



**Township of Howick Council Minutes
Tuesday, May 19, 2026, at 7:00 p.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 7:00 p.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Reeve Harding noted one minor amendment to tonight's agenda. Under item 7.1, the Delegation from Huron Hospice has been moved to correspondence.

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick hereby adopts the May 19, 2026, Council Agenda as presented.

Carried.

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

None Declared

4. Minutes of Previous Meetings

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

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

4.1 May 5, 2026, Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

6. Delegations and/or Presentations

6.1 Maitland Valley Conservation Authority – Phil Beard

Reeve Harding called upon MVCA General Manager/Secretary-Treasurer Phil Beard to give his presentation to council. Phil explained that his presentation will go over their programs and services that will be provided in the new

agreement and that Maitland Valley Conservation Authority is looking for feedback on the agreement that was signed 4 years ago. The programs and services for Howick are outlined in the agreement; there has been a slight change of wording in the agreement. The province does not allow for the word "levy" to be used, it has been changed in the agreement to read "cost apportionment"

Phil announced that the Wawanosh Park Conservation Area Campground has been permanently closed due to safety concerns of flood risk. The Huron Clean Water Project is also coming to an end. There will be no new project grants available after the end of 2026. The existing funds will be disbursed throughout the County. Final distribution decision is yet to be made.

The Budget process will remain the same for 2027, and the work plan will be completed at the end of the year. The board will be finalized at the end of October due to the election. The new proposed boundary for the conservation authority will stretch from Barrie to Lambton County up to Port Elgin. Representative will be from the County level and there have been talks that it could possibly be representation by population. MVCA's continued vision is to keep our environment healthy, and the continued watershed stewardship service. Over the past 4 years, MVCA has led 28 stewardship projects consisting of cover crops, naturalizing, Huron Clean Water program. Maitland Valley has 28 Conservation Areas; most are used for passive recreation.

Maitland Valley Staff are looking for input on services and programs over the next 4 years. There is going to be loss of local representation and less than 2% of the funding comes from the province. Council voiced frustration over consolidation and said it will not save us any money. The current agreement expired June 16, 2026. Council is not prepared to sign the agreement at this time, will review and provide feedback.

7. Consent Agenda

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

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

**7.1 PW-2026-14, May Department Update
For Information Only.**

**7.2 REC-2026-09, Department Update
For Information Only.**

**7.3 FIN-2026-15, Accounts Payable Apr 10- May 12, 2026
For Information Only.**

**7.4 ADM-2026-09, Department Update
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner

9. Municipal Drains - Drainage Superintendent Scott Richardson

9.1 DRN -2026-02, No. 20 Municipal Drain

Drainage Superintendent Scott Richardson advised that the Township received a request under section 78 to complete upgrades on Drain No. 20 and bring it up to a modern standard with sufficient capacity. The Township has chosen Dietrich Engineering Ltd. to prepare a new report with a design cost estimate and maintenance schedule. An onsite meeting was held on October 20, 2025, with a meeting held at the Howick Township Office on March 10, 2026 to review preliminary design and cost estimate. Scott welcomed Chris Dietrich from Dietrich Engineers Ltd. to present the engineer's report.

The existing tile drain was constructed in 1944. The new drain will consist of approx. 916 meters of 300 mm to 525 mm diameter field tile and HDPE pipes, 5 concrete catch basins and 1 concrete junction box. The proposed original capacity of drainage was 38mm/24 hours, however landowners agreed to upgrade to 50mm design. Total cost estimate for the whole project is \$227,900.00. There were no questions from Council.

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That Howick Council considers the attached report under Section 78 of the Drainage Act, for the improvement of the No. 20 Municipal Drain, as prepared by Dietrich Engineering April 6, 2026;

And That Howick Township Council set the sitting of the Court of Revision for appeals on assessment to be held at the regular council meeting on June 16th at 6:30pm;

And Further That Howick Township Council appoint three Council members from the Township of Howick, being Councillor Grimes, Deputy Reeve Gibson, and Councillor Hargrave (Chair), to the Court of Revision for the No. 20 Municipal Drain;

And that Howick Township Council give first and second reading and provisionally adopt By-law 41-2026, being a by-law to provide for a drainage works cited as the No. 20 Municipal Drain By-law.

Carried.

