



**Township of Howick Council Agenda  
Tuesday, March 10, 2026, at 9:00 a.m.  
Howick Council Chambers**

**1. Call to Order**

**2. Confirmation of the Agenda**

**Recommended Motion:**

That the Council of the Township of Howick hereby adopts March 10, 2026, Council Agenda as presented.

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

**4. Minutes of Previous Meetings**

**Recommended Motion:**

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

**4.1 February 24, 2026, Council Meeting Minutes**

**5. Public Meetings/Hearings**

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**Public Meeting – Zoning By-law Amendment**

**5.1.1 Call to Order**

**5.1.2 Declaration of Pecuniary Interest and General Nature Thereof**

**5.1.3 Requirement**

This **Public Meeting** is being held under the Planning Act, which requires that Council hold at least one public meeting and that proper notice be given.

**5.1.4 Purpose**

The purpose of the proposed Housekeeping Amendment is to update the general provisions, zoning provisions, permitted uses and definitions. Howick Council directed Planning staff to proceed with the Housekeeping Amendments at the January 27, 2026 Council meeting and to publish and circulate the Notice of Public Meeting and post the Meeting Notice on the Township of Howick website.

**5.1.5 County of Huron Planner's Report: 2026 Housekeeping Amendment to the Howick Zoning By-law**

**5.1.6 Comments**

**1. Council Questions and/or Comments**

**2. Public Comments**

**5.1.7 Recommendation of the Huron County Planner**

**Recommended Motion:**

That the Council of the Township of Howick hereby receives the report from Sarah Kurtz and Laura Simpson regarding 2026 Zoning By-law Housekeeping Amendment to the Howick Zoning Bylaw 23-1984, for all applicable lands within the township;

And That Howick Township Council approve the zoning by-law amendment 2026 housekeeping amendment, in accordance with the draft by-law attached to this report;

And That Howick Township Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the March 10, 2026 Council Agenda.

**5.1.8 Adjournment**

**Recommended Motion:**

That the Council of the Township of Howick hereby closes the Public Meeting to consider By-law 14-2026, a By-law to amend Zoning By-law 23-1984, as amended, and reconvenes its regular meeting of Council at \_\_\_:\_\_\_ a.m.

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**5.1.9 Consideration of Zoning By-law Amendment (By-law 14-2026) Zoning By-law Housekeeping Amendment**

**Recommended Motion:**

That leave be given to introduce By-law No. 14-2026, being a by-law to amend Howick Zoning By-law 23-1984, as amended, and that it now be read a first, second, and third time and finally passed this 10<sup>th</sup> day of March, 2026.

**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 7.3 be received for information and approved.

**7.1 [DPS-2026-07](#), 2025 Fire Department Activity Summary  
For Information Only.**

**7.2 [DPS-2026-08](#), January 2026 Fire Department Update  
For Information Only.**

**7.3 [DPS-2026-09](#), February 2026 Fire Department Update  
For Information Only.**

**8. Regular Agenda**

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

**8.1.1 [Consent Application Report File C06-2026](#) – Garfield Gibson  
Concession 4, Lot 27, Township of Howick – 45821 Spencetown  
Road (Monteith Ritsma)**

**Recommended Motion:**

That the Council of the Township of Howick hereby recommend approval of Consent Application File No. C06-2026, Applicant/Owner: Garfield Gibson (Monteith Ritsma), Property Description: Concession 4, Lot 27, Township of Howick (45821 Spencetown Road).

**9. Municipal Drains - Drainage Superintendent Scott Richardson**

**10. Staff Reports**

**10.1 Chief Building Official Ed Podniewicz**

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

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

**10.3.1 [PW-2026-04](#), Spring Maintenance Gravel Tender Results**

**Recommended Motion:**

That Howick Council receives report PW-2026-04, 2026 Spring Maintenance Gravel Tender Results;

And Further that Council award Tender PW-2026-01 to Joe Kerr Limited in the amount of \$313,650.00 (excluding HST);  
And that Council approve By-law No. 15-2026 being a By-law to

Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Joe Kerr Limited.

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

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

**10.6 CAO/Clerk Caitlin Gillis**

**11. Committee and Board Reports**

**11.1 [Wroxeter Hall Board](#) – Meeting Minutes February 5, 2026**

**11.2 [Belmore Arena Board](#) – Meeting Minutes December 15, 2025**

**12. Correspondence**

**12.1 [Fordwich & Community Parks Association](#) – re. Annual Men’s Slow Pitch Tournament May 22 to 24, 2026**

**Recommended Motion:**

That Council of the Township of Howick hereby declares the Men’s Slow Pitch Tournament scheduled for Friday, May 22, 2026 to Sunday, May 24, 2026 at the Fordwich Ball Park and hosted by the Fordwich & Community Parks Association, to be of municipal significance.

**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**

**14.4 Announcements**

**15. Other Business**

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

**16.1 [By-law 15-2026](#)**

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](mailto:clerk@howick.ca), alternative formats of this publication available upon request

That the Council of the Township of Howick give first, second, third and final reading to By-law 15-2026;

Being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Joe Kerr Limited for the Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel.

## 17. Closed Session

### Recommended Motion:

That a closed meeting of Council of the Township of Howick be held on Tuesday, March 10, 2026 at \_\_\_\_\_ a.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, as amended, for the purpose of considering the following matters:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

### Agenda moves to Closed Agenda

*Council to refer to Closed Agenda for March 10, 2026*

### Agenda Returns to Open Agenda

## 18. Motion to Reconvene into Open Session and Reporting Out

### Recommended Motion:

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

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

## 19. Confirming By-law

### 19.1 By-law 16-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 16-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on March 10, 2026.

**20. Adjournment**

**Recommended Motion:**

That the Council of the Township of Howick adjourn the March 10, 2026 Special Council meeting at \_\_:\_\_ a.m./p.m.



**Township of Howick Council Minutes  
Tuesday, February 24, 2026, at 7:00 p.m.  
Howick Council Chambers**

**1. Call to Order**

Reeve Harding called the meeting to order at 7:01 p.m. and welcomed everyone in attendance.

**2. Confirmation of the Agenda**

**Moved by: Deputy Reeve Gibson**

**Seconded by: Councillor Grimes**

That the Council of the Township of Howick hereby adopts February 24, 2026, Council Agenda as presented.

**Carried.**

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

**4. Minutes of Previous Meetings**

**Moved by: Councillor Rognvaldson**

**Seconded by: Councillor Grimes**

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

**4.1 February 10, 2026, Council Meeting Minutes**

**Carried.**

**5. Public Meetings/Hearings**

**6. Delegations and/or Presentations**

**7. Consent Agenda**

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

**Moved by: Deputy Reeve Gibson**

**Seconded by: Councillor Rognvaldson**

**7.1.1 FIN-2026-06, Accounts Payable Dec 31, 2025 Jan 22-Feb 17, 2026 For Information Only.**

Question from Council about the phone bill at the Gorrie Pool, why is there a phone line when the pool is closed? Staff clarified that the phone line is not active during the off season, but we provide internet at the pool 12 months of the year.

**Carried.**

**8. Regular Agenda**

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

**9. Municipal Drains - Drainage Superintendent Scott Richardson**

**10. Staff Reports**

**10.1 Chief Building Official Ed Podniewicz**

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

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

**10.3.1 PW-2026-03, Calcium Chloride Supply and Application**

Reeve Harding called upon Manager or Public Works Scott Price to present his report. Calcium chloride was tendered in 2024 and extended in 2025 for the same price. Staff explained that the same contractor will honour the 2025 price for 2026. Staff explained that the product stands up and we are very happy with the service Da-Lee provides.

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

That Howick Council receives report PW-2026-03, Calcium Chloride Supply and Application, for information;

And Further that Council approve extending the contract with Da-Lee Dust Control for an additional year to provide Dust Control Services in the amount of \$154,340.49 (excluding HST)

And That Council authorize the CAO/Clerk to execute the required documents.

**Carried.**

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

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

### **10.5.1 FIN -2026-07, 2025 Council Remuneration and Expenses**

Reeve Harding called upon Treasurer Amy VanMeeteren to present her report. Section 284 of the Municipal Act requires that the treasurer provides council with a statement of the prior year's remuneration and expenses paid to each council member. It was also pointed out that under Local Boards & Committees Norm Wilson is listed under Wroxeter Cemetery Board, this was an error and was to be listed under Fordwich Cemetery Board.

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

That the Council of the Township of Howick accept and adopt report FIN-2026-07, 2025 Council Remuneration and Expenses.  
**Carried.**

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

### **10.6.1 ADM-2026-03, Restricted Acts of Council (Lame Duck) Delegation of Authority Bylaw**

CAO/Clerk Caitlin Gillis called upon to present her report, A lame duck classification occurs if the new term of Council will include less than three-quarters of the members of the outgoing council. If four or more members are certain not to be re-elected, the restricted acts period is August 21-November 14. If fewer than four members are re-elected the restricted period is October 26 – November 14. The by-law is written that the delegation of authorities only taking effect should a certain criteria in Section 275 of the Municipal Act be met. Staff outlined the restricted acts and outlined that anything in the 2026 budget that has already been passed will not be affected.

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

That Howick Council hereby receives the report ADM-2026-03, Restricted Acts of Council (Lame Duck) Delegation of Authority By-law for information;

And That Council consider By-law 11-2026, being a by-law to delegate certain authorities to the Chief Administrative Officer/Clerk for certain acts during the Lame Duck Period for the Corporation of the Township of Howick.

**Carried.**

## 11. Committee and Board Reports

## 12. Correspondence

### 12.1 County of Huron – Request for Consideration and Consent Re: Smoking or Vaping By-law

staff outlined that all new signs were provided by Public Health in 2025 to include vaping. Enough signs were provided for all municipal buildings and vehicles.

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

The Council of the Township of Howick hereby consents, pursuant to Section 115 of the Municipal Act, 2001, to the enactment of an updated Smoking By-law by the Council of the County of Huron, including the repeal of County of Huron By-law No. 2003-021, respecting the regulation of smoking and vaping in public places and workplaces within the County of Huron;

And Further That:

A copy of this resolution be forwarded to the Clerk of the County of Huron for the purpose of satisfying the consent requirements under the Municipal Act, 2001.

**Carried.**

### 12.2 Maitland Valley Conservation – Meeting Minutes December 17, 2025

## 13. Unfinished Business

## 14. Council Reports

### 14.1 Council Member Reports

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

Reeve Harding provided an update from County Council, their proposed tax levy is sitting at 4.36%.

#### **Verbal Update from Council Members**

Verbal update from Councillor Grimes – Belmore is hosting their Wing Night this Friday February 27, 2026. Wings will be served at 6:00 p.m.

Council asked for additional clarification on the wheeled bins that are anticipated to be coming this summer. – How do we recoup the money when the wheeled bin is implemented. Staff outlined that right now it is

raised through taxation. Waste Management will be providing two bins one for garbage and one for recycling to all residents in the Township.

Everyone will be charged the same for garbage collection regardless of the number of members in the household and number of waste bags in your wheeled bin. This will be all calculated into the tax rate. Right now, the garbage collection fee is divided between all residents, and the purchase of bags tags is over and above that fee. Circular Materials is paying for our recycling service so there is no expense to the Municipality for curbside collection of recycling. These bins remain with the property when the property is sold. Waste Management replaces damaged bins. The municipality is not responsible for damaged bins.

Staff also outlined that there are only two providers for the municipality for curbside collection and Waste Management was the most cost effective.

Comment from the public that implementing these bins does not give any incentive to reduce.

**14.2 Requests by Members**

**14.3 Notice of Motions**

**14.4 Announcements**

**15. Other Business**

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

**Moved by: Deputy Reeve Gibson**

**Seconded by: Councillor Grimes**

**16.1 By-Law 11-2026**

That the Council of the Township of Howick give first, second, third and final reading to By-law 11-2026;

Being a By-law to Delegate Certain Authorities to the CAO/Clerk for the Period of August 21, 2026 to November 15, 2026.

**16.2 By-Law 12-2026**

That the Council of the Township of Howick give first, second, third and final reading to By-law 12-2026;

Being a By-law to Authorize the Execution of an Agreement Between the

Corporation of the Township of Howick and His Majesty the King in tight of Ontario as Represented by the Ministry of Rural Affairs for funding under the Rural Ontario Development Program.

**Carried.**

**17. Confirming By-law**

**17.1 By-law 13-2026**

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

That the Council of the Township of Howick give first, second, third and final reading to By-law 13-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on February 24, 2026.

**Carried.**

**18. Adjournment**

**Moved by: Councillor Hargrave**  
**Seconded by: Councillor Grimes**

That the Council of the Township of Howick adjourn the February 24, 2026 Special Council meeting at 7 :35 p.m.

**Carried.**

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**Reeve Harding**

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**CAO/Clerk Caitlin Gillis**



## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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To: Reeve and Members of Howick Council  
From: Sarah Kurtz, Planner and Laura Simpson, Planner  
Date: March 3, 2026

**Re: 2026 Housekeeping Amendment to the Howick Zoning Bylaw**

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### RECOMMENDATION

The proposed Zoning By-law Amendment is consistent with the Provincial Policy Statement and conforms to the Huron County Official Plan and the Howick Official Plan.

It is recommended that Township of Howick Council approve the proposed Housekeeping Zoning By-law Amendment and pass the corresponding by-law.

### Purpose and Description

The purpose of the proposed Housekeeping Amendment is to update the general provisions, zoning provisions, permitted uses and definitions. Howick Council directed Planning staff to proceed with the Housekeeping Amendment at the January 27<sup>th</sup> Council meeting and publish and circulate the Notice of Public Meeting and post the Meeting Notice on the Township of Howick website.

The proposed changes are primarily to the text of the Zoning By-law. There are two site-specific changes proposed to the zoning map to rezone lands currently zoned ER1 (Extractive Resource), where licenses under the Aggregate Resources Act have been surrendered, to AG1 (General Agriculture) and NE1 (Natural Environment – Full Protection), to more appropriately reflect the existing and intended use of the lands. These site-specific changes apply to Concession 12 N Part Lot 25 Registered Plan 22R335 Part 1, North East Howick and Concession 16 Part Lot 20 Registered Plan 22R3769 Part 1, Lakelet South.

The Housekeeping Amendment includes the following changes, as proposed to Howick Council at the January 27<sup>th</sup>, 2026 Council meeting:

- Updating Section 2, Definitions  
The Definitions section of the Zoning By-law will be updated by the deletion of definitions that are no longer applicable and the amendment of definitions to reflect applicable Provincial Legislation.
- Updating Section 3, General Provisions for consistency across municipalities and to enhance user friendliness
  - Remove the general Additional Residential Unit (ARU) provisions and reallocate them into applicable zones.
  - Add clarification to the legal non-conforming provisions.
  - Clarify size limitations for On Farm Diversified Uses (OFDU).
- Increase lot sizes to align lot standards with available servicing  
The minimum lot areas in the AG4 (Agricultural Small Holding), HC1 (Highway Commercial), and CF (Community Facility) zones are to be updated from minimum lot sizes to a minimum of 1 acre

(4000 square metres) or larger to be appropriately sized for the permitted uses in the zone and accommodate a private septic system for on-site septic flows.

- Update housing provisions to increase flexibility and align with best practices
  - New proposed wording to permit a detached ARU in the VR1 (Village Residential – Low Density) zone subject to a minimum lot size of 2 acres+.
  - New proposed wording to limit on-farm labour housing to 4 units.
  - Remove provisions related to converted commercial dwellings.
- Accessory Buildings
  - Incorporate new proposed wording to increase the maximum floor area of accessory buildings and structures in the VR2 (Village Residential – Medium Density) zone to be consistent with the VR1 zone.
- Expired Extractive Resources Licenses
  - There are two properties within the Township with surrendered licenses under the Aggregate Resources Act that continue to have Extractive Resources (ER1) zoning.
  - Staff will contact the property owners to notify them of the proposed change (from ER1 to AG1 and NE1) and ensure they are agreeable prior to circulation.

#### **Further Amendments Since the Housekeeping Initiation**

Since the initiation of the Housekeeping Amendment process for the Howick Zoning By-law, further amendments are proposed to the By-law from continued review. They are summarized as follows:

- Updating Section 3, General Provisions to enhance user friendliness and align with Township context
  - Remove the Accessory Buildings provisions and reallocate them into appropriate zones.
  - Remove parking minimums associated with large scale developments (requiring 300+ spaces) to better reflect the Township context.
- Updating Section 19, OS2 (Open Space – Parkland) for consistency across municipalities.
- Incorporate Maitland Valley Conservation Authority recommendations
  - New proposed wording to ARU sections to restrict ARUs within identified Hazard Land.

#### **Public and Agency Consultation & Comments**

In accordance with Municipal practice and legislated requirements in the Planning Act, a newspaper notice was placed in The Wingham Advance Times newspaper and the 'What's Happening in Howick' newsletter, announcing a public meeting for a housekeeping amendment. The Notice of Public Meeting was also posted on the Howick Township website. The properties which have proposed mapping changes were communicated directly via phone call and email to confirm their understanding and approval of the recommended change.

During this public commenting period, Maitland Valley Conservation Authority provided comments of general support and a recommendation to adopt wording to restrict the creation/use of additional residential units where insurmountable issues are presented with respect to Natural Hazards. Further amendments are proposed above to address this recommendation.

No other comments or concerns were raised during the circulation period.

**CONCLUSION**

It is recommended that Council approve the proposed Housekeeping Zoning By-law Amendment and pass the corresponding by-law.

Sincerely,



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Sarah Kurtz,  
Planner



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Laura Simpson, MCIP RPP  
Planner

**THE CORPORATION OF THE TOWNSHIP OF HOWICK**  
**DRAFT BY-LAW 14 - 2026**

**WHEREAS** the Municipal Council of the Corporation of the Township of Howick considers it advisable to amend Howick Zoning By-law 23-1984, as amended, of the Corporation of the Township of Howick; and

**NOW THEREFORE** the Council of the Corporation of the Township of Howick ENACTS as follows:

1. The text amendments of this By-law shall apply to all lands within the Township of Howick.
2. The formatting of the By-law be changed to use consistent font, numbering, and bullet points.
3. Section 1.3 is hereby deleted and replaced with the following:

1.3 Application

1.3.1 The provisions of this By-law shall apply to all lands within the boundaries of the Corporation of the Township of Howick.

1.3.2 No person shall use any land, or erect, alter or use any building, structure or part thereof within the limits of the Corporation of the Township of Howick except in conformity with the provisions of this By-law.

1.3.3 No person shall use any building, structure or part thereof, erected or altered in contravention of this By-law so long as such building, structure or part thereof, continues to contravene the provisions of this By-law.

1.3.4 No lot shall be reduced in area by the conveyance, mortgage or other alienation of a part thereof so that any remaining yard or other open space is less than that required by this By-law. If any such reduction occurs, such lots and any building or structure thereon shall not thereafter be used by any person unless and until the said yard or requirements of this By-law are complied with.

1.3.5 The preceding subsection shall not apply to a lot reduced in area by the conveyance to or expropriation by the Corporation of the Township of Howick or any other authority having the powers of expropriation.

1.3.6 No person shall change the purpose for which any lot, building or structure is used, or erect, alter, or use any building or structure, or sever any lands from an existing lot, if the effect of such action is to cause the original, adjoining, remaining or new building, structure or lot to be in contravention of this By-law.

4. Section 2 (Definitions) is hereby amended by the deletion of the following definitions:

Dwelling, Converted Commercial

Means a commercial building constructed for permanent use which has been converted so as to provide therein one dwelling unit provided the main building was erected prior to the passing of this By-law and further that any changes or alterations to convert the building do not increase its area, height or volume or extend beyond the exterior limit of the existing building, with the exception that a stairwell, entrance, vestibule or porch may be established provided that the addition does not increase the total ground floor area by more than 5% and does not change the commercial character of the building.

Gas Station

See 'Motor Vehicle Sales & Services'

Service Station

Means a building and/or lot used for the service and repair of motor vehicles and the sale of fuels, lubricants and parts for motor vehicles.

5. Section 2 (Definitions) is hereby amended by the replacement of the title 'Dwelling, Nursing Home' with "Dwelling, Long-Term Care Home".
6. Section 2 (Definitions) is hereby amended by the deletion of '*The Nursing Home Act*' and replaced with "applicable provincial legislation".
7. Section 2 (Definitions) is hereby amended by the deletion of the title 'Gasoline (Fuel) Bar' and replaced with "Gas Station".
8. Section 2 (Definitions) is hereby amended by deletion of the definition of 'Kennel' and replaced with: "means any lot, building or structure where domesticated animals are commercially housed, groomed, bred, boarded, trained or sold and which may offer provisions for minor medical treatment."
9. Section 3.2 (Accessory Buildings) is hereby deleted.
10. Section 3.3 (Additional Residential Unit (ARU)) is hereby deleted.
11. Section 3.21.4 (Non-Conforming Uses) is hereby deleted.
12. Section 3.21.5 (Non-Conforming Uses) is hereby deleted.
13. Section 3.21.6 (Non-Conforming Uses) is hereby deleted and replaced with:

"3.21.6 Replacement of Buildings or Structures for Non-Conforming Uses

If a building or structure used for a non-conforming use is removed or destroyed, it may be replaced provided the non-conforming use has continued and the replacement building or structure does not further reduce the compliance with the provisions of the By-law to which the removed or destroyed building or structure did not comply, if any."

14. Section 3.22.2.4 (Parking Spaces for Individuals with Special Needs) is hereby amended by the deletion of the following:

Number of Automobile Parking Spaces	Number of Accessible Parking Spaces	Number of Limited Mobility Parking Spaces
301-500	6	4
501 and over	6 plus 1 for each 100 over 500	4 plus 1 for each 100 over 500

15. Section 3.23 (On Farm Diversified Uses) is hereby amended by the deletion of the following: "Agri-tourism uses and Value Added agricultural uses under 1 hectare in size are permitted in the AG1 zone. Uses larger than 1 hectare shall be permitted in the AG3 zone" and replaced with:  
"Agri-tourism uses and value added agricultural uses shall be limited to a size of 2 hectares or 2% of the total farm area, whichever is smaller."

16. Section 3.23 (On Farm Diversified Uses) is hereby amended by the deletion of: "Servicing (e.g. private and/or public water & sewage services) for the agri-tourism and value added agricultural uses must be located within the maximum 1 hectare area" and replaced with:  
"Servicing (e.g. private and/or public water & sewage services) for the agri-tourism and value added agricultural uses must be located within the maximum calculated area."
17. Section 4.3.6 is hereby amended by the addition of: to a maximum of 4 residential units.
18. Section 4.4.5 (Farm Labour Housing) is hereby amended by the deletion of:  
"Be located such that the farm labour dwelling is maximum distance of 60 metres of the main dwelling or if no main dwelling exists, a maximum distance of 60 metres from the largest building (eg. livestock barn, greenhouse, etc.)" and replaced with:  
"The farm labour housing will be considered the main dwelling."
19. Section 6 (AG3) is hereby amended by the addition of the following in numerical order:
- 6.X Zone Provisions for Accessory Buildings and Structures
  - 6.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;
  - 6.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;
  - 6.X.X shall not exceed 6 metres in height nor contain more than two storeys;
  - 6.X.X shall not exceed 10 percent coverage of the total lot area;
  - 6.X.X shall not be built closer than 1.25 metres to a lot line;
  - 6.X.X shall not be built closer than 2 metres to a main building;
  - 6.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established.
20. Section 7.2.2 (AG4 Permitted Structures) is hereby amended by the deletion of "subject to Section 4.4.4. zone provisions".
21. Section 7.3.1 (AG4 Zone Provisions) is hereby amended by the deletion of "1850 sq metres" and replaced by "4000 square metres (1.0 acres)."
22. Section 7.4 is hereby amended by the addition of: "Must be located in the rear or interior side yard" and "No accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established."
23. Section 7.9.20 (AG4-21 Special Zone) is hereby amended by the deletion of:  
iii) One livestock barn is permitted with a maximum capacity of 20 nutrient units.
24. Section 9 (NE2) is hereby amended by the addition of the following in numerical order:

9.X Zone Provisions for Accessory Buildings and Structures

9.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

9.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

9.X.X shall not exceed 6 metres in height nor contain more than two storeys;

9.X.X shall not exceed a total floor area maximum of 115 square metres;

9.X.X shall not be built closer than 1.25 metres to a lot line;

9.X.X shall not be built closer than 2 metres to a main building;

9.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established.

25. Section 10 (ER1) is hereby amended by the addition of the following in numerical order:

10.X Zone Provisions for Accessory Buildings and Structures

10.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

10.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

10.X.X shall not exceed 6 metres in height nor contain more than two storeys;

10.X.X shall not exceed 10 percent coverage of the total lot area;

10.X.X shall not be built closer than 1.25 metres to a lot line;

10.X.X shall not be built closer than 2 metres to a main building;

10.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established.

26. Section 11 (ER2) is hereby amended by the addition of the following in numerical order:

11.X Zone Provisions for Accessory Buildings and Structures

11.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

11.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

11.X.X shall not exceed 6 metres in height nor contain more than two storeys;

11.X.X shall not exceed 10 percent coverage of the total lot area;

11.X.X shall not be built closer than 1.25 metres to a lot line;

11.X.X shall not be built closer than 2 metres to a main building;

11.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established.

27. Section 12.5.1 (RC1 Building Regulations) hereby deleted.

28. Section 12 (RC1) is hereby amended by the addition of the following in numerical order:

12.X Zone Provisions for Accessory Buildings and Structures

12.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

12.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

12.X.X shall not exceed 6 metres in height nor contain more than two storeys;

12.X.X shall not exceed 10 percent coverage of the total lot area;

12.X.X shall not be built closer than 1.25 metres to a lot line;

12.X.X shall not be built closer than 2 metres to a main building;

12.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established.

29. Section 13 (RC2) is hereby amended by the addition of the following in numerical order:

13.X Zone Provisions for Accessory Buildings and Structures

13.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

13.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

13.X.X shall not exceed 6 metres in height nor contain more than two storeys;

13.X.X shall not exceed 10 percent coverage of the total lot area;

13.X.X shall not be built closer than 1.25 metres to a lot line;

13.X.X shall not be built closer than 2 metres to a main building;

13.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

30. Section 14 (RC3) is hereby amended by the addition of the following in numerical order:

14.X Zone Provisions for Accessory Buildings and Structures

14.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

14.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

14.X.X shall not exceed 6 metres in height nor contain more than two storeys;

14.X.X shall not exceed 10 percent coverage of the total lot area;

14.X.X shall not be built closer than 1.25 metres to a lot line;

14.X.X shall not be built closer than 2 metres to a main building;

14.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

31. Section 15.2 (VR1 Permitted Structures) is hereby amended by the addition of "One (1)

Additional Residential Unit provided lot size is a minimum of 8000 square metres (2.0 acres)."

32. Section 15 (VR1) is hereby amended by the addition of the following in numerical order:

15.X Zone Provisions for Additional Residential Units

Notwithstanding any other provisions of this By-law to the contrary, the following provisions shall apply to permit the construction of an additional residential unit

as an accessory use to a single detached dwelling in the VR1 zone:

- 15.X.X Maximum one (1) ARU per property
- 16.X.X The additional residential unit is permitted within the main dwelling or within a detached structure
- 15.X.X One (1) additional on-site parking space is provided for the ARU in addition to the parking for the main dwelling
- 15.X.X An exterior stairway provided for the ARU shall not be located in the front yard
- 15.X.X The ARU shall utilize the same laneway as the main dwelling
- 15.X.X When detached, the structure containing the ARU shall be no greater than 75% of the gross area of the main floor of the dwelling including attached garages provided the total buildings do not exceed the maximum lot coverage;
- 15.X.X An additional residential unit located in an accessory structure is subject to the VR1 Zone Provisions for Accessory Buildings and Structures
- 15.X.X Not to be permitted where hazardous lands have been identified and is subject to approval from the conservation authority in areas of conservation authority regulated lands.

33. Section 15.5 (VR1 Regulations for Accessory Buildings and Structures) is hereby deleted

and replaced with the following:

15.5 Zone Provisions for Accessory Buildings and Structures

15.5.1 shall not be used for human habitation except where a dwelling is a permitted accessory use;

15.5.2 shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

15.5.3 shall not exceed 6 metres in height nor contain more than two storeys;

15.5.4 shall not be built closer than 1.25 metres to a lot line;

15.5.5 shall not be built closer than 2 metres to a main building;

15.5.6 no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

15.5.7 Total Accessory Building Floor Area (maximum)

15.5.7.1 For lots less than 1 acre – 75 square metres

15.5.7.1 For lots 1 acre and greater – 115 square metres

(As amended by By-law 40-2022)

34. Section 16.3.1 (VR2 Zone Regulations) is hereby amended by the deletion of “Section

15.4” and replaced with “Section 15.3”.

35. Section 16 (VR2) is hereby amended by the addition of the following in numerical order:

16.X Zone Provisions for Additional Residential Units

Notwithstanding any other provisions of this By-law to the contrary, the following provisions shall apply to permit the construction of an additional residential unit as an accessory use in the VR2 zone:

16.X.X Maximum one (1) ARU per property

16.X.X The additional residential unit is permitted within the main dwelling or within a detached structure

16.X.X One (1) additional on-site parking space is provided for the ARU in

addition to the parking for the main dwelling

16.X.X An exterior stairway provided for the ARU shall not be located in the front yard

16.X.X The ARU shall utilize the same laneway as the main dwelling

16.X.X When detached, the structure containing the ARU shall be no greater than 75% of the gross area of the main floor of the dwelling including attached garages provided the total buildings do not exceed the maximum lot coverage

16.X.X An additional residential unit located in an accessory structure is subject to the VR2 Zone Provisions for Accessory Buildings and Structures

16.X.X Not to be permitted where hazardous lands have been identified and is subject to approval from the conservation authority in areas of conservation authority regulated lands.

36. Section 16.4.2 (VR2 Building Regulations) is hereby deleted.

37. Section 16.5 (VR2 Regulations for Accessory Buildings and Structures) is hereby deleted

and replaced with the following:

16.5 Zone Provisions for Accessory Buildings and Structures

16.5.1 shall not be used for human habitation except where a dwelling is a permitted accessory use;

16.5.2 shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

16.5.3 shall not exceed 6 metres in height nor contain more than two storeys;

16.5.4 shall not exceed a total floor area maximum of 115 square metres;

16.5.5 shall not be built closer than 1.25 metres to a lot line, except for semi-detached garages which may be centered on a mutual side lot line;

16.5.6 shall not be built closer than 2 metres to a main building;

16.5.7 no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

38. Section 16. 6 (VR2 Special Provisions) is hereby amended by the deletion of 16.7.1.1,

16.7.2, and 16.7.3 under the subtitle Existing Undersized Developed Lots and the correction of the numbering of the respective remaining subsections.

39. Section 17 (R4) is hereby amended by the addition of the following in numerical order:

17.X Zone Provisions for Accessory Buildings and Structures

17.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

17.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

17.X.X shall not exceed 6 metres in height nor contain more than two storeys;

17.X.X shall not exceed 10 percent coverage of the total lot area;

17.X.X shall not be built closer than 1.25 metres to a lot line;

17.X.X shall not be built closer than 2 metres to a main building;

17.X.X no accessory building or accessory use shall be established until and unless the main building or use to which it accessory is established

40. Section 18.2.1 (OS1 Permitted Structures) is hereby amended by the deletion of "Medical Officer of Health" and replaced with "appropriate authority."

41. Section 18 (OS1) is hereby amended by the addition of the following in numerical order:

- 14.X Zone Provisions for Accessory Buildings and Structures
- 14.X.X shall not be used for human habitation;
- 14.X.X shall not exceed 6 metres in height;
- 14.X.X shall not exceed a total floor area maximum of 75 square metres;
- 14.X.X shall not be built closer than 1.25 metres to a lot line.

42. Section 19.2.1 (OS2 Permitted Structures) is hereby amended by the deletion of "Medical Officer of Health" and replaced with "appropriate authority."

43. Section 19.3 (OS2 Zone Provisions) is hereby amended by the deletion of Sections 19.3.1

to 19.3.6 and replaced with:

- 19.3.1 Lot Frontage (minimum)-no minimum
- 19.3.2 Lot Area (minimum)-no minimum
- 19.3.3 Lot Depth (minimum)-no minimum
- 19.3.4 Lot coverage (maximum)-20%
- 19.3.5 Front Yard Setback (minimum)-6 metres from a Municipal Road or 10 metres from a County Highway
- 19.3.6 Rear Yard (minimum)-8 metres
- 19.3.7 Interior Side Yard (minimum)-7.5 metres
- 19.3.8 Exterior Side Yard (minimum)-6 metres from a Municipal Road or 10 metres from a County Highway
- 19.3.9 Height of Building (maximum)-11 metres

44. Section 19.4.2 (OS2 Special Provisions) is hereby amended by the deletion of "County By-law 67-79" and replaced by "the County Forest Conservation By-law."

45. Section 19 (OS2) is hereby amended by the addition of the following in numerical order:

- 14.X Zone Provisions for Accessory Buildings and Structures
- 14.X.X shall not be used for human habitation;
- 14.X.X shall not exceed 6 metres in height;
- 14.X.X shall not exceed a total floor area maximum of 115 square metres;
- 14.X.X shall not be built closer than 1.25 metres to a lot line.

46. Section 20.1.1 (VM1 Permitted Uses) is hereby amended by the deletion of ".64"

47. Section 20.4.3.1 (VM1 Zone Regulations for All Other Permitted Uses) is hereby amended by the deletion of "19 metres" and replaced with "20 metres."

48. Section 20.4.3.2 (VM1 Zone Regulations for All Other Permitted Uses) is hereby amended by the deletion of "15 metres" and replaced with "20 metres."

49. Section 20 (VM1) is hereby amended by the addition of the following in numerical order:

20.X Zone Provisions for Accessory Buildings and Structures

20.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

20.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

20.X.X shall not exceed 6 metres in height nor contain more than two storeys;

20.X.X shall not exceed 10 percent coverage of the total lot area;

20.X.X shall not be built closer than 1.25 metres to a lot line;

20.X.X shall not be built closer than 2 metres to a main building;

20.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

50. Section 21.1 (VC1 Permitted Uses) is hereby amended by the deletion of “21.1.19 converted commercial dwelling unit.”

51. Section 21.4.9 (VC1 Zone Regulations) is hereby deleted.

52. Section 21.7 (VC1 Regulations for Gas Bar and/or Service Station) is hereby deleted.

53. Section 21 (VC1) is hereby amended by the addition of the following in numerical order:

21.X Zone Provisions for Accessory Buildings and Structures

21.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

21.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

21.X.X shall not exceed 6 metres in height nor contain more than two storeys;

21.X.X shall not exceed 10 percent coverage of the total lot area;

21.X.X shall not be built closer than 1.25 metres to a lot line;

21.X.X shall not be built closer than 2 metres to a main building;

21.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

56. Section 22.4.1 (HC1 Zone Regulations) is hereby amended by the deletion of “1850 sq metres” and replaced by “4000 square metres (1.0 acres).”

57. Section 22.7 (HC1 Regulations for Automotive Sales and Service Use) is hereby deleted.

58. Section 22 (HC1) is hereby amended by the addition of the following in numerical order:

22.X Zone Provisions for Accessory Buildings and Structures

22.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

22.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

22.X.X shall not exceed 6 metres in height nor contain more than two storeys;  
22.X.X shall not exceed 10 percent coverage of the total lot area;  
22.X.X shall not be built closer than 1.25 metres to a lot line;  
22.X.X shall not be built closer than 2 metres to a main building;  
22.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

59. Section 23.1.2 (C4) is hereby amended by the deletion of “0.173”

60. Section 23 (C4) is hereby amended by the addition of the following in numerical order:

23.X Zone Provisions for Accessory Buildings and Structures

23.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

23.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

23.X.X shall not exceed 6 metres in height nor contain more than two storeys;

23.X.X shall not exceed a total floor area maximum of 115 square metres;

23.X.X shall not be built closer than 1.25 metres to a lot line;

23.X.X shall not be built closer than 2 metres to a main building;

23.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

61. Section 24.1.6 (CF Zone Permitted Uses) is here amended by the deletion of “(public)” after the word clinic.

62. Section 24.1.18 (CF Zone Permitted Uses) is hereby amended by the deletion of “a  
sanitarium.”

63. Section 24.3.1 (CF Zone Regulations) is hereby amended by the deletion of “1850 sq  
metres” and replaced by “4000 square metres (1.0 acres).”

64. Section 24 (CF) is hereby amended by the addition of the following in numerical order:

24.X Zone Provisions for Accessory Buildings and Structures

24.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;

24.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;

24.X.X shall not exceed 6 metres in height nor contain more than two storeys;

24.X.X shall not exceed 10 percent coverage of the total lot area;

24.X.X shall not be built closer than 1.25 metres to a lot line;

24.X.X shall not be built closer than 2 metres to a main building;

24.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established

65. Section 25.3 (DS Zone Regulations) is hereby amended by the deletion of “1850

sq metres” and replaced by “4000 square metres (1.0 acres).”

66. Section 25 (DS) is hereby amended by the addition of the following in numerical order:
  - 25.X Zone Provisions for Accessory Buildings and Structures
  - 25.X.X shall not be used for human habitation except where a dwelling is a permitted accessory use;
  - 25.X.X shall not be built in a front yard. Where an accessory building or structure is built on a corner lot, it shall be located in the side yard which is not adjacent to the exterior street or in the rear yard and not closer to the street than the setback required for the main building;
  - 25.X.X shall not exceed 6 metres in height nor contain more than two storeys;
  - 25.X.X shall not exceed 10 percent coverage of the total lot area;
  - 25.X.X shall not be built closer than 1.25 metres to a lot line;
  - 25.X.X shall not be built closer than 2 metres to a main building;
  - 25.X.X no accessory building or accessory use shall be established until and unless the main building or use to which is it accessory is established
67. Section 27.5 (D Zone Special Provisions) is hereby amended by the deletion of “Provisions” in the subsection title and replaced by “Zones”.
68. Zoning Key Map “Lakelet South” is amended by changing the zone symbol from ER1 (Extractive Resource) to AG1 (General Agriculture) and NE1 (Natural Environment- Full Protection) for property identified on the attached Schedules 2 and 3.
69. Zoning Key Map “North East Howick” is amended by changing the zone symbol from ER1 (Extractive Resource) to AG1 (General Agriculture) and NE1 (Natural Environment- Full Protection) for property identified on the attached Schedules 4 and 5.
70. All other provisions of By-law 23-1984 shall apply.
71. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

READ A FIRST TIME ON THE 10<sup>th</sup> DAY OF MARCH, 2026.  
READ A SECOND TIME ON THE 10<sup>th</sup> DAY OF MARCH, 2026.  
READ A THIRD TIME AND PASSED THIS 10<sup>th</sup> DAY OF MARCH, 2026.

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Doug Harding, Reeve

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Caitlin Gillis, CAO/Clerk

**SCHEDULE 1  
CORPORATION OF THE TOWNSHIP OF HOWICK  
BY-LAW 14- 2026**

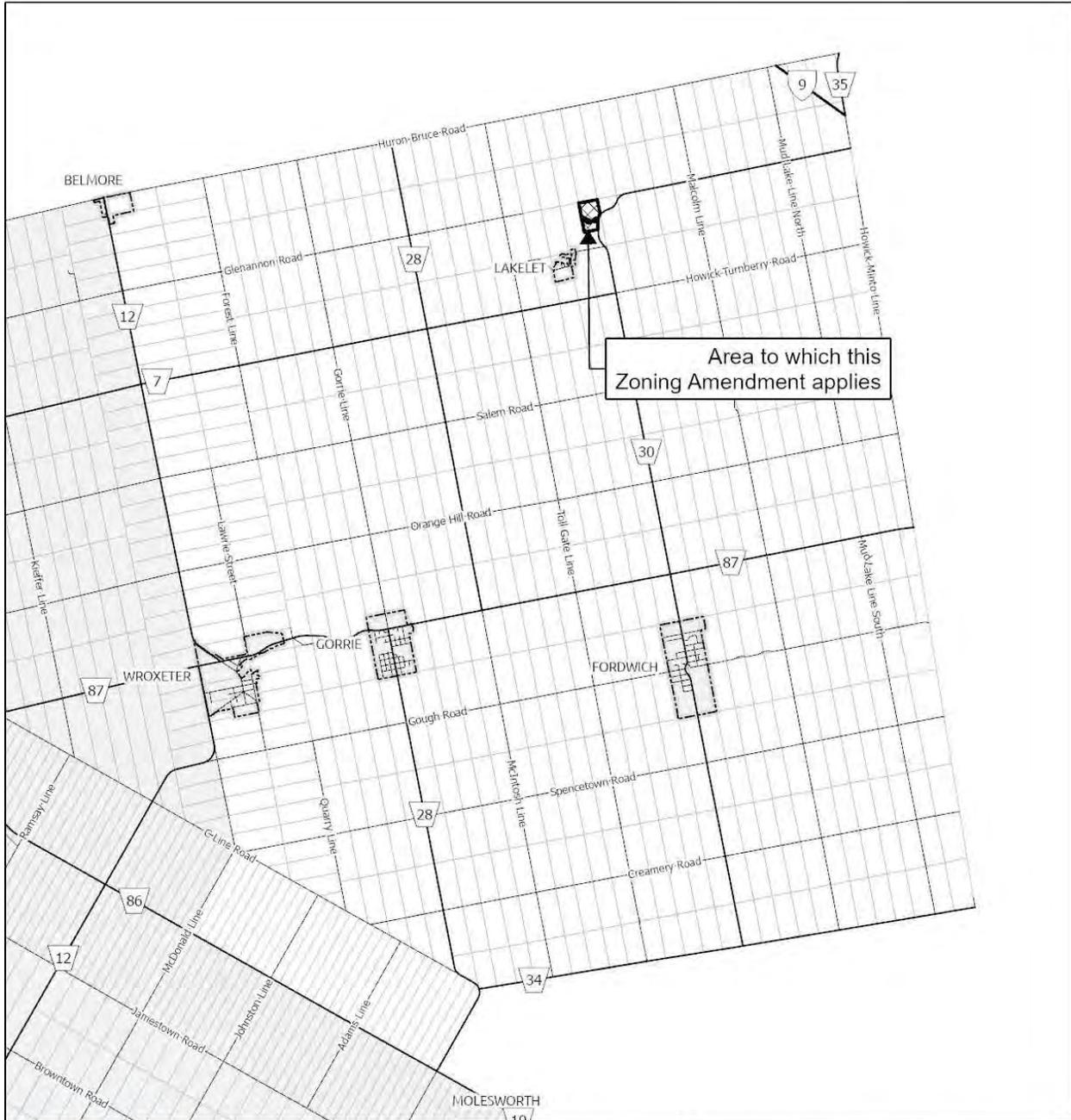
By-law 14 - 2026 has the following purpose and effect:

The purpose of the proposed Housekeeping Amendment is to update the general provisions, zoning provisions, permitted uses and definitions. This amendment applies to the text of the Howick Zoning By-law. There are two site-specific zone changes proposed for mapping corrections and the changes specifically apply to Concession 16 Part Lot 20 as RP 22R;3769 Part 1, Lakelet South and Concession 12 North Part Lot 25 as RP;22R335 Part 1, North East Howick, to be amended from ER1 zone to AG1 and NE1 zones.

1. This by-law amends the Township of Howick Zoning By-law 23-1984. All other zone provisions apply.

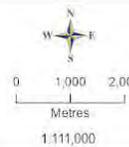
# SCHEDULE 2 CORPORATION OF THE TOWNSHIP OF HOWICK BY-LAW 14- 2026

Township of Howick  
Location Map



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Last Modified 12/9/2025



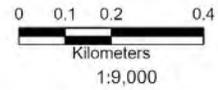
- Planning Amendment
- Urban Boundary
- Lots and Concessions
- Property Boundary
- Railroad
- Provincial Highway
- County Roads
- Municipal Roads

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**SCHEDULE 3  
CORPORATION OF THE TOWNSHIP OF  
HOWICK  
BY-LAW 14- 2026**

**Schedule 'A'  
Township of Howick  
Lakelet South  
Zoning Map**

Amendments
REVISION DATE: December 09, 2025



- Zone change from ER1 (Extractive Resources) to AG1 (General Agriculture)
- Zone change from ER1 (Extractive Resources) to NE1 (Natural Environment Full Protection)



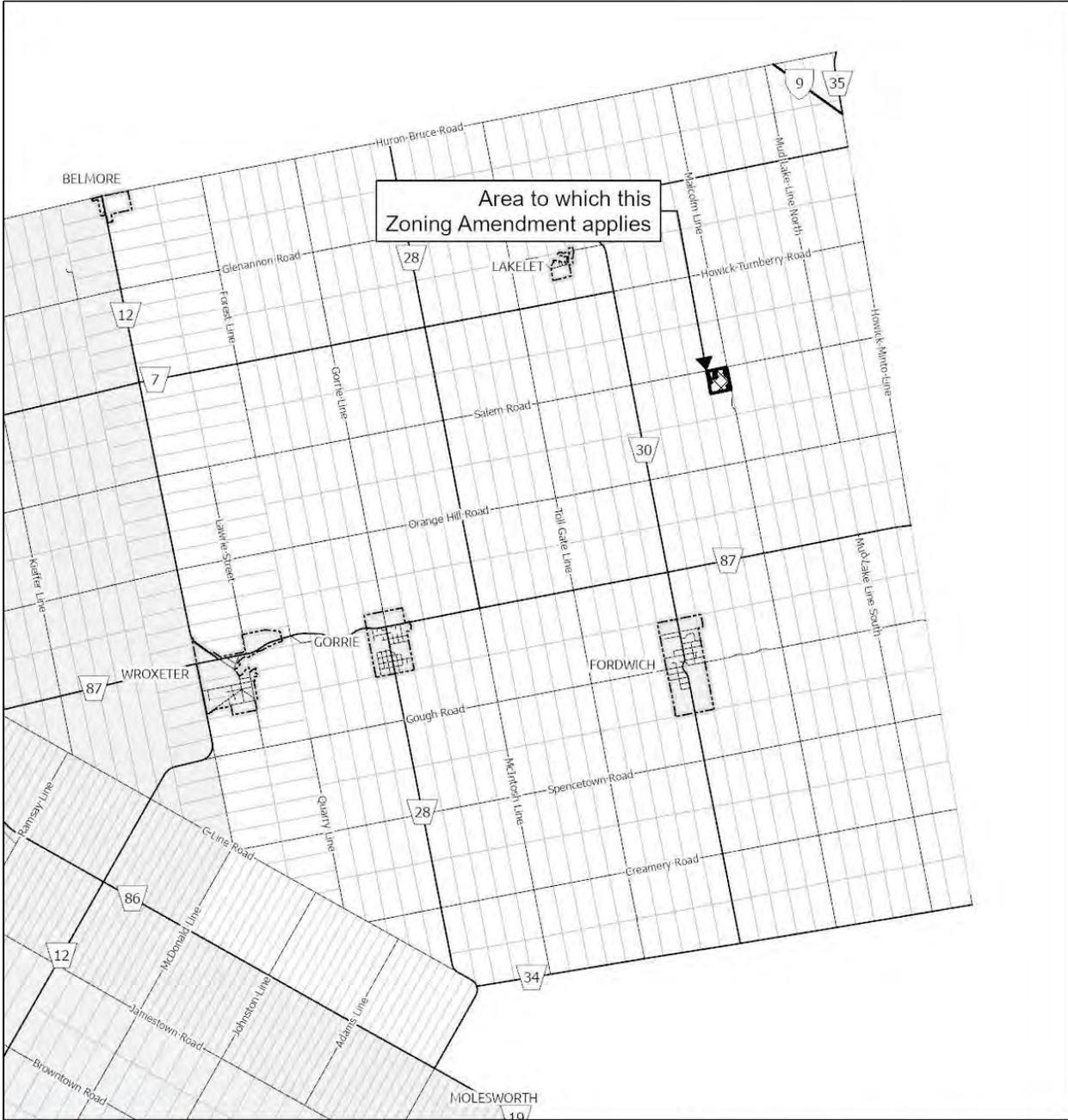
**Legend**

- |                                   |                                          |
|-----------------------------------|------------------------------------------|
| AG1 Zone (unless otherwise noted) | Floodway                                 |
| NE1                               | Regional Flood Line                      |
| NE2                               | Waterbody                                |
| OS1                               | Watercourse                              |
| OS2                               | Conservation Authority Notification Area |
| ER1                               | Property Boundary                        |
| URA                               | Road                                     |
| Settlement Area                   |                                          |



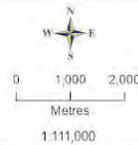
**SCHEDULE 4  
CORPORATION OF THE TOWNSHIP OF  
HOWICK  
BY-LAW 14- 2026**

Township of Howick  
Location Map



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Last Modified 12/9/2025



- Planning Amendment
- Urban Boundary
- Lots and Concessions
- Property Boundary
- Railroad
- Provincial Highway
- County Roads
- Municipal Roads

**SCHEDULE 5  
CORPORATION OF THE TOWNSHIP OF  
HOWICK  
BY-LAW 14- 2026**





**PUBLIC MEETING CONCERNING  
A ZONING BY-LAW AMENDMENT  
AFFECTING HOWICK TOWNSHIP**

**TAKE NOTICE** that Council of Howick Township will hold a public meeting on **Tuesday, March 10, 2026, at 9:00 a.m.**, at the Howick Council Chambers, 44816 Harriston Road, Gorrie to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990, as amended.

**PURPOSE AND EFFECT** of this amendment to the Zoning By-law is to update the general provisions, zoning provisions, permitted uses and definitions and includes:

- Updating minimum lot sizes for several zones (AG4, HC1 and CF).
- Updating housing options, including permitting a detached Additional Residential Unit in the VR1 (Village Residential – Low Density) Zone subject to a minimum lot size of 2 acres+;
- Two, site specific mapping corrections are proposed for the purpose of removing historic aggregate extraction zoning (ER1).

**ANY PERSON** may attend the public meeting to make written or verbal representation either in support or in opposition to the proposed zoning by-law amendment.

**IF** a person or public body does not make oral submissions at a public meeting or make written submissions to Howick Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Howick Township to the Ontario Land Tribunal (OLT).

**IF** a person or public body does not make an oral submission at a public meeting or make written submissions to Howick Township before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**IF** you wish to be notified of the decision of Howick Township on the proposed zoning by-law amendment, you must make a written request to Howick Township at the address listed below.

**ADDITIONAL INFORMATION** relating to the proposed zoning by-law amendment is available for inspection at [www.howick.ca](http://www.howick.ca), or please call 519-335-3208 for additional methods to review the materials. Appointments can be made with the Planner to meet in person for discussion, you may call the number above or the Planning Department to speak with Sarah Kurtz at [skurtz@huroncounty.ca](mailto:skurtz@huroncounty.ca) or 519-524-8394 ext. 3.

Dated at Howick Township this 5<sup>th</sup> of February, 2026.

Caitlin Gillis, CAO/Clerk, Township of Howick,  
44816 Harriston Rd, Gorrie NOG 1X0  
(519)-335-3208



# Staff Report to Council

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

**Meeting Date:** March 10, 2026

**Report:** DPS-2026-07  
2025 Fire Department Activity Summary

## Recommendation:

That the Council of the Township of Howick receive report DPS-2026-07 for information purposes.

## Report Overview

<b>Purpose of Report</b>	For Information
<b>Council Priority Alignment</b>	Not Applicable
<b>Consultations</b>	N/A
<b>Attachment(s) to Report</b>	<a href="#">Appendix A</a> – 2025 Fire Call Summary <a href="#">Appendix B</a> – 2025 Minto Fire Calls in Howick <a href="#">Appendix C</a> – 2025 Training Summary

## Report Highlights

### Calls for Service:

The Howick Township Fire Department responded to a total of 69 calls for service in 2025. Calls broken down by category were: 20 fire calls (structure, contents, outdoor, pre-fire conditions), 6 mutual aid/other agency requests, 13 vehicle collisions, 11 medical assists, 10 alarm calls, 9 other hazard calls. Total incident hours for 2025 totaled 86 hours 31 minutes, total staff hours totaled 797 hours 57 minutes. Please see Appendix A for a summary of calls.

The Minto Fire Department – Clifford Station responded to 4 calls for service in Howick Township in 2025. Calls broken down by category were 1 vehicle collision, 1 fire, and 2 medicals assists. Please see Appendix B for a summary of calls.

### **Operations:**

Equipment purchases in 2025: Utility 2-9 (2011 Ford E-350), Car 2 (2022 Ford F-150), Rescue 2-7 (2006 GMC C5500), New TNT battery powered auto extrication equipment, fire hall stand-by generator, computers, radios, hoses, all staff uniforms were updated/replaced, UTV-2 upgrades (pump, lights, tracks), forcible entry training prop, updated medical equipment, cancer prevention grant items (gloves, hoods, decontamination unit), power tools.

A Fire Station Feasibility Study was completed by Dawley Engineering, and Council expressed informal interest in pursuing the replacement of the Howick Fire Station. A property on the corner of Alma St N and Harriston Rd in Gorrie was acquired for future use by the Fire Department.

113 Open-Air Burn Permits were registered in 2025.

### **Training:**

28 training sessions were held in 2025. Training broken down by month: January – Radio Procedures/Incident Command, February – Medical, March – Hose Lays/Deployment, April – Auto Extrication, May – Search & Rescue/Fire Attack/RIT, Ladders, June – Water Supply/Pumps, August – Water Supply/Pumps, September – Hose Testing, October – Forcible Entry, November – Search & Rescue, December – Air Management. There was a total of 52.25 session hours in 2025. Please see Appendix B for a summary of training.

#### **Staff Certifications:**

Dai Matthews – NFPA 1001 FF I/II, 1072 HAZMAT, 1002 PUMP OPS

Cody Shepherd – NFPA 1001 FF I/II, 1072 HAZMAT, DZ License

Cassandra Brodhaecker – DZ License

Guy Boulanger – NFPA 1001 FF I/II, 1072 HAZMAT

Jason Benninger – NFPA 1001 FF I/II, 1072 HAZMAT

Kyle Dickert – NFPA 1001 FF I/II, 1072 HAZMAT

Matt Brodhaecker – 1021 FIRE OFFICER I, 1041 FIRE INSTRUCTOR I

4 Recruits completed the Huron County Recruit Training Program, totaling over 300 hours of staff time per recruit. The following certifications were achieved:

Mike Ross – NFPA 1001 FF I/II, 1072 HAZMAT, 1002 PUMP OPS

Shawn Ross – NFPA 1001 FF I/II, 1072 HAZMAT

Ryan Gingrich – NFPA 1001 FF I/II, 1072 HAZMAT

Nathan Locke – NFPA 1001 FF I/II, 1072 HAZMAT

Two joint training sessions were held with the Minto Fire Department – Clifford Station, involving an acquired structure and water shuttling operations. Additional joint training is planned with Minto in 2026.

Howick Fire participated in four Huron County Fire Mutual Aid training exercises. Three sessions were held at the Blyth Fire Station focusing on mass casualty incidents and interoperability with Huron County EMS and OPP. One exercise was held in Central Huron surrounding railway incidents and again focusing on interoperability.

**Personnel:**

Firefighter Bil Graham was recognized for 30 years of service.

Training Officer Justin Stewart was recognized for 15 years of service.

Firefighter Guy Boulanger was recognized for 5 years of service.

Firefighter Nathan Locke resigned with 2 years of service.

Recruit Frank Vigil resigned with 1.5 years of service.

Howick Fire hosted two Co-op Students from F.E. Madill Secondary School in 2025 – Anabelle Ropp and Sara Whitehead.

Jess Miller was hired as the Operations Administrative Assistant in October 2025.

David Wagner was named CEMC by Huron County and fills this role for Howick Township.

**Public Education:**

A total of 15 public education/community outreach events were held in 2025. These included: 2 children’s fire safety presentations at the Howick Central School and the Howick Day Camp, 4 public events, 2 fire department events, 3 fire drills, 1 fire extinguisher training session, 2 station tours. The Fire Safety Trailer was utilized 2 times, the obstacle course 3 times, and the Huron County Mutual Aid extinguisher trainer once. Over \$2,500.00 worth of education material was distributed at these events. Messaging was broadcasted through social media channels, print media, and using physical signage. Permanent fire safety Information stations have been maintained at 3 locations within the Township.

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**Respectfully submitted,**

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



# Howick Township Fire Department

Huron Station 2

Fire Chief : Josh Kestner

2005 Nelson St. N Gorrie ON NOG 1X0

PH : 519 335-3202 FAX : 519 335-3210 email : [howickfire@howick.ca](mailto:howickfire@howick.ca)

URL : [www.howick.ca/living-here/fire-department](http://www.howick.ca/living-here/fire-department)

Date of Report

5 Mar 26 12:05

## Totals by Type From Jan 1 25 to Dec 31 25

Response Type	# of Incidents	% of total	Incident Hours	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
<b>January</b>							
62 Vehicle Collision	2	2.90	2 h 38 m	28 h 59 m	7.0	12:10	
<b>Subtotal for January</b>	<b>2</b>	<b>2.90</b>	<b>2h 38m</b>	<b>28 h 59m</b>	<b>7.0</b>	<b>12:10</b>	
<b>February</b>							
37 CO false alarm - perceived emerge...	1	1.45	1 h 18 m	16 h 54 m	9.0	03:21	
62 Vehicle Collision	3	4.35	6 h 14 m	65 h 1 m	9.0	10:34	
88 Accident or illness related - cuts, fr...	2	2.90	2 h 6 m	10 h 30 m	4.0	13:02	
<b>Subtotal for February</b>	<b>6</b>	<b>8.70</b>	<b>9h 38m</b>	<b>92 h 25m</b>	<b>7.3</b>	<b>10:11</b>	
<b>March</b>							
32 Alarm System Equipment - Acciden...	2	2.90	0 h 59 m	10 h 35 m	7.5	08:55	
38 CO false alarm - equipment malfun...	1	1.45	0 h 51 m	4 h 15 m	5.0	10:12	
62 Vehicle Collision	1	1.45	0 h 58 m	14 h 30 m	12.0	06:08	
89 Other Medical/Resuscitator Call	1	1.45	0 h 41 m	6 h 50 m	5.0	08:50	
<b>Subtotal for March</b>	<b>5</b>	<b>7.25</b>	<b>3h 29m</b>	<b>36 h 10m</b>	<b>7.4</b>	<b>08:36</b>	
<b>April</b>							
62 Vehicle Collision	1	1.45	1 h 5 m	13 h 0 m	10.0	06:56	
85 Vital signs absent, DOA	1	1.45	0 h 31 m	3 h 6 m	4.0	08:54	
89 Other Medical/Resuscitator Call	1	1.45	0 h 31 m	2 h 35 m	4.0	13:31	
<b>Subtotal for April</b>	<b>3</b>	<b>4.35</b>	<b>2h 7m</b>	<b>18 h 41m</b>	<b>6.0</b>	<b>09:47</b>	
<b>May</b>							
03 NO LOSS OUTDOOR fire (see excl...	1	1.45	1 h 13 m	17 h 2 m	9.0	08:40	
38 CO false alarm - equipment malfun...	1	1.45	0 h 44 m	5 h 52 m	6.0	11:19	
62 Vehicle Collision	1	1.45	1 h 2 m	8 h 16 m	8.0	10:12	
<b>Subtotal for May</b>	<b>3</b>	<b>4.35</b>	<b>2h 59m</b>	<b>31 h 10m</b>	<b>7.7</b>	<b>10:04</b>	
<b>June</b>							
21 Overheat (no fire, e.g. engines, me...	1	1.45	0 h 43 m	3 h 35 m	4.0	10:32	
23 Open air burning/unauthorized cont...	1	1.45	0 h 24 m	2 h 0 m	4.0	10:55	
29 Other pre fire conditions (no fire)	1	1.45	1 h 4 m	9 h 36 m	6.0	04:06	
62 Vehicle Collision	1	1.45	0 h 34 m	6 h 14 m	11.0	07:59	

# Howick Township Fire Department

## Totals by Type Continued From Jan 1 25 to Dec 31 25

Response Type	# of Incidents	% of total	Incident Hours	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
898 Medical/resuscitator call no action r...	1	1.45	0 h 45 m	4 h 30 m	3.0	10:25	
<b>Subtotal for June</b>	<b>5</b>	<b>7.25</b>	<b>3h 30m</b>	<b>25 h 55m</b>	<b>5.6</b>	<b>08:47</b>	
<b>July</b>							
01 Fire	1	1.45	2 h 31 m	27 h 41 m	9.0	08:53	
23 Open air burning/unauthorized cont...	1	1.45	0 h 30 m	2 h 30 m	5.0	06:10	
32 Alarm System Equipment - Acciden...	1	1.45	0 h 44 m	6 h 36 m	5.0	11:16	
33 Human - Malicious intent, prank	1	1.45	0 h 20 m	3 h 40 m	6.0	05:25	
50 Power Lines Down, Arcing	6	8.70	12 h 59 m	82 h 53 m	5.7	10:23	
94 Other Public Service	2	2.90	1 h 35 m	3 h 10 m	2.0		
98 Assistance not required by other ag...	1	1.45	2 h 10 m	2 h 10 m	1.0	19:54	
<b>Subtotal for July</b>	<b>13</b>	<b>18.84</b>	<b>20h 49m</b>	<b>128 h 40m</b>	<b>4.9</b>	<b>10:21</b>	
<b>August</b>							
01 Fire	1	1.45	4 h 14 m	59 h 16 m	13.0	09:52	
33 Human - Malicious intent, prank	1	1.45	0 h 18 m	3 h 0 m	6.0	02:46	
36 Authorized controlled burning - com...	1	1.45	0 h 17 m	2 h 33 m	9.0	00:39	
50 Power Lines Down, Arcing	1	1.45	1 h 2 m	13 h 26 m	6.0	07:39	
62 Vehicle Collision	3	4.35	2 h 21 m	29 h 35 m	10.3	05:47	
702 CPR administered	1	1.45	0 h 54 m	6 h 18 m	7.0	10:31	
85 Vital signs absent, DOA	1	1.45	2 h 8 m	10 h 40 m	4.0	08:46	
<b>Subtotal for August</b>	<b>9</b>	<b>13.04</b>	<b>11h 14m</b>	<b>124 h 48m</b>	<b>8.4</b>	<b>06:24</b>	
<b>September</b>							
23 Open air burning/unauthorized cont...	3	4.35	4 h 55 m	54 h 22 m	7.7	04:39	
36 Authorized controlled burning - com...	2	2.90	1 h 36 m	18 h 0 m	6.5	04:59	
62 Vehicle Collision	1	1.45	0 h 44 m	9 h 32 m	12.0	11:55	
86 Alcohol or drug related	1	1.45	0 h 42 m	4 h 54 m	5.0	06:03	
92 Assistance to Police (exc 921 and ...	1	1.45	1 h 15 m	21 h 15 m	17.0		
96 Call cancelled on route	1	1.45	0 h 5 m	0 h 0 m	0.0		
<b>Subtotal for September</b>	<b>9</b>	<b>13.04</b>	<b>9h 17m</b>	<b>108 h 3m</b>	<b>7.8</b>	<b>05:59</b>	
<b>October</b>							
01 Fire	1	1.45	2 h 7 m	19 h 3 m	9.0	14:59	
34 Human - Perceived Emergency	1	1.45	0 h 45 m	7 h 30 m	7.0		
38 CO false alarm - equipment malfun...	2	2.90	1 h 39 m	12 h 35 m	5.0	14:27	
<b>Subtotal for October</b>	<b>4</b>	<b>5.80</b>	<b>4h 31m</b>	<b>39 h 8m</b>	<b>6.5</b>	<b>14:38</b>	
<b>November</b>							
23 Open air burning/unauthorized cont...	2	2.90	2 h 34 m	18 h 37 m	4.5	04:59	
53 CO incident, CO present (exc false ...	1	1.45	1 h 41 m	13 h 28 m	8.0	12:22	

# Howick Township Fire Department

## Totals by Type Continued From Jan 1 25 to Dec 31 25

Response Type	# of Incidents	% of total	Incident Hours	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
92 Assistance to Police (exc 921 and ...	1	1.45	0 h 52 m	9 h 32 m	10.0	03:27	
96 Call cancelled on route	1	1.45	0 h 5 m	0 h 15 m	3.0		
<b>Subtotal for November</b>	<b>5</b>	<b>7.25</b>	<b>5 h 12m</b>	<b>41 h 52m</b>	<b>6.0</b>	<b>12:27</b>	
<b>December</b>							
01 Fire	1	1.45	3 h 54 m	54 h 36 m	14.0	10:50	
37 CO false alarm - perceived emerge...	1	1.45	0 h 39 m	0 h 0 m	0.0	11:34	
82 Burns	1	1.45	0 h 40 m	6 h 0 m	5.0	09:18	
85 Vital signs absent, DOA	1	1.45	2 h 20 m	25 h 40 m	8.0	17:20	
910 Assisting Other FD: Mutual Aid	1	1.45	3 h 34 m	35 h 50 m	2.0		
<b>Subtotal for December</b>	<b>5</b>	<b>7.25</b>	<b>11 h 7m</b>	<b>122 h 6m</b>	<b>5.8</b>	<b>12:16</b>	
<b>Total Number of Responses</b>	<b>69</b>		<b>86 h 31m</b>	<b>797 h 57m</b>	<b>6.7</b>	<b>09:27</b>	<b>\$\$ Saved:</b>

# Minto Fire Rescue

Palmerston, ON

This report was generated on 3/5/2026 12:19:08 PM



## Incident Custom Question Answer Summary by Incident Type for Zone for Date Range with Custom Questions

Custom Question(s): All Custom Questions | Incident Status(s): All Incident Statuses | Zone(s): Howick - Howick | Incident Type(s): All Incident Types | Start Date: 01/01/2025 | End Date: 12/31/2025

Incident Date	Incident #	Address	Zone	Custom Questions
<b>29 - Other pre fire conditions (no fire)</b>				
02/16/2025	2025-30	45141 LAKELET RD HOWICK, ON	Howick	Does this incident fit the criteria for a traumatic event?: <b>No</b>
				Does this incident require follow up from fire prevention due to hoarding, improperly installed smoke or co alarms, etc?: <b>No</b>
				Is this a single, double or triple station response?: <b>single</b>
<b>62 - Vehicle Collision</b>				
05/03/2025	2025-81	46051 FORDWICH LINE HOWICK, ON	Howick	Does this incident fit the criteria for a traumatic event?: <b>Yes</b>
				Does this incident require follow up from fire prevention due to hoarding, improperly installed smoke or co alarms, etc?: <b>No</b>
				If Fire was on scene first, how long were they on scene before Paramedics had patient contact?: <b>8 min</b>
				Is this a single, double or triple station response?: <b>double</b>
				Was Ambulance on scene prior to fire arriving?: <b>No</b>
<b>89 - Other Medical/Resuscitator Call</b>				
07/27/2025	2025-137	90856 DRIFTWOOD BEACH RD HOWICK, ON	Howick	Does this incident fit the criteria for a traumatic event?: <b>No</b>
				Does this incident require follow up from fire prevention due to hoarding, improperly installed smoke or co alarms, etc?: <b>No</b>
				Is this a single, double or triple station response?: <b>single</b>
				Was Ambulance on scene prior to fire arriving?: <b>Yes</b>

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.



09/17/2025	2025-166	91027 MUD LAKE LINE N HOWICK, ON	Howick	Does this incident fit the criteria for a traumatic event?: <b>No</b>
				Does this incident require follow up from fire prevention due to hoarding, improperly installed smoke or co alarms, etc?: <b>No</b>
				If Fire was on scene first, how long were they on scene before Paramedics had patient contact?: <b>2 MIN</b>
				Is this a single, double or triple station response?: <b>single</b>
				Was Ambulance on scene prior to fire arriving?: <b>No</b>

Does this incident fit the criteria for a traumatic event?	
No	3
Yes	1
Does this incident require follow up from fire prevention due to hoarding, improperly installed smoke or co alarms, etc?	
No	4
If Fire was on scene first, how long were they on scene before Paramedics had patient contact?	
2 MIN	1
8 min	1
Is this a single, double or triple station response?	
double	1
single	3
Was Ambulance on scene prior to fire arriving?	
No	2
Yes	1

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.





# Howick Township Fire Department

## Training Summary Report Continued

From Jan 1 25 to Dec 31 25

**FA**                      **First - Aid**                                              **(Josh Kestner, Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 6

---

**Date:** Feb 13 25                                      **Session Hours:** 1.50  
**Location:** Howick Municipal Office/Public Works Shed

**Start:**                      13 Feb 25 00:00:00  
**FA**                                      **First - Aid**                                              **(Josh Kestner, Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 7

---

**Date:** Feb 20 25                                      **Session Hours:** 1.75  
**Location:** Howick Municipal Office/Public Works Shed

**Start:**                      20 Feb 25 00:00:00  
**FA**                                      **First - Aid**                                              **(Josh Kestner, Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 7

---

**Date:** Mar 6 25                                      **Session Hours:** 1.75  
**Location:** Howick Municipal Office/Public Works Shed

**Start:**                      6 Mar 25 00:00:00  
**H L**                                      **Hose Lays**                                              **(Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 5

---

**Date:** Mar 13 25                                      **Session Hours:** 1.50  
**Location:** Howick Municipal Office/Public Works Shed

**Start:**                      13 Mar 25 00:00:00  
**H L**                                      **Hose Lays**                                              **(Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 7

---

**Date:** Mar 20 25                                      **Session Hours:** 1.50  
**Location:** Howick Municipal Office/Public Works Shed

# Howick Township Fire Department

## Training Summary Report Continued

From Jan 1 25 to Dec 31 25

**Start:** 20 Mar 25 00:00:00  
**H L** **Hose Lays** (Matt Brodhaecker)

**hours:** 0.00 **# of Personnel:** 7

---

**Date:** Apr 17 25 **Session Hours:** 0.00  
**Location:** Howick Municipal Office/Public Works Shed

**Start:** 17 Apr 25 00:00:00  
**AE 1** **Auto Extrication** (Justin Stewart, Matt Brodhaecker)  
**VKT** **Vehicle Knowledge Training** (Justin Stewart, Matt Brodhaecker)

**hours:** 0.00 **# of Personnel:** 16

---

**Date:** May 8 25 **Session Hours:** 3.50  
**Location:** 44704 Spenetown Road

**Start:** 8 May 25 00:00:00  
**S & R** **Search & Rescue** (Josh Kestner, Justin Stewart, Matt Brodhaecker)  
**RIT operations** (Josh Kestner, Justin Stewart, Matt Brodhaecker)  
**LAD I** **Ladders** (Josh Kestner, Justin Stewart, Matt Brodhaecker)

**hours:** 0.00 **# of Personnel:** 12

---

**Date:** May 15 25 **Session Hours:** 1.50  
**Location:** Howick Fire Station

**Start:** 15 May 25 00:00:00  
**VEHFIRE** **Vehicle Fire** (Matt Brodhaecker)

**hours:** 0.00 **# of Personnel:** 5

---

**Date:** May 22 25 **Session Hours:** 2.00

# Howick Township Fire Department

## Training Summary Report Continued

From Jan 1 25 to Dec 31 25

**Location:** Howick Municipal Office/Public Works Shed

**Start:** 22 May 25 00:00:00

**VEHFIRE**                    **Vehicle Fire**

**(Justin Stewart, Matt  
Brodhaecker)**

**hours:**                    0.00                    **# of Personnel:** 4

---

**Date:** May 29 25                    **Session Hours:** 0.00

**Location:** Howick Municipal Office/Public Works Shed

**Start:** 29 May 25 00:00:00

**VEHFIRE**                    **Vehicle Fire**

**(Justin Stewart, Matt  
Brodhaecker)**

**hours:**                    0.00                    **# of Personnel:** 3

---

**Date:** May 29 25                    **Session Hours:** 2.00

**Location:** Howick Municipal Office/Public Works Shed

**Start:** 29 May 25 00:00:00

**VEHFIRE**                    **Vehicle Fire**

**(Justin Stewart, Matt  
Brodhaecker)**

**hours:**                    0.00                    **# of Personnel:** 6

---

**Date:** Jun 12 25                    **Session Hours:** 3.00

**Location:** Howick Municipal Office/Public Works Shed

**Start:** 12 Jun 25 00:00:00

**WS 1**                    **Water Supplies**

**FP-1**                    **Fire Pumps & Portable Pumps**

**(Matt Brodhaecker)**

**hours:**                    0.00                    **# of Personnel:** 10

---

**Date:** Jun 19 25                    **Session Hours:** 2.00

**Location:** Howick Municipal Office/Public Works Shed

**Start:** 19 Jun 25 00:00:00

**WS 1**                    **Water Supplies**

**FP-1**                    **Fire Pumps & Portable Pumps**

**(Matt Brodhaecker)**

**(Matt Brodhaecker)**

**hours:**                    0.00                    **# of Personnel:** 7



# Howick Township Fire Department

## Training Summary Report Continued

From Jan 1 25 to Dec 31 25

hours: 0.00 # of Personnel: 7

---

Date: Oct 9 25 Session Hours: 1.50

Location: Howick Fire Station

Start: 9 Oct 25 00:00:00  
3.8 Forcible Entry

(Justin Stewart, Matt  
Brodhaecker)

hours: 0.00 # of Personnel: 7

---

Date: Oct 23 25 Session Hours: 1.00

Location: Howick Fire Station

Start: 23 Oct 25 00:00:00  
3.8 Forcible Entry

(Justin Stewart, Matt  
Brodhaecker)

hours: 0.00 # of Personnel: 6

---

Date: Nov 6 25 Session Hours: 2.00

Location: Howick Fire Station

Start: 6 Nov 25 00:00:00  
S & R Search & Rescue

(Matt Brodhaecker)

hours: 0.00 # of Personnel: 6

---

Date: Nov 13 25 Session Hours: 2.00

Location: Howick Fire Station

Start: 13 Nov 25 00:00:00  
S & R Search & Rescue

(Matt Brodhaecker)

hours: 0.00 # of Personnel: 9

---

Date: Nov 20 25 Session Hours: 2.00

Location: Howick Fire Station

Start: 20 Nov 25 00:00:00

# Howick Township Fire Department

## Training Summary Report Continued

From Jan 1 25 to Dec 31 25

**S & R**                      **Search & Rescue**                                              **(Justin Stewart, Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 8

---

**Date:** Dec 4 25                                              **Session Hours:** 2.00

**Location:** Howick Fire Station

**Start:**                      4 Dec 25 00:00:00

**1**                      **SCBA Consumption Testing - Air Management**                                              **(Justin Stewart, Matt Brodhaecker)**

**hours:**                      0.00                      **# of Personnel:** 18

**28 sessions printed for these parameters**  
**16 Subjects Covered**  
**52.25 total session hours**  
**0.00 total staff hours**  
**7.68 average attendees**  
**0.00 total Instructor hours**  
**0 Association Meeting sessions**  
**28 Training sessions**  
**0 Meeting sessions**



# Staff Report to Council

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

**Meeting Date:** March 10, 2026

**Report:** DPS-2026-08  
January 2026 Fire Department Update

## Recommendation:

That the Council of the Township of Howick receive report DPS-2026-08 for information purposes.

## Report Overview

<b>Purpose of Report</b>	For Information
<b>Council Priority Alignment</b>	Not Applicable
<b>Consultations</b>	N/A
<b>Attachment(s) to Report</b>	<a href="#">Appendix A</a> – January 2026 Fire Call Summary

## Report Highlights

### Calls for Service:

The Howick Township Fire Department responded to a total of 9 calls for service in January 2026. Calls broken down by category were: 3 fire calls (structure, contents, outdoor, pre-fire conditions), 1 mutual aid/other agency requests, 0 vehicle collisions, 3 medical assists, 2 alarm calls, 0 other hazard calls. Total incident hours for January were 18 hours 6 minutes. Please see Appendix A for a summary of calls.

## **Operations:**

The Fire Department continues to experience radio communication issues throughout the Township, and when responding to neighbouring townships. These issues vary, and consist of truck-to-truck issues, fireground issues, and primarily issues with dispatch. Staff are working on a plan to correct these issues and plan to rectify them by Q2 2026.

Rescue 2-7 completed its annual safety and e-testing without any issues and has now been licensed and added to insurance. Plans are being made for how to best outfit the truck, and staff will complete all switchovers late winter/early spring.

## **Training:**

For the month of January 2026, firefighters trained on PPE donning & doffing, care and maintenance, and completed annual PPE inspections. This will prepare bunker gear for annual deep cleaning and inspection by SaniGear in the spring.

The Huron County Fire Mutual Aid Association will once again be hosting a County Recruit Training Program. The administration of this program is being headed up by Howick. The program aims to prepare and train 17 recruits from Howick, North Huron, Huron East, and Goderich to certify to NFPA 1001 FF I/II and 1072 HAZMAT under new provincial legislation. Recruits will complete over 300 hours of training to meet this standard, preparing them to write 4 written exams, and complete 3 practical exams in July.

## **Personnel:**

Recruits Mara Cutting, Daniel Lane, Nathan Wombwell, Jake Caesar, Julian Wojtecki and Wade Schefter have completed their initial trial period with the department and will now begin training as probationary firefighters.

Firefighter Dai Matthews has stepped into the role of Acting Public Education Officer in the absence of Cassandra Brodhaecker while on maternity leave.

## **Public Education:**

The Fire Department is undergoing an update to its social media delivery. The goal is to provide more consistent and engaging messaging across all our platforms. This project is being undertaken by Operations Administrative Assistant Jess Miller. Our hopes are to increase interactions with the public and provide a better public education program overall.

---

**Respectfully submitted,**

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



# Howick Township Fire Department

Fire Chief :Josh Kestner

2005 Nelson St. N Gorrie ON NOG 1X0

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

URL : [www.howick.ca/living-here/fire-department](http://www.howick.ca/living-here/fire-department)

Date of Report

5 Mar 26 21:11

## Incident Summary From Jan 1 26 to Jan 31 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Jan 8 26 26-001	07:21:59 3010 ALICE ST <b>Asphyxia, Respiratory Condition</b>	46	8		
Jan 8 26 26-002	23:10:41 91138 BELMORE LI <b>Alarm System Equipment - Malfunction</b>	286	15		
Jan 13 26 26-003	21:48:22 43195 AMBERLEY RD. <b>Human - Perceived Emergency</b>	154	12		
Jan 14 26 26-004	20:02:33 1057 HOWICK ST <b>Other pre fire conditions (no fire)</b>	56	14		
Jan 18 26 26-005	23:13:57 1057 SANDERSON ST <b>Human - Perceived Emergency</b>	37	12		
Jan 21 26 26-006	12:39:45 369 JOSEPHINE ST N <b>Assisting Other FD: Mutual Aid</b>	274	9		
Jan 23 26 26-007	09:30:56 1083 CENTRE ST <b>Vital signs absent, DOA</b>	127	8		
Jan 25 26 26-008	22:38:56 1060 SANDERSON ST <b>Fire</b>	74	15		
Jan 31 26 26-009	16:39:54 89863 LAWRIE ST <b>Other Medical/Resuscitator Call</b>	32	7		
9 incidents for Howick Township Fire Dept		18 hrs 6 mins	100		
		18 hrs 6 mins	100		



# Staff Report to Council

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

**Meeting Date:** March 10, 2026

**Report:** DPS-2026-09  
February 2026 Fire Department Update

## Recommendation:

That the Council of the Township of Howick receive report DPS-2026-09 for information purposes.

## Report Overview

<b>Purpose of Report</b>	For Information
<b>Council Priority Alignment</b>	Not Applicable
<b>Consultations</b>	N/A
<b>Attachment(s) to Report</b>	<a href="#">Appendix A</a> – February 2026 Fire Call Summary <a href="#">Appendix B</a> – Updated CO Alarm Requirements

## Report Highlights

### Calls for Service:

The Howick Township Fire Department responded to a total of 2 calls for service in February 2026. Calls broken down by category were: 0 fire calls (structure, contents, outdoor, pre-fire conditions), 1 mutual aid/other agency requests, 0 vehicle collisions, 1 medical assists, 0 alarm calls, 0 other hazard calls. Total incident hours for February were 2 hours 41 minutes. Please see Appendix A for a summary of calls.

**Operations:**

Staff are currently working with the Town of Hanover on a potential Technical Rescue Agreement. This is being discussed on a management level and will be brought to Council at a future meeting.

The Fire Agreement with the Town of Minto has expired. Staff are negotiating terms for a new agreement and will bring a new agreement to Council. This agreement will include considerations regarding technical rescue services provided by the Town of Hanover that will affect the Minto response area in Howick.

**Training:**

For the month of February 2026, firefighters trained on fire dynamics and smoke patterns. This training is essential to understanding the stages of a fire, and how to gauge the appropriate response based on conditions present when arriving on scene. Primarily classroom training, this training is ideal for winter months and leads to more practical training in the spring.

The County Recruit Training Program held it's first weekend session on February 28<sup>th</sup> – March 1<sup>st</sup> at the Blyth Fire Station. Recruits trained on search & rescue, firefighter survival, PPE donning & doffing, self-contained breathing apparatus, ropes, knots, hoisting, fire dynamics, fire cause and determination, and medical. 17 recruits and 6 instructors were present throughout the weekend. This is the first of 7 training weekends in 2026.

**Personnel:**

Recruit Daniel Lane has respectfully withdrawn from the recruit training program. We wish him all the best in his future endeavors. The department will not seek to fill this position until a new recruitment session begins in the fall.

**Public Education:**

The Fire Department hosted two free public skating events, one at the Howick Community Center and one at the Belmore Arena. There were over 80 attendees between the two events. Public education material was distributed surrounding smoke alarms and updated CO alarm requirements.

There are updated CO alarm requirements in Ontario as of January 1<sup>st</sup>, 2026. These requirements have been attached as Appendix B. Staff will begin a campaign advising residents about these changes, including a possible door-to-door campaign in the spring.

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



# Howick Township Fire Department

Fire Chief :Josh Kestner

2005 Nelson St. N Gorrie ON NOG 1X0

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

URL : [www.howick.ca/living-here/fire-department](http://www.howick.ca/living-here/fire-department)

Date of Report

5 Mar 26 20:45

## Incident Summary From Feb 1 26 to Feb 28 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Feb 23 26 26-010	21:25:34 1011 MAIN ST <b>Alcohol or drug related</b>	34	12		
Feb 28 26 26-011	15:28:15 6003 MINTO NORMANBY TI <b>Assisting Other FD: Mutual Aid</b>	127	9		
2 incidents for Howick Township Fire Dept		2 hrs 41 mins	21		
		2 hrs 41 mins	21		

# CARBON MONOXIDE ALARM RULES

## EXISTING HOMES



*Attention Homeowners & Landlords,*

### New Safety Requirements Starting January 1, 2026

Carbon monoxide (CO) is an invisible, odourless, and deadly gas. Keeping your family safe means ensuring you have working CO alarms properly installed in your home.

**New requirements are coming into effect on January 1, 2026**, that expand where CO alarms must be placed in existing homes.

#### Where Do the New Requirements Apply?

The updated requirements apply to all existing homes that have any of the following:

- A fuel-burning appliance (like a furnace, water heater, or stove that uses natural gas, propane, oil, or wood).
- A fireplace.
- An attached garage.
- **Effective Jan 1, 2026:** Air for heating that comes from a fuel-burning appliance not contained within the home (e.g., an appliance in a utility shed).

Common types of homes include:

- Detached or Semi-Detached Houses
- Townhouses
- Cottages

#### Where Must CO Alarms Be Installed?

If your home meets any of the conditions above, you must install a CO alarm in these two locations:

1. Adjacent to each sleeping area (near all bedrooms).

For specific questions regarding CO alarm requirements, please contact your local fire department.



2. **Effective Jan 1, 2026:** On every storey (floor) of your home, including storeys that do not have a sleeping area.

## Buying and Installing Your CO Alarms

### Buying

When buying a CO alarm, make sure it has the logo of a recognized standards testing agency to ensure they meet Canadian performance standards. Some examples of recognized standards testing agencies and their logos include:

- Canadian Standards Association (CSA)
- Underwriters Laboratories of Canada (ULC)
- Intertek (ETL)
- Under the Fire Code, carbon monoxide alarms are permitted to be:
  - Hardwired (connected directly to an electrical system).
  - Battery-operated (portable or permanently mounted).
  - Plug-in devices (plugs into a standard electrical outlet).
- Many devices on the market are combined units that include both a smoke alarm and carbon monoxide alarm in one device.

### Installing

- Follow the manufacturer's instructions for installation and placement of CO alarms.

## Who is Responsible for Compliance?

- In **Owner-Occupied** homes, the **Homeowner** is responsible for complying with the CO alarm requirements in the Fire Code.
- In **Rental Homes**, the **Landlord** is responsible for complying with the CO alarm requirements in the Fire Code.



For specific questions regarding CO alarm requirements, please contact your local fire department.

## **Need Clarification?**

For questions about CO alarm requirements that may apply to your home, please contact your local fire department. They are the authority responsible for enforcing the [Fire Code](#) in your area.



For specific questions regarding CO alarm requirements,  
please contact your local fire department.



## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

www.huroncounty.ca

### Consent Application Report – File C06-2026

Owner: <b>Garfield Gibson</b>	Date: <b>March 3, 2026</b>
Applicant: <b>Monteith Ritsma Phillips Professional Corporation</b>	
Property Address: <b>45821 Spencetown Road, Township of Howick</b>	
Property Description: <b>Concession 4, Lot 27, Township of Howick</b>	

**Recommendation:** That provisional consent be:

- Recommended for approval with the attached conditions (& any additional Township Conditions)
- Recommended for deferral
- Recommended for denial (referred to Huron County Council for a decision)

**Purpose:**

- enlarge abutting lot
- create new lot
- surplus farm dwelling
- right-of-way / easement
- other:

Area Severed: 3 acres +/- (1.24 ha)	Official Plan Designation: Agriculture	Zoning: AG1 (General Agriculture)
Area Retained: 99 acres +/- (40.15 ha)	Official Plan Designation: Agriculture & Natural Environment	Zoning: AG1 (General Agriculture), NE2 (Natural Environment – Limited Protection)

**Review:** This application:

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

(Applications that are unable to meet all of the foregoing criteria will be referred to Huron County Council for a decision)

#### Agency Comments:

	Not Received	No Objections	Comments
Neighbours	<input checked="" type="checkbox"/>		
Howick Staff		<input checked="" type="checkbox"/>	See Recommended Conditions

Figure 1. Air photo showing the severed parcel (outlined in blue) and retained parcel (outlined in orange)



Figure 2. Air photo showing the severed parcel (outlined in blue)



## Planning Comments

- This application proposes to sever a surplus farm dwelling from the remaining farmland. The subject residence is surplus to the farmer's needs, as the purchaser is a corporation with farmland that includes a dwelling, in Perth County.
- The proposed severed parcel is approximately 3 acres and contains a residence, a drive shed/workshop, a steel grain bin and a bunker. The proposed retained parcel is approximately 99 acres of vacant farmland with some natural environment features.
- The *Provincial Planning Statement, 2024* (PPS) permits the severance of surplus farm dwellings (a house surplus as a result of the acquisition of additional farm parcels to be operated as one farm operation). The PPS requires that the construction of a new residence on the severed farmland created by the severance be prohibited. This is addressed through the automatic rezoning provision to recognize the residential parcel (e.g. AG4-19) and the severed farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2-3). Note that the NE2 zoning containing natural heritage features is not changing and will retain the protection of natural environment features.
- The proposed consent is consistent with the PPS, subject to the conditions recommended in this report.
- The Huron County Official Plan (OP) and the Howick OP both permit surplus residence severances subject to a list of criteria. The proposed consent meets the criteria for severance:
  - Residence: age, habitable, intended as a primary residence.
  - Farmland to be zoned to prohibit residence.
  - Size of severed parcel minimized.
  - MDS does not apply since there is no barn on the retained farmland.
  - No previous residential severances after June 28, 1973, except in Settlement Areas.
- The proposed consent is consistent with the Huron County and Howick Official Plans.

## Agency and Public Comments

Notice of the consent was circulated to the public, agencies and Howick Staff. The following comments were provided:

- The CBO provided comments regarding the septic system's inspection status, and a condition has been included to address the comment.
- No concerns were raised by the public or agencies.

## Conclusion

This consent application is considered undisputed, as it is consistent with Provincial and local policy, and no concerns were raised by staff or the public. As a result, it is recommended that the Township of Howick support this consent application and recommend to the County of Huron that it receive conditional consent approval with the following conditions:

## Recommended Conditions

### Expiry Period

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

**Municipal Requirements**

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Township (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The sum of \$750 be paid to the Township as cash-in-lieu of parkland.
4. Applicant to provide a letter from a licensed contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land to the satisfaction of the Township.

**Survey/Reference Plan**

5. Provide to the satisfaction of the County and the Township:
  - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon,
  - b) a reference plan based on the approved survey.

**Zoning**

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

**Other**

7. That the retained lands are registered in the name of Five Star Acres Ltd. to the satisfaction of the County.

**Note**

The applicant is hereby advised that the severed parcel will be automatically rezoned to recognize the residential parcel (e.g. AG4-19) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2-3) in the Township Zoning By-law.

Sincerely,



Sarah Kurtz  
Planner



Malcolm Fletcher  
Student Planner

Site Visit: February 24, 2026

# Staff Report to Council

**Report From:** Scott Price, Manager of Public Works

**Meeting Date:** March 10, 2026

**Report:** PW-2026-04  
 2026 Spring Maintenance Gravel Tender Results

**Recommendation:**

That Howick Council receives report PW-2026-04, 2026 Spring Maintenance Gravel Tender Results;

And Further that Council award Tender PW-2026-01 to Joe Kerr Limited in the amount of \$313,650.00 (excluding HST);

And that Council approve By-law No. 15-2026 being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Joe Kerr Limited.

## Report Overview

<b>Purpose of Report</b>	For Approval
<b>Council Priority Alignment</b>	Safe & Reliable Infrastructure
<b>Consultations</b>	None
<b>Attachment(s) to Report</b>	Draft By-law 15-2026

## Report Highlights

- Tender documents were prepared and issued to obtain unit pricing for maintenance gravel.
- Tender documents were posted on the Township of Howick’s Bids and

Tenders electronic bidding system to solicit bids through an open, competitive bidding process which resulted in three bid submissions being received before bid closing on March 3, 2026.

## Context and Background

Tender documents were issued to solicit bids for the supply, crushing, loading, hauling, and application of OPSS 1010 compliant maintenance gravel. The tender documents specified estimated material quantities to be supplied for spring maintenance gravel. This report summarizes the tender results and recommends awarding the bid to Joe Kerr Limited.

The following chart shows the tender submissions received and costing with the non-refundable HST portion:

**Table 1: Tender PW-2026-01 2026 Spring Maintenance Gravel Submission Results**

Business Name	Item Description	Est. Quantity	Unit	Unit Price	Total
<b>Joe Kerr Limited</b>	Supply crush load haul and apply gravel specified in Appendix B for Spring 2026 delivery	25500	MT	\$ 12.30	\$313,650.00
Non-refundable HST portion:					\$5,520.24
<b>Total Contract Amount:</b>					<b>\$319,170.24</b>
<b>McKenzie Henderson</b>	Supply crush load haul and apply gravel specified in Appendix B for Spring 2026 delivery	25500	MT	\$ 13.80	\$353,940.00
Non-refundable HST portion:					\$6,229.34
<b>Total Contract Amount:</b>					<b>\$360,169.34</b>
<b>JT Excavating Ltd</b>	Supply crush load haul and apply gravel specified in Appendix B for Spring 2026 delivery	25500	MT	\$ 14.50	\$369,750.00
Non-refundable HST portion:					\$6,507.60
<b>Total Contract Amount:</b>					<b>\$376,257.60</b>

All bids received were found to be completed and are accompanied by all documentation required by the submission.

## Discussion and Staff Recommendation(s)

Maintenance gravel is an operational expense which is supported by the annual operating budget.

Staff are recommending awarding this tender to Joe Kerr Limited. They intend to utilize the Thornton Pit in the north end of the Township. With the passing of the By-law, staff will execute the tender Agreement and schedule spring maintenance gravel work to be completed once half load restrictions are removed from the road network.

## Impact Analysis

The tendered price from Joe Kerr Limited represents a decrease of \$0.88 per metric tonne over 2025 pricing.

**Table 2: Tender amount comparison with budget**

Operational Item	Budget Amount	Tender Amount	Variance
Gravel Resurfacing	\$350,000.00	\$313,650.00	\$36,350.00

## Linkages

- [Draft By-law 15-2025](#)

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**Respectfully submitted,**

**Scott Price, Manager of Public Works**

**Corporation of the Township of Howick**

**By-law No. \_\_\_-2026**

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**Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Joe Kerr Limited for the Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel**

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**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 Joe Kerr Limited, 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 Joe Kerr Limited for the Supply, Crushing, Loading, Hauling and Application of Spring Maintenance Gravel (Tender PW-2026-01) for a one-year period at the unit rates tendered.
3. That this By-law shall come into force and take effect upon its final passage.
4. That this By-law may be cited as the "2026 Spring Maintenance Gravel Agreement" By-law.

**Read a first and second time this 10<sup>th</sup> day of March, 2026.**

**Read a third time and finally passed this 10<sup>th</sup> day of March, 2026.**

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**Reeve Doug Harding**

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**CAO/Clerk Caitlin Gillis**

### APPENDIX C FORM OF TENDER AND AGREEMENT

The Contractor has carefully examined the provisions, plans, specifications and conditions attached to this tender package and has carefully examined the site and locations of the work to be done under this contract and the Contractor 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 Contractor hereby certify that we will commence work outlined in the Scope of Work no earlier than **May 1, 2026**, and to diligently perform the work continuously without undue delay and further promise to substantially complete the work on or before **June 30, 2026**.

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

Joe Kerr Limited  
Legal Business Name (Contractor)

Thornton Pit  
Location of Gravel Pit(s)

[Signature]  
Signature of Authorized Signing Officer

a.kerre@jcekerrlimited.ca  
Email

Operations Manager  
Name and Title of Signing Officer

102677234  
Registered Business Number

\*\*\*\*\*

**This section for completion on acceptance by the Township of Howick**

\_\_\_\_\_  
Signature of Township Officer

\_\_\_\_\_  
Township Officer Name and Title

\_\_\_\_\_  
Signature of Township Officer

\_\_\_\_\_  
Township Officer Name and Title

Acceptance date \_\_\_\_\_, 2026

## WROXETER HALL BOARD MEETING

February 5, 2026

ATTENDANCE: Tony Clark, Carol Edgar, Barb Fischer, Mary Jane Coxon, Rosemary Rognvaldson, Linda Spurgeon, Marvin Grimes (acting chair)

GUESTS/OBSERVERS: Anne Peglar

1. MINUTES: Minutes read by Marvin

\*Motion to accept redacted minutes from Jan.8/26 meeting. Moved by Tony, seconded by Rosemary

2. FINANCIAL REPORT: Mary Jane presented the Profit and Loss report.

\*Motion to accept the financial statement as presented. Moved by Rosemary, seconded by Tony

Marvin has a cheque for Belmore, will receive a receipt

3. OLD BUSINESS:

4. NEW BUSINESS:

Mary Jane was presented with a retirement gift from a grateful Wroxeter Hall Board for her patience and dedication during her tenure as Treasurer. Mary Jane introduced Anne Peglar who is assuming the role of Treasurer.

Tony spoke about the mandate given to him to bring new people to the Board during his tenure as Chair. The people that he encouraged to join the Board were enthusiastic but inexperienced and conflict arose. They all resigned. Tony stated that he received a call from a member who stated Tony's "coup" had been unsuccessful. He assured the Board that his only agenda was to get new members.

All members were given a "Terms of Reference" sheet.

Members of the Board and Howick Township office personnel discussed the subject of a website. During a meeting with Wightman, it was decided that a website was "a waste of money" and subsequently cancelled.

Anne offered to look into a reasonably priced website.

\*Motion to have Anne Peglar investigate the possibility of a website. Moved by Rosemary, seconded by Barb.

Due to new regulations, garbage and recycling are no longer being picked up at the Hall. Garbage has to be taken to, and paid for, at the landfill site and Marvin is processing the recycling. Food waste is going to a farm. Hall users are asked to take their garbage home or pay a fee per bag.

\*Motion to charge Hall users \$20 per bag if garbage is to be removed by Hall. Moved by Carol, seconded by Barb.

Amanda has requested the use of the Hall 10:15 – 1:30 during March Break for activities with local children.

\*Motion to give free rental to the March Break group. Moved by Barb, seconded by Tony

The pub night meal on Feb 20/26. Stew and Dessert

NEXT MEETING: March 5/26 @ 1pm

ADJOURNMENT: Moved by Carol to adjourn @ 2:41

# Belmore Arena Board Meeting MINUTES December 15, 2025

*Time: 8:00pm Location: Lounge, Belmore Community Centre*

**Attendees:** Jeremy Underwood (*Chair*), Randy Scott (*Vice Chair*), Jenn Van Dyk (*Treasurer*), Kim Harris (*Rentals/Event Coordinator*), Chris Inglis (*Catering*), Ian Inglis (*Director at Large*), Lorne Underwood (*Chamber Rep*), Wanda Inglis (*Director at Large*), Kyra Wright (*Grants*), Marvin Grimes (*Howick Rep*), Mark Ireland (*South Bruce Rep*), Dave Eadie (*Curling*), Jamie McCallum (*Morris-Turnberry Rep*)

**Guests:** Nigel Van Dyk, Paul Inglis

**Regrets:** Brett McPherson (*Parks & Rec*), Heidi Dupuis (*Figure Skating*), Lindsay Underwood (*Communications & Programming*),

**Secretary/Recorder:** Jenn Van Dyk (*in Darlene's absence*)

<i>Time</i>	<i>ITEM</i>	<i>(Discussion, Approval, Information Sharing)</i>	<i>Meeting Notes/Action Items</i>
8:00pm	<b>Call to Order</b> <b>Approval of December 15, 2025 Agenda</b> - <i>Jeremy Underwood</i>		Meeting called to order: 8:03pm Any Additions to Agenda? Motion to approve agenda by Jamie M, Dave E. Carried.
8:02pm	<b>Approve Previous Mtg Minutes November 17, 2025 (attached)</b> - <i>Board</i>		Motion to approve November 17, 2025 minutes by Lorne, Marvin. Carried.

## Agenda Items

8:05	<b>Update Previous Action Items (below agenda items)</b> - <i>Jeremy Underwood</i>	<b>Standing</b>	Reviewed action Items below. Recycling – Township of Howick has Waste Management contracted (4 yard bin, \$40.25 per empty, averaging one empty a month). Marvin mentioned this issue is being discussed by council tomorrow. Wroxeter hall is in the same situation as Belmore community Centre. Mark – South Bruce will have bins at the dumps and allow businesses to bring recycling to the dump for free (Mark indicated Belmore arena could use South Bruce as part of the waste will be generated by South Bruce residents). Arena board decided to hold off on any contracts at this time.
8:11	<b>Correspondence</b> - <i>All</i>	<b>Standing</b>	None
8:11	<b>Grants Update</b> - <i>Kyra Wright</i>	<b>Standing</b>	Ontario Trillium Foundation grant – Kyra connected with Howick, they are on board for Belmore to apply. Is 100% funded grant. A dollar amount cap will apply, and will include Howick's projects as well. Will have mostly winter months to do the work based on application timelines. Possible projects brainstorming: score clock, arena boards, chiller, back parking lot asphalt. Need quotes in January. Jeremy to look into chiller quote. Kim to get quote for

			asphalt. Will gather updated quotes for arena boards.
8:35	<b>Treasurer's Report</b> - <i>Jenn VanDyk</i>	<b>Standing</b>	Added invoice for Nu-Wood Carpentry for \$904. Motion to accept financial report and pay bills as listed: Jenn, Randy. Carried.
8:45	<b>Belmore Catering</b> - <i>Chris Inglis/Kim Harris</i>	<b>Committee Report</b>	Slowing down (finally). Will be catering Belmore bonspiels coming in the new year.
8:55	<b>General Maintenance</b> - <i>Jeremy Underwood/Warren Weber</i>	<b>Committee Report</b>	Back of walk in cooler door is done. Defibrillator will be installed this coming week. Dehumidifier in curling club went down in November, should be coming in soon. Jamie confirmed the email that went around in November to go ahead and purchase dehumidifier. Majority had approved purchase via email. Official motion to purchase and install dehumidifier in curling club: Jamie motioned, Randy second. Carried.
9:05	<b>Parks Board</b> - <i>Brett McPherson</i>	<b>Committee Report</b>	no report
9:15	<b>Rentals - Hall &amp; Lounge</b> - <i>Kim Harris</i>	<b>Committee Report</b>	Busy right through to middle of January. Looking for bartenders for New Years eve second shift. Noted that we need more people to come forward to bar tend or we may have to turn rentals away.
9:25	<b>Ice Rentals &amp; Installation</b> - <i>Warren Weber</i>	<b>Committee Report</b>	Doing well, had some cancellations due to storms. About the same as last year.
9:35	<b>Belmore Curling</b> - <i>Dave Eadie</i>	<b>Committee Report</b>	Good turn out, up and running. Have a Monday morning draw now in addition to the Tuesday draws. Glad to hear the dehumidifier is on it's way. Look back at Eddie Hoffman donations and members have requested that go back to curling club. Jenn to look into total donations received in his name.
9:45	<b>Belmore Figure Skating</b> - <i>Heidi Dupuis, Andrea Warwick</i>	<b>Committee Report</b>	Status quo.
9:55	<b>South Bruce</b> - <i>Mark Ireland</i>	<b>Committee Report</b>	Westario being sold and with that a significant amount of dollars will be coming to South Bruce as a shareholder. Customers have been told they should not see a change in service. Municipal drains can be a challenge and costly. A recent drain issue has been a costly lesson in South Bruce. Mark shared costs and noted numbers are public record. Mark reminding the public to keep an eye on what your council is doing.
10:00	<b>Morris-Turnberry</b> - <i>Jamie McCallum</i>	<b>Committee Report</b>	All quiet.
10:05	<b>Howick</b> - <i>Marvin Grimes</i>	<b>Committee Report</b>	Tomorrow budget process starts. Will question the recycling at that time. Wish everyone a merry Christmas and happy new year.
10:10	<b>Communication</b> - <i>Lindsay Underwood</i>	<b>Committee Report</b>	NA

10:15	<b>Belmore Chamber of Commerce</b> - <i>Lorne Underwood / Chamber Member</i>	<b>Committee Report</b>	AGM March 6. Treasurers to get information in to Tom Inglis. Tickets are \$30 (meal and membership included). Gord Lang is speaking about the plowing match. No invoice for header yet. Jeremy mentioned that company ran out of time to do finishing of the job and complete it properly; we may see an invoice in the spring once everything is complete.
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**Next Meeting – January 19, 2026 at 8pm**

**Adjournment of Meeting: 8:40pm**

**Motion to adjourn by: Warren**

**Previous Action Items**

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren /Kim	<b>General Maintenance</b>	<p><b>20241118:</b> Glass broken along top of timekeepers' box.</p> <p><b>20251117:</b> Outside lights at the main hall – water pools within the light fixtures. Will need to have a look and find replacement fixtures.</p> <p><b>20251117:</b> Constant drip in ladies bathroom (hall side), first sink.</p>
Arena Board	<b>Terms of Reference</b>	<p>20250721: Everyone to take home, review and bring back feedback and suggestions to next meeting</p> <p>20250721: Committee will be established to review the Draft Terms of Reference and bring suggestions back to this group.</p> <p>20250818: Committee is still reading through policies and procedures. This will take time. Making a list of questions to discuss with Caitlin and Amy.</p> <p>20251020: Committee met last Thursday with Caitlin and Amy. Better communication needed between arena board and Howick. A lot of talk about insurance and the insurance provider is available to attend the November arena board meeting to answer questions. Suggestion to start November meeting at 7:30pm – Wanda will confirm insurance representatives availability with Caitlin. Board members are encouraged to send insurance questions ahead of the meeting.</p> <p><b>20251215:</b> Committee would like to ask Gord Harris and Bil Graham to fill two vacancies on committee. Motion to add Gord Harris and Bil Graham to committee: Randy, Kyra. Carried.</p>
Kyra	<b>Grants</b>	<p>20250818: Kyra will begin the grant application process for the Vance Grant. Will need 3 quotes for materials. Will be applying for 100% (<i>will proceed with project if receive 50% or more from the grant</i>).</p> <p>20250818: Motion made to apply for this grant through Howick.</p>

**Parking Lot**

Jeremy / Brett	<b>Parks Board</b>	<p><b>20240715:</b> Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter.</p> <p>20251117: suggestion to contact an arborist for work to be done in 2026.</p>
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Jeremy/ Warren	<b>General Maintenance – for Summer</b>	<p>20230228:</p> <ol style="list-style-type: none"> <li>1) Brine header – preventative maintenance by 2025. <ul style="list-style-type: none"> <li>○ <b>20230821:</b> Need to let Municipalities know (in November/December) about Brine Header replacement project before their budgets are made.</li> <li>○ <b>20231016:</b> working on a couple of quotes for brine headers.</li> <li>○ <b>20240617:</b> spoke with Ben and his company should have time to repair it. Moving ahead with this.</li> <li>○ <b>2024118:</b> Q1-Q2 should hear whether or not we received grant money <ul style="list-style-type: none"> <li>▪ If we don't receive grant, we need to put it into a budget</li> </ul> </li> <li>○ 20250520: Jeremy will confirm with Ben if he can repair. Chamber will need to know by early June.</li> </ul> </li> </ol> <p>20250915: BRINE HEADER will be going ahead now and will be completed within a month.</p> <ul style="list-style-type: none"> <li>- Will need new boards over the Curling Header. Kyra will look for Gord's drawings from a few years ago. Then Kim will ask Gord to look at it.</li> </ul> <p>20251020: briner header is going in "as we speak"</p> <ol style="list-style-type: none"> <li>2) Boards around the ice surface need to be replaced.</li> </ol> <p><b>PUT INTO PARKING LOT</b></p>
<b>Adjournment:</b>		<b>Next Meeting - Monday, January 19, 2026 at 8pm</b>





Curtis Harding  
89210 Malcolm Line  
Gorrie, Ontario  
N0G 1X0

Township of Howick  
44816 Harriston Road  
Gorrie, Ontario  
N0G 1X0

March 2, 2026

To Whom It May Concern:

This letter is to inform you that the Fordwich Community Parks Association is holding a Men's Slow Pitch Tournament on May 22 to 24, 2026. The event will be held at the Fordwich Ball Park from 6:00pm to 2:00am on Friday May 22nd, 9:00am to 2:00am on Saturday May 23rd and 9:00am to 7:00pm on Sunday May 24th, 2026. Part of the fundraising will include a bar, in which the liquor license will be in my name. We will be serving food, via BBQ and will also offer to Howick Minor Ball to sell treats/snacks in the food booth as an option for them to raise funds for their organization.

The proceeds of this event will be put toward ball park improvements, Howick Minor Baseball and Howick Minor Hockey. We also have made a donation to Homecoming this year. If you have any questions regarding this event, please call me at 519-291-8057. Thank you.

If you could please provide the usual Resolution sheet in return back so that I can include a copy of it with the liquor license application, it would be appreciated.

Sincerely,



Curtis Harding  
Board Member  
Fordwich Community & Parks Association

cc. LCBO  
Ontario Provincial Police  
Huron County Health Unit  
Howick Fire Department

**Corporation of the Township of Howick**

**By-law No. 15-2026**

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**Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Joe Kerr Limited for the Supply, Crushing, Loading, Hauling and Application of Maintenance Gravel**

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**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 Joe Kerr Limited, 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 Joe Kerr Limited for the Supply, Crushing, Loading, Hauling and Application of Spring Maintenance Gravel (Tender PW-2026-01) for a one-year period at the unit rates tendered.
3. That this By-law shall come into force and take effect upon its final passage.
4. That this By-law may be cited as the "2026 Spring Maintenance Gravel Agreement" By-law.

**Read a first and second time this 10<sup>th</sup> day of March, 2026.**

**Read a third time and finally passed this 10<sup>th</sup> day of March, 2026.**

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**Reeve Doug Harding**

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**CAO/Clerk Caitlin Gillis**

### APPENDIX C FORM OF TENDER AND AGREEMENT

The Contractor has carefully examined the provisions, plans, specifications and conditions attached to this tender package and has carefully examined the site and locations of the work to be done under this contract and the Contractor 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 Contractor hereby certify that we will commence work outlined in the Scope of Work no earlier than **May 1, 2026**, and to diligently perform the work continuously without undue delay and further promise to substantially complete the work on or before **June 30, 2026**.

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

Joe Kerr Limited  
Legal Business Name (Contractor)

Thornton Pit  
Location of Gravel Pit(s)

[Signature]  
Signature of Authorized Signing Officer

a.kerre@joekerrlimited.ca  
Email

Operations Manager  
Name and Title of Signing Officer

102677234  
Registered Business Number

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**This section for completion on acceptance by the Township of Howick**

\_\_\_\_\_  
Signature of Township Officer

\_\_\_\_\_  
Township Officer Name and Title

\_\_\_\_\_  
Signature of Township Officer

\_\_\_\_\_  
Township Officer Name and Title

Acceptance date \_\_\_\_\_, 2026

**Corporation of the Township of Howick**

**By-law No.16-2026**

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**A By-law to confirm the proceedings of Council of the Corporation of the Township of Howick**

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**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 special Council meeting held March 10, 2026 in respect to each resolution and other action taken by the Council of the Corporation of the Township of Howick at these meetings, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed.
2. That the Reeve and proper officials of the Corporation of the Township of Howick are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Township of Howick referred to in the proceedings section hereof.
3. That the Reeve and the Clerk, unless otherwise specified, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of the Corporation of the Township of Howick.
4. This by-law shall come into force and takes effect on the date of its final passing.

**Read a first and second time this 10<sup>th</sup> day of March, 2026.**

**Read a third time and finally passed this 10<sup>th</sup> day of March, 2026.**

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**Reeve, Doug Harding**

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**CAO/Clerk, Caitlin Gillis**