4	4	1

Youth Charges by Disposition Type

March - May			
Disposition_Type	2023	2024	2025
Bail	0	0	0
Conference	0	0	0
Conviction	8	6	3
Diversion	2	2	0
NonConviction	27	25	6
NotAccepted	0	1	0
Total	43	34	17

YTD			
Disposition_Type	2023	2024	2025
Bail	0	0	0
Conference	0	0	0
Conviction	16	10	7
Diversion	2	2	0
NonConviction	53	47	14
NotAccepted	0	1	0
Total	79	62	33

March - May

● Conviction ● Diversion ● NonConviction ● NotAccepted ● POATicket

Disposition Type	2023	2024	2025
Conviction	8	6	3
Diversion	2	2	0
NonConviction	27	25	6
NotAccepted	0	1	0
POATicket	6	1	8

Clearance Rate

March - May

Year	2023		2024		2025	
	%	% Change	%	% Change	%	% Change
Violent	73.2%	9.8%	70.4%	-3.8%	76.4%	8.4%
Property	22.1%	40.2%	15.7%	-29.1%	16.2%	3.5%
Other	71.3%	-1.4%	65.3%	-8.4%	72.0%	10.1%
Drugs	78.6%	-21.4%	50.0%	-36.4%	86.7%	73.3%
Fed Statutes	0.0%	--	100.0%	--	0.0%	-100.0%
Prov Statutes	93.3%	-2.7%	94.4%	1.2%	94.1%	-0.3%
Driving Offences	61.7%	1.5%	65.2%	5.7%	74.5%	14.2%



OPP Detachment Board Report Records Management System March - May 2025

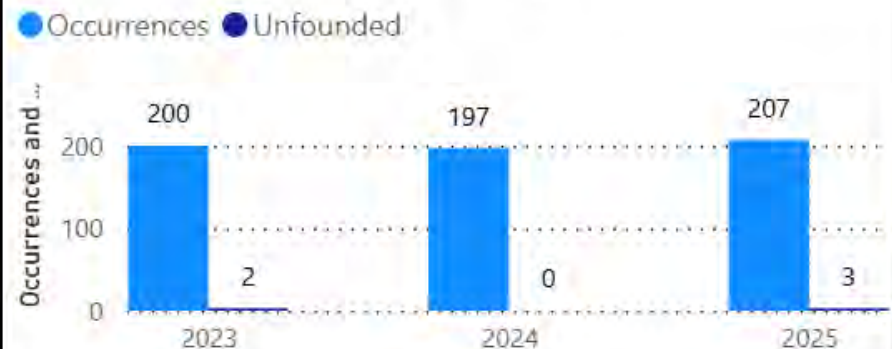
Mental Health Act Occurrences



March - May

Year	Occurrences	Unfounded
2023	200	2
2024	197	0
2025	207	3

March - May



Detachment Updates

Our Detachment hosted a Mock Train Derailment Training, an Active Attacker Exercise and our Auxiliary Unit completed two Memorial Bridge Clean Ups.



Detachment Updates Cont'd

We've welcomed four new recruits and a Detachment Commander to our detachment during this reporting period.

- PC Caleb TWEDDLE
- PC Daniel KOZMEVSKI
- PC Zachary OTTO
- PC Jesse RODWELL
- Insp. Laura Lee BROWN

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>	2025				2024			
	January to February	Year to Date	Time Standard	Year To Date Weighted Hours	January to February	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	76	76	15.4	1,170.4	93	93	15.4	1,432.2
Property Crime Violations	116	116	6.3	730.8	169	169	6.3	1,064.7
Other Criminal Code Violations (Excluding traffic)	54	54	7.3	394.2	68	68	7.3	496.4
Drug Possession	4	4	6.9	27.6	14	14	6.9	96.6
Drugs	5	5	80.6	403.0	1	1	80.6	80.6
Statutes & Acts	132	132	3.5	462.0	153	153	3.5	535.5
Operational	544	544	3.8	2,067.2	640	640	3.8	2,432.0
Operational2	167	167	1.5	250.5	149	149	1.5	223.5
Traffic	162	162	3.8	615.6	127	127	3.8	482.6
Total	1,260	1,260		6,121.3	1,414	1,414		6,844.1

Land Acknowledgement

Chair Michael Bannerman began the meeting by explaining that a new Land Acknowledgement has been prepared by the AMDSB Indigenous Education team after consultation with local community leaders, students and other individuals. This new wording can be found on the [Indigenous Education team website](#).

Good News

AMDSB Students Participate in Blyth Festival Art Gallery - Student Show

Trustee Robert Hunking was pleased to share that secondary students from across Huron and Perth participated in the 50th celebration of the Blyth Festival Art Gallery. Over 150 pieces of art were showcased between April 25 and May 10. The pieces featured a wide variety of mediums and methods, including (but not limited to) sculpture, photography, digital art, printmaking, crochet, drawing, painting and collage. From abstract compositions to realistic portraits, each piece invited viewers to engage with the artist's perspective. [Full details](#) were posted on the Festival's website, and the Student Show was also featured in a [Huron Citizen article](#).



Professional Activity Day - June 6, 2025

Director Graham Shantz was pleased to share that Friday's Professional Activity Day was a productive and engaging day of learning across the district. Elementary educators focused on preparing report cards, while secondary staff explored strategies to further support student achievement. Educational Assistants participated in role-specific workshops and heard from keynote speaker Joseph Lambert, who shared his lived experience at the Huronia Regional Centre, highlighting the importance of inclusion and the inherent value of all human lives.

Child and Youth Workers deepened their understanding of trauma-informed practices, including the use of sensory breaks. UNIFOR staff received critical training on electrical safety, clean water systems, and mental health awareness. Technical Resource Assistants focused on enhancing library spaces to be more culturally relevant and responsive. Additionally, the Huron OPP conducted an active training exercise at South Huron District High School. Director Shantz expressed gratitude for the strong partnerships with local police services as they carry out these essential exercises across the district.



Royal Canadian Legion Ceremony Review

Trustee Robert Hunking was pleased to attend the 51st Annual Ceremonial Review of the 2923 Exeter Royal Canadian Army Cadet Corps. The event featured Vice Principal John Gordon (South Huron District High School) as the Reviewing Officer. Trustee Hunking especially enjoyed the marching band and the many impressive elements of the ceremony.



Student Trustee Update

Sophia B. and Alexandra H. presented the Student Senate year-end report, highlighting key initiatives from the 2024–25 school year. Their focus on student mental health included creating and sharing one-page resources to support students throughout the year, as well as promoting a video on Pink Shirt Day to raise awareness about the importance of kindness. Alexandra also shared findings from an equity initiative, which revealed that cost is the primary barrier preventing students from participating in extracurricular activities like clubs and sports. The Student Senate hopes to continue this work next year, with a focus on fundraising to help eliminate financial barriers. The Board extended sincere thanks to all Student Senators for their leadership and hard work this year. Each senator received a small gift of appreciation, and the Board wished the graduating students all the best in their future endeavours.



Senior Staff Updates

North Perth Boundary Review Update

Senior Manager of Facilities Hugh Cox, and Josh Valenti from Watson & Associates presented a report in response to the Board's request at the May 27, 2025, meeting to explore additional options regarding the

North Perth Boundary Review. The full report is available on the Board website and can be viewed anytime at amdsb.ca/northperthboundaryreview2425. Trustees are currently reviewing the options, with a decision to be announced at an upcoming Board meeting.

Future Board Meetings

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

- Monday, June 23, 2025 at 2:30 p.m. – Special Board Meeting to discuss the North Perth Boundary Review
- Tuesday, June 24, 2025 at 4:15 p.m. – Regular Board Meeting and Committee of the Whole, Closed Session

Future Meetings/Events with Trustee Representation

- Equity Steering Committee – Wednesday, June 11, 2025 at 12:00 p.m.
- Retiree and Years of Services Recognition – Wednesday, June 11, 2025 at 5:30 p.m.
- Parent Involvement Committee – Tuesday, June 17, 2025 at 6:30 p.m. (online)
- Finance Committee – Wednesday, June 18, 2025 at 12:00 p.m.
- Supervised Alternative Learning (SAL) – Monday, June 23, 2025 at 8:30 a.m.

By-law for Municipalities Not Within a Regional Municipality, the County of Oxford or The District Municipality of Muskoka – Form 5
Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 31-2025

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 78 of the *Drainage Act* for the improvement
of the Blind Lake Municipal drain;

And whereas the report dated 2025/04/25 has been authored by R.J Burnside & Associates Limited
and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is \$57,000.00 ;

And whereas \$57,000.00 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 \$57,000.00 being the amount necessary for
the 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.	
<u>N Pt Lot 21</u>	<u>15</u>	<u>Howick</u>	<u>500-02300</u>	
Total				

6. CITATION

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

" Blind Lake Minor Improvement 2025 _____ by-law".

First reading 2025/05/13

Second reading 2025/05/13

Provisionally adopted this 13 day of May, 20 25

Name of Head of Council (Last, First Name)

Harding, Doug

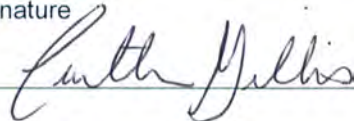
Signature



Name of Clerk (Last, First Name)

Gillis, Caitlin

Signature



Third reading 2025/06/24

Enacted this 24 day of June, 20 25

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. 35-2025

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Blue Mountain Chrysler Ltd. for the Supply and Deliver of One 19,500Lbs GVW Diesel Cab and Chassis

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

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

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

1. That the Corporation of the Township of Howick enter into the Agreement with Blue Mountain Chrysler Ltd. attached hereto as Schedule "A", which forms part of this by-law.
2. That the Reeve and CAO/Clerk are hereby authorized to execute and affix the Corporate Seal to an Agreement between the Corporation of the Township of Howick and Blue Mountain Chrysler Ltd. for the Supply and Delivery of One 19,500lbs GVW Diesel Cab and Chassis (Tender PW-2025-02).
3. That this By-law shall come into force and take effect upon its final passage.

Read a first and second time this 24th day of June, 2025.

Read a third time and finally passed this 24th day of June, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

THE TOWNSHIP OF HOWICK – FORM OF TENDER
SUPPLY AND DELIVERY OF ONE (1) 19,500lb GVW CAB AND CHASSIS
 [Title]

SCOPE OF WORK

PURPOSE

The Township of Howick (Township) is seeking proposals from qualified proponents for the Supply and Delivery of One (1) – 19,500 Lbs G.V.W.R. 4WD Single Axle Diesel Engine Cab & Chassis complete with Switch-N-Go roll off, dump body system to the Township Office located at 44816 Harriston Road, Gorrie, Ontario.

PRODUCT ACCEPTANCE

The machine that is supplied will meet or exceed the below specifications and be designed and manufactured to meet the general and special work requirements of the municipality.

The machine will include all parts or components not specifically mentioned yet which are deemed standard and necessary to provide a complete unit, services and ready to work.

The machine shall be new, current year (2025) **IF** an older year (earliest allowed is 2023/2024) model in equal to or better than specifications indicated herein), manufacture incorporating the manufacturers' latest design and production standards. The machine shall be delivered clean, ready for work and with a full tank of fuel.

Upon delivery the machine will be inspected for compliance to order description. Any deficiencies will be required to be corrected before payment is approved or an appropriate credit adjustment is agreed upon.

We understand from the above Specifications and agree to provide the equipment (exclusive of optional prices, extended warranties and trade in allowance) for the total sum of:

Item No.	DESCRIPTION	BID PRICE
1	Supply and Delivery of one (1) 19,500lb GVWR Diesel Engine Cab and Chassis to 44816 Harriston Road, Gorrie, Ontario	129757.00 \$ plus HST and box configurations

Company Legal Name: BLUE MOUNTAIN CHRYSLER LTD

Address: 9950 HWY 26 E.

City and Postal code: COLLINGWOOD, L9Y3Z1

Telephone: 7054452740 X287

Email Address: KERRIG@BLUEMOUNTAINCHRYSLER.COM AND WARRENS@BLUEMOUNTAINCH

Authorized Signature: Warren Sly

Name (Print or Type): WARREN SLY

Title: DEALER PRINCIPAL

Date: JUNE 4 2025

END OF FORM OF TENDER

THE TOWNSHIP OF HOWICK – TENDER FORM AND SPECIFICATIONS FOR ONE (1) 2025 19,500 LBS GVWR DIESEL ENGINE CAB & CHASSIS WITH AUTOMATIC TRANSMISSION

[Title]

GENERAL REQUIREMENTS:

1.

YEAR:	MAKE:	MODEL:	Specify NEW or DEMO	KMS:	Bid Price:
2025	RAM	5500 REG 4X4 120CA REG BIG HORN	NEW	UNDER 1000KM	129757.00 PLUS HST AND LICENSE

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
GENERAL REQUIREMENTS		
Units (1) shall be diesel powered four-wheel drive 19,500lb GVWR series pickup truck, cab & chassis (dual rear wheels) Unit (1) shall be a current model (2025) or newer OR an older year no earlier than 2023/2024 that contains all or more than specified herein.		Year: 2025 Make: RAM 120CA 4X4 Model: YES
Cab – two forward facing doors with cab and chassis		Specify: REG CAB
Electronic shift Four (4) wheel drive		Specify: YES
Automatic transmission with O.D. (overdrive) and tow/haul feature		Specify: YES
GVWR – 19,500lbs min.		Specify: 19500
State payload: 10,500lbs min.		Specify: 10870
State towing capacity: Minimum 14,000 lbs		Specify: 28720
Diesel Engine		Make: CUMMINS Model:

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
		# of cylinders: 6 Displacement (L): 6.7 Power (hp): 360
Dual Battery – 750 CCA dual 68H AH AGM		YES
Power Steering		Specify: YES
Limited Slip w/4.30 Axle Ratio		Specify: 4.44
Four (4) wheel anti-lock brakes		Specify: YES
Six (6) All-season Tires		Make: make and model can change Model: first line tires supplied
Spare tire to be included		Specify: YES
Trailer tow package, including min. class four (4) hitch, with trailer brake control and seven (7) pin wiring electrical trailer plug to end of frame with receptacle		Specify: YES
Two front tow hooks		Specify: YES
Chrome bumpers		Specify: YES
Fuel Tank Size		Specify: 192
Fuel Economy	NOT RATED ABOVE 1500 SERIES BY NRCAN	Specify: _____ L/100 km (Hwy) _____ L/100 km (City)
Transfer case skid plates – 4x4		YES
Platform back running boards		Specify: YES
AM/FM radio		Specify: YES
Air conditioning and heater/defroster		Specify: YES
OEM tinted windows		Specify: YES
OEM installed backup camera, with LCD display		Specify: YES

DETAILS	YES/NO	PROVIDE SPECIFICATIONS OR CLARIFY DIFFERENCE
OEM installed Bluetooth hands free communication system		Specify: YES
OEM installed accessory switches to facilitate Town lighting package install		\$ INCLUDED
OEM Tow Mirrors		\$ INCLUDED
OEM Power Mirrors		Specify: POWER FOLDING HEATED
Power windows and locks		Specify: YES
Heavy duty cloth seating, front seat 40/20/40 with reclining split bench		Specify: YES
Rubber or vinyl floor covering		Specify: YES
Molded floor mats, rubber heavy duty black		Specify: YES
Interior colour - grey		Specify: YES
Exterior truck colour - OEM white		Specify: YES
Mud Flaps – front and rear		Specify: YES
Heavy duty 12V battery with 12V outlet in cab		Specify: YES
120V inverter in cab		Specify: 115V
State terms of warranty included with bid (length, hours, coverage etc.)		Specify: *attach information if required 3/60000 BASIC, 5/100000 POWERTRAIN 5/160000 DIESEL
Warranty to begin on in-service date		Specify: UNDERSTOOD
State nearest stocking parts dealer and service provider		Specify: ANY DODGE DEALER
Pre-service to be completed by dealer prior to delivery		Specify: YES
Two sets of keys		Specify: YES
All applicable manuals to be included in hard copy and digital form: 1) Workshop Manual		Specify: OPERATOR BOOK YES. PARTS, SERVICE ARE PROPRIETARY OF FCA. NOT AVAIL.

PROVISIONAL ITEMS[Title]

DETAILS		YES	NO	PROVIDE PRICE AND SPECIFICATION IF NECESSARY
PROVISIONAL PRICING				
Extended Warranty Options TWO OPTIONS: EXT OF BASIC COERAGE TO 5/100000 5555.00 EXT OF BASIC AND POWERTRAIN TO TOTAL OF 7/200000KM 13275.00				Specify length, hours, coverage, and price: *attach information to email NOTE: VARIOUS TERMS AND COVERAGE AVAILABLE FROM AS LITTLE AS 5/100000 BASIC COVERAGE EXTENSION TO A MAX OF 7/200000 KM PRICING AVAILABLE ON EACH CONTRACT STYLE IF REQUESTED
Extended Cab Option	MAX ON A CREW CAB WOULD BE 12'			Can this be done with 14' box?
Remote Start				INCLUDED IN BASE TRUCK

FORM OF TENDER AND AGREEMENT

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

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

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

I/We the Supplier hereby certify that we will furnish all machinery, tools, apparatus outlined in the Scope of Work no later than December 31, 2025.

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

_____ Legal Business Name (Supplier)	_____ Location of Dealership
_____ Signature of Authorized Signing Officer (I have the authority to bind the company)	_____ Email
_____ Name and Title of Signing Officer	_____ Registered Business Number

This section for completion on acceptance by the Township of Howick

_____ Signature of Township Officer Affix Corporate Seal	_____ Township Officer Name and Title
_____ Signature of Township Officer	_____ Township Officer Name and Title

Acceptance date _____, 2025

Corporation of the Township of Howick

By-law No. 36-2025

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

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

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

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

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

1. That the actions and decisions of the Council of the Corporation of the Township of Howick at its regular Council meeting held June 24, 2025 in respect to each resolution and other action taken by the Council of the Corporation of the Township of Howick at these meetings, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed.
2. That the Reeve and proper officials of the Corporation of the Township of Howick are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Township of Howick referred to in the proceedings section hereof.
3. That the Reeve and the Clerk, unless otherwise specified, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of the Corporation of the Township of Howick.
4. This by-law shall come into force and takes effect on the date of its final passing.

Read a first and second time this 24th day of June, 2025.

Read a third time and finally passed this 24th day of June, 2025.

Reeve, Doug Harding

CAO/Clerk, Caitlin Gillis