9.2 DRN -2026-03, Amending Municipal Drain By-laws: Drain #10, Metcalfe-Wright Municipal Drain, and Weber No. 7 Drain

This report is to adopt the amending drainage By-laws for the Metcalfe-Wright, No. 10 and Weber No. 7 Municipal Drains. This work has already been completed, amending these specific bylaws allows us to invoice the landowners for the work.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That Howick Council receive report DRN-2026-03 for information;

And That Council adopt the drainage amending By-laws for the Metcalfe-Wright, Swan Culvert Crossing – Metcalfe-Wright, Weber No. 7 and the No. 10 Municipal Drains.

Carried.

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

10.2.1 DPS-2026-14, Hiring Recruit Firefighter

Manager of Development and Protective Services /Fire Chief Josh Kestner presented his report to Council. Hiring recruit fire fighter, Sara Whitehead effective May 19, 2026. Council approved hiring six Recruit Fire Fighters on January 27, 2026. One of the Recruit Firefighters submitted his resignation leaving one position open. Sara Whitehead has completed the Pre-Service Program at Lambton College and is working towards her NFPA 1001 and 1072 in June of 2026. She will be joining the department as a certified Firefighter. Staff anticipate there will be 3 or 4 more vacant positions at the end of the year due to retirements.

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick approve the hiring of Sara Whitehead as a Recruit Firefighter with the Howick Township Fire Department effective May 19, 2026.

Carried.

10.2.2 DPS-2026-15, Workstation Purchase from Building Reserve

Operations Administrative Assistant Jess Miller supports the Development and Protective Services Department which includes the Chief Building Official. Right now, Jess is primarily working out of the Fire Station where her desk is. Staff are requesting for a desk and equipment to outfit the workstation to be purchased using the building reserves. When she is assisting the CBO at the Municipal Office, she does not currently have a designated workstation. Ed has agreed to put a second desk in his office, and

this is the perfect opportunity for the planner to have a desk when they are in the office as well. The building department does have a healthy reserve. Holst office supplies have been contacted and provided an estimate of \$2,500.00 depending on promotions at that time, plus monitors, docking station, keyboard, mouse, and a chair.

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick approve up to \$4,000.00 to be drawn from the Building Department reserve for the purchase of an additional workstation to be used by the Operations Administrative Assistant when supporting the Chief Building Official at the Howick Municipal Office

Carried.

10.2.3 DPS-2026-16, Landfill Amnesty Day

There has been ongoing consultation between the Public Works Manager, Manager of Recreation and Facilities, Community Improvement and Beautification Committee as well as Gorrie Village Management regarding cleaning up Howick in advance of the 170th Homecoming celebrations. Holding a landfill amnesty day will provide residents with further incentive to clean up their properties. There was also discussion about bins being placed in each community as a central drop off, however a staff member would need to monitor what gets dropped off and this would increase staff time. The intention is for residents and businesses to clean up around their properties outside. Regular household garbage will not be accepted. There will be an option for people who have physical issues or elderly residents staff would complete pick ups that are prearranged. All others would be directed to take items directly to the landfill. Staff would like Council to discuss and see if there is any interest in this and determine what will be accepted at the landfill. New landfill attendant has been at the landfill since last December and understands what is accepted. Council likes the idea and would be willing to collect during regular staff time. Senior staff to determine what is accepted – emphasis on this is not a hazardous waste day but a beautification day.

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick receive report DPS-2026-16 for information and discussion;

And that Council approve the waiving of all landfill fees for approved materials on Saturday June 13, 2026, to promote

cleanup of properties in Howick ahead of the 170th Howick Homecoming

Carried.

10.3 Manager of Public Works – Scott Price

10.4 Manager of Recreation and Facilities - Brady Ropp

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.5.1 FIN-2026-16, Appoint Officials, Members of Committees and Boards

Treasurer/ Manager of Finance called upon to present her report. Staff are updating the Boards and Committees By-law to reflect updates to board membership. At the end of 2025, two members resigned from the Fordwich Cemetery Board. Pete King has submitted his interest in becoming Chair of the Fordwich Cemetery Board with Bill Miller as Treasurer. Since the agenda was published, the By-law was amended to update the South Bruce representative on the Belmore Community Arena Board. Councillor Rognvaldson provided an update that Sustainable Huron no longer exists. This committee was cut during the budget process at Huron County.

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick pass by-law 41-2026; being a by-law to appoint Officials, Members or Committees and Boards for the Township of Howick.

Carried.

10.6 CAO/Clerk Caitlin Gillis

11. Committee and Board Reports

Councillor Grimes provided an update on the Wroxeter Hall Board. Tony Clarke came back on the board as Chair. Councillor Grimes has stepped down from the interim Chair position. The Annual Fish Fry is coming up on Friday, June 12, 2026. Hoping that the cement patio will be complete out back of the hall prior to the event.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That Howick Council adopt the following Committee and Board Minutes:

11.1 Wroxeter Hall Board Meeting Minutes – April 2, 2026

Carried.

12. Correspondence

12.1 Fordwich & Community Parks Association – re. Request for Municipal Significance

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby declares the Howick Minor Ball Day scheduled for June 13, 2026, from 10:00 a.m. to 11:00 p.m. at the Fordwich Ball Park and hosted by the Fordwich Community Parks Association, to be of municipal significance.

Carried.

12.2 Howick Homecoming Committee – re. Request for Municipal Significance

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby declares Howick 170th Homecoming scheduled for July 3, 2026, at 2:00 p.m. to Sunday July 5, 2026 at 5:00 p.m. at the Howick Community Centre to be of municipal significance.

Carried.

12.3 Saugeen Hospice Inc. – re. Cash Calendar Sales Cash calendar licence require letters from all municipalities that they have permission to sell within the township

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby grants Saugeen Hospice Inc. permission to sell Cash Calendar tickets within the limits of Howick Township beginning this summer to support their ongoing activities.

Carried.

12.4 Western Ontario Wardens Caucus- Support of Finlay's Law on Emergency Room Reform

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick endorse the resolution received from Western Ontario Wardens' Caucus requesting the Provincial Ministry of Health to take immediate action to reduce ER wait times with consideration for the importance of enhanced ER triage protocols and increased funding to strengthen emergency readiness

Carried.

- 12.5 Gorrie Village Management Committee – Meeting Minutes May 12, 2026
- 12.6 Ministry of Municipal Affairs and Housing – Stormwater Fees Regulations
- 12.7 Municipal Property Assessment Corporation – 2025 Annual and Performance Report
- 12.8 Municipal Property Assessment Corporation – 2025 Financial Statements
- 12.9 Avon Maitland District School Board – Meeting Highlights April 28, 2026
- 12.10 Huron County Library – 2025 Annual Report
- 12.11 Huron Perth Public Health – Food Insecurity Letter and Report 2026
- 12.12 Maitland Valley Conservation Authority –March 18, 2026 Minutes
- 12.13 The Corporation of the County of Wellington – Notice of Adoption
- 12.14 Ministry of the Environment Conservation and Parks – Proposed Environmental Assessment Act
- 12.15 Ministry of the Environment Conservation and Parks – Requirements for waste disposal site service area and fill rate changes
- 12.16 Ministry of the Environment Conservation and Parks – Minister’s direction under section 1.14 of the Conservation Authorities Act
- 12.17 Huron County Pride Festival – Invitation
- 12.18 Oxford County – Resolution re. Association of Ontario Road Supervisors

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve’s Verbal Update from County Council

Reeve Harding commented that he is happy to see that the Treasurers in Huron County are meeting to discuss the Buy Ontario Act, 2025.

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

15. Other Business

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

The Treasurers of Huron County will meet on June 10, 2026, to discuss the Buy Ontario Act, 2025. An update will be provided at a future Regular Council Meeting.

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

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That By-laws 37-2026, 38-2026, 39-2026, 41-2026, and 42-2026 all receive first, second, third and final reading and are finally passed.

Carried.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That By-law 40-2026 be given first and second reading and provisionally adopt a by-law to provide for drainage work in the Township of Howick for the re-construction of Municipal Drain No. 20.

Carried.

16.1 By-law 37-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 37-2026;

Being a By-law to amend By-law No. 53-2021 (Metcalf-Wright Municipal Drain) of the Township of Howick, to provide for raising a greater amount than provided therein

16.2 By-law 38-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 38-2026;

Being a By-law to amend By-law No. 55-2024 (Weber No. 7 Municipal Drain) of the Township of Howick, to provide for raising a lessor amount than provided therein

16.3 By-Law 39-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 39-2026;

Being a By-law to amend By-law No. 41-2025 (No.10 Municipal Drain) of the Township of Howick, to provide for raising a greater amount than provided therein

16.4 By-law 40-2026

That the Council of the Township of Howick give first and second reading to By-law 40-2026 provisionally adopt a by-law to provide for drainage work in

the Township of Howick for the re-construction of Municipal Drain No. 20

16.5 By-law 41-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 41-2026;

Being a By-law to appoint officials, members or committees and boards and other such persons as required

17. Confirming By-law

17.1 By-law 42-2026

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 42-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on May 19, 2026.

Carried.

18. Adjournment

Moved by: Councillor Hargrave

Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the May 19, 2026, Regular Council meeting at 7 :58 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis