



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

1. Call to Order

Reeve Harding called the council meeting to order at 9:00 a.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

Carried.

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

Councillor Hargrave Declared Pecuniary interest on Agenda 8.1.1.

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 24, 2026, Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

Public Meeting – Zoning By-law Amendment

5.1.1 Call to Order

Reeve Harding called the Public Meeting to order at 9:01 a.m.

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

Huron County Planner Sarah Kurtz called upon to present her report, it was outlined that the housekeeping amendment is to amend the general provisions, zoning provisions, permitted uses and definitions as well as make the by-law more user friendly for staff and the public. Council directed staff at the January 27th Council Meeting to proceed with and circulate the public meeting notice and advertise in the newspaper. There are two site specific changes to re-zone two properties zoned ER1 – extractive resource zones. The Licences for both properties were surrendered over 25 years ago. If down the road the owner of these properties would like to have a house on these specific properties, they do not have to do the re-zoning themselves. Definitions to be updated to be more consistent across the county and eliminate ones that are no longer used. Increase lot sizes to align lot standards in the AG4, HC1 and CF zones to a minimum 1 acre. Update housing provisions to permit a detached ARU on the VR1 Subject to minimum lot size of 2 acres. The planner added that there were a couple calls received from the public about clarification but no objections.

5.1.6 Comments

1. Council Questions and/or Comments

None.

2. Public Comments

Question from the public about the sq meters increasing to 4000 from the minimum lot size in the AG4, HC1 and CF zones, concerns with the smaller lots not being utilized after this happens. Staff clarified that the minimum 1-acre (4000 sq meters) size came from the nitrate and servicing guidelines. The Minimum

lot size is designed to be able to accommodate a private well and conventional septic system. The County hired a hydrologist to complete nitrate studies. Staff pointed out that if someone had a lot that was under an acre they would be required to complete their own nitrate study.

5.1.7 Recommendation of the Huron County Planner

Moved by: Councillor Rognvaldson
Seconded by: Councillor Hargrave

That the Council of the Township of Howick defer 2026 Zoning By-law Housekeeping Amendment to the Howick Zoning Bylaw 23-1984

Carried.

Huron County planners requested direction and clarification from Council as to why staff were directed to proceed and the motion was defeated. Concerns from council about the additional costs it will incur for people wanting to build on less than an acre. Concerns around there being two houses on one lot with one taxpayer.

5.1.8 Adjournment

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

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 9:40 a.m.

Carried.

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

Moved by:
Seconded by:

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 10th day of March, 2026.

Defeated.

6. Delegations and/or Presentations

7. Consent Agenda

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

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That Consent Agenda 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.**

Carried.

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)**

Huron County Planner Sarah Kurtz called upon to present her report. The applicant is proposing to sever three acres consisting of a surplus farm dwelling, driving shed, steel grain bin and bunker. No concerns from the planning department or the public. It is recommended that the Township of Howick support this application.

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

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).

Carried.

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

Manager of Public Works Scott Price called upon to present his report. Spring maintenance gravel was posted on Bids and Tenders; there were three bids submitted. Lowest submission was provided by Joe Kerr Limited, coming in at .88 center per metric ton, less than what we paid last year. Council is requesting regular testing to be completed on the gravel by staff and ensure that one is received upon initial delivery.

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

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.

Carried.

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

Moved by: Dseputy Reeve Gibson
Councillor Rognvaldson

11.1 Wroxeter Hall Board – Meeting Minutes February 5, 2026

11.2 Belmore Arena Board – Meeting Minutes December 15, 2025

Carried.

12. Correspondence

12.1 Fordwich & Community Parks Association – re. Annual Men’s Slow Pitch Tournament May 22 to 24, 2026

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

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.

Carried.

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, they are still working on the 2026 budget which has been taking quite a while, but it seems to be getting into the final stage of being passed.

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

CAO Clark Caitlin Gillis noted that the auditors were in the office last week to start the 2025 audit. Comments were made by the auditors as to how well the Treasurer was prepared.

15. Other Business

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

16.1 By-law 15-2026

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

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

Carried.

17. Closed Session

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That a closed meeting of Council of the Township of Howick be held on Tuesday, March 10, 2026 at 9:41 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;

Carried.

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

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick reconvene into Open Session at 11:10 a.m.

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

Carried.

Reeve Harding noted that Council met in closed session to discuss personal matters about an identifiable individual and labor relations, employee negotiations to conduct a performance review and to review a legal matter involving the Township.

19. Confirming By-law

19.1 By-law 16-2026

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

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

The Corporation of the Township of Howick Council Meeting Minutes March 10, 2026
final reading to By-law 16-2026;

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

Carried.

20. Adjournment

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the March 10, 2026
Special Council meeting at 11:11 a.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis