



**Township of Howick Council Agenda
Tuesday, May 5, 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 the May 5, 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 [April 21, 2026, Council Meeting Minutes](#)

5. Public Meetings/Hearings

6. Delegations and/or Presentations

7. Consent Agenda

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

Recommended Motion:

That Consent Agenda items 7.1 to 7.5 be received for information and approved.

**7.1 [DPS-2026-12, March Department Update](#)
For Information Only.**

**7.2 [DPS-2026-13, April Department Update](#)
For Information Only.**

**7.3 [PW-2026-11, May Department Update](#)
For Information Only.**

**7.4 [FIN-2026-12, 2024 Financial Indicator Review](#)
For Information Only.**

7.5 [FIN-2026-13, 2026 Annual Repayment Limit](#)

8. Regular Agenda

8.1 Planning – Huron County Planner

9. Municipal Drains - Drainage Superintendent Scott Richardson

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-2026-10](#), Fire Department Radio Upgrades

Recommended Motion:

That the Council of the Township of Howick receive report DPS-2026-10 for information;

And that Council approve an additional \$20,000.00 be drawn from the fire reserves in addition to the \$40,000.00 that was budgeted for in the 2026 Budget for radio system upgrades;

And that Council approve By-law No. 34-2026 being a By-law to Authorize the Entering into and Execution of a Tower Space License Agreement between the Corporation of the Township of Howick and TowerCo Vintage 1 Inc.;

And that Council authorize the Reeve and the CAO/Clerk to sign and execute the agreement.

10.3 Manager of Public Works – Scott Price

10.3.1 [PW-2026-12](#), Solid Waste Service Agreement

Recommended Motion:

That Howick Council PW-2026-12 Solid Waste Service Agreement for information;

And That Council approve By-law No. 27-2026 being a By-Law to Authorize the Entering into and Execution of an Agreement between the Cooperation of the Township of Howick and Waste Management of Canada;

And That Council authorize the Reeve and the CAO/Clerk to sign and execute the Agreement.

10.3.2 [PW-2026-13](#), Repairs to Structure 11 on Spencetown Road

Recommended Motion:

That Howick Council receives report PW-2026-13, Repairs to Structure 11 on Spencetown Road for information.

And that Council award Tender PW-2026-04, to 2585284 Ontario Inc. o/a Beton. In the amount of \$849,649.00 plus unrecoverable HST for the repairs to Structure 11 on Spencetown Road.

And that Council approve By-law No. 35-2026 being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and 2585284 Ontario Inc. o/a Beton

And That the Reeve and CAO/Clerk be authorized to execute said agreement.

10.4 Manager of Recreation and Facilities - Brady Ropp

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.5.1 [FIN-2026-14](#), 2026 Canada Summer Jobs Funding Approval

Recommended Motion:

That the Council of the Township of Howick receive report FIN-2026-14, 2026 Canada Summer Jobs Funding Approval;

And the Council authorizes the Reeve and Clerk to execute the agreement for Project # 21421474

10.6 CAO/Clerk Caitlin Gillis

11. Committee and Board Reports

12. Correspondence

12.1 [Howick Agricultural Society](#) – re. Request for Increased Share of Bar Profits for the Monthers Day Elvis Show & Medium Comedy Show

Recommended Motion:

That Howick Council approve an extra 25% net bar profits for the Howick Agriculture Society at their Mother's Day Elvis Show on Saturday May 9, 2026 and their Medium Comedy Show on Friday August 14, 2026 at the Howick Community Centre

12.2 [Huron County Public Works](#) – Erection of Election Signs along County of Huron Road Allowances

12.3 [Blyth Festival](#) – Civic Night Invitation

12.4 [Ontario Energy Board](#) - 2026 Generic Proceeding to Review the Model Franchise Agreement Extension of Intervention Deadline

12.5 [Huron County Planning Department](#) – Bill 98 Building Homes and

Improving Transportation Infrastructure Act, 2026- Proposed Planning Changes

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

Recommended Motion:

That By-laws 27-2026, 34-2026, 35-2026, all receive first, second, third and final reading and are finally passed.

16.1 **By-law 27-2026**

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

Being a By-law to Authorize the Execution of an Agreement to Provide Management of Solid Waste Services Between Waste Management Canada Corporation and the Corporation of the Township of Howick.

16.2 **By-law 34-2026**

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

Being a by-law to Authorize the Execution of a Tower Space License Agreement Between the Corporation of the Township of Howick and TowerCo Vintage 1 Inc.

16.3 **By-Law 35-2026**

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

Being A By-Law To Authorize the Entering into and Execution of an

Agreement between the Corporation of the Township of Howick and
2585284 Ontario Inc. o/a Beton. for the Repairs to Structure 11 on
Spencetown Road

17. Closed Session

Recommended Motion:

That a closed meeting of Council of the Township of Howick be held on Tuesday, May 5, 2026 _____ 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:

- (a) the security of property of the municipality or local board;
- (b) personal matters about identifiable individual, including municipal and local board employees;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for May 5, 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 Closed Session.

19. Confirming By-law

19.1 By-law 36-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 36-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on May 5, 2026.

20. Adjournment

Recommended Motion:

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

That the Council of the Township of Howick adjourn the May 5, 2026
Regular Council meeting at ____:____ a.m.



**Township of Howick Council Minutes
Tuesday, April 21, 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

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby adopts the April 21, 2026, Council Agenda as presented.

Carried.

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

None.

4. Minutes of Previous Meetings

Moved by: Councillor Hargrave

Seconded by: Deputy Reeve Gibson

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

4.1 April 7, 2026, Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

None.

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 Grimes

That Consent Agenda item 7.1 be received for information and approved.

**7.1 FIN-2026-11, March 18 to April 9, 2026, Accounts Payable
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

10.3 Manager of Public Works – Scott Price

10.3.1 PW-2026-07, Half-Ton Pickup Truck Tender Results

Staff advertised on Bids and Tenders for the new Public Works patrol truck that was budgeted for during the 2026 Budget process. The current 2019 patrol truck will be transferred to the Recreation Department, which will extend the life with the truck not accumulating as many kilometers. The top two bid submissions were contacted and determined that the lowest submission came with everything we were looking for other than fog lights. This truck is going to be very basic compared to the second lowest submission. \$65,000.00 was budgeted to replace the 2019. With the additional provisional items added, the lowest bid received was at \$58,359.36 for the truck, including un-recoverable HST.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That Howick Council receives report PW-2026-07, Half-Ton Pickup Truck Tender Results for information;

And that Council award Tender PW-2026-02 to Finch Chevrolet Cadillac Buick GMC Ltd. In the amount of \$53,050.00 plus unrecoverable HST for the purchase of a 2026 Chevrolet Silverado 1500 4WD Crew Cab Work Truck;

And that Council authorize the purchase of provisional items listed in the tender in the amount of \$4,300.00 plus unrecoverable HST;

And That the CAO/Clerk and/or Manager of Public Works be authorized to sign

and execute all relevant documents.

Carried.

10.3.2 PW-2026-08, Cat 420 Backhoe Repairs

Cat 420 Backhoe was having transmission issues. Staff looking for Council's approval to proceed with the repair work and the funds be pulled from Equipment Reserves. Council noted that the quote was itemized very well.

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That Howick Council receives report PW-2026-08, Cat 420 Backhoe Repairs for information.

And that Howick Council authorizes the Manager of Public Works to proceed with repairs from Toromont Cat (estimated amount of \$27,784.70) with funds coming from the Public Works' Equipment Reserves.

Carried.

10.3.3 PW-2026-09, Solid Waste Service Agreement

Staff are bringing back the Waste Management Agreement after this was brought to Council in December. Due to Council concerns, Staff reached out to Bluewater Recycling Association to provide a quote for curbside collection services. Staff explained that it was \$43.32 more per property than the same service offered by Waste Management. Waste Management has provided what their estimated cost will be in the next 5 years, it works out to be about 5% increase each year.

Staff have been having virtual operations meeting every Wednesday to address missed curbside collection complaints from residents. When staff was speaking with Bluewater Recycling, they explained that they were awarded the Circular Materials Contract and Waste Management is their subcontractor. BRA is to be receiving a list of missed collections from Waste Management. In the new contract, Howick can bill Waste Management for repetitive missed collections.

Council discussed and would like staff to bring back a contract for three years. Council is frustrated with the service we received over the winter months, and will the issues continue after the agreement is signed? Staff expressed that our contractor list is very short for this type of service. Staff to inquire about terminating the contract if we continue to receive poor service, without any financial penalty to the Township.

Moved by: Councillor Hargrave

Seconded by: Councillor Grimes

That Howick Council defer Solid Waste Services Agreement to a future council meeting once it has been determined if a three-year agreement is an option.

Carried.

10.3.4 PW-2026-10, Structure 29 Tender Results

BM Ross prepared the tender documents for the Structure 29 replacement on Orange Hill Road and advertised the project on their website. Four bid submissions were received for the project and reviewed by staff, as well as BM Ross. Staff contacted all the references who provided great reviews. There was a very large comparison between the lowest and highest bid. Staff recommend hiring Nichols Excavating Inc. to complete the proposed work.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That Howick Council receives report PW-2026-10, Structure 29 Tender Results for information;

And that Council award Contract No. BR1619, to Nichols Excavating Inc. In the amount of \$321,625.00 (plus unrecoverable HST) for the replacement of Structure 29 on Orange Hill Road;

And that Council approve By-law No. 28-2026 being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Nichols Excavating Inc.;

And That the Reeve and CAO/Clerk be authorized to execute said agreement.

Carried.

10.4 Manager of Recreation and Facilities - Brady Ropp

10.4.1 REC-2026-06, Community Improvement Plan Project Area

Manager of Recreation and Facilities Brady Ropp was called upon to present his three reports. Staff are recommending recognizing the entire Township as a Community Improvement Project Area for the purpose of implementing a Façade Program. Staff explained that proposing the entire Township includes everyone and does not focus on a specific area. Three grants were approved during the budget process; applicants are eligible for funding of 50% of their proposed project up to \$2,500.00. Each application is received, reviewed, and brought back to council for final approval. Any business on commercially zoned property is eligible to apply for the façade program. Potential projects include signage, exterior lighting, siding, front door, and accessibility features to name a few.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That Howick Council hereby receives report REC-2026-06 Community Improvement Plan Project Area for information;

And That Council consider By-Law No. 29-2026 to designate the entire Township of Howick as a Community Improvement Project Area for the purpose of implementing a Façade Program.

Carried.

10.4.2 REC-2026-07, Community Improvement Plan

This plan has been designed by the Community Improvement Planning Committee. The plan talks about different beautification projects we are doing this year, as well as the façade program. It was the decision to leave the document vague and have an annual review by the committee and a comprehensive review in 5 years.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That Howick Council hereby receives report REC 2026-07, Community Improvement Plan for information;

And that Council consider By-law No. 30-2026 to implement a Community Improvement Plan for the Township of Howick.

Carried.

10.4.3 REC-2026-08, Ontario “Bring Your Own Alcohol” (BYOB) Outdoor Event Permit

The current government gave us until April 30, 2026 to have something in our policy to address if we were doing it or not doing it. This would permit people to bring alcohol onto municipal property during public events. Typically, when we run outdoor events, it is a fundraiser. The purpose is to raise money for an organization, and this takes away from that revenue generating model. Staff are recommending that we don't add this to our Municipal Alcohol Policy.

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That Howick Council hereby receives report REC-2026-08 Ontario “Bring Your Own Alcohol” (BYOB) Outdoor Event Permit for information;

And That Council direct staff not to proceed with the development of a municipal by-law or policy to permit “bring your own alcohol” (BYOB) at outdoor public events within the Township of Howick at this time.

Carried.

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2026-07, Use of Corporate Resources During an Election Policy

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That Howick Council receive report ADM-2026-07, Use of Corporate Resources During an Election Policy for information;

And That in accordance with Section 88.18 of the *Municipal Elections Act, 1996*, Council hereby approves the Use of Corporate Resources During an Election Policy, as presented;

And That Council adopt by-law 31-2026 to adopt the Use of Corporate Resources During an Election Policy.

Carried.

10.6.2 ADM-2026-08, Election Signs By-law

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That Howick Council receive report ADM-2026-08, Election Signs By-law for information;

And That Council approves the Election Signs By-law, as presented, and adopts by-law 32-2026; a by-law to adopt an Election Signs By-law.

Carried.

11. Committee and Board Reports

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 March 5, 2026

11.2 Howick Homecoming – Meeting Minutes April 7, 2026

Carried.

12. Correspondence

12.1 Howick Homecoming Committee – re. Request for Increased Share of

Bar Profits for the Howick Idol Competition & Optimist Wing Night

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That Howick Council approve an extra 25% net bar profits for the Howick Homecoming Committee at their Howick Idol Competition and Howick Optimist Wing Night held on the evening of June 20, 2026 at the Howick Community Centre

Carried.

12.2 Howick Family Festival

Concluding operations, money disbursement request. Proud the committee made as much money they did and grateful to the dedicated volunteers who made this possible.

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That Howick Council approve the disbursement of the remaining funds in the Family Festival Committees bank account as follows. \$1,000.00 to the Howick Fire Department, \$1,000 to the Recreation Department, \$1,000 to the Howick Optimist Club and finally the remaining money to be directed to the Howick 170th Homecoming Committee.

Carried.

12.3 Howick Minor Hockey – re. Request for Increased Share of Bar Profits for the Hockey Banquet on Thursday April 23

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

That Howick Council approve an extra 25% net bar profits for the Howick Homecoming Committee at their Howick Minor Hockey Banquet held on Thursday April 23, 2026, at the Howick Community Centre.

Carried.

12.4 Gorrie Parks Board- Request for Municipal Significance

No alcohol on the diamond and no smoking cigarettes. By-law enforcement officer to follow up at the event to ensure there are no by-law infractions.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That Council of the Township of Howick hereby declares the Ladie's Slo-Pitch Tournament scheduled for Friday, May 8, 2026 from 9:00 a.m. to 1:00 a.m. on Saturday, May 9, 2026 at the Gorrie Ball Park and hosted by the Gorrie Parks Board, to be of municipal significance.

Carried.

12.5 Source Protection Committee – Drinking Water Source Protection

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

- 12.6 **Municipal Engineers Association – MEA Comments to Ontario Regulatory Registry 26-MTO003**
- 12.7 **Ministry of Municipal Affairs and Housing- Municipal Buy Ontario Procurement Directive – Phased Implementation Dates**

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Verbal Update from Council Members

Wroxeter – Park clean up and bottle drive is Saturday from 8 a.m.- 11 a.m.
Anyone in town can leave their stuff out and collections will happen until 10 a.m.

Howick ice is still in and still being used.

Firefighters breakfast is Sunday, May 3rd.

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 Hargrave

That By-laws 26-2026, 28-2026, 29-2026, 30-2026 and 31-2026 all receive first, second, third and final reading and are finally passed.

16.1 By-law 26-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 26-2026;

Being a By-law to Authorize the purchase of one (1) 2026 Chevrolet Silverado 1500 AWD Crew Cab Work Truck from Finch Chevrolet Cadillac Buick GMC Ltd.

~~16.2 By-law 27-2026~~

~~That the Council of the Township of Howick give first, second, third and final reading to By-law 27-2026;~~

~~Being a By-law to Authorize the Execution of an Agreement to Provide Management of Solid Waste Services Between Waste Management Canada Corporation and the Corporation of the Township of Howick.~~

16.3 By-Law 28-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 28-2026;

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Nichols Excavating Inc. for the Replacement of Structure #29.

16.4 By-law 29-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 29-2026

Being a by-law to designate the entire Township of Howick as a Community Improvement Project Area

16.5 By-law 30-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 30-2026

Being a by-law to adopt a Community Improvement Plan for the Township of Howick

16.6 By-law 31-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 31-2026

Being A By-Law to adopt a Use of Corporate Resources During an Election Policy for the Corporation of the Township of Howick

16.7 By-law 32-2026

That the Council of the Township of Howick give first, second, third and final reading to By-law 32-2026

Being a By-law to manage and regulate the use and erection of Election Signs and campaign advertisements including third party advertising within the Township of Howick

17. Confirming By-law

17.1 By-law 33-2026

**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 33-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on April 21, 2026.

Carried.

18. Adjournment

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

That the Council of the Township of Howick adjourn the April 21, 2026 Regular Council meeting at 7 :48 p.m.

Carried.

Reeve Harding

CAO/Clerk Caitlin Gillis



Staff Report to Council

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

Meeting Date: May 5, 2026

Report: DPS-2026-12
March 2026 Fire Department Update

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-12 for information purposes.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Not Applicable
Consultations	N/A
Attachment(s) to Report	Appendix A – March 2026 Fire Call Summary Appendix B – Emergency Preparedness Grant Letter

Report Highlights

Calls for Service:

The Howick Township Fire Department responded to a total of 6 calls for service in March 2026. Calls broken down by category were: 2 fire calls (structure, contents, outdoor, pre-fire conditions), 0 mutual aid/other agency requests, 0 vehicle collisions, 4 medical assists, 0 alarm calls, 0 other hazard calls. Total incident hours for March were 6 hours 19 minutes. Please see Appendix A for a summary of calls.

Operations:

Staff have completed some minor renovations at the fire station, including relocating the air filling station and compressor, installation of the new gear extractor (purchased through provincial grant funding) and a dryer, installation of new gear racks, and new network and phone wiring throughout the building in preparation for updated internet and phone equipment.

The equipment identified in the 2025 Fire Protection Grant, including additional gloves, hoods, decontamination equipment, hose washer, and gear extractor have been purchased. The report back period for this grant begins in July.

Training:

For the month of March 2026 firefighters trained on safe operation of the department's UTV, and back boarding/transporting patients using the UTV. This training identified some operational issues and the department will continue to train on the use of the UTV throughout the year.

The County Recruit Training Program held its second weekend session on March 28th- 29th at the Blyth Fire Station. Recruits trained on ladders, forcible entry, PPE donning & doffing, self-contained breathing apparatus, fire extinguishers, roof ventilation, sprinklers, salvage covers, and equipment. 18 recruits and 8 instructors were present throughout the weekend. This is the second of 7 training weekends in 2026.

Emergency Management:

The Township has been unsuccessful in receiving the 2025 Emergency Preparedness Grant (EPG). See Appendix B. This grant was intended to partially cover the installation of transfer switches for portable standby generators at the Howick Community Centre and the Belmore Arena. The Township has applied for this grant three times, with the first two applications being for radio equipment, and has been unsuccessful each time.

Linkages

[Appendix A – March 2026 Fire Call Summary](#)

[Appendix B – Emergency Preparedness Grant Letter](#)

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

Date of Report

1 May 26 10:37

Incident Summary From Mar 1 26 to Mar 31 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Mar 1 26 26-012	03:18:18 89863 LAWRIE ST Other Medical/Resuscitator Call	57	9		
Mar 1 26 26-013	06:16:52 89863 LAWRIE ST Other Medical/Resuscitator Call	52	7		
Mar 27 26 26-014	19:26:53 FORDWICH LI / CREAMERY RD Other Medical/Resuscitator Call	32	8		
Mar 29 26 26-015	19:52:30 45589 HARRISTON RD Fire	135	16		
Mar 30 26 26-016	14:35:46 45010 HARRISTON RD Other Medical/Resuscitator Call	35	5		
Mar 31 26 26-017	19:31:21 1011 MAIN ST Other pre fire conditions (no fire)	68	13		
<hr/>					
6 incidents for	Howick Township Fire Dept	6 hrs 19 mins	58		
<hr/>					
		6 hrs 19 mins	58		

**Ministry of Emergency
Preparedness and Response**
25 Morton Shulman Ave, Toronto,
ON M3M 0B1

**Ministre de la Protection civile et de
l'Intervention en cas d'urgence**
25, av. Morton Shulman, Toronto,
Ontario M3M 0B1



March 19, 2026.

Dear CEPG applicant,

Thank you for applying to the 2025-26 Community Emergency Preparedness Grant. I appreciate the time and effort invested in submitting the application. This year saw an exceptionally competitive intake, with far more strong applications than the program's budget could support. As a result, not all eligible applications could be funded.

The grant team is available to debrief your application with you. If you have any questions, please send an email to EMOCommunityGrants@ontario.ca.

The Ministry of Emergency Preparedness and Response (MEPR) remains available to support your community to be better prepared for any emergency. MEPR offers a variety of resources to help communities build capacity, including training and public education materials that are available at no cost, as well as opportunities to participate in emergency exercises.

Should you wish to access any of these resources, my team can connect with you and provide further information.

Thank you once again for your application and your ongoing leadership in your community.

Sincerely,

Original signed by

Tony Bavota
Assistant Deputy Minister – Emergency Response Division
Ministry of Emergency Preparedness and Response



Staff Report to Council

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

Meeting Date: May 5, 2026

Report: DPS-2026-13
April 2026 Fire Department Update

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-13 for information purposes.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Not Applicable
Consultations	N/A
Attachment(s) to Report	Appendix A – April 2026 Fire Call Summary

Report Highlights

Calls for Service:

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

Operations:

Staff have begun vehicle upgrades to Rescue 2-7 and Car 2, including upgraded LED emergency lighting, radio equipment, and shelving. This work will be completed in house as much as possible.

The enclosed UTV trailer has been ordered from Canadian Trailer Company in Goderich and is expected to be completed and ready for pickup by mid-May. Staff will then complete final setup on the trailer and place it into service. At this time, donations have been received from Rolling Acres Grain, Watson's Home Hardware, Leslie Motors Ford, Howick Mutual Insurance, Boyd's Farm Supply, Canadian Trailer Company, the Howick Family Fun Festival, and members of the public. Staff are in talks for some additional donations to cover the cost of emergency lighting and decals.

Training:

For the month of April 2026 firefighters trained in accountability procedures, radio communications, and team building. This training is applicable in any emergency, big or small, and will be built on during other training sessions throughout 2026.

On April 8th, Howick Firefighters participated in a joint training exercise outside of Lakelet with Minto Fire – Clifford and Harriston Stations. This training focused on tanker shuttle, water supply, and pumping operations. Clifford will be completing maintenance work on its water tower over the summer of 2026, and a contingency plan is being developed for Howick to assist in water supply for emergencies in the Clifford response area. The joint training was an important step towards implementing the contingency plan.

The County Recruit Training Program held its third weekend session on April 26th at the Goderich Fire Station. Recruits trained PPE donning & doffing, and auto extrication. Recruits were also given the opportunity to climb Goderich Fire's 100ft aerial truck. 19 recruits and 8 instructors were present throughout the weekend. This is the third of 7 training weekends in 2026.

Personnel:

Howick Fire has agreed to take on two co-op students from the Fire Department of North Huron following the recent incident at F.E. Madill. We welcome Ava DeBoer and Ava Bragg to our station and hope they enjoy the next two months learning about the fire department and by-law enforcement.

Sara Whitehead has returned to the department after completing the Pre-Service Firefighter course at Lambton College. Sara is now participating in the Huron County Recruit Training Program and a report will come to Council at a later meeting to complete her hiring once all necessary documents and checks have been completed.

Linkages

Appendix A – April 2026 Fire Call Summary

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

Date of Report

1 May 26 12:24

Incident Summary From Apr 1 26 to Apr 30 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Apr 7 26 26-018	09:05:04 231 MADILL DRIVE Assisting Other FD: Mutual Aid	251	9		
Apr 12 26 26-019	10:41:24 42449 SALEM ROAD Assisting Other FD: Mutual Aid	63	10		
Apr 12 26 26-020	21:21:21 43195 AMBERLEY RD Human - Perceived Emergency	6	11		
Apr 17 26 26-021	18:42:17 3103 WEST STREET Asphyxia, Respiratory Condition	46	6		
<hr/>					
4 incidents for	Howick Township Fire Dept	6 hrs 6 mins	36		
<hr/>					
		6 hrs 6 mins	36		

Staff Report to Council

Report From: Scott Price, Manager of Public Works

Meeting Date: May 5, 2026

Report: PW-2026-11
 May Department Update

Recommendation:

That Howick Council receive report PW-2026-111, May Department Update, for information.

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses
Consultations	None
Attachment(s) to Report	None

Report Highlights

- All gravel roads have been retrieved; this moves the stone back onto to roadbed and improves road drainage.
- Spring Maintenance gravel has been applied to the North roads with Calcium to follow.
- South roads will be graded with Calcium to follow once Maintenance gravel is complete.
- Two Adopt a Road applications are in the works. One has been received and one is pending.

- Three culverts will be replaced on Toll Gate line after failing this spring
- Sign Reflectivity is half complete.

Respectfully submitted,

Scott Price, Manager of Public Works

Staff Report to Council

Report From: Amy Van Meeteren, Treasurer/Manager of Finance

Meeting Date: May 5, 2026

Report: FIN-2026-12
 2024 Financial Indicator Review

Recommendation:

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

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	None
Attachment(s) to Report	Financial Indicator Review based on 2024 FIR Municipal Financial Profiles based on 2024 FIR

Context and Background

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

The financial indicators included with this report are based on the Township of Howick’s 2024 Financial Information Return (FIR). The indicators show that our threshold remains at a “low” level of risk as reported as well as historical information.

Linkages

- [Financial Indicator Review based on 2024 FIR](#)
 - [Municipal Financial Profiles based on 2024 FIR](#)
-

Respectfully submitted,

Amy Van Meeteren, Treasurer/Manager of Finance

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Howick Tp

Date Prepared:	14-Nov-25
MSO Office:	Western
Prepared By:	Payton E
Tier	LT

2024 Households:	1,531
2024 Population	4,045
2025 MFIC Index	3.8

Median Household Income:	84,000
Taxable Residential Assessment as a % of Total Taxable Assessment:	63.9%
Own Purpose Taxation:	4,482,801

SUSTAINABILITY INDICATORS

Indicator	Ranges	Actuals	South - LT - Counties - Rural		Level of Risk	
			Median	Average		
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2020	5.2%	7.2%	8.5%	LOW
		2021	3.8%	6.5%	7.4%	LOW
		2022	5.5%	6.9%	7.6%	LOW
		2023	4.9%	7.7%	8.0%	LOW
		2024	5.7%	8.2%	9.0%	LOW
Net Financial Assets or Net Debt as % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2020	68.1%	54.9%	56.8%	LOW
		2021	80.2%	54.0%	59.8%	LOW
		2022	86.4%	50.8%	54.0%	LOW
		2023	92.2%	37.9%	40.1%	LOW
		2024	101.9%	35.6%	34.1%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2020	66.5%	82.4%	86.5%	LOW
		2021	74.8%	86.6%	89.6%	LOW
		2022	71.7%	81.7%	86.9%	LOW
		2023	68.1%	77.7%	88.2%	LOW
		2024	67.5%	68.0%	81.5%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 50% Mod: 50% to 25% High: < 25%	2020	1968.2%	456.2%	529.2%	LOW
		2021	2597.6%	497.5%	581.7%	LOW
		2022	2167.2%	402.2%	497.5%	LOW
		2023	1069.7%	401.9%	510.5%	LOW
		2024	2135.2%	437.8%	572.2%	LOW

FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2020	1.8%	2.3%	3.1%	LOW
		2021	2.0%	2.5%	2.9%	LOW
		2022	1.7%	2.4%	2.8%	LOW
		2023	1.6%	2.3%	3.2%	LOW
		2024	1.1%	2.8%	3.2%	LOW
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2020	46.4%	45.2%	46.9%	LOW
		2021	47.3%	45.9%	47.4%	LOW
		2022	47.6%	45.5%	47.6%	LOW
		2023	45.7%	44.7%	47.5%	LOW
		2024	47.1%	47.4%	49.1%	LOW
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2020	38.1%	16.6%	17.1%	LOW
		2021	18.4%	16.8%	16.5%	LOW
		2022	32.3%	17.0%	17.2%	LOW
		2023	27.1%	16.9%	17.9%	LOW
		2024	20.8%	14.7%	12.7%	LOW

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

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Howick Tp

NOTES

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

Supplementary Indicators of Sustainability and Flexibility

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

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.
A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

Additional Notes on what Financial Indicators may indicate:

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

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

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

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

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

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

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

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

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Howick Tp

CALCULATIONS

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

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

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

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

Total Reserves and Reserve Funds as a % of Municipal Expenses

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

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

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

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

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

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

SLC 51 9910 10 / SLC 51 9910 06

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

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

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:	November 17, 2025
MSO Office:	Western
Prepared By:	Payton E

2024 FIR Load Status:	Accepted Clean
Last Updated:	August 13, 2025

2024 Households:	1,531
2024 Population:	4,045
2025 MFCI Index: ^{*8}	3.8

Median Household Income: ^{*4}	84,000
2025 Annual Repayment Limit:	1,260,936
Borrowing Capacity 7% over 10 yrs:	8,856,287

STATISTICAL INFORMATION

						2024 AVERAGES FOR:					
	2020	2021	2022	2023	2024	South - LT - Counties - Rural	PROVINCE	24/23 %	23/22 %	22/21 %	21/20 %
	FY20	FY21	FY22	FY23	FY24						
Population ^{*3}	2,882	3,870	4,040	4,045	4,045	6,351	48,605	0.0%	0.1%	4.4%	34.3%
Households ^{*3}	1,493	1,493	1,499	1,520	1,531	3,217	19,337	0.7%	1.4%	0.4%	0.0%
Municipal Expenses ^{*7}	\$ 4,213,068	\$ 4,287,479	\$ 4,846,911	\$ 5,265,201	\$ 5,797,476	\$ 12,656,366	\$ 190,475,012	10.1%	8.6%	13.0%	1.8%
Own Source Revenues	\$ 4,436,835	\$ 4,449,756	\$ 4,896,959	\$ 5,317,770	\$ 5,767,590	\$ 11,916,661	\$ 155,943,248	8.5%	8.6%	10.1%	0.3%
Own Source Revenue per Household	\$ 2,972	\$ 2,980	\$ 3,267	\$ 3,499	\$ 3,767	\$ 3,791	\$ 4,574	7.7%	7.1%	9.6%	0.3%
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	75.1%	86.7%	75.9%	79.0%	82.2%	79.6%	74.7%	4.1%	4.0%	-12.4%	15.4%
Total Revenues	\$ 5,904,770	\$ 5,133,366	\$ 6,449,797	\$ 6,733,411	\$ 7,015,867	\$ 15,011,109	\$ 230,792,289	4.2%	4.4%	25.6%	-13.1%
Annual Repayment Limit	\$ 910,139	\$ 1,053,987	\$ 1,037,207	\$ 1,032,369	\$ 1,155,874	\$ 4,307,893	\$ 28,359,104	12.0%	-0.5%	-1.6%	15.8%
Own Purpose Taxation	\$ 3,666,472	\$ 3,697,745	\$ 3,844,375	\$ 4,124,023	\$ 4,482,801	\$ 7,384,000	\$ 86,089,031	8.7%	7.3%	4.0%	0.9%
Direct Water Billings as % of Gross Water Expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	63.6%	63.6%				
Taxable Res. Assessment as a % of Total Taxable Assessment	65.2%	65.1%	64.3%	64.9%	63.9%	82.5%	80.1%				

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

						2024 AVERAGES FOR:					
	2020	2021	2022	2023	2024	South - LT - Counties - Rural	PROVINCE	24/23 %	23/22 %	22/21 %	21/20 %
	FY20	FY21	FY22	FY23	FY24						
Taxable	480,439,614	488,896,985	485,961,635	495,455,843	497,568,653	1,141,538,530	11,057,670,853				
PIL	16,940	4,800	4,800	4,800	4,800	16,480,730	146,123,135				
Total	480,456,554	488,901,785	485,966,435	495,460,643	497,573,453	1,158,019,260	11,203,793,989				

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:	November 17, 2025
MSO Office:	Western
Prepared By:	Payton E

2024 FIR Load Status:	Accepted Clean
Last Updated:	August 13, 2025

2024 Households:	1,531
2024 Population:	4,045
2025 MFCI Index: ^{*8}	3.8

Median Household Income: ^{*4}	84,000
2025 Annual Repayment Limit:	1,260,936
Borrowing Capacity 7% over 10 yrs:	8,856,287

RESIDENTIAL TAXES

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
# of Residential Households	1,456	1,460	1,460	1,467	1,474	3,577	12,332	0.5%	0.5%	0.0%	0.3%
Avg Municipal Property Taxes Per Avg Residential Household	\$ 2,539	\$ 2,579	\$ 2,630	\$ 2,801	\$ 2,973	\$ 2,888	\$ 2,954	6.1%	6.5%	2.0%	1.5%
Avg Total Property Taxes per Avg Residential Household	\$ 2,852	\$ 2,894	\$ 2,946	\$ 3,119	\$ 3,291	\$ 3,283	\$ 3,353	5.5%	5.9%	1.8%	1.5%
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	4.4%	4.4%	4.5%	4.8%	3.9%	3.8%	4.2%				
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	1,375	1,379	1,379	1,387	1,394	2,917	11,867	0.5%	0.6%	0.0%	0.3%
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	\$ 2,629	\$ 2,658	\$ 2,711	\$ 2,897	\$ 3,064	\$ 2,869	\$ 2,930	5.8%	6.9%	2.0%	1.1%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	\$ 2,953	\$ 2,983	\$ 3,037	\$ 3,226	\$ 3,391	\$ 3,260	\$ 3,322	5.1%	6.2%	1.8%	1.0%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	4.5%	4.6%	4.7%	4.9%	4.0%	3.8%	4.2%				

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

	2020	2021	2022	2023	2024	24/23 %	23/22 %	22/21 %	21/20 %
Lower / Single-Tier General Rate	0.0074281	0.0075102	0.0077056	0.0081277	0.0086798	6.8%	5.5%	2.6%	1.1%
Upper-Tier General Rate	0.0045702	0.0046056	0.0047037	0.0050091	0.0052359	4.5%	6.5%	2.1%	0.8%
Education Rate	0.0015300	0.0015300	0.0015300	0.0015300	0.0015300	0.0%	0.0%	0.0%	0.0%

TAXES RECEIVABLE

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Total Taxes Receivable less Allowance for Uncollectibles	\$ 348,309	\$ 254,308	\$ 386,114	\$ 367,092	\$ 457,874	\$ 1,234,655	\$ 7,742,370	24.7%	-4.9%	51.8%	-27.0%
Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	5.2%	3.8%	5.5%	4.9%	5.7%	9.0%	10.0%				
Current Year Taxes Receivable as % of Total Taxes Receivable	60.0%	56.1%	57.5%	63.3%	71.7%	64.3%	62.9%				
Working & Contingency Reserves and Discretionary Reserve Funds as % of Current Yr Taxes Rec.	350.8%	545.4%	352.5%	300.0%	192.8%	196.8%	302.8%				
Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable	34.9%	36.5%	35.4%	31.8%	23.1%	26.5%	27.7%				

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Howick Tp

Huron Co

Date Prepared:

November 17, 2025

 MSO Office:

Western

 Prepared By:

Payton E

2024 FIR Load Status:

Accepted Clean

 Last Updated:

August 13, 2025

2024 Households:

1,531

 2024 Population:

4,045

 2025 MFCL Index: ^{*8}

3.8

Median Household Income: ^{*4}

84,000

 2025 Annual Repayment Limit:

1,260,936

 Borrowing Capacity 7% over 10 yrs:

8,856,287

GRANTS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Total Unconditional Grants	\$ 515,900	\$ 510,627	\$ 403,200	\$ 428,200	\$ 431,000	\$ 938,616	\$ 1,039,861	0.7%	6.2%	-21.0%	-1.0%
Ontario Municipal Partnership Fund	\$ 515,900	\$ 456,100	\$ 403,200	\$ 428,200	\$ 431,000	\$ 932,826	\$ 998,325	0.7%	6.2%	-11.6%	-11.6%
As a % of Municipal Expenses	12.2%	10.6%	8.3%	8.1%	7.4%	8.8%	7.6%				
Other	\$ -	\$ 54,527	\$ -	\$ -	\$ -	\$ 5,789	\$ 41,536	0.0%	0.0%	-100.0%	0.0%
Total Ontario Conditional Grants	\$ 484,311	\$ 131,992	\$ 491,752	\$ 547,940	\$ 320,105	\$ 897,778	\$ 39,515,288	-41.6%	11.4%	272.6%	-72.7%
As a % of Municipal Expenses	11.5%	3.1%	10.1%	10.4%	5.5%	6.8%	12.8%				
Total Ontario Conditional and Unconditional Grants											
As a % of Municipal Expenses	23.7%	15.0%	18.5%	18.5%	13.0%	14.5%	21.3%				

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual

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

COVID-19 Municipal Funding - Amounts Recognized

	2022	2023	2024	TOTAL
Safe Restart Agreement - Municipal Operating Funding	\$ -	\$ -	\$ -	\$ -
Provincial COVID-19 Recovery Funding for Municipalities	\$ -	\$ -	\$ -	\$ -
TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED	\$ -	\$ -	\$ -	\$ -
			Funding not recognized:	\$ 373,627
Safe Restart Agreement - Public Transit Funding	\$ -	\$ -	\$ -	\$ -
Social Services Relief Fund (SSRF)	\$ -	\$ -	\$ -	\$ -

* Note: Because a municipality has recognized all of their funding, does not necessarily mean that they have used all of their funding. Some may still be in a reserve / reserve fund.

	2022	2023	2024
Total COVID-19 Expenses as reported on SLC 42 6009 01	\$ -	\$ -	\$ -

TOTAL DEBT BURDEN

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Total Debt Burden	\$ 403,369	\$ 378,705	\$ 283,904	\$ 185,714	\$ 168,304	\$ 4,436,899	\$ 87,511,412	-9.4%	-34.6%	-25.0%	-6.1%
Per Household	\$ 270	\$ 254	\$ 189	\$ 122	\$ 110	\$ 1,388	\$ 1,506	-10.0%	-35.5%	-25.3%	-6.1%
Debt Servicing Cost	\$ 106,615	\$ 105,046	\$ 110,431	\$ 110,439	\$ 79,313	\$ 508,430	\$ 9,025,613	-28.2%	0.0%	5.1%	-1.5%
Per Household	\$ 71	\$ 70	\$ 74	\$ 73	\$ 52	\$ 164	\$ 203	-28.7%	-1.4%	4.7%	-1.5%

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Howick Tp

Huron Co

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MSO Office:	Western
Prepared By:	Payton E

2024 FIR Load Status:	Accepted Clean
Last Updated:	August 13, 2025

2024 Households:	1,531
2024 Population:	4,045
2025 MFCI Index: ^{*8}	3.8

Median Household Income: ^{*4}	84,000
2025 Annual Repayment Limit:	1,260,936
Borrowing Capacity 7% over 10 yrs:	8,856,287

As a % of Municipal Expenses	2.5%	2.5%	2.3%	2.1%	1.4%	3.7%	3.5%
As a % of Own Purpose Taxation	2.9%	2.8%	2.9%	2.7%	1.8%	6.9%	6.7%
As a % of Own Source Revenue	2.4%	2.4%	2.3%	2.1%	1.4%	4.1%	4.2%
As a % of Total Revenues (Less Donated TCAs)	1.8%	2.0%	1.7%	1.6%	1.1%	3.2%	3.0%
Debt Service Coverage Ratio (Target: Ratio >= 2)	23	15	22	21	27	28	21

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LIABILITIES (Including Post-Employment Benefits)

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Temp. Loans for Current Purposes as % of Municipal Expenses	0.0%	0.0%	0.0%	0.0%	0.0%	0.3%	0.5%				
Post-Employment Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,139	\$ 36,022,100	0.0%	0.0%	0.0%	0.0%
Total Reserves and Reserve Funds for Post-Employment Benefits	\$ 17,500	\$ 22,500	\$ 27,500	\$ 32,500	\$ 37,500	\$ 41,938	\$ 7,331,215	15.4%	18.2%	22.2%	28.6%

RESERVES AND RESERVE FUNDS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Total Reserves	\$ 2,803,769	\$ 3,207,212	\$ 3,474,997	\$ 3,586,224	\$ 3,914,358	\$ 6,332,688	\$ 41,759,417	9.1%	3.2%	8.3%	14.4%
Total Discretionary Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,391,035	\$ 81,509,591	0.0%	0.0%	0.0%	0.0%
Total Reserves and Discretionary Reserve Funds	\$ 2,803,769	\$ 3,207,212	\$ 3,474,997	\$ 3,586,224	\$ 3,914,358	\$ 10,723,723	\$ 123,269,007	9.1%	3.2%	8.3%	14.4%
Per Household	\$ 1,878	\$ 2,148	\$ 2,318	\$ 2,359	\$ 2,557	\$ 3,363	\$ 3,694	8.4%	1.8%	7.9%	14.4%
As a % of Total Taxes Receivable	805.0%	1261.2%	900.0%	976.9%	854.9%	986.3%	1009.9%				
As a % of Municipal Expenses	66.5%	74.8%	71.7%	68.1%	67.5%	81.5%	73.0%				
As a % of Own Purpose Taxation	76.5%	86.7%	90.4%	87.0%	87.3%	137.1%	129.8%				

FINANCIAL ASSETS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs)	51.2%	69.5%	65.6%	72.8%	83.8%	27.2%	30.9%				
Net Financial Assets or Net Debt as a % of Own Source Revenues	68.1%	80.2%	86.4%	92.2%	101.9%	34.1%	38.1%				
Net Working Capital as a % of Municipal Expenses	92.8%	108.2%	102.2%	108.9%	113.4%	81.5%	68.0%				
Net Book Value of Capital Assets as a % of Cost of Capital Assets	53.4%	52.5%	52.9%	54.1%	53.4%	52.4%	54.7%				
Asset Sustainability Ratio (Target: > 90%)	279.0%	135.1%	188.3%	208.1%	94.7%	165.3%	201.6%				
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	46.4%	47.3%	47.6%	45.7%	47.1%	49.1%	47.3%				

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SURPLUS / DEFICIT

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						South - LT - Counties - Rural	PROVINCE				
Annual Surplus / (Deficit) (Less Donated TCAs)	\$ 1,691,702	\$ 817,022	\$ 1,582,886	\$ 1,443,110	\$ 1,199,607	\$ 2,087,370	\$ 29,158,163	-16.9%	-8.8%	93.7%	-51.7%
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09)	\$ 2,402,380	\$ 1,511,552	\$ 2,304,528	\$ 1,779,271	\$ 2,048,123	\$ 4,121,471	\$ 47,600,349	15.1%	-22.8%	52.5%	-37.1%
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	38.1%	18.4%	32.3%	27.1%	20.8%	12.7%	16.1%				
Current Ratio (Target: >= 100%)	3023.5%	3218.6%	3760.3%	2545.5%	3219.3%	750.1%	680.1%				

OTHER INDICATORS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:	
						South - LT - Counties - Rural	PROVINCE
Rates Coverage Ratio (Target: >=40%)	100.1%	96.2%	93.0%	89.3%	90.0%	78.3%	73.7%
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	1968.2%	2597.6%	2167.2%	1069.7%	2135.2%	572.16%	511.14%
Operating Balance as a % of Total Revenues (Less Donated TCAs) ^{*5}	28.6%	15.9%	24.5%	21.4%	17.1%	10.6%	13.9%
Cumulative Annual Growth Rate ^{*6}	3.1%	1.7%	1.7%	-3.4%	0.5%	-0.5%	-0.4%
Interest Payments as a % of Total Revenues (Less Donated TCAs)	0.2%	0.3%	0.2%	0.2%	0.2%	1.0%	0.9%

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VULNERABILITY MEASURES

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:					
						South - LT - Counties - Rural	PROVINCE				
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	75.1%	86.7%	75.9%	79.0%	82.2%	79.6%	74.7%	4.1%	4.0%	-12.4%	15.4%
Own Source Revenue per Household	\$ 2,972	\$ 2,980	\$ 3,267	\$ 3,499	\$ 3,767	\$ 3,791	\$ 4,574	7.7%	7.1%	9.6%	0.3%
Avg Municipal Property Taxes Per Avg Residential Household as a % of Median Household Income (Tax Effort)	\$ 2,539	\$ 2,579	\$ 2,630	\$ 2,801	\$ 2,973	\$ 2,888	\$ 2,954	6.1%	6.5%	2.0%	1.5%
	4.4%	4.4%	4.5%	4.8%	3.9%	3.8%	4.2%				

SUPPLEMENTARY INDICATORS OF SUSTAINABILITY, FLEXIBILITY AND VULNERABILITY

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

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

ADDITIONAL NOTES ON WHAT FINANCIAL MEASURES MAY INDICATE:

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

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

Own Source Revenue per Household

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

Average Municipal Property Taxes per Average Residential Household

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

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

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

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Borrowing Capacity 7% over 10 yrs:	8,856,287

*The data and information contained in this document is for informational purposes only. Any use of the data and information in this document should be done by qualified individuals.
 This information is not intended to be used on its own and should be used in conjunction with other financial information and resources available.*

NOTES

- 1* 2020 to 2024 assessment uses phase-in assessment based on 2016 property values.
- 2* Average tax rates are calculated where necessary when amalgamations occur.
- 3* Household and Population data are as reported by the municipality on Schedule 02 of the FIR.
- 4* Median Household Income - Source: Ministry of Finance - 2025 OMPF
- 5* Total Revenues include revenues from other municipalities.
- 6* The Cumulative Annual Growth Rate has been measured over a three year period. Infrastructure Ontario uses a five year period.
- 7* Total Municipal Expenses exclude amounts for other municipalities
- 8* MFCI index - Source: Ministry of Finance (2025 OMPF Calculation). This index is available for northern and rural municipalities only.

NUMBER OF MUNICIPALITIES IN COMPARISON GROUPS

	South - LT - Counties -Rural	Province
2020	146	444
2021	146	443
2022	146	441
2023	135	420
2024	83	283

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CALCULATIONS

STATISTICAL INFORMATION

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

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

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

RESIDENTIAL TAXES

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

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

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

TAXES RECEIVABLE

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

GRANTS

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

COVID - 19

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

TOTAL DEBT BURDEN

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

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Per Household	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 02 0040 01
As a % of Municipal Expenses	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 10 0299 01
As a % of Own Source Revenue	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
As a % of Total Revenues (Less Donated TCAs)	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)
Debt Service Coverage Ratio (Target: Ratio >= 2)	(SLC 10 9910 01 - SLC 40 9910 11 + SLC 40 9910 02 + SLC 40 9910 16) / (SLC 74 3099 01 + SLC 74 3099 02)

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LIABILITIES (Including Post-Employment Benefits)

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

RESERVES AND RESERVE FUNDS

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

FINANCIAL ASSETS

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

SURPLUS / DEFICIT

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

OTHER INDICATORS

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

Staff Report to Council

Report From: Amy Van Meeteren, Treasurer/Manager of Finance

Meeting Date: May 5, 2026

Report: FIN-2026-13
2026 Annual Repayment Limit

Recommendation:

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

Report Overview

Purpose of Report	For Information
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	None
Attachment(s) to Report	Letter from Ministry of Municipal Affairs & Housing 2026 Annual Repayment Limit

Context and Background

The Annual Repayment Limit (ARL) is the maximum amount that a municipality in Ontario can pay each year in principal and interest payments for its long-term debt and other long-term financial commitments.

The ministry first determines the municipality's annual own-source revenues (such as property taxes, user fees and investment income) and multiplies it by 25 percent. Then, the ministry subtracts the municipality's annual existing debt service costs and payments for other long-term financial obligations from the 25 percent figure to calculate the ARL.

The 2026 ARL reflects the most recent financial information submitted by the municipality in its Financial Information Return (FIR). For the Township of Howick, its is based on financial information from our 2024 FIR. Municipalities may only exceed their ARL with prior approval of the Ontario Land Tribunal.

Impact Analysis

The Township of Howick's 2026 repayment limit is \$1,425,789

In comparison to previous years:

2025	\$1,260,936
2024	\$1,155,874
2023	\$1,032,369
2022	\$1,037,207

Linkages

- [Letter from the Ministry of Municipal Affairs and Housing](#)
 - [2026 Annual Repayment Limit](#)
-

Respectfully submitted,

Amy Van Meeteren, Treasurer/Manager of Finance

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
Email: MFPB@ontario.ca

**Ministère des Affaires
municipales et du Logement**

Direction des politiques relatives
aux finances municipales

777, rue Bay, 13^e étage
Toronto ON M7A 2J3
Courriel: MFPB@ontario.ca



April 23, 2026

Dear Municipal Treasurer,

I am pleased to enclose a report showing your municipality's 2026 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations. Your 2026 ARL was calculated based on 25 percent of your net own source revenues as reported in your 2024 Financial Information Return (FIR).

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL without the approval of the Ontario Land Tribunal. When a municipality proposes works that would require long-term borrowing (or other long-term financial obligations), the municipal treasurer is responsible for updating the limit provided by the Ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing. Schedule 81 of the FIR may be among the schedules of interest to the treasurer when updating the municipality's ARL.

If you require any further information, please contact the appropriate Municipal Services Office of the Ministry of Municipal Affairs and Housing (list enclosed).

Yours truly,

A handwritten signature in black ink that reads "Ruchi Parkash". The signature is written in a cursive, slightly slanted style.

Ruchi Parkash
Director

Enclosures

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
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23 avril 2026

Bonjour,

J'ai le plaisir de vous faire parvenir un rapport indiquant la limite de remboursement annuelle (LRA) de votre municipalité pour 2026 en ce qui concerne la dette et les obligations financières à long terme. Le calcul de votre LRA pour 2026 est fondé sur un montant représentant 25 % des revenus autonomes que vous avez indiqués dans votre Rapport d'information financière (RIF) de 2024.

Les municipalités de l'Ontario doivent s'assurer de ne pas dépasser leur LRA sans l'approbation du Tribunal ontarien de l'aménagement du territoire. Lorsqu'une municipalité propose des travaux qui nécessiteraient un emprunt à long terme (ou d'autres obligations financières à long terme), il revient à la trésorière ou au trésorier de la municipalité de mettre à jour la limite indiquée par le ministère. La trésorière ou le trésorier doit déterminer si la LRA de la municipalité est suffisante pour aller de l'avant avec l'emprunt prévu. Elle ou il pourrait notamment prendre en considération l'annexe 81 du Rapport d'information financière lorsqu'il met à jour la LRA de la municipalité.

Si vous avez besoin de renseignements supplémentaires, veuillez communiquer avec le bureau des services aux municipalités concerné (voir la liste ci-jointe) du ministère des Affaires municipales et du Logement.

Veuillez agréer l'expression de mes meilleurs sentiments.

La directrice,

A handwritten signature in black ink that reads "Ruchi Parkash".

Ruchi Parkash
p. j.

2026 ANNUAL REPAYMENT LIMIT (UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE:	52606		
MUNID:	40046		
MUNICIPALITY:	Howick Tp		
UPPER TIER:	Huron Co		
REPAYMENT LIMIT:		\$	1,425,789

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate			
(a)	20 years @ 5% p.a.	\$	17,768,476
(a)	15 years @ 5% p.a.	\$	14,799,197
(a)	10 years @ 5% p.a.	\$	11,009,561
(a)	05 years @ 5% p.a.	\$	6,172,918
7% Interest Rate			
(a)	20 years @ 7% p.a.	\$	15,104,824
(a)	15 years @ 7% p.a.	\$	12,985,959
(a)	10 years @ 7% p.a.	\$	10,014,142
(a)	05 years @ 7% p.a.	\$	5,846,014

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Howick Tp

MMAH CODE:

52606

		1 \$
Debt Charges for the Current Year		
0210	Principal (SLC 74 3099 01)	67,410
0220	Interest (SLC 74 3099 02)	11,903
0299	Subtotal	79,313
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	Total Debt Charges	79,313

		1 \$
Amounts Recovered from Unconsolidated Entities		
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	31,526
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Excluded	31,526
9920	Net Debt Charges	47,787

		1 \$
1610	Total Revenue (SLC 10 9910 01)	7,015,867
Excluded Revenue Amounts		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	28,396
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01)	751,105
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	262,478
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	0
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)	18,784
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	0
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	0
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	0
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	60,802
2299	Subtotal	1,121,565
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	Net Revenues	5,894,302
2620	25% of Net Revenues	1,473,576
9930	ESTIMATED ANNUAL REPAYMENT LIMIT	1,425,789
		(25% of Net Revenues less Net Debt Charges)

* SLC denotes Schedule, Line Column.



Staff Report to Council

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

Meeting Date: May 5, 2026

Report: DPS-2026-10
Fire Department Radio Upgrades

Recommendation:

That the Council of the Township of Howick receive report DPS-2026-10 for information;

And that Council approve an additional \$20,000.00 be drawn from the fire reserves in addition to the \$40,000.00 that was budgeted for in the 2026 Budget for radio system upgrades;

And that Council approve By-law No. 34-2026 being a By-law to Authorize the Entering into and Execution of a Tower Space License Agreement between the Corporation of the Township of Howick and TowerCo Vintage 1 Inc.;

And that Council authorize the Reeve and the CAO/Clerk to sign and execute the agreement.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure People First
Consultations	Corey Wright – Shared Tower Inc. Larry Hartman – Hartman Communications Jesse Foster – MRC Communications
Attachment(s) to Report	Appendix A – By-law No. 34-2026 & Tower Space License Agreement Appendix B – Tower Repeater Drawings Appendix C – Radio System & Repeater Plan

Report Highlights

- \$40,000.00 was allocated in the 2026 capital budget for radio system upgrades for the Howick Township Fire Department and further investigation has found that this amount is insufficient to adequately complete necessary upgrades.
- Staff have worked out a \$0/year Tower Space License Agreement with SharedTower (a.k.a. TowerCo Vintage 1 Inc.) for space on the Gorrie cell tower to install a radio repeater system.
- While there will be significant savings on the agreement itself, there are associated setup costs that were not considered during the budgeting process.
- Increased prices for VHF/UHF radio equipment have also added to the overall project cost.

Context and Background

The Howick Township Fire Department has been subject to radio communication issues, both internally and externally, for some time. The geographic location of the Fire Station, aging equipment, and lack of suitable tower space has all contributed to these issues.

Radio issues include:

- Poor quality communications between units on scene and dispatch.
- Poor quality communications between responding units with each other and/or the fire station.
- Total loss of communications with dispatch based on location.
- Intermittent radio interference.
- Limited pager range.
- Loss of radio stream for the Who's Responding program.
- Poor battery life for aging portable radios.
- Non-functioning equipment.
- Limited local recording of radio traffic for future reference during investigations.
- Ongoing communication issues when participating in Mutual Aid, including other departments paging over radio transmissions, confusion on proper channels depending on what departments are on scene, inability to operate on the Howick channel while out of the area.
- No communication possible between Minto Fire and Howick Fire without physically swapping radios when on scene.

Additionally, some of these same issues are faced by other Huron County fire departments. Currently, there is not a county-wide radio network in place in Huron County. Some departments operate their own isolated systems, while others operate on a common channel, which creates issues when departments are being dispatched while another department is actively engaged in their own emergency.

The Huron County Fire Chiefs have been working towards a unified County radio system for several years and have consulted several vendors and experts for direction. At this time, the Huron County Chiefs are working with Larry Hartman of Hartman Communications to develop a plan for Huron County that can be completed in segments by each respective municipality as their budget allows. Hartman Communications has successfully implemented county-wide radio systems for both Grey and Bruce Counties.

Grey County implemented an advanced Simulcast system that involved significant investment by both the County itself and all the lower-tier municipalities. It also resulted in considerable annual maintenance fees. The County Chiefs unanimously decided that this was not attainable in Huron County, especially without the support of the County itself.

Bruce County has recently implemented a much simpler radio system, which is made up of individual municipal radio systems set up to operate as one by means of programming and common fireground channels. Recently, Chiefs from Bruce County met with the Huron County Chiefs to discuss this setup and how it works for them. It was decided that the Huron Chiefs would pursue a similar system and would begin planning on the department level, while Hartman Communications provides oversight.

As part of this process, staff included \$40,000.00 in the 2026 capital budget to complete upgrades necessary to complete Howick's piece of the Huron County radio puzzle, as well as solve any internal radio issues. This however has proven to be an insufficient amount after further investigation and discussion.

Staff engaged with SharedTower Inc., owners of the newly erected cell tower outside of Gorrie to provide tower space for a radio repeater system. SharedTower has graciously allowed the Township to place equipment on the tower at no cost. While this will save the Township a considerable amount of money in the long term, there are one-time costs that staff were unaware of until conversations with SharedTower began. These include engineering for equipment placed on the tower and the tower site, and a building with hydro to house equipment at the base of the tower. Originally it was assumed that the Township's equipment could be housed in the existing building, however this is not the case.

Additionally, communication challenges have been identified during joint training and mutual aid responses with Minto Fire. Minto (and other Wellington County fire departments) operate on a private UHF radio system, where Howick (and other Bruce, Huron, and Perth County fire departments) operate on a VHF radio system. These two systems are not compatible. The only way to communicate on scene has been to swap radios, which is not ideal. It also limits communication prior to arriving on scene or when responding into the Minto area. Staff have consulted with Minto Fire leadership and agreed that additional radios should be purchased to improve communication between the two departments going forward.

While this equipment was quoted prior to the budgeting process, increased costs have also contributed to the projected project overage. Labour costs for installation work are also still unknown and should be considered when approving additional funds.

Discussion and Staff Recommendation(s)

Staff believe that these upgrades are necessary for safe and effective fire department operations. Poor radio communication has led to delays, confusion, and has ultimately become a safety issue. Firefighters are expected to work in hazardous environments and often their radios are their lifeline.

Our radios have exceeded their useful life and are actively deteriorating. Battery life is poor, and some radios have stopped working entirely. It is recommended that all fireground radios be replaced at once, except for some of the more recently purchased Kenwood NX5200 command radios. Staff have elected to replace the existing Motorola equipment with Kenwood, which is equally capable but is generally lower cost. This would also improve compatibility between existing Kenwood equipment and the anticipated Kenwood repeater system. The base radio and one of the vehicle radios also need to be replaced and brought up to modern standards. Additionally, an in-vehicle repeater is recommended in Car 2 to aid at scenes on the edge of the tower repeater's coverage area. This equipment will be supplied by Hartman Communications, which is Howick's current radio system and service vendor.

UHF radio equipment compatible with Minto Fire will be supplied by MRC Communications, the radio system and service vendor for Minto. Howick has worked with this vendor in the past. Due to the nature of the system, the only option is Motorola equipment, and it must be procured through the system administrator.

The tower repeater equipment must be in a secure and weathertight building. Staff have found a suitable prefabricated building at Dobson's Storage Solutions in Palmerston that is available immediately. This building will require hydro service installed. Staff have consulted with a local electrician regarding the installation work but there is no quote provided as of this report. Wightman Telecom was also consulted regarding a future fiber optic connection to the building. Staff believe this is the lowest cost option given the site restrictions and building requirements. This building is large enough to house additional radio equipment in the future, which could become a source of revenue for the Township in the future should another party be looking for equipment space at this tower site.

The installation of a Tower repeater, a truck repeater, and replacement of aging radio equipment will make massive improvements to the communication, paging, and mutual aid response capabilities of the Howick Township Fire Department and will bring Huron County one step closer to the overall goal of a county-wide radio system.

Impact Analysis

The original budget for the radio system project was \$40,000.00. Staff are seeking an additional \$20,000.00 from the fire reserve to adequately cover the additional equipment expenses, as well as projected labour costs.

The current estimated costs are as follows:

- VHF Portable Radios and Chargers - **\$18,586.73**
 - 16x New Kenwood NX1200 portable radios
 - 13x Speaker Mics
 - 3x Headset Mics
 - 2x 6-Bank Chargers with brackets
 - 2x 2-Bank Chargers with brackets
 - 6x Lightly Used Kenwood NX1200 with Speaker Mics (already purchased)
 - 2x Lightly used Kenwood NX5200 with Speaker Mics (already purchased)
- UHF Portable Radios and Chargers - **\$7,122.43**
 - 3x Motorola R7 with Speaker Mic
- Mobile Radios - **\$5,186.99**
 - 1x Kenwood NX5700 Mobile
 - 1x Motorola XPR5550E Mobile
 - 1x Kenwood NX5700 Truck Repeater, Antenna, Filter
- Base Radio - **\$1,356.11**
 - 1x Kenwood NX5700 Base Radio, DMR and SD License
- Tower Repeater - **\$23,771.81**
 - Kenwood NXR1700 Digital/Analog Repeater
 - VHF 4 Dipole Antenna, Cabling, Hardware
 - VHF Duplexer
 - Battery and Surge Protector
 - Pre-fab Equipment Shelter/Building
 - Engineered Drawings

Total Estimated Equipment Costs (including HST) - **\$56,024.07**

Total Estimated Equipment Costs (including uncollectable HST) - **\$50,451.41**

Some of the above equipment costs, such as the truck repeater and tower repeater, included estimated labour and installation costs built in. However, there will be other costs, including electrical install, radio programming, and site prep. These full costs are still unknown. While the equipment pricing is just over \$50,000.00, it is recommended that up to \$60,000.00 be approved to allow for any additional costs for this project.

Linkages

[Appendix A – By-law No. 34-2026 & Tower Space License Agreement](#)

[Appendix B – Tower Repeater Drawings](#)

[Appendix C – Radio System & Repeater Plan](#)

Respectfully submitted,

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

Corporation of the Township of Howick

By-law No. 34-2026

Being a by-law to Authorize the Execution of a Tower Space License Agreement Between the Corporation of the Township of Howick and TowerCo Vintage 1 Inc.

WHEREAS Section 5(3) of the Municipal Act, 2001, Chapter 25 provides that, except where otherwise provided, the powers of the Council shall be exercised by by-law;

AND WHEREAS the Corporation of the Township of Howick ("Township") deems it expedient to enter into a Tower Space License Agreement with TowerCo Vintage 1 Inc. for the installation of a VHF radio repeater system for the Howick Township Fire Department;

NOW THEREFORE the Council of the Corporation of the Township of Howick hereby enacts as follows:

1. That the Reeve and the Chief Administrative Officer/Clerk are hereby authorized to sign on behalf of the Township of Howick the agreement attached hereto and marked as Schedule "A" to this By-law.
2. That this by-law shall come into force and effect on the date of final passing thereof.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Licensor Site ID: STC0262
 Licensor Site Name: Wroxeter

Licensee Site ID:
 Licensee Site Name:

EXHIBIT "E" - TOWER SPACE LICENSE AGREEMENT

This Tower Space License Agreement, hereinafter referred to as the "Agreement", is made as of the last day executed below by and between **TowerCo Vintage 1 Inc.** ("Licensor") and **The Corporation of the Township of Howick** ("Licensee").

1. **Licensed Space and Use.** Licensor hereby grants a license to Licensee to use the following space at Licensor's tower site (the "Tower") which is further described on Exhibit A in the locations designated by Licensor and shown on Exhibit B:

- Tower space
- ground space for placement of pad or shelter (the "Shelter") for Licensee's base station equipment consisting of approximately 75.5 square feet
- space required for Licensee's cable ladders, cable runs and cable bridges to connect the Equipment,

together with reasonable access thereto (collectively, the "Site") for the purpose of installing, removing, repairing, operating and maintaining, at its expense, utility meters and related equipment provided for on Exhibit C (the "Equipment"). Licensee acknowledges and agrees that it is the intent of Licensor to accommodate as many users as possible on the Tower and that Licensor may license space at the Site to any other user such use shall not interfere with Licensee's Equipment. Licensee will use the Site in a manner which will not unreasonably disturb the occupancy of the other users of the Site.

2. **Term.** The "Term" of this Agreement shall run for the duration of the Head Lease, unless terminated early in accordance with this Agreement.

3. **Head Lease.** Licensee acknowledges that Licensor is in possession of the Site as fee owner or lessee under a ground lease (the "Head Lease"), and that the Term of this Agreement shall be reduced if Licensor's Head Lease expires or is terminated for any reason during the Term of this Agreement, in which event this Agreement shall be deemed to expire on the same date. Licensor will not do, permit or suffer anything to be done which could be construed to be a violation of the Head Lease. This Agreement is subordinate to any mortgage, debenture, deed of trust, or any similar encumbrance which is now or may in the future be registered against Licensor's interest in the Tower or the Site.

4. **License Fees.** The license fees for this Agreement will be NIL Dollars (\$0.00) ("Fees"). If Licensee requests permission to install additional equipment on the Site other than that provided for in Exhibit C, Licensee must follow Licensor's standard approval process for equipment augments

5. **Utilities.** Licensee will pay for all utilities used by it at the Site and will install its own electric meter in accordance with Licensor's specifications, at its own expense. Licensee will be responsible directly to the appropriate utility companies for all utilities required for Licensee's use of the Site. If a separate service cannot be installed due to the local distribution company's requirements, Licensee will install a check meter at its expense to measure its electrical consumption. Licensee shall be responsible for any upgrade costs to Licensor's service(s) to meet Licensee's requirements.

6. **Access and Security.**

(a) Notwithstanding anything contained in this Agreement, Licensee's access is subject to any restrictions contained in the Head Lease, and subject to reasonable rules and regulations issued by Licensor which govern conduct and general and emergency access procedures.

(b) Subject to paragraph (a) and Section 9, Licensee will have the reasonable right of access to the Tower where the Equipment is located; provided that Licensee must give Licensor forty-eight (48) hours prior written notice. Licensee will have unrestricted access twenty-four (24) hours a day seven (7) days a week to the Shelter. In the event of an emergency situation which poses an immediate threat of substantial harm or damage to persons and/or property (including the continued operations of Licensee's equipment) which requires entry on the Tower, Licensee may enter same and take the actions that are required to protect individuals or personal property from the immediate threat of substantial harm or damage; provided that promptly after the emergency entry and in no event later than twenty-four (24) hours, Licensee gives verbal and written notice to Licensor of Licensee's entry onto the Site.

(c) Emergency disconnection of the Equipment by Licensor is permitted if Licensor reasonably apprehends an imminent threat or danger to the public, person, property or the environment. Where practical, Licensor will notify Licensee prior to performing such emergency procedures and costs for same shall be borne by the party responsible for the threat or danger.

7. **Installation and Improvements.**

(a) Prior to installing or allowing any Equipment to be installed at the Site or making any changes, modifications or alterations to such Equipment, Licensee, at its sole expense, will obtain all required approvals and will submit to Licensor plans, specifications and proposed dates of the planned installation or other activity, for Licensor's approval which approval will not be unreasonably withheld, including, if requested by Licensor, a tower loading study and/or an intermodulation study performed and certified by an independent licensed professional engineer at Licensor's expense. All installation of or other work on the Equipment on the Tower will be at Licensee's sole expense and the Licensor may require that such work is performed by its agent or contractor. Licensor may require that its employees or authorized agents be present to supervise the work at Licensee's sole cost and expense. Licensee shall require all of its workers and employees to comply with the provisions of all federal, provincial and local laws, statutes, rules, regulations, guidelines, notices, orders and amendments respecting occupational health and safety, the environment and workers' compensation. All installations, operation and maintenance of Equipment must be in accordance with applicable safety laws and regulations and pursuant to the Licensor's prior written consent. Licensor reserves the right to prohibit operation of any Equipment it reasonably deems to be improperly installed, unsafe or not included in the installation design plan. Licensor agrees to cooperate with Licensee's reasonable requests, at Licensee's expense, with respect to obtaining any required zoning approvals for the Site and any improvements.

(b) Licensee shall install, operate, ground and maintain the Equipment in a good and workmanlike manner in accordance with sound engineering standards, the "as-built" drawings referenced below and to the satisfaction of Licensor. The "as-built" drawings will be deemed incorporated as an exhibit to this Agreement. Upon any non-compliance with the approved plans or failure to deliver "as-built" drawings within the time period set out above, Licensor shall have the right without further notice to remove and/or disconnect and/or store

the Equipment at Licensee's expense and Licensor shall not be liable for any loss caused by Licensor's actions with respect to the removal and/or disconnection and/or storage.

8. **Assignment/Subletting.** Licensee may not assign, transfer or sublicense this Agreement without the prior written consent of Licensor, which consent may be arbitrarily withheld. Licensor may assign this Agreement without consent together with the Head Lease, whereupon Licensor shall be relieved of all liability hereunder.

9. **Scheduled Interruptions.** Upon written notice by Licensor to Licensee not less than five (5) days beforehand, Licensee will cooperate with Licensor in reducing power, or interrupting its activities for limited periods of time in the event of an emergency or in order to permit the safe installation of new equipment or new facilities at the Site or to permit repair to facilities of any other user of the Site or to the related facilities. Notwithstanding anything to the contrary, unless otherwise agreed upon between Licensor and Licensee, there shall be no interference or interruptions with respect to radio equipment used by the Fire Station.

10. **Compliance with Laws.** Licensee agrees to accept the Site and the Tower in an "as is" condition. Licensor represents that the Tower is in compliance with laws, codes and regulations of applicable governmental authorities. Licensee will comply with all applicable laws relating to its possession and use of the Site and the Equipment.

11. **Insurance.** Licensee will procure and maintain commercial general liability and property damage policies, with limits of not less than \$5,000,000 per occurrence for general liability and \$2,000,000 for property damage, or such higher limits as Licensor may reasonably require from time to time. Prior to commencing any work, and on each anniversary of the Commencement Date, Licensee will deliver a certificate of insurance to Licensor evidencing such policies. Such policies will provide that cancellation or termination will not occur without at least thirty (30) days prior written notice to Licensor. Licensee will cause Licensor and its mortgagee or secured lender, if applicable, to be added as an additional insured to the commercial general liability policy. If Licensee fails to maintain insurance as required or fails to furnish satisfactory evidence thereof, Licensor may forthwith terminate this Agreement or, in its discretion, may effect such insurance and any premium paid by Licensor shall be recoverable from Licensee on demand together with a 15% administration fee.

12. **Indemnity.** Licensee indemnifies and holds Licensor harmless from any and all actions, suits, claims, damages, costs (including legal costs) and liabilities or losses which arise out of or are a result of:

- (a) any breach, violation or non-performance of the terms, covenants and obligations on the part of Licensee, its servants, agents, employees or contractors, set out in this Agreement;
- (b) any damage, including environmental contamination, to (A) the Site, (B) any property of the landlord under the Head Lease, or (C) any property of Licensor or of any other user of the Site, occasioned by the use of the Site or the Equipment by Licensee, its servants, agents, employees or contractors;
- (c) any injury to or death of any person resulting from the use of the Site or the Equipment by Licensee, its servants, agents, employees or contractors;

This indemnity shall survive expiration or termination of this Agreement.

13. **Release.** In no event shall Licensor be liable to Licensee either for (a) any loss or damage that may be occasioned by or through the acts or omissions of Licensee or other users of the Site, or any of their servants, agents, employees or contractors, (b) any temporary interruption in power supplied or provided to the Site, (c) loss or damage sustained by reason of any business interruption suffered by reason of any casualty damage or expropriation, or (d) any consequential damages, lost profits or loss of revenue regardless of causation. This Section shall survive expiration or termination of this Agreement.

14. **Interference.** Should Licensee's Equipment cause interference with Licensor or any other user of the Site, Licensor will provide Licensee with written notice of such interference. Within forty-eight (48) hours of receiving such notice, Licensee will eliminate the interference or suspend its operations and/or remove that of its Equipment sufficient to eliminate the interference. Should Licensee fail to comply with the foregoing, Licensor shall have all rights to any legal means necessary including injunctive relief and self-help remedies to cause Licensee to cease operation. Licensor may require that an intermodulation study be conducted at Licensee's cost. If the operations of any other user on the Tower interferes with the Licensee's Equipment, and such interference is not corrected within thirty (30) days' written notice, and such interference precludes Licensee from using the Site for its intended purpose, Licensee may terminate this Agreement.

15. **Termination by Licensee.** Licensee may terminate this Agreement at any time on thirty (30) days' written notice to Licensor without further liability.

16. **Default.** The following events shall be deemed to be events of default by Licensee under this Agreement: (i) Licensee shall fail to pay any sum of money due hereunder and such failure shall continue for a period of fifteen (15) days after written notice from Licensor of such failure; (ii) Licensee shall fail to comply with any provision of this Agreement not requiring the payment of money, all of which terms, provisions and covenants shall be deemed material and such failure shall continue for a period of thirty (30) days after written notice from Licensor of such default, provided, however, if such condition cannot reasonably be cured within such thirty (30) day period, it instead shall be an event of default if Licensee shall fail to commence to cure such condition within such thirty (30) day period and/or shall thereafter fail to prosecute such case diligently and continuously to completion within thirty (30) days of the date of Licensor's notice of default; (iii) bankruptcy, insolvency or winding up, of Licensee, (iv) the appointment of any receiver in respect of any of the assets or business of Licensee, or (v) seizure of any of Licensee's property at the Site by any third party. Upon the occurrence of any event of default by Licensee, Licensor may pursue any remedies available to it at law or equity, including, without limitation, the right to (i) terminate this Agreement, (ii) perform such covenant or cure such default on behalf of Licensee, and at Licensee's expense, or (iii) remove and/or disconnect the Equipment. Further, Licensor may accelerate and declare the entire unpaid Fees for the balance of the Term to be immediately due and payable forthwith.

17. **Relocation.** Licensor will have the right to relocate the Equipment, or any part thereof to an alternate location on the Tower (the "Relocation Site") if determined necessary by Licensor; provided, however, that such relocation will (i) be at Licensee's sole cost and expense, (ii) not unreasonably result in any interruption of the communications service provided by Licensee from the Site, and (iii)

not impair, or in any manner alter, the quality of communications service provided by Licensee on and from the Site. Licensor will exercise its relocation right by delivering written notice to Licensee. In the notice, Licensor will propose an alternate site on the Tower to which Licensee may relocate the Equipment. Licensee will have sixty (60) days from the date it receives the notice to evaluate the proposed Relocation Site, during which period Licensee will have the right to conduct tests to determine the technological feasibility of the Relocation Site. Failure to respond in writing within the sixty (60) day period will be deemed an approval. If Licensee disapproves such Relocation Site, acting reasonably, then Licensor may thereafter propose another Relocation Site by notice to Licensee in the manner set forth above. Licensee will have a period of sixty (60) days after approval of the Relocation Site to relocate the Equipment at its own expense to the Relocation Site. Any revised plans will be incorporated as exhibits in this Agreement.

18. **Hazardous Substances.** Licensor represents that it has no knowledge of any substance, material, waste, gas or particulate matter which is defined as a “hazardous waste,” “hazardous material,” “hazardous substance,” or is otherwise regulated or controlled under any provision of the applicable provincial environmental laws (the “Environmental Laws”) in the Province that the Tower is located in, beyond levels of concentration that would trigger response or remedial action under any Environmental Laws. Neither Licensee nor Licensor will not introduce or use any such substance on the Site in violation of any applicable Environmental Law, or permit any discharge or release of such substance on the Site.

19. **Liens.** Licensee will not permit any construction or other similar lien to be registered against title to the property at which the Site is located for any labour or material furnished by Licensee in connection with work performed at the Site by or on behalf of Licensee. In the event that any lien will be so registered, Licensee will, within ten (10) days after the date of registration, cause the same to be released or discharged, failing which Licensor may take action as Licensor deems necessary to remove same, and the entire cost thereof will be immediately due and payable by Licensee to Licensor.

20. **Notices.** All notices, demands, requests, consents, approvals and other instruments required or permitted to be given pursuant to this Agreement will be in writing, signed by the notifying party, or officer, agent or attorney of the notifying party, and will be deemed to have been effective upon delivery if served personally, by overnight courier service, or by registered mail, postage prepaid, return receipt requested, and addressed as follows:

To Licensor:	TowerCo Vintage 1 Inc. 1300 Cornwall Road, Unit 101 Oakville, Ontario L6J 7W5
GST/HST #:	779900307
To Licensee:	The Corporation of the Township of Howick 44816 Harriston Road, Gorrie, Ontario N0G 1X0
GST/HST #:	10813286 RT0001

The address to which any notice, demand, or other writing may be delivered to any party as above provided may be changed by written notice given by the party as above provided.

21. **Casualty Damage or Expropriation.** In the event of any damage, destruction or expropriation of the Site, or any part thereof, not caused by Licensee, that renders the Site unusable or inoperable, Licensor will have the right to terminate this Agreement within sixty (60) days after the damage, destruction or expropriation. If Licensor does not terminate this Agreement: (i) the Fees payable hereunder will be reduced or abated in proportion to the actual reduction or abatement of use of the Site by Licensee; and (ii) Licensor will make any necessary repairs to the Tower caused by the damage or destruction except that Licensor’s obligation to restore shall not require Licensor to spend for such work an amount in excess of the insurance proceeds actually received by Licensor as a result of the casualty damage. In the event Licensor has not repaired, replaced or rebuilt the Tower within one hundred and eighty (180) days after the damage or destruction, then Licensee may terminate this Agreement. Licensor acknowledges that Licensee may have certain emergency procedures that Licensee may desire to implement, including the temporary location of a cell on wheels on the Site, in the event of damage or destruction to the Tower. To the extent possible, Licensor will cooperate with Licensee in Licensee’s implementation of its emergency responses as the same may exist from time to time.

22. **Miscellaneous.**

- (a) This Agreement shall be binding upon and shall enure to the benefit of the parties hereto and their respective successors and permitted assigns.
- (b) The parties intend that this Agreement will be governed by the laws of the Province in which the Site is located.
- (c) The waiver by any party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
- (d) The headings of sections and subsections are for convenient reference only and will not be deemed to limit, construe, affect, modify or alter the meaning of the sections or subsections.
- (e) Time is of the essence of Licensor’s and Licensee’s obligations under this Agreement.
- (f) Invalid provisions of this Agreement are severable and do not impair the validity of the balance of the Agreement.
- (g) This Agreement (including the exhibits) constitutes the entire Agreement between the parties concerning the Site and supersedes all prior written and verbal agreements, representations, promises or understandings between the parties. Any amendments to this Agreement must be in writing and executed by both parties.
- (h) Intentionally deleted.
- (i) This Agreement creates a license only and Licensee acknowledges that Licensee does not and shall not claim any interest or estate of any kind or extent whatsoever in the Tower or Site by virtue of this Agreement or Licensee’s use of the Tower or Site. The relationship between Licensor and Licensee shall not be deemed to be a “landlord-tenant” relationship nor a “sublandlord-subtenant” relationship and Licensee shall not be entitled to avail itself of any rights afforded by law to tenants or subtenants. No partnership, joint venture or any agency relationship is created or intended to be created between Licensor and Licensee. The only relationship between them is that of independent contractors.
- (j) Neither this Agreement nor notice or caveat thereof, may be registered on title to the property upon which the Site is located.
- (k) Wherever a party to this agreement shall be unable to fulfil, or is delayed in fulfilling any of their obligations by reason of strike, lockout, war, material or labour shortage, national emergency, flood,

fire or other casualty or matter not within its control, then they shall be relieved from the fulfilment of such obligation for the period such condition exists.

(l) Licensee agrees to keep this Agreement and its terms, and those of the Head Lease, strictly confidential and not disclose them unless compelled by law.

The following Exhibits are attached to and made a part of this Agreement:

Exhibit A – Tower Site – Legal Description of Property

Exhibit B – Locations of Equipment

Exhibit C – List of Equipment

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the last day and year specified below.

LICENSOR: TOWERCO VINTAGE 1 INC.

LICENSEE: THE CORPORATION OF THE TOWNSHIP OF HOWICK

Per: _____

Name: _____

Title: _____

I have the authority to bind the Corporation.

Date: _____

Per: _____

Name: Doug Harding

Title: Reeve

I have the authority to bind the Corporation.

Date: May 5, 2026

Per: _____

Name: Caitlin Gillis

Title: Chief Administrative Officer / Clerk

I have the authority to bind the Corporation.

Date: May 5, 2026

EXHIBIT A

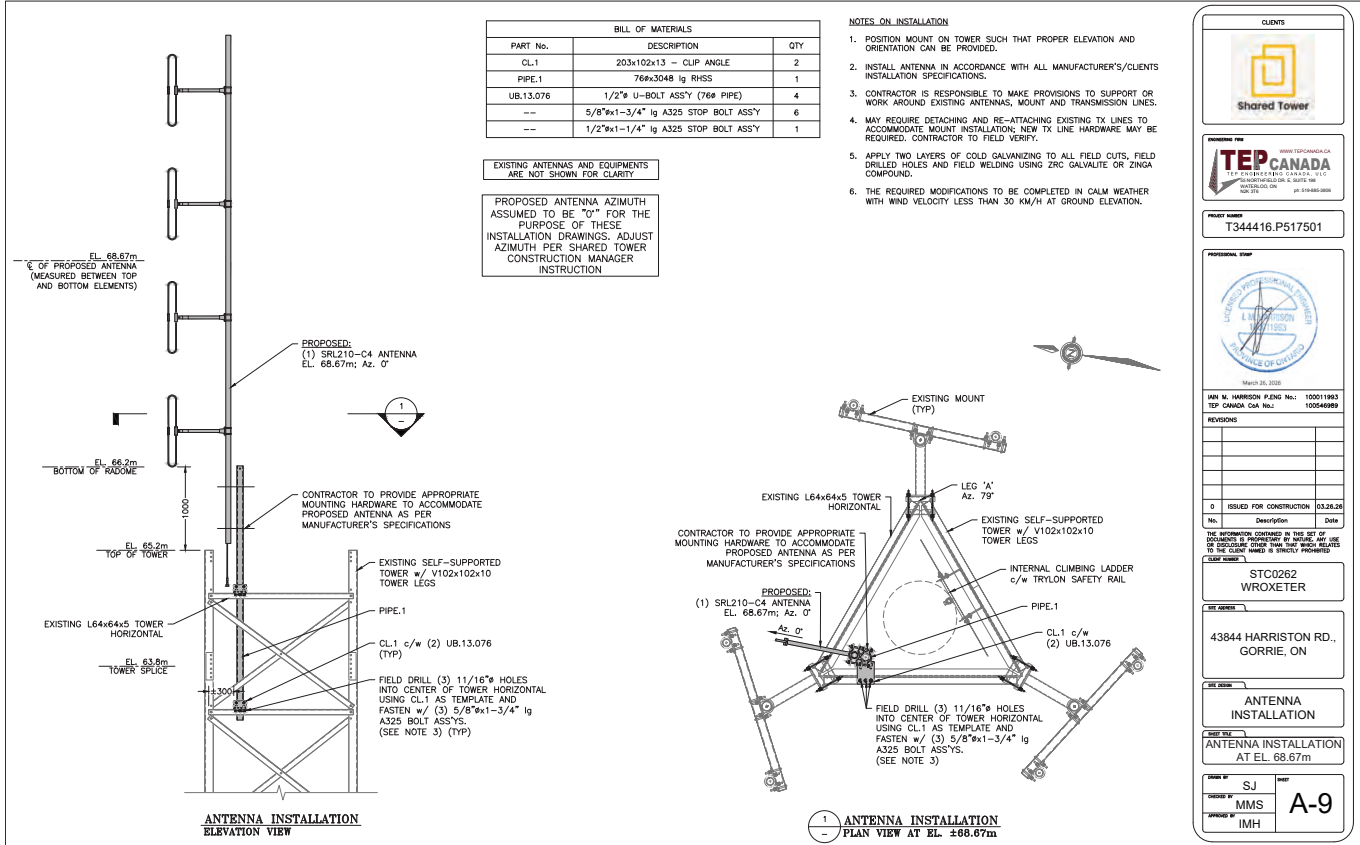
Municipal address: 43844 Harriston Rd, Gorrie, Ontario, N0G 1X0

Legal Description: PT LT 2 CON 9 HOWICK; PT LT 3 CON 9 HOWICK AS IN R311632 & R308472 TOWNSHIP OF HOWICK


PIN: 410290050

EXHIBIT B


LOCATIONS OF EQUIPMENT



CLIENTS




ISSUED FOR



PROJECT NUMBER
T344416.P517501

PROFESSIONAL STAMP



March 26, 2020
IAN M. HARRISON P.ENG No.: 100011993
TEP CANADA Cdn. No.: 10054999

REVISIONS

No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.26.20

STC0262
WROXETER

43844 HARRISTON RD.,
GORRIE, ON

ANTENNA INSTALLATION

ANTENNA INSTALLATION
AT EL. 68.67m

SCALE

SCALE BY	SJ	DATE	
CHECKED BY	MMS		
APPROVED BY	IMH		A-9

EXHIBIT C

LIST OF EQUIPMENT

Antenna(s):

Quantity: 1
Type: dipole antenna
Manufacturer: Sinclair
Model: SRL210-C4
Dimensions: 6096mm x 584mm x 102mm
Weight: 20.66 kg
Mounting: 2x #130 clamp recommended (clamps not supplied)

At approximately the _____ ' height level

At approximately the _68.67' height level

At approximately the _____ ' height level

____°, ____° & ____°

____°

Base of the antenna:66.2

Centerline of the antenna:67.47

Tip of the antenna: 68.67

Orientation:0

Downtilt:0

Mount Type:

Cable: LDF4-50A Heliac

Number of Lines: 1

Type:

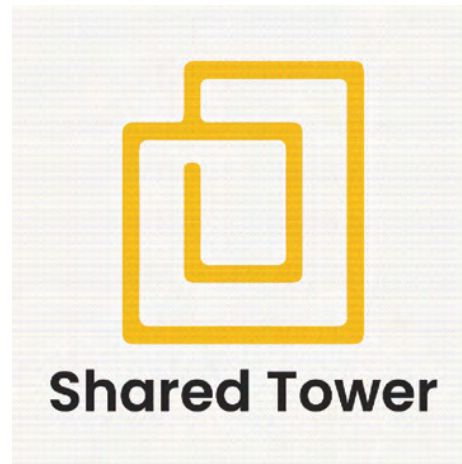
Size: 200ft

Ground Space Requirements:

Licensee provided Shelter: Small building inside compound
Dimensions:15m x 15m
Type Shelter: Steel
Existing Shelter Space: 2.6m x 2.7m
Dimensions Needed: 2.6 x 2.7m

Transmitter:

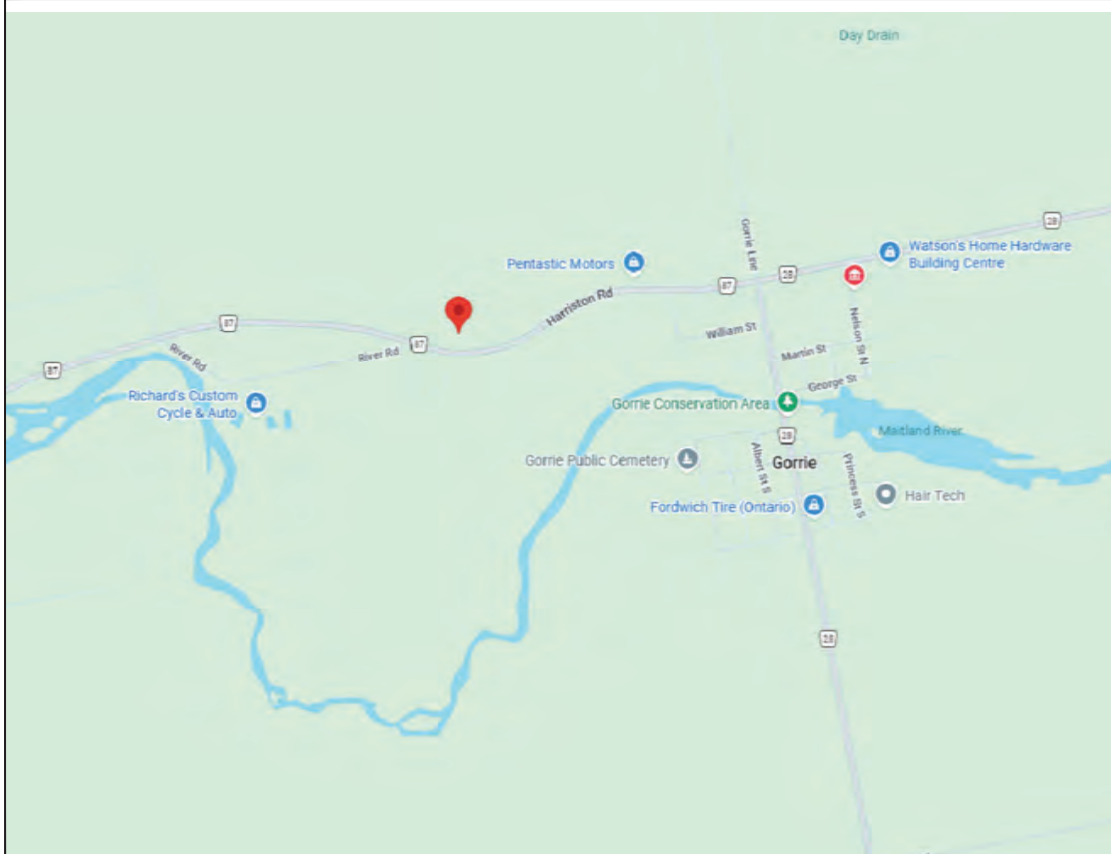
Quantity: 1
Manufacturer: Kenwood
Model: NXR1700
Power Output (Watts): 50



ANTENNA INSTALLATION

SITE NAME: WROXETER
SITE NUMBER: STC0262
PROJECT: N/A

VICINITY MAP



CODE COMPLIANCE

SUBCONTRACTOR'S WORK SHALL COMPLY WITH ALL APPLICABLE CANADIAN, PROVINCIAL AND LOCAL CODES AS ADOPTED BY THE LOCAL AUTHORITY HAVING JURISDICTION (AHJ) FOR THE LOCATION. THE EDITION OF THE AHJ ADOPTED CODES AND STANDARDS IN EFFECT ON THE DATE OF CONTRACT AWARD SHALL GOVERN THE DESIGN.

BUILDING CODE:
 ONTARIO BUILDING CODE

ELECTRICAL CODE:
 CANADIAN ELECTRICAL CODE (LATEST EDITION)
 NATIONAL FIRE CODE (NFC) (LATEST EDITION)

SUBCONTRACTOR'S WORK SHALL COMPLY WITH THE LATEST EDITION OF THE FOLLOWING STANDARDS:
 CSA S37-24 ANTENNAS, TOWER, AND ANTENNA-SUPPORTING STRUCTURES. CONCRETE MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO REQUIREMENTS OF CSA A23.1. TESTING METHODS SHALL CONFORM TO CSA A23.2.
 ALL STEEL FABRICATION AND INSTALLATION SHALL BE IN ACCORDANCE WITH CSA STANDARDS S37-24, AND S16-24 (LATEST EDITION). LAPS, ANCHORAGES AND SPLICES SHALL COMPLY WITH THE REQUIREMENTS OF CSA A23.3.
 ALL STEEL SHALL CONFORM TO CSA G40.21 UNLESS NOTED OTHERWISE.

TOWER INFORMATION

PROPERTY INFORMATION:
 SITE TYPE: 65.2m
 SELF-SUPPORTED TOWER

APPROXIMATE LOCATION:
 LATITUDE: 43.874080° N
 LONGITUDE: 81.123169° W

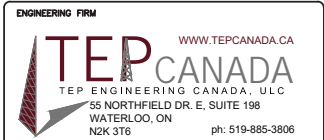
RELEVANT AUDIT:
 POST INSTALLATION INSPECTION
 #T344416.P450392.R00
 DATED APRIL 22, 2025

RELEVANT WORK ORDER:
 EMAIL FROM SHARED TOWER DATED MARCH 12, 2026 (STC0262_NORTH BRUCE FIRE - ENG DRAWINGS AND LETTER)

SHEET INDEX

SHEET	REV	DESCRIPTION
T-1	0	TITLE PAGE
G-1	0	GENERAL NOTES
A-1	0	TOWER PROFILE
A-2	0	Tx LAYOUT
A-3	0	EXISTING SITE LAYOUT
A-4	0	PROPOSED SITE LAYOUT
A-5	0	SHELTER FOUNDATION DETAILS
A-6	0	CABLE TRAY LAYOUT
A-7	0	GROUNDING LAYOUT
A-8	0	GROUNDING DETAILS
A-9	0	ANTENNA INSTALLATION AT EL. 68.67m
F-1	0	PARTS
SD-1	0	STANDARD DRAWING: U-BOLTS

CLIENTS



PROJECT NUMBER:
 T344416.P517501



IAN M. HARRISON P.ENG No.: 100011993
 TEP CANADA CoA No.: 100546989

No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.26.26

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT NAMED IS STRICTLY PROHIBITED.

CLIENT NUMBER:
 STC0262
 WROXETER

SITE ADDRESS:
 43844 HARRISTON RD.,
 GORRIE, ON

SITE DESIGN:
 ANTENNA
 INSTALLATION

SHEET TITLE:
 TITLE PAGE

DRAWN BY: SJ	SHEET T-1
CHECKED BY: MMS	
APPROVED BY: IMH	

GENERAL

1. THE GENERAL STRUCTURAL NOTES ARE INTENDED TO AUGMENT THE DRAWINGS AND SPECIFICATIONS. SHOULD CONFLICTS EXIST BETWEEN THE DRAWINGS, SPECIFICATIONS AND/OR THE GENERAL STRUCTURAL NOTES, THE STRICTEST PROVISION SHALL GOVERN.
2. THE STRUCTURE IS DESIGNED TO BE STABLE AFTER THE CONSTRUCTION IS FULLY COMPLETED. THE CREW MUST FOLLOW APPROVED ERECTION PROCEDURES IN ORDER TO ENSURE THE SAFETY OF THE CONSTRUCTION AND ITS PARTS DURING ERECTION.
3. ALL CONSTRUCTION SHALL COMPLY FULLY WITH THE APPLICABLE PROVISIONS OF THE CANADA LABOUR CODE, AND ALL LOCAL GOVERNING CODES. ALL REQUIREMENTS SPECIFIED IN THE CODES SHALL BE ADHERED TO AS IF THEY WERE CALLED FOR OR SHOWN ON THE DRAWINGS.
4. ALL WORK CONSTRUCTED ACCORDING TO THESE DRAWINGS SHALL BE CHECKED AND VERIFIED BY QUALITY ASSURANCE AS DETERMINED BY THE ENGINEER.
5. WHERE STANDARDS ARE IDENTIFIED WITHOUT A RELEASE DATE IN THESE GENERAL NOTES, THE MOST RECENT VERSION SHALL APPLY.

DESIGN LOADS

1. WIND AND ICE LOADS AS PER CSA S37-24. REFERENCE WIND PRESSURE:
441Pa (50 YEAR RECURRENCE),
346Pa (10 YEAR RECURRENCE).

MINIMUM VALUES OF REFERENCE VELOCITY PRESSURE, q (CLAUSE 5.4.1, S37-24) AND WIND PRESSURE PROFILE, q_n (CLAUSE 5.3.2.1, S37-24) HAVE BEEN RESPECTED.

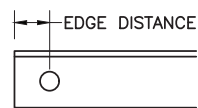
2. RADIAL ICE: 23mm (ASSUMED. SEE CSA S37-24)

FOUNDATIONS

1. THE FOUNDATION DESIGN IS BASED ON LOADS SHOWN ON THE DESIGN PROFILE.
2. A SOIL REPORT IS TO BE COMMISSIONED WHEN THE TOWER LOCATION IS DETERMINED. THE PRELIMINARY FOUNDATION DESIGNS ARE TO BE REVISED ACCORDING TO THE PARAMETERS GIVEN IN THE SOIL REPORT.
3. WHERE SITE CONDITIONS DIFFER FROM THESE DRAWINGS, CONSULT THE ENGINEER ON RECORD.
4. A QUALIFIED FOREMAN OR SUPERVISOR SHALL PERFORM A SITE INSPECTION OF THE FOUNDATION INSTALLATION TO INSURE COMPLIANCE WITH THE PLANS.
5. CHECK AREA FOR LOCATION OF UNDERGROUND PIPES, CABLES, CONDUITS, ETC., PRIOR TO EXCAVATION.
6. ALL WORK SHALL BE DONE IN ACCORDANCE WITH LOCAL CODES AND SAFETY REGULATIONS. PROCEDURES FOR PROTECTION OF EXISTING EXCAVATIONS, CONSTRUCTION AND UTILITIES SHALL BE ESTABLISHED PRIOR TO COMMENCEMENT OF FOUNDATION WORK.
7. BRACING, SHORING, AND SLOPING OF EXCAVATIONS SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL AND FEDERAL CODES AND SAFETY REGULATIONS.
8. WELDING OF REINFORCING STEEL AND EMBEDMENTS IS PROHIBITED UNLESS NOTED OTHERWISE ON DRAWINGS.
9. CONCRETE COVERAGE OVER ALL STEEL SHALL CONFORM TO CSA A23.1, APPLICABLE BUILDING CODE MINIMUM REQUIREMENTS, AND AS SHOWN IN STRUCTURAL DETAILS. THE MINIMUM CONCRETE COVER OVER REBAR SHALL BE 75mm (3").
10. INSPECT BOTTOM OF EXCAVATING PRIOR TO PLACING STEEL CAGE AND CONCRETE TO ENSURE NO SIGNIFICANT AMOUNT OF LOOSE SOIL OR FOREIGN MATERIALS REMAINS. BEARING SURFACES TO BE PLACED ON UNDISTURBED SOIL OR ROCK.
11. SPACING DEVICES SHALL BE USED AS REQUIRED TO MAINTAIN SIDE CLEARANCE BETWEEN THE STEEL REINFORCEMENT AND EXCAVATION WALL.
12. CONCRETE SHALL BE PLACED IN THE EXCAVATION WITHOUT UNDUE DELAY, WITH THE USE OF A CHUTE OR HOPPER DEVICE TO DIRECT THE CONCRETE TO FALL WITHIN THE CENTER OF THE STEEL CAGE. CONCRETE SLUMP SHALL NOT BE LESS THAN 20mm (3/4") NOR MORE THAN 80mm (3-1/4"). CONCRETE SHALL NOT BE ALLOWED TO HIT THE STEEL CAGE, WHICH COULD CAUSE SEGREGATION OF THE MATERIAL.
13. BACK FILL SHALL BE PLACED IN 225-300mm (9-12") HORIZONTAL LIFTS AND COMPACTED TO A MINIMUM 95% OF STANDARD PROCTOR DRY DENSITY. THE FILL MATERIAL SHALL BE FREE FROM LARGE ROCKS, WASTE, AND DEBRIS AND SHALL BE PLACED AT OR NEAR THE OPTIMUM MOISTURE CONTENT. ALSO REFER TO THE SOIL REPORT FOR RECOMMENDED BACKFILL/COMPACTED FILL PROCEDURES.
14. CONCRETE MIXED ON SITE IS NOT PERMITTED UNLESS APPROVED BY THE ENGINEER PRIOR TO CONSTRUCTION.

MAINTAIN MINIMUM EDGE DISTANCES UNLESS NOTED OTHERWISE:

- 22mm FOR 1/2" HARDWARE
- 28mm FOR 5/8" HARDWARE
- 32mm FOR 3/4" HARDWARE
- 38mm FOR 7/8" HARDWARE
- 44mm FOR 1" HARDWARE



ROCK ANCHORS

1. ROCK ANCHORS SHALL BE INSTALLED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS. ALL LOOSE AND WEATHERED ROCK IS TO BE REMOVED BEFORE INSTALLATION.
2. THE ANCHORS SHALL BE SECURELY FASTENED IN PLACE TO PREVENT MOVEMENT DURING GROUTING. GROUTING OPERATIONS SHALL BE IN ACCORDANCE WITH PCA RECOMMENDED PRACTICE, AND ACCORDANCE WITH THE RECOMMENDATIONS OF THE MANUFACTURER.
3. ALL EXPOSED STEEL ITEMS FOR ANCHORAGES, INCLUDING ANCHOR BOLTS, SHALL BE ZINC-COATED IN ACCORDANCE WITH CLAUSE 7.2 OF CSA S37-24, OR OTHERWISE SUITABLY PROTECTED. WHERE ANCHORAGE STEEL IS PARTIALLY EMBEDDED IN CONCRETE THE ZINC COATING SHALL EXTEND A MINIMUM OF 50mm (2") INTO THE CONCRETE.
4. ANCHORAGE STEEL BELOW GRADE THAT IS NOT ENCASED IN CONCRETE SHALL BE GALVANIZED, AND FURTHER CORROSION PROTECTION SHALL BE PROVIDED.

CAST-IN-PLACE CONCRETE

1. CONCRETE MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO REQUIREMENTS OF CSA A23.1. TESTING METHODS SHALL CONFORM TO CSA A23.2.
2. ALL CONCRETE SHALL HAVE A MINIMUM SPECIFIED 28-DAY COMPRESSIVE STRENGTH OF 30MPa, UNLESS NOTED OTHERWISE.
3. ALL REINFORCING STEEL BARS SHALL CONFORM TO CSA G30.18, AND HAVE A YIELD STRENGTH OF 400MPa, UNLESS NOTED OTHERWISE.
4. LAPS, ANCHORAGES AND SPLICES SHALL COMPLY WITH THE REQUIREMENTS OF CSA A23.3.
5. CONCRETE SHALL BE PLACED WITHIN 3 HOURS OF MIXING.

STRUCTURAL STEEL

1. ALL STEEL FABRICATION AND INSTALLATION SHALL BE IN ACCORDANCE WITH CSA S37-24, AND S16-24 (LATEST EDITION).
2. ALL WELDING SHALL BE DONE IN ACCORDANCE WITH CSA STANDARD W59. ALL WELDING TO BE COMPLETED IN A CWB REGISTERED SHOP. FIELD WELDING IS NOT PERMITTED UNLESS APPROVED BY THE ENGINEER PRIOR TO CONSTRUCTION. ALL WELDING TO BE COMPLETED BY CERTIFIED AWS/CWB WELDER AND THEN INSPECTED BY CERTIFIED AWS/CWB WELDING INSPECTOR.
3. BASE MATERIAL SHALL BE CORRECTLY PREHEATED BEFORE WELDING AND POST HEATED AFTER WELDING IN ACCORDANCE WITH THE ENGINEERED WELDING PROCEDURE, WHICH MUST BE APPROVED BY THE CWB.
4. ALL STEEL SOLID ROUND LEGS SHALL CONFORM TO CSA G40.21 GRADE 350W STEEL SPECIFICATION.
5. ALL STEEL ANGLE, PLATE AND MISCELLANEOUS MEMBERS SHALL CONFORM TO CSA G40.21 GRADE 300W STEEL SPECIFICATION.
6. ALL STEEL CHANNEL MEMBERS SHALL CONFORM CSA G40.21 GRADE 300 STEEL SPECIFICATION
7. THE FINISHED DIAMETER OF BOLT HOLES SHALL NOT BE MORE THAN 2mm (1/16") LARGER THAN THE NOMINAL BOLT DIAMETER UNLESS OTHERWISE NOTED.
8. MATERIAL MAY BE CUT BY SHEARING, SAWING, OR CUTTING WITH A ROUTER OR GAS CUT. MATERIAL GREATER THAN 51mm (2") THICKNESS SHALL NOT BE SHEARED.
9. CUT EDGES SHALL BE TRUE AND SMOOTH, AND FREE FROM EXCESSIVE BURRS AND RAGGED BREAKS. SHEARED EDGES OF THICK PLATES SHALL BE PLANED TO A DEPTH OF 6mm (1/4") RE-ENTRANT CUTS SHALL BE AVOIDED. IF USED, THEY SHALL BE FILLETED BY DRILLING PRIOR TO CUTTING.
10. TOLERANCES AS INDICATED IN CSA STANDARD S16-24 SHALL BE CAREFULLY FOLLOWED DURING FABRICATION.
11. PRIOR TO GALVANIZING ALL FABRICATED STEEL SHALL BE THOROUGHLY SHOP INSPECTED AND QUANTITIES COUNTED.
12. ALL BOLTS, WASHERS AND NUTS SHALL CONFORM TO ASTM F3125 GRADE A325, 5/8"Ø UNLESS NOTED OTHERWISE.
13. BOLTS SHALL BE TIGHTENED USING THE TURN-OF-THE-NUT METHOD AS DESCRIBED IN CSA STANDARD S16-24, UNLESS NOTED OTHERWISE.
14. ALL EXPOSED STEEL AND HARDWARE SHALL BE HOT DIPPED GALVANIZED PER CSA STANDARD G164, AFTER FABRICATION, UNLESS NOTED OTHERWISE.
15. WHEN TOWER REINFORCEMENT IS REQUIRED ON A PAINTED TOWER, THE REINFORCEMENT MATERIAL SHALL BE PAINTED IN ACCORDANCE WITH THE REQUIREMENTS OF TRANSPORT CANADA STANDARD 621 OBSTRUCTION MARKING AND LIGHTING. WHITE PAINT SHALL CONFORM WITH UNITED STATES FEDERAL STANDARD FED-STD-595B, PAINT NUMBER 17875. ORANGE PAINT SHALL CONFORM WITH UNITED STATES FEDERAL STANDARD FED-STD-595B, PAINT NUMBER 12197.

GUY WIRES

1. ALL GUY WIRES SHALL BE GRADE 180, AND IN ACCORDANCE WITH CSA STANDARD G12, USING HOT ZINC COATED WIRE. GUY HARDWARE ASSEMBLIES SHALL BE RATED TO 100% OF THE GUY BREAKING STRENGTH OR HIGHER, UNLESS OTHERWISE NOTED.
2. GROUNDING OF THE GUYS AT ANCHORS SHALL MEET THE MINIMUM REQUIREMENTS OF CSA STANDARD S37-24.

FIELD ERECTION

1. THE CREW SHOULD COMPLY WITH ALL INSTALLATION PROCEDURES. SAFEGUARDS AND MEANS AND METHODS OF CONSTRUCTION. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF OHSA AND THE CANADIAN LABOUR CODE, (LATEST EDITION)
2. ERECTION METHODS AND TOLERANCES SHALL COMPLY WITH CSA STANDARD S37-24. MINIMUM RECOMMENDED WEATHER CONDITIONS THAT SHOULD BE OBSERVED TO ENSURE A SAFE WORKING CONDITION SHALL BE: WIND SPEED NOT TO EXCEED 30 KM/H, AND NO THUNDERSTORMS FORECASTED.
3. ALL PRECAUTIONS AND EFFORTS SHALL BE TAKEN TO ENSURE TOWER STABILITY DURING ERECTION.
4. TEMPORARY GUYS, IF REQUIRED BY INSTALLATION PROCEDURE, SHALL BE REMOVED AFTER THE NEXT PERMANENT GUY WIRE HAS BEEN INSTALLED BEFORE CONTINUING TOWER ERECTION. ALL BOLTS SHALL BE INSTALLED AND TIGHTENED AS ERECTION PROGRESSES ABOVE PERMANENT GUYS.
5. TOWER SHALL BE PLUMBED AND RE-TENSIONED IN CALM WEATHER. INITIAL TENSION VALUES SHOWN ON PLANS ARE FOR NORMAL TEMPERATURES FOR THE SITE.
6. INSTALLATION OF THE TRANSMISSION LINES SHALL BE AS SHOWN ON THE LAYOUT DRAWINGS AND IN ACCORDANCE WITH THE MANUFACTURER'S REQUIREMENTS AND INSTALLATION INSTRUCTIONS.
7. ANY STRUCTURAL MEMBERS THAT HAVE DAMAGED GALVANIZED SURFACES SHALL BE CLEANED AND TOUCHED UP WITH THREE COATS OF ZINC-RICH PAINT, ACCORDING TO CSA STANDARD G189.
8. UPON COMPLETION OF ALL WORK, THE SITE SHALL BE CLEANED OF ALL DEBRIS AS REQUIRED. ANY SURPLUS MATERIALS NOT REMOVED FROM THE SITE SHALL BE NEATLY STORED IN AN AREA DESIGNATED BY THE OWNER'S REPRESENTATIVE.

NON-DESTRUCTIVE EXAMINATION

THE NON-DESTRUCTIVE EXAMINATION (NDE) OF THE CIRCUMFERENTIAL WELD AT THE INTERFACE OF THE TOWER BASE PLATE AND SHAFT IS REQUIRED TO DETERMINE THE INTEGRITY OF THE WELD AND IDENTIFY ALL REJECTABLE CONDITIONS. ALL DEFICIENCIES ARE TO BE IDENTIFIED IN DETAIL USING NDE METHODS AND REPORTED IN DETAIL. ALL WELDS CONNECTING THE SHAFT TO THE BASE PLATE (WHERE INDICATED) SHALL BE INSPECTED AS FOLLOWS:

1. CONDUCT A VISUAL INSPECTION OF ALL WELDS IN THE CONNECTION OF THE SHAFT TO THE BASE PLATE.
2. CONDUCT ALL NON-DESTRUCTIVE TESTING (NDT), AS REQUIRED, TO EFFECTIVELY, EFFICIENTLY, AND ACCURATELY ASCERTAIN THE CONDITION OF THE WELDED CONNECTION BETWEEN THE MONOPOLE SHAFT (OR VIERENDEEL TRUSSED TRIPOLE LEG) AND BASE PLATE. ENSURE NDT METHODS USED "DETECT AND CHARACTERIZE" ALL PLANAR DISCONTINUITIES AS WELL AS ALL OTHER REJECTABLE INDICATIONS.
3. ALL MATERIALS, EQUIPMENT, SPECIAL ACCESS, QUALIFIED PERSONNEL AND REPORTING SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR (GC).
4. ALL EQUIPMENT USED IN THE NDE'S SHALL BE MAINTAINED AND CALIBRATED IN ACCORDANCE WITH CWB STANDARDS.
5. IN GENERAL, FOR FILLET WELDS USE MAGNETIC PARTICLE TESTING (MT), FOR FULL PENETRATION WELDS USE ULTRASONIC TESTING (UT) AND MT. EDDY CURRENT TESTING (ET) IS AN ACCEPTABLE ALTERNATIVE TO MT TESTING.
6. PERSONS PERFORMING NDE IN ACCORDANCE WITH THIS SOW SHALL BE A "CBW CERTIFIED" TECHNICIAN, CERTIFIED IN VISUAL INSPECTION (VT) AND THE TEST METHOD USED (MT, UT OR ET) AND ADHERE TO ALL RELEVANT STANDARDS.
7. THE NDT INSPECTOR SHALL PROVIDE A DETAILED REPORT TO THE E.O.R. AS FOLLOWS:
 - 1.0 SCOPE- INCLUDE A DESCRIPTION AND SIZE OF ALL WELDS INSPECTED.
 - 2.0 ON SITE NDT METHOD(S) AND SEQUENCE
 - 3.0 CONCLUSION OF THE NDE'S - CLEARLY IDENTIFY ANY REJECTABLE CONDITIONS IN THE WELDED CONNECTION, EITHER IN THE BASE METAL IN THE HEAT AFFECTED ZONE, WELD METAL, OR BOTH.
 - 4.0 COPY OF INSPECTOR QUALIFICATIONS
 - 5.0 PHOTOGRAPHS- CLEARLY DEPICTING THE NDE METHODS USED AND THE RESULTS OF THE TESTING. ALL SURFACE REJECTABLE CONDITIONS SHALL BE CLEARLY MARKED ON THE MONOPOLE WITH INDELIBLE INK. ANY SUBSURFACE REJECTABLE CONDITIONS SHALL BE CLEARLY IDENTIFIED SHOWING EXACT LOCATION, LENGTH, DEPTH, AND LOCATION ON THE TOWER.
 - 6.0 EQUIPMENT TYPE, NAME, AND SERIAL NUMBERS
 - 7.0 REFERENCE MATERIALS

FIELD REVIEW

1. PERIODIC FIELD REVIEWS OF THE WORK IN PROGRESS WILL BE CONDUCTED TO CONFIRM THAT THE WORK IS IN GENERAL CONFORMANCE WITH THE STRUCTURAL DRAWINGS. THE CONTRACTOR SHALL COOPERATE WITH THIS REQUIREMENT BY PROVIDING SAFE ACCESS TO THE WORK IN THE FIELD OR IN THE FABRICATORS SHOP FOR THE ENGINEERS REPRESENTATIVE ON REQUEST FROM THE ENGINEER OF RECORD. AT A MINIMUM THE FOLLOWING INSPECTIONS AND NOTIFICATIONS BY THE CONTRACTOR WILL BE REQUIRED.

1.1. CONCRETE REINFORCEMENT	BEFORE EACH POUR	72HRS
1.2. PILING INSTALLATION	PRIOR TO DRILLING PILES	72HRS
1.3. FABRICATION	AFTER FIT UP AND PRIOR TO WELDING	72HRS
1.4. STRUCTURAL STEEL/BOLT INSTALLATION	DURING INSTALLATION	72HRS
1.5. SUBSTANTIAL COMPLETION	100% COMPLETION	72HRS
2. FOR PROJECTS FURTHER THAN 75km FROM THE ENGINEERS OFFICE. 5 DAYS NOTICE IS REQUIRED FOR ALL ITEMS LISTED ABOVE. NOTIFICATIONS MUST BE REQUESTED PRIOR TO 12:00pm TO BE PROCESSED THE SAME DAY.

CLIENTS

ENGINEERING FIRM

TEP CANADA
TEP ENGINEERING CANADA, U.L.C.
55 NORTHFIELD DR. E, SUITE 198
WATERLOO, ON N2K 3T6
www.tepcanada.ca
ph: 519-885-8808

PROJECT NUMBER

T344416.P517501

PROFESSIONAL STAMP

IAN M. HARRISON P.ENG No.: 100011993
TEP CANADA CoA No.: 100546989

REVISIONS

No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.26.26

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT NAMED IS STRICTLY PROHIBITED

CLIENT NUMBER

**STC0262
WROXETER**

SITE ADDRESS

**43844 HARRISTON RD.,
GORRIE, ON**

SITE DESIGN

**ANTENNA
INSTALLATION**

SHEET TITLE

GENERAL NOTES

DRAWN BY	SJ	SHEET	G-1
CHECKED BY	MMS		
APPROVED BY	IMH		

REFER TO TRYLON DRAWING NO. 241119.319.0301 FOR TOWER PROFILE DETAILS

MEMBERS LEGEND

- | | | |
|-------------|--------------|----------------------|
| A: V8x8x3/4 | F: V5x5x1/2 | K: L4x4x1/4 |
| B: V8x8x5/8 | G: V5x5x3/8 | L: L3 1/2x3 1/2x1/4 |
| C: V6x6x3/4 | H: V4x4x3/8 | M: L3x3x1/4 |
| D: V6x6x5/8 | I: L4x4x3/8 | N: L2 1/2x2 1/2x3/16 |
| E: V5x5x5/8 | J: L3x3x3/16 | O: L2x2x3/16 |

SCOPE OF WORK (SOW):

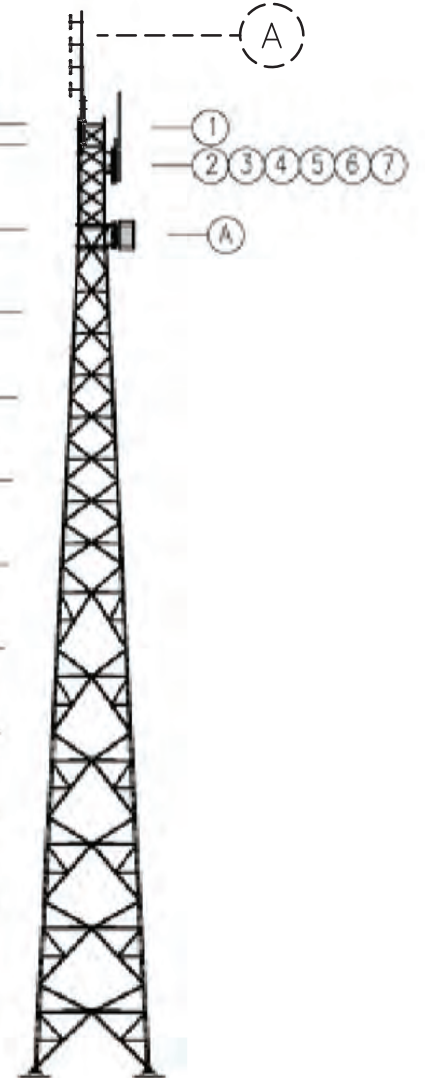
A. SUPPLY AND INSTALL PROPOSED MOUNT AT EL. ±65.2m.
INSTALL PROPOSED (1) SRL210C4 ANTENNA AT EL. 68.67m.
REFER TO DRAWING A-9 FOR FURTHER DETAILS.

B. PERFORM ALL CIVIL WORK FROM SHEET A-4 THRU A-8.

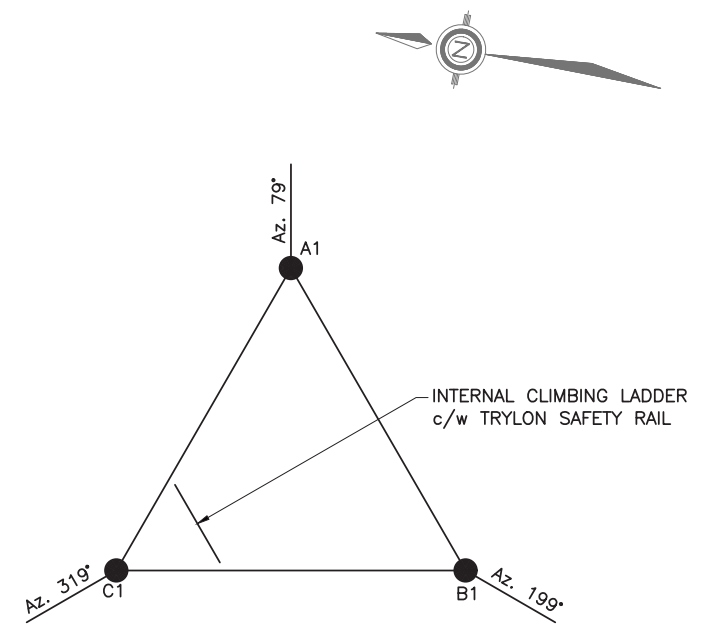
Tx LINES:
INSTALL PROPOSED (1) 1/2" HELIX CABLE.

INSTALL DWG	LEG (50W)	DIAGONAL (44W)	HORIZONTAL (44W)	SUB DIAG (44W)	SUB HORIZ (44W)	PLAN BRACE (44W)	LADDER SECTION DWG #	SECTION WT (lbs)	LOWER SPLICE WT (lbs)	LADDER/Tx BRKT WT (lbs)	TOTAL WT (lbs)
1501	A							1802	326	285	5984
1502								5373	326	285	5984
1503								1802	331	285	5243
1504	B							1802	326	285	4775
1505								1802	326	285	4522
1506	C							1803	328	284	3854
1507	D							1803	278	284	3261
1508	E							1804	176	282	2850
1509	F							1805	117	291	2485
1510	G							1806	80	284	1885
1511	H							1807	66	301	1719
1512								1808	66	258	1536
1513								334	66	258	486

ELEV. 213.75' [65.2m]	6.00' H/H
ELEV. 209.00' [63.8m]	6.00' H/H
ELEV. 190.00' [58.0m]	6.00' H/H
ELEV. 171.00' [52.2m]	8.00' H/H
ELEV. 152.00' [46.4m]	10.00' H/H
ELEV. 133.00' [40.6m]	12.00' H/H
ELEV. 114.00' [34.8m]	14.00' H/H
ELEV. 95.00' [29.0m]	16.00' H/H
ELEV. 76.00' [23.2m]	18.00' H/H
ELEV. 57.00' [17.4m]	20.00' H/H
ELEV. 38.00' [11.6m]	22.00' H/H
ELEV. 19.00' [5.8m]	24.00' H/H
ELEV. 0.00' [0.0m]	26.00' H/H



213.75' [65.2M] KDSS ANGLE LEG TOWER



TOWER SECTION
SEE DWG A-2 FOR Tx-LINE LAYOUT

- NOTES:**
- CONTRACTOR IS RESPONSIBLE TO MAKE PROVISIONS TO SUPPORT OR WORK AROUND EXISTING ANTENNAS, TRANSMISSION LINES.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL MEASUREMENTS AT THE SITE BEFORE PROCEEDING WITH FABRICATION AND INSTALLATION OF ANY MATERIALS. ANY DISCREPANCIES SHOULD IMMEDIATELY BE FORWARDED TO THE ENGINEER OF RECORD FOR REVIEW AND APPROVAL PRIOR TO FABRICATION.
 - THESE DRAWINGS DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, TECHNIQUES, SEQUENCES AND PROCEDURES.
 - REQUIRED MODIFICATIONS TO BE COMPLETED IN CALM WEATHER WITH WIND VELOCITY LESS THAN 30 KM/HR.
 - ALL STEEL FABRICATION AND CONSTRUCTION SHALL CONFORM TO THE LATEST EDITION OF CSA S37-24 STANDARDS.
 - ALL NEW STEEL SHALL BE HOT DIP GALVANIZED AS PER CSA STANDARD G164.
 - ALL STRUCTURAL STEEL SHALL CONFORM TO G40.21 300W MATERIAL & STANDARDS UNLESS OTHERWISE NOTED.
 - ANY DAMAGE TO GALVANIZING SHALL BE COATED WITH ZINC RICH PAINT IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
 - SEE GENERAL NOTES FOR FURTHER GENERAL & INSTALLATION NOTES.
 - ALL WORK TO BE DONE IN ACCORDANCE WITH CLIENT SPECIFICATIONS AND ALL RELEVANT CODES.

CLIENTS

ENGINEERING FIRM

TEPCANADA
TEP ENGINEERING CANADA, ULC
55 NORTHFIELD DR. E, SUITE 198
WATERLOO, ON N2K 3T6
ph: 519-885-3806

PROJECT NUMBER
T344416.P517501

PROFESSIONAL STAMP

IAN M. HARRISON P.ENG No.: 100011993
TEP CANADA CoA No.: 100546989

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ANTENNA
INSTALLATION

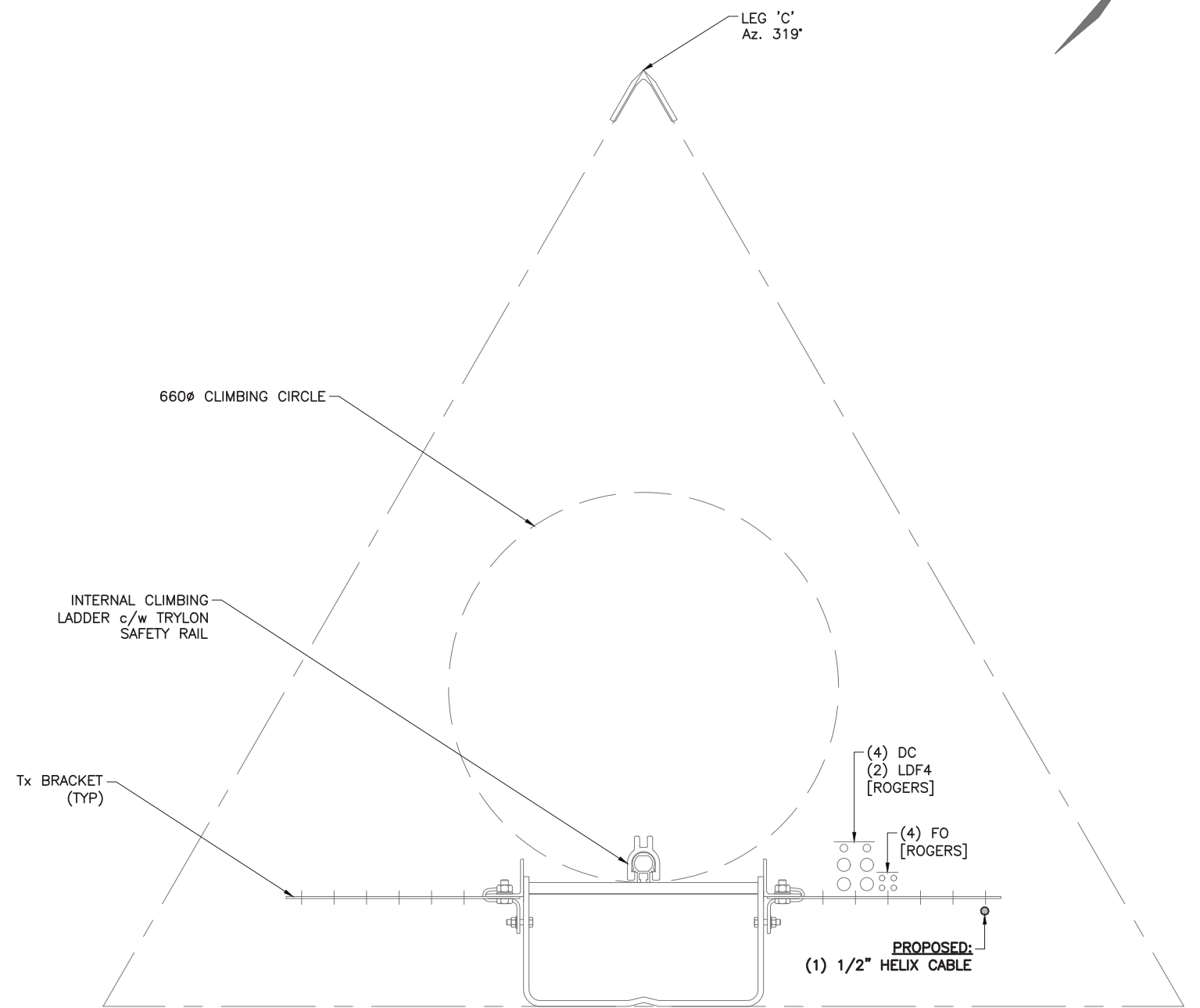
SHEET TITLE
TOWER PROFILE

DRAWN BY SJ
CHECKED BY MMS
APPROVED BY IMH

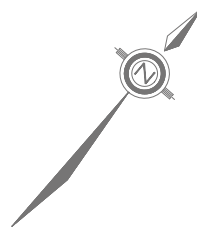
SHEET
A-1

NOTES:

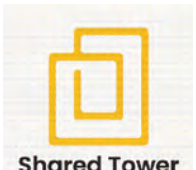
1. ROUTE TX LINES IN THE MANNER SHOWN ALONG EXISTING TX LADDER. FOLLOW CLIENT AND MANUFACTURER INSTALLATION RECOMMENDATIONS.
2. REFERENCE TEP CANADA POST INSPECTION REPORT #T344416.P450392.R00 DATED APRIL 22, 2025.
3. THE CREW SHALL COMPLY WITH ALL INSTALLATION PROCEDURES, SAFEGUARDS AND MEANS AND METHODS OF CONSTRUCTION.



Tx LAYOUT




CLIENTS



Shared Tower

ENGINEERING FIRM




TEP CANADA
TEP ENGINEERING CANADA, ULC
 55 NORTHFIELD DR. E, SUITE 198
 WATERLOO, ON N2K 3T6
 ph: 519-885-3806

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PROFESSIONAL STAMP



March 26, 2026

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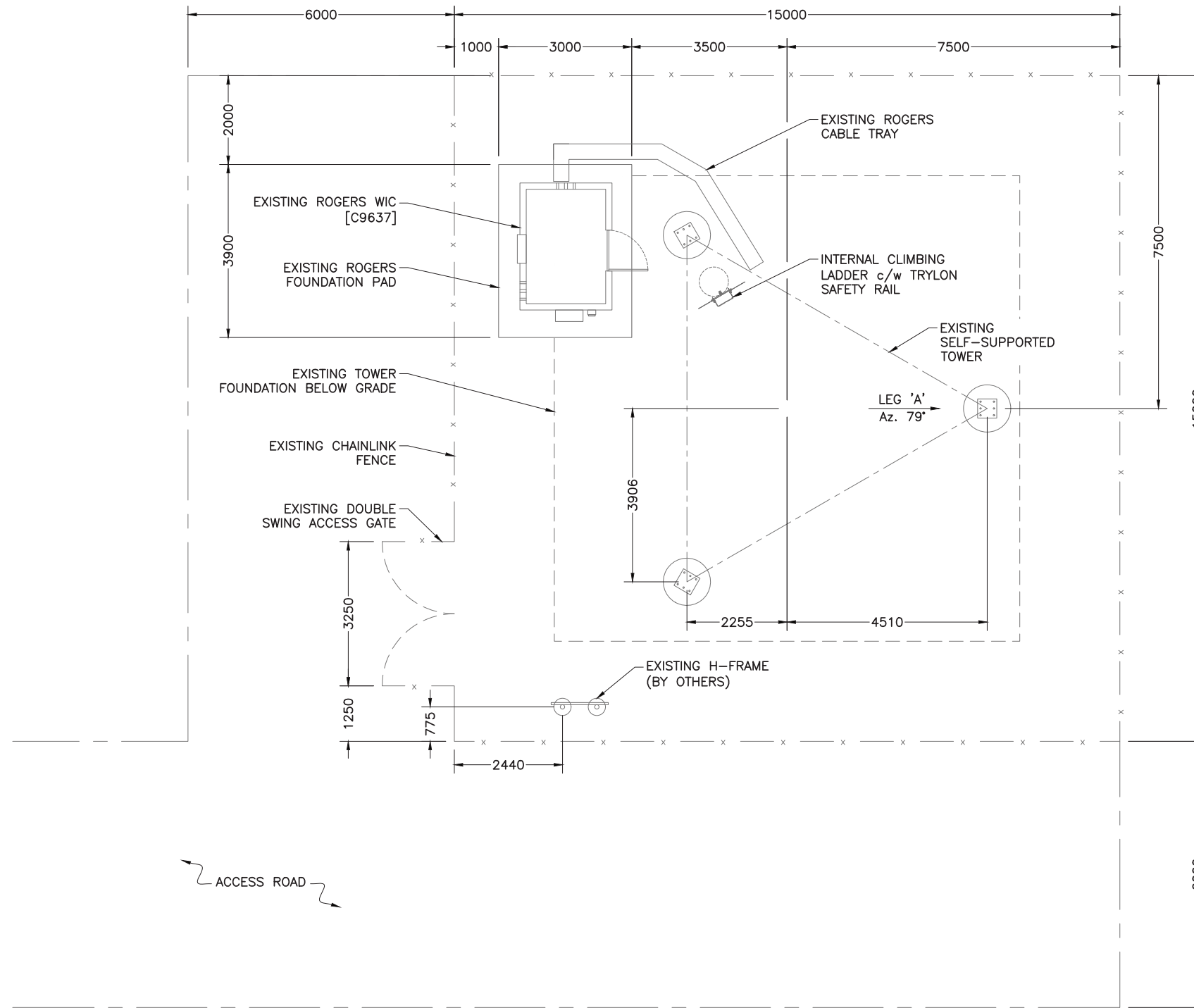
SHEET TITLE

Tx LAYOUT

DRAWN BY	SHEET
CHECKED BY	A-2
APPROVED BY	

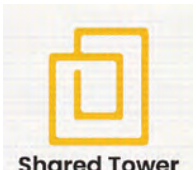
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EXISTING SITE LAYOUT

CLIENTS



Shared Tower

ENGINEERING FIRM




TEP CANADA
TEP ENGINEERING CANADA, ULC
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 WATERLOO, ON N2K 3T6 ph: 519-885-3806

PROJECT NUMBER

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43844 HARRISTON RD.,
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ANTENNA
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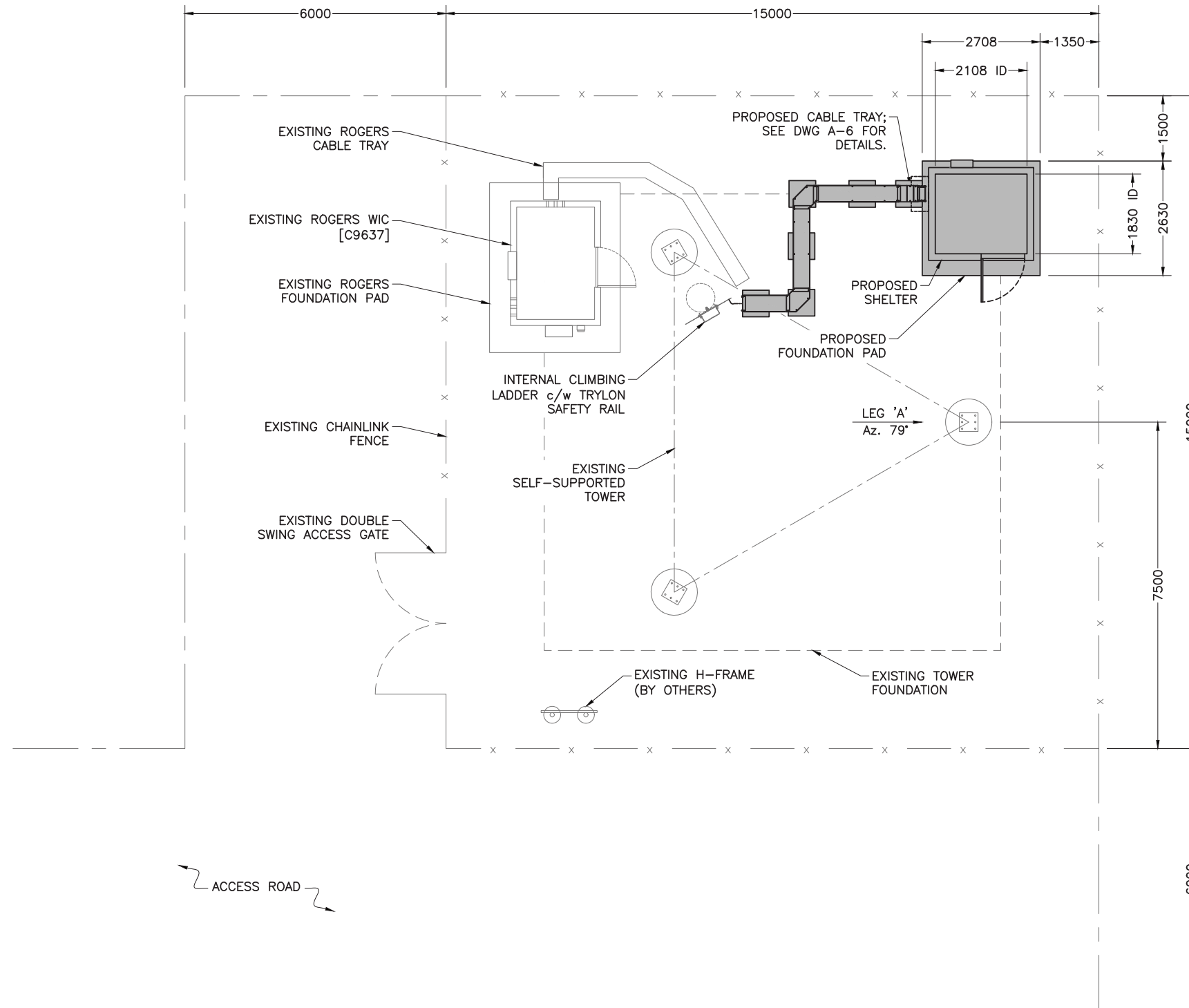
SHEET TITLE

EXISTING SITE LAYOUT

DRAWN BY	SHEET
SJ	A-3
CHECKED BY	
MMS	
APPROVED BY	
IMH	

NOTES:

- ROUTE TX LINES IN THE MANNER SHOWN ALONG PROPOSED CABLE TRAY. FOLLOW CLIENT AND MANUFACTURER INSTALLATION RECOMMENDATIONS.
- THE CREW SHALL COMPLY WITH ALL INSTALLATION PROCEDURES, SAFEGUARDS AND MEANS AND METHODS OF CONSTRUCTION.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH THE PROPERTY OWNER AND THE NECESSARY UTILITY COMPANIES FOR THE LOCATION OF ALL EXISTING BELOW GRADE UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION, CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE COSTS ASSOCIATED WITH THE EXISTING BELOW GRADE UTILITIES.
- CONTRACTOR TO COORDINATE WITH UTILITY COMPANY FOR CONNECTION OF TEMPORARY AND PERMANENT POWER TO THE SITE. THE TEMPORARY POWER AND ALL HOOK-UPS COSTS ARE TO BE PAID BY THE CONTRACTOR.
- CONTRACTOR TO CALL ONTARIO ONE @ 1-800-400-2255 72 HOURS PRIOR TO EXCAVATING FOR UNDERGROUND UTILITY LOCATIONS. LOCATION SURROUNDING EXCAVATED AREA MUST BE PRIVATELY LOCATED FOR NON-PUBLIC UTILITIES.
- PROPOSED UTILITY SERVICES SHOWN NEED TO BE VERIFIED AND APPROVED BY UTILITY COMPANIES BEFORE THE START OF CONSTRUCTION. CONTRACTOR TO VERIFY WITH CLIENT PROJECT MANAGER TO OBTAIN FINAL APPROVAL.
- LINES SHOWN DO NOT REPRESENT THE EXACT LOCATION THE CONDUIT ROUTING. CONTRACTOR TO VERIFY SERVICE LOCATIONS WITH ACTUAL FIELD CONDITIONS AND PROVIDE AS-BUILT TO CLIENT PROJECT MANAGER.



PROPOSED SITE LAYOUT

CLIENTS



ENGINEERING FIRM
TEP CANADA
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 55 NORTHFIELD DR. E, SUITE 198
 WATERLOO, ON N2K 3T6
 ph: 519-885-3806
 WWW.TEPCANADA.CA

PROJECT NUMBER
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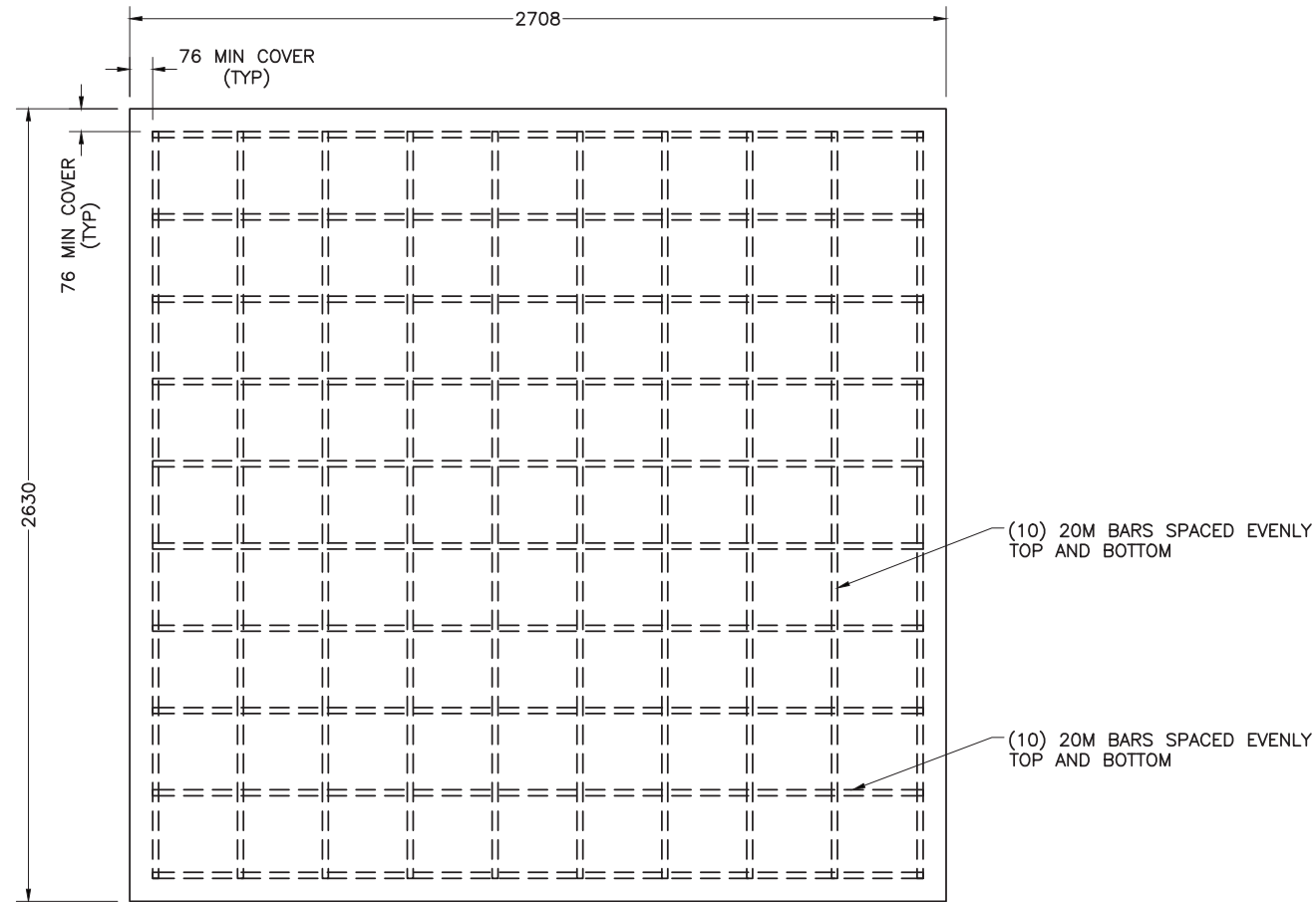
CLIENT NUMBER
 STC0262
 WROXETER

SITE ADDRESS
 43844 HARRISTON RD.,
 GORRIE, ON

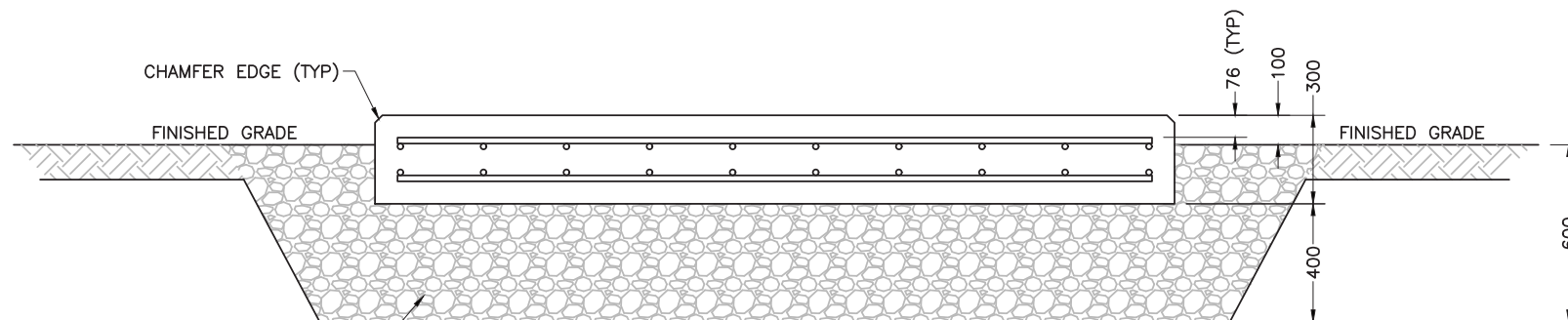
SITE DESIGN
 ANTENNA
 INSTALLATION

SHEET TITLE
 PROPOSED SITE
 LAYOUT

DRAWN BY SJ	SHEET A-4
CHECKED BY MMS	
APPROVED BY IMH	



PLAN VIEW



X-SECTION

SLAB ON GRADE FOUNDATION

REMOVE ALL LOOSE UPPER FILL AND ORGANIC TOPSOIL MATERIAL TO A MINIMUM DEPTH OF 600mm AND REPLACE WITH GRANULAR 'A' PLACED IN 150mm LIFTS COMPACTED TO A MINIMUM OF 95% STANDARD PROCTOR DENSITY

NOTES:

1. CONCRETE WORK SHALL BE IN ACCORDANCE WITH CSA A23.1, 23.2 AND 23.3. CONCRETE SHALL HAVE A MINIMUM 28 DAY STRENGTH OF 30 MPa.
2. ALL REINFORCING STEEL SHALL BE DEFORMED BILLET STEEL CONFORMING TO CSA G30.18 GRADE 400.
3. ALL REINFORCING STEEL SHALL HAVE A MINIMUM 76mm (3in) CONCRETE COVERAGE.
4. BACKFILL SHALL BE PLACED IN 150mm LIFTS AND COMPACTED TO 95% SPDD MIN. THE FILL MATERIAL SHALL BE FREE FROM LARGE ROCKS, ORGANIC MATERIAL, WASTE AND DEBRIS.
5. DESIGNED PER NORMAL FOUNDATION PARAMETERS ASSUMING ALLOWABLE BEARING 100 kPa MINIMUM AND WATER TABLE GREATER THAN 1.5m.
6. ADD AIR ENTRAINMENT TO ACHIEVE 5-7% AIR.
7. CHAMFER EXPOSED EDGES 25mm (1in).
8. LOCATE UTILITIES PRIOR TO ANY BELOW GRADE WORK.

CLIENTS



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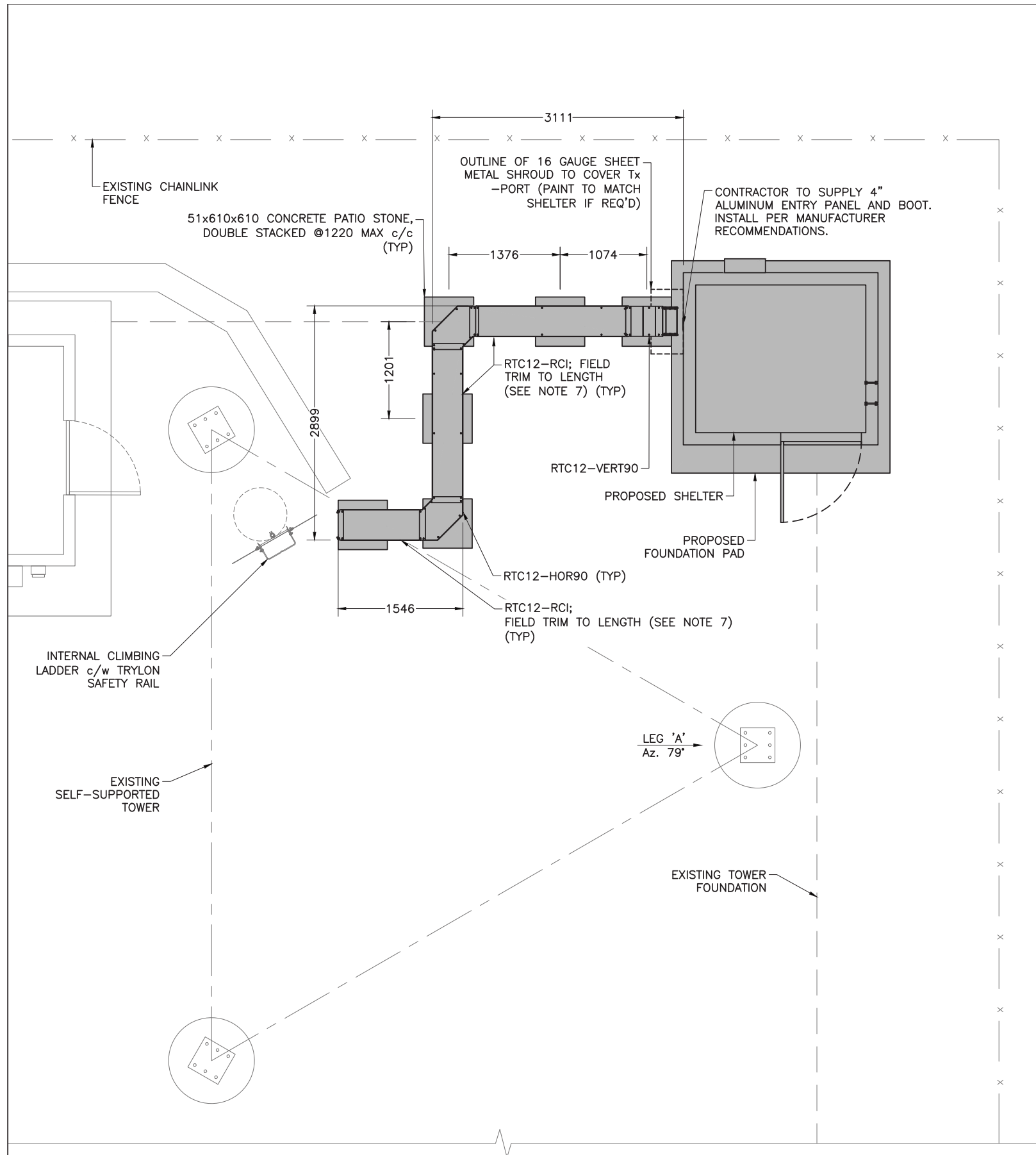
CLIENT NUMBER
STC0262
WROXETER

SITE ADDRESS
43844 HARRISTON RD.,
GORRIE, ON

SITE DESIGN
ANTENNA
INSTALLATION

SHEET TITLE
SHELTER FOUNDATION
DETAILS

DRAWN BY SJ	SHEET A-5
CHECKED BY MMS	
APPROVED BY IMH	



PROPOSED CABLE TRAY LAYOUT

INSTALLATION NOTES:

1. CAULKING TO BE APPLIED AS REQUIRED.
2. CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES TO DESIGN ENGINEER.
3. PROVIDE NEW CABLE TRAY AS SHOWN ON THE DETAIL.
4. ALL WORK TO FOLLOW CLIENT SPECIFICATIONS.
5. CONTRACTOR MAY USE APPROVED EQUIVALENT.
6. OPEN HOLES TO BE COVERED WITH WIRE MESH.
7. APPLY TWO LAYERS OF COLD GALVANIZING TO ALL FIELD CUTS, FIELD DRILLED HOLES, AND FIELD WELDING USING ZRC GALVALITE OR ZINGA COMPOUND.

BILL OF MATERIALS - CABLE TRAY		
VALMONT PART No.	DESCRIPTION	QTY
RTC12-RCI	CABLE TRAY, 16 GAUGE GALVANIZED STEEL (H: 6" x W: 12" x L: 96")	3
RTC12-VERT90	RTC12 VERTICAL TRANSITION	1
RTC12-HOR90	RTC12 HORIZONTAL TRANSITION	2
-	51mm x 610mm x 610mm CONCRETE PATIO STONE	12

REFER TO VALMONT CATALOGUE FOR INSTALLATION DETAILS AND REFERENCE WHEN ORDERING MATERIAL.

CONTRACTOR MAY SUBSTITUTE PROPOSED CABLE TRAY WITH AN ALTERNATE CABLE TRAY SOLUTION

CONTRACTOR TO SUPPLY ENTRY PANEL FOR PROPOSED TRANSMISSION LINES AND MODIFY SHELTER AS REQUIRED.

CLIENTS

ENGINEERING FIRM

PROJECT NUMBER
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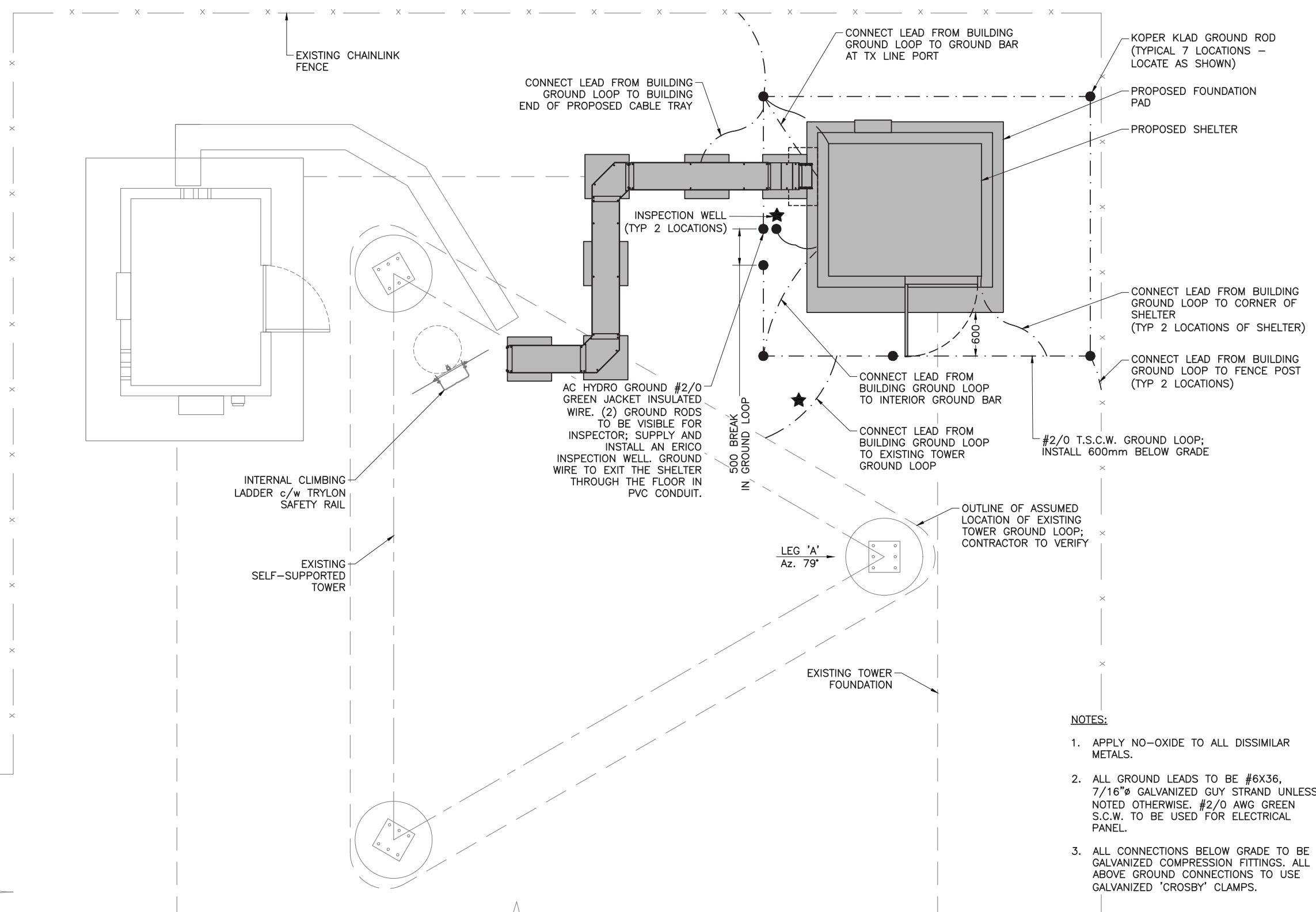
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WROXETER

SITE ADDRESS
43844 HARRISTON RD.,
GORRIE, ON

SITE DESIGN
ANTENNA
INSTALLATION

SHEET TITLE
CABLE TRAY LAYOUT

DRAWN BY SJ	SHEET
CHECKED BY MMS	A-6
APPROVED BY IMH	



PROPOSED GROUNDING LAYOUT

- NOTES:**
1. APPLY NO-OXIDE TO ALL DISSIMILAR METALS.
 2. ALL GROUND LEADS TO BE #6X36, 7/16"Ø GALVANIZED GUY STRAND UNLESS NOTED OTHERWISE. #2/0 AWG GREEN S.C.W. TO BE USED FOR ELECTRICAL PANEL.
 3. ALL CONNECTIONS BELOW GRADE TO BE GALVANIZED COMPRESSION FITTINGS. ALL ABOVE GROUND CONNECTIONS TO USE GALVANIZED 'CROSBY' CLAMPS.

CLIENTS

ENGINEERING FIRM

TEPCANADA
 TEP ENGINEERING CANADA, U.L.C.
 55 NORTHFIELD DR. E, SUITE 198
 WATERLOO, ON N2K 3T6
 ph: 519-885-3806

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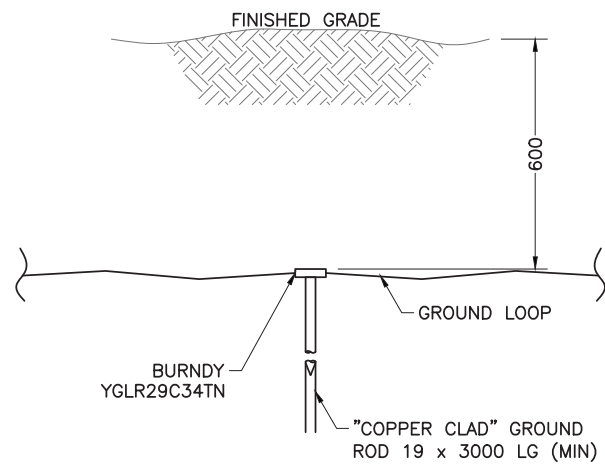
CLIENT NUMBER
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SITE ADDRESS
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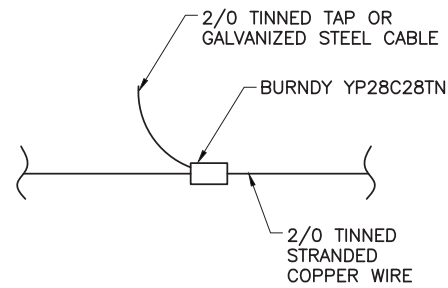
SITE DESIGN
 ANTENNA
 INSTALLATION

SHEET TITLE
 GROUNDING LAYOUT

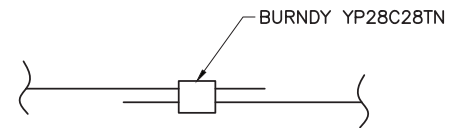
DRAWN BY SJ	SHEET
CHECKED BY MMS	A-7
APPROVED BY IMH	



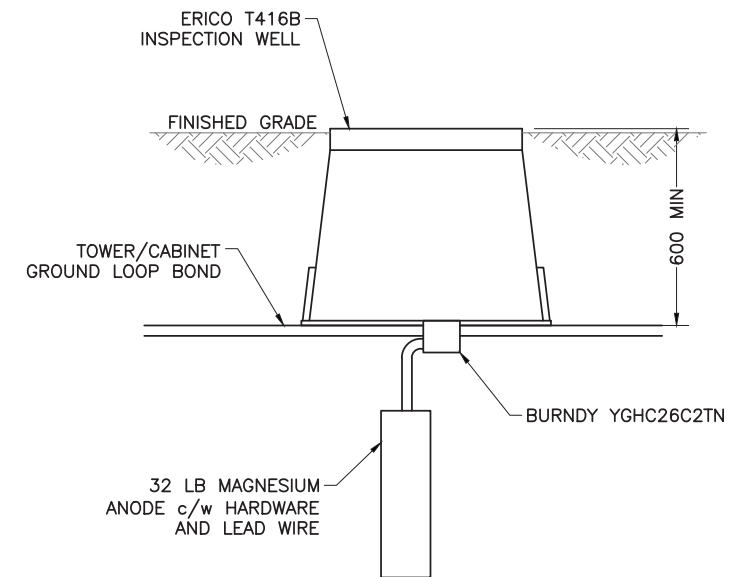
TYPICAL GROUNDING ROD



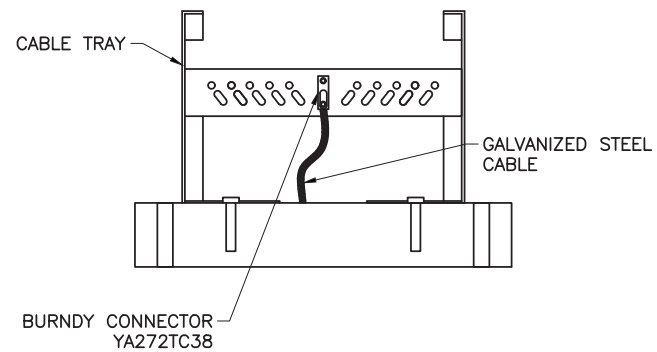
TYPICAL WIRE/WIRE CONNECTION



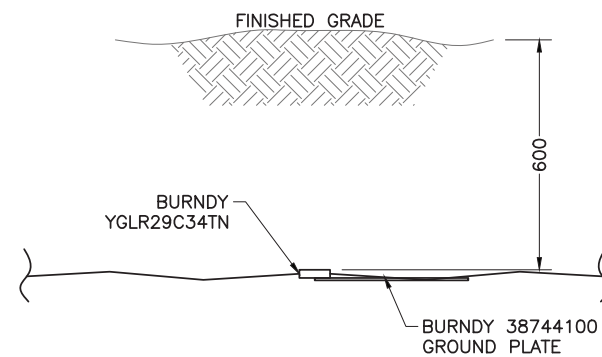
TYPICAL WIRE/WIRE SPLICE



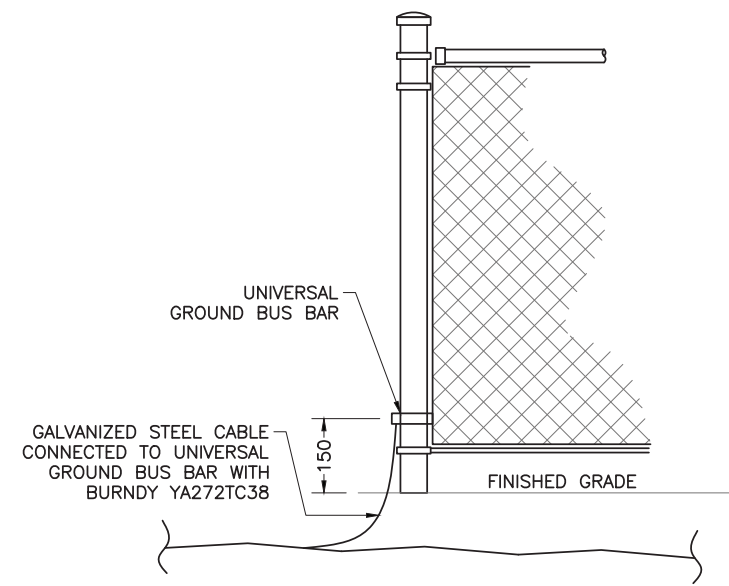
INSPECTION WELL INSTALLATION AT ANODE



CABLE TRAY GROUING



TYPICAL GROUNDING PLATE



TYPICAL FENCE POST GROUING

CLIENTS

ENGINEERING FIRM

TEP CANADA
 TEP ENGINEERING CANADA, ULC
 55 NORTHFIELD DR. E, SUITE 198
 WATERLOO, ON N2K 3T6
 www.tepcanada.ca
 ph: 519-885-3806

PROJECT NUMBER
T344416.P517501

PROFESSIONAL STAMP

March 26, 2025

IAIN M. HARRISON P.ENG No.: 100011993
 TEP CANADA CoA No.: 100546989

REVISIONS		
No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.26.26

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CLIENT NUMBER
STC0262 WROXETER

SITE ADDRESS
**43844 HARRISTON RD.,
 GORRIE, ON**

SITE DESIGN
**ANTENNA
 INSTALLATION**

SHEET TITLE
GROUNDING DETAILS

DRAWN BY SJ	SHEET
CHECKED BY MMS	A-8
APPROVED BY IMH	

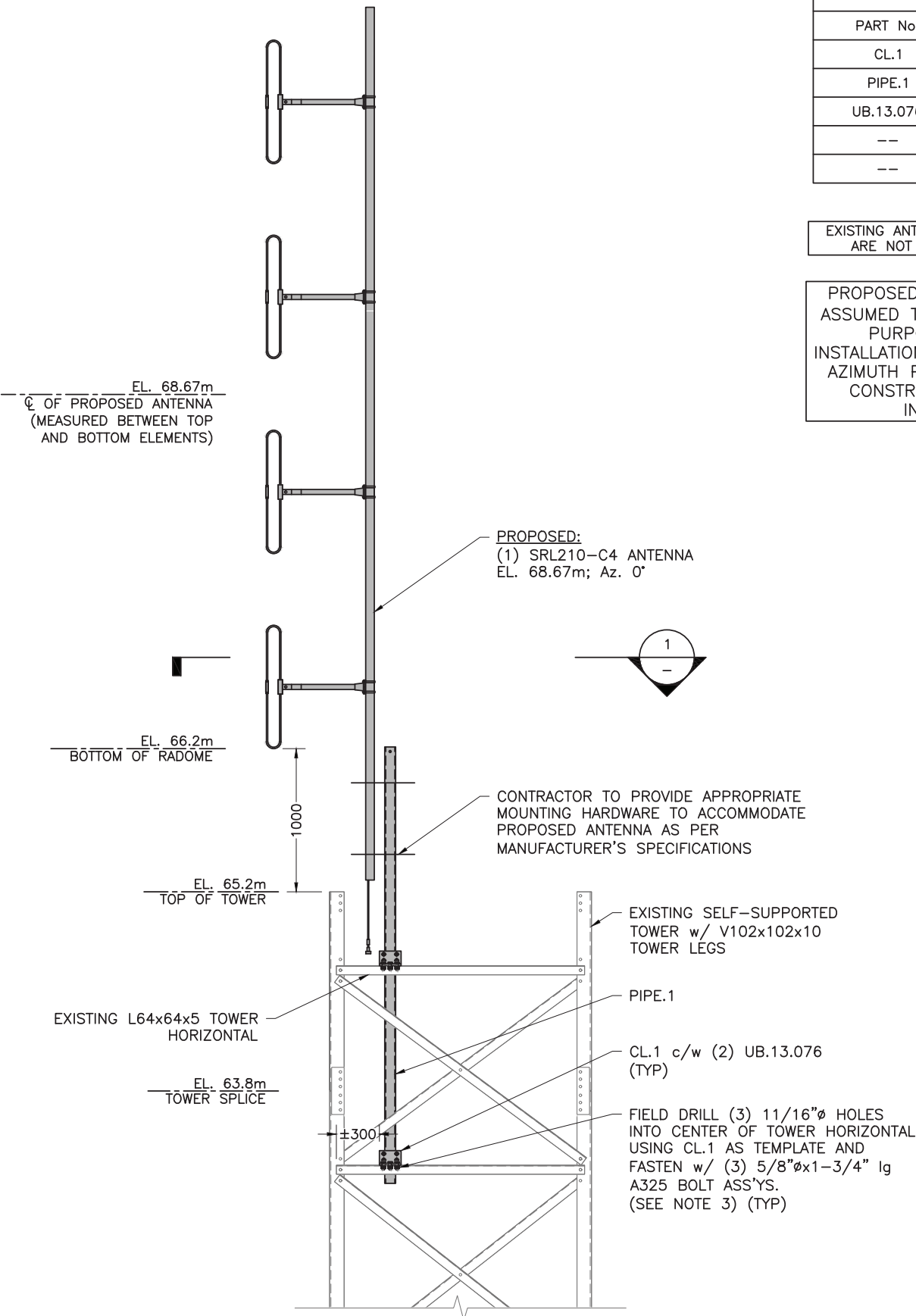
BILL OF MATERIALS		
PART No.	DESCRIPTION	QTY
CL.1	203x102x13 - CLIP ANGLE	2
PIPE.1	76φx3048 lg RHSS	1
UB.13.076	1/2"φ U-BOLT ASS'Y (76φ PIPE)	4
--	5/8"φx1-3/4" lg A325 STOP BOLT ASS'Y	6
--	1/2"φx1-1/4" lg A325 STOP BOLT ASS'Y	1

EXISTING ANTENNAS AND EQUIPMENTS ARE NOT SHOWN FOR CLARITY

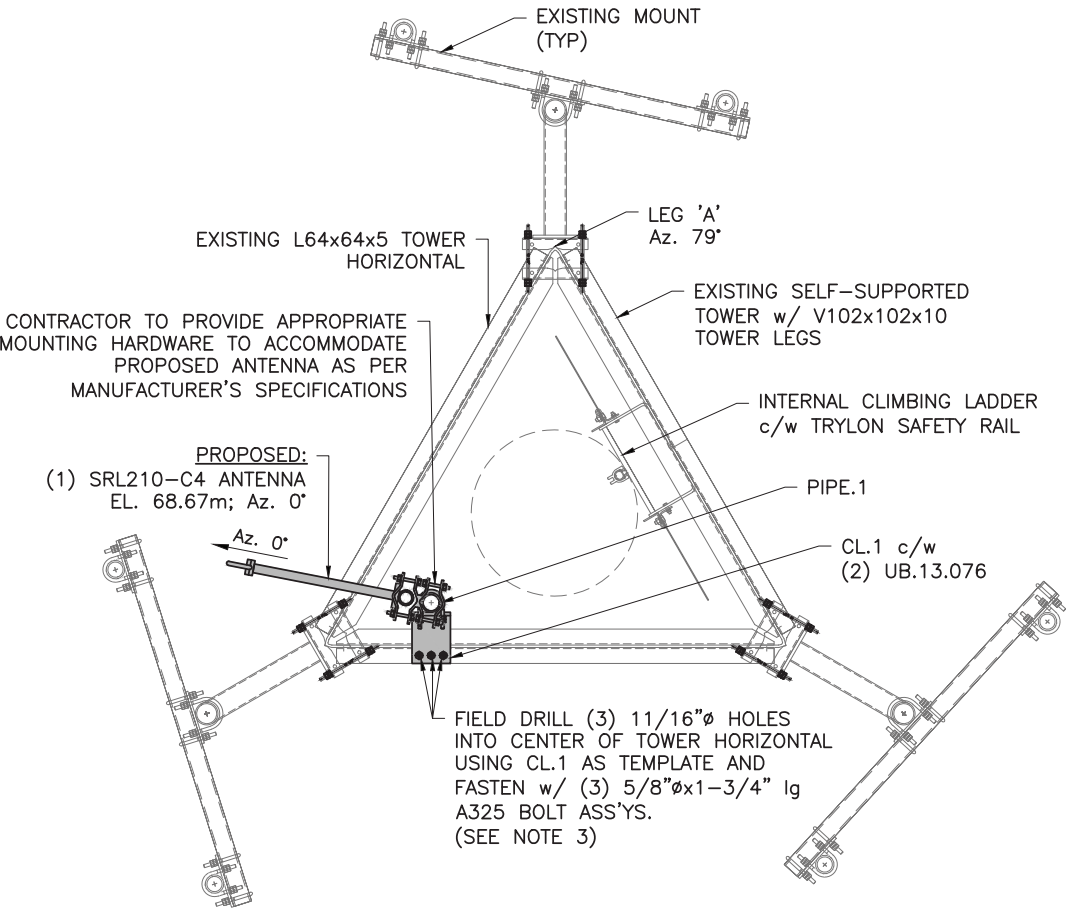
PROPOSED ANTENNA AZIMUTH ASSUMED TO BE "0°" FOR THE PURPOSE OF THESE INSTALLATION DRAWINGS. ADJUST AZIMUTH PER SHARED TOWER CONSTRUCTION MANAGER INSTRUCTION

NOTES ON INSTALLATION

1. POSITION MOUNT ON TOWER SUCH THAT PROPER ELEVATION AND ORIENTATION CAN BE PROVIDED.
2. INSTALL ANTENNA IN ACCORDANCE WITH ALL MANUFACTURER'S/CLIENTS INSTALLATION SPECIFICATIONS.
3. CONTRACTOR IS RESPONSIBLE TO MAKE PROVISIONS TO SUPPORT OR WORK AROUND EXISTING ANTENNAS, MOUNT AND TRANSMISSION LINES.
4. MAY REQUIRE DETACHING AND RE-ATTACHING EXISTING TX LINES TO ACCOMMODATE MOUNT INSTALLATION; NEW TX LINE HARDWARE MAY BE REQUIRED. CONTRACTOR TO FIELD VERIFY.
5. APPLY TWO LAYERS OF COLD GALVANIZING TO ALL FIELD CUTS, FIELD DRILLED HOLES AND FIELD WELDING USING ZRC GALVALITE OR ZINGA COMPOUND.
6. THE REQUIRED MODIFICATIONS TO BE COMPLETED IN CALM WEATHER WITH WIND VELOCITY LESS THAN 30 KM/H AT GROUND ELEVATION.

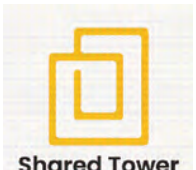


**ANTENNA INSTALLATION
ELEVATION VIEW**




**ANTENNA INSTALLATION
PLAN VIEW AT EL. ±68.67m**

CLIENTS



Shared Tower

ENGINEERING FIRM




TEPCANADA
TEP ENGINEERING CANADA, ULC
55 NORTHFIELD DR. E, SUITE 198
WATERLOO, ON N2K 3T6
ph: 519-885-3806

PROJECT NUMBER

T344416.P517501

PROFESSIONAL STAMP



March 26, 2026

JAIN M. HARRISON P.ENG No.: 100011993
TEP CANADA CoA No.: 100546989

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CLIENT NUMBER

**STC0262
WROXETER**

SITE ADDRESS

**43844 HARRISTON RD.,
GORRIE, ON**

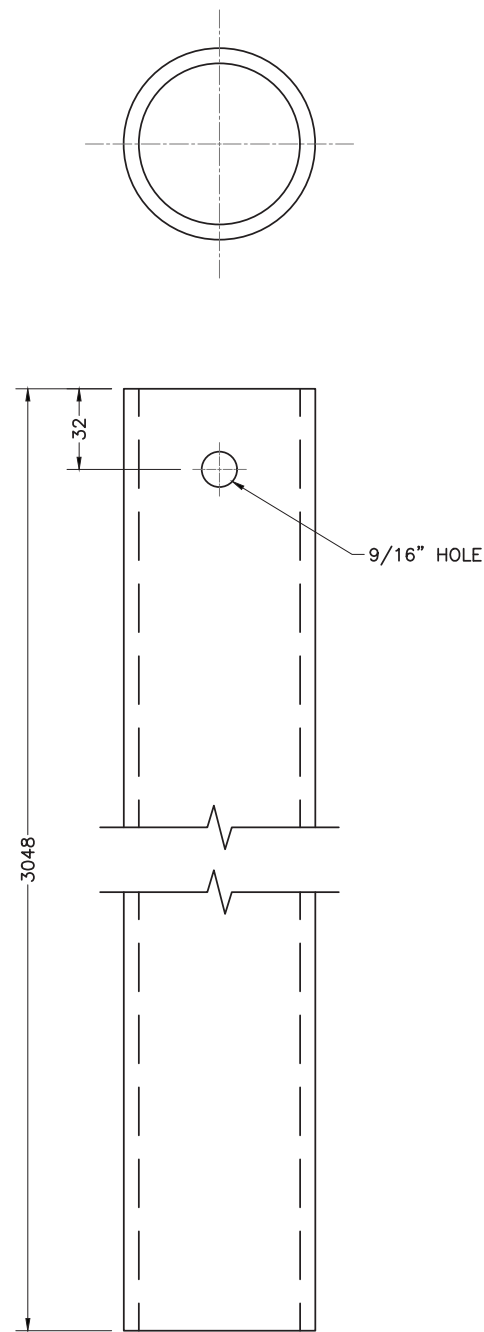
SITE DESIGN

**ANTENNA
INSTALLATION**

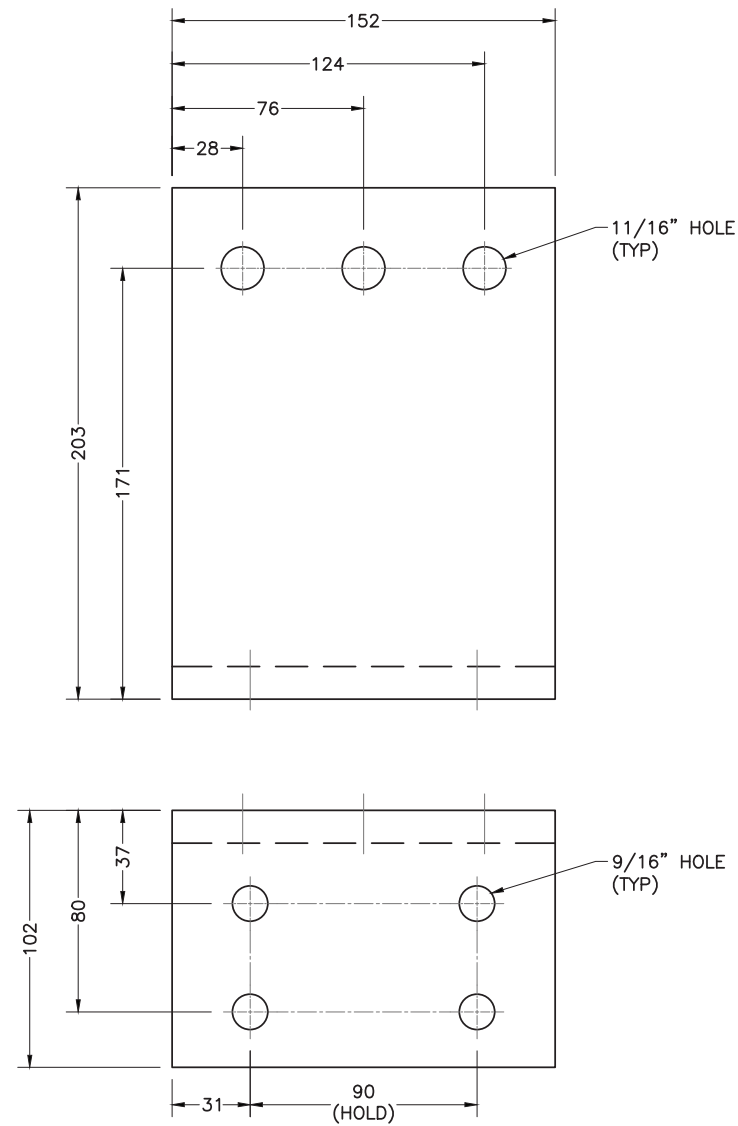
SHEET TITLE

**ANTENNA INSTALLATION
AT EL. 68.67m**

<p style="font-size: x-small;">DRAWN BY</p> <p style="text-align: center;">SJ</p> <p style="font-size: x-small;">CHECKED BY</p> <p style="text-align: center;">MMS</p> <p style="font-size: x-small;">APPROVED BY</p> <p style="text-align: center;">IMH</p>	<p style="font-size: x-small;">SHEET</p> <p style="font-size: 2em; font-weight: bold;">A-9</p>
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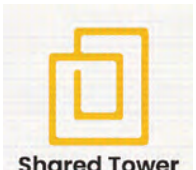


PIPE.1
 MATERIAL: 76x6 RHSS
 GRADE: G40.21-350W/ A500 Gr. C
 FINISH: HDG
 QTY: 1




CL.1
 NAME: CLIP ANGLE
 MATERIAL: L203x102x13
 GRADE: G40.21-300W
 FINISH: HDG
 QTY: 2

CLIENTS




ENGINEERING FIRM



PROJECT NUMBER
T344416.P517501

PROFESSIONAL STAMP



March 26, 2026

IAN M. HARRISON P.ENG No.: 100011993
 TEP CANADA CoA No.: 100546989

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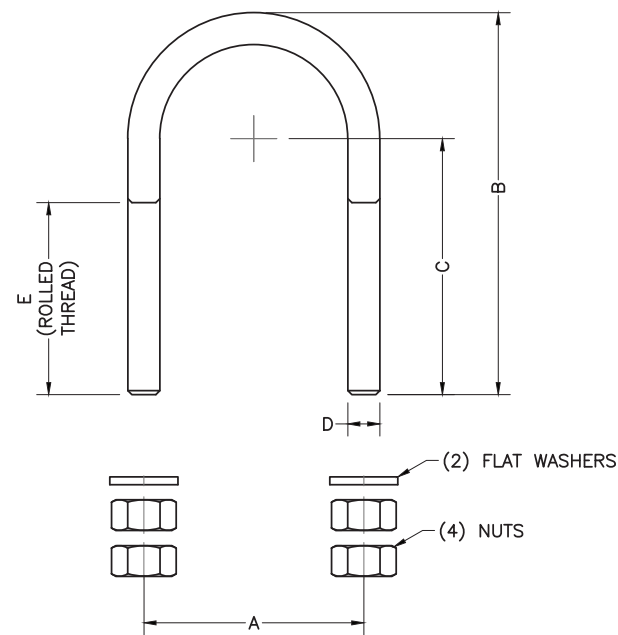
CLIENT NUMBER
STC0262
WROXETER

SITE ADDRESS
43844 HARRISTON RD.,
GORRIE, ON

SITE DESIGN
ANTENNA
INSTALLATION

SHEET TITLE
PARTS

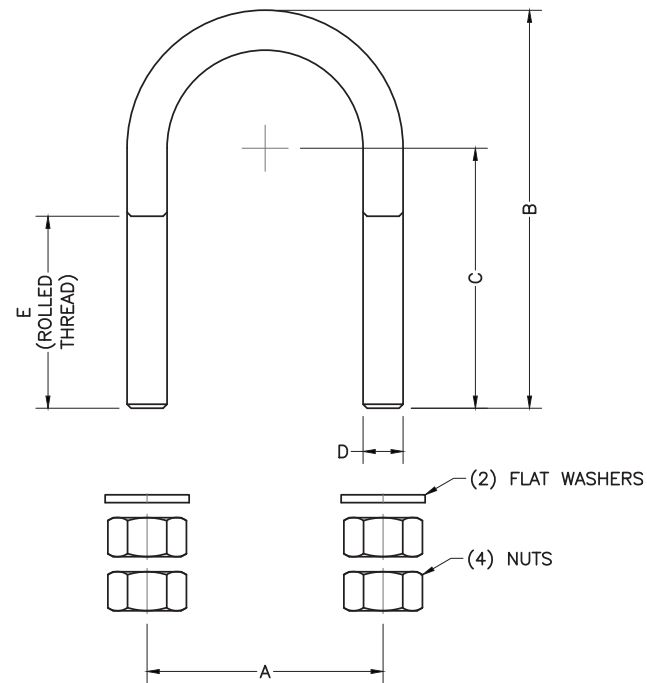
DRAWN BY SJ	SHEET F-1
CHECKED BY MMS	
APPROVED BY IMH	



1/2" U-BOLT ASSY

PART No.	"A" (mm)	"B" (mm)	"C" (mm)	"D" (mm)	"E" (mm)
UB.13.025	40	104	78	1/2"	70
UB.13.032	46	110	81	1/2"	70
UB.13.035	49	112	81	1/2"	70
UB.13.038	52	117	84	1/2"	70
UB.13.041	56	121	87	1/2"	70
UB.13.044	59	123	87	1/2"	70
UB.13.051	65	129	90	1/2"	76
UB.13.057	71	136	94	1/2"	76
UB.13.060	75	139	95	1/2"	76
UB.13.064	78	142	97	1/2"	76
UB.13.067	81	144	97	1/2"	76
UB.13.070	84	148	100	1/2"	76
UB.13.073	87	152	102	1/2"	76
UB.13.076	90	155	103	1/2"	76
UB.13.083	97	161	106	1/2"	76
UB.13.089	103	167	110	1/2"	76
UB.13.095	110	174	113	1/2"	76
UB.13.102	116	179	115	1/2"	76
UB.13.108	122	187	119	1/2"	76
UB.13.114	129	193	122	1/2"	76
UB.13.121	135	199	125	1/2"	76
UB.13.127	141	206	129	1/2"	76
UB.13.141	156	220	136	1/2"	76
UB.13.168	183	247	149	1/2"	76

MATERIAL: 1/2" SOLID ROUND BAR
GRADE: AISI 1018 / Gr.5 NUTS / ASTM F436 FLAT WASHERS
FINISH: HDG



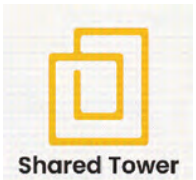
5/8" U-BOLT ASSY

PART No.	"A" (mm)	"B" (mm)	"C" (mm)	"D" (mm)	"E" (mm)
UB.16.076	94	158	103	5/8"	76
UB.16.083	100	164	106	5/8"	76
UB.16.089	106	171	110	5/8"	76
UB.16.095	113	177	113	5/8"	76
UB.16.102	119	183	115	5/8"	76
UB.16.108	125	190	119	5/8"	76
UB.16.114	132	196	122	5/8"	76
UB.16.121	138	202	125	5/8"	76
UB.16.127	144	209	129	5/8"	76
UB.16.141	159	223	136	5/8"	76
UB.16.168	186	250	149	5/8"	76
UB.16.194	211	263	149	5/8"	76
UB.16.219	237	301	175	5/8"	76
UB.16.244	262	314	175	5/8"	76
UB.16.257	275	339	194	5/8"	76
UB.16.273	291	355	202	5/8"	76
UB.16.298	316	380	214	5/8"	76
UB.16.324	341	406	227	5/8"	76

MATERIAL: 5/8" SOLID ROUND BAR
GRADE: AISI 1018 / Gr.5 NUTS / ASTM F436 FLAT WASHERS
FINISH: HDG

CONTRACTOR MAY SUBSTITUTE U-BOLTS w/
APPROVED U-BOLT ASS'YS. CONTRACTOR IS
RESPONSIBLE FOR CHANGING FABRICATION
DRAWINGS TO SUIT. CONTACT ENGINEER OF
RECORD WITH CHANGES.

CLIENTS



PROJECT NUMBER
T344416.P517501



IAIN M. HARRISON P.ENG No.: 100011993
TEP CANADA CoA No.: 100546989

REVISIONS

No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.26.26

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CLIENT NUMBER
STC0262
WROXETER

SITE ADDRESS
43844 HARRISTON RD.,
GORRIE, ON

SITE DESIGN
ANTENNA
INSTALLATION

SHEET TITLE
STANDARD
DRAWING: U-BOLTS

DRAWN BY SJ	SHEET SD-1
CHECKED BY MMS	
APPROVED BY IMH	

SD214-SF2P4SNM 4 dipole, 8.5 dBd, offset, 138-174 MHz

Also referred as: SRL210C4NM*2-4

- 4-bay dipole antenna that covers the 138-174MHz band
- 8.5 dBd gain in offset pattern (1/4 wave configuration)
- 300W power handling

Recommend using the SMK-125-A3 for a 3' tower face, or the SMK-125-A7 side mounting kit for a 7' tower face which are available from Sinclair separately.

The SD214 series is a rugged 4-bay exposed dipole antenna designed for applications where moderate gain is required. These premium-quality antennas are well suited to public safety/public security applications.

The design of these antennas provides for coverage between 118 to 225 MHz in 3 sub bands, 118-138 MHz for civil aviation applications, 138-174 MHz for private mobile networks, public safety and public security and 220-225 MHz for transportation networks.

The standard connector offered is an N-type male.



Application Notes

- SD214-SF2P4SNM specifications are shown at the series level

www.sinctech.com

Region	United States	Europe, Middle East and Africa	Caribbean and Latin America	Canada and rest of the world
Telephone	USA: 1 800 263 3275	International: +44 (0) 1487 84 28 19	International: +1 905 726 7676	Canada: 1 800 263 3275 International: +1 905 727 0165
E-mail	salesusa@sinctech.com	salesuk@sinctech.com	salesla@sinctech.com	salescan@sinctech.com

Product Specification Sheet
EPR 016862

SD214-SF2P4SNM

Issue: 56

Dated: 24-03-11
Dated: 31-05-02

Electrical Specifications

Frequency Range	MHz	138 to 174
Gain (nominal)	dBd (dBi)	8.5 (10.6)
Input VSWR (max)		1.5:1
Polarization		vertical
Pattern		Offset
Horizontal beamwidth (typ)	degrees	210
Vertical beamwidth (typ)	degrees	17
Average Power Input (max)	W	300
Lightning protection		DC ground
Electrical tilt (available)		0

Mechanical Specifications

Connector		N (male)
Length/ Height	in (mm)	240 (6096)
Width	in (mm)	23 (584)
Depth	in (mm)	4 (102)
Base pipe diameter	in (mm)	2.38 (60)
Base pipe mounting length	in (mm)	72 (1829)
Radiating element material		aluminum
Base pipe material		aluminum
Weight	lbs (kg)	45.5 (20.66)
Actual Shipping weight	lbs (kg)	65 (29.51)
Shipping dimensions	in (mm)	247x44x6 (6274x1118x152)
Mounting hardware		clamps not supplied

Environmental Specifications

Wind Loading Area (Flat Plate Equivalent)	ft ² (m ²)	4.51 (0.42)
Wind Loading Area (ice)	ft ² (m ²)	7.51 (0.7)
Rated wind velocity (no ice)	mph (km/h)	130 (209)
Rated wind velocity (1/2" radial ice)	mph (km/h)	90 (145)
Lateral thrust (100mph)	lbs (N)	152 (676.1)
Torsional moment	ft-lbs (Nm)	157 (212)
Bending moment	ft-lbs (Nm)	761 (1027.4)

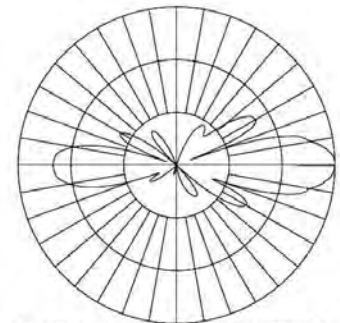
Notes

*1 : #130 clamp recommended

Ordering Information

2 x #130 clamps recommended (not included).
N-female connector available as option.
Recommend using the SMK-125-A3 for a 3' tower face, or

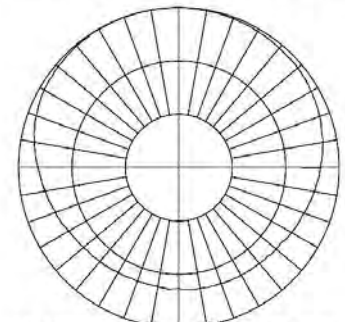
SINCLAIR TECHNOLOGIES



MEASURED RADIATION PATTERN
VERTICAL POLARIZATION

Elevation
Relative Gain - 10 dB per Division

SINCLAIR TECHNOLOGIES



MEASURED RADIATION PATTERN
VERTICAL POLARIZATION

Region	United States	Europe, Middle East and Africa	Caribbean and Latin America	Canada and rest of the world
Telephone	USA: 1 800 263 3275	International: +44 (0) 1487 84 28 19	International: +1 905 726 7676	Canada: 1 800 263 3275 International: +1 905 727 0165
E-mail	salesusa@sinctech.com	salesuk@sinctech.com	salesla@sinctech.com	salescan@sinctech.com

www.sinctech.com

Option one :
10ft schedule 40 mast 3inch OD
mounted inside tower leg and C4
antenna mounted to mast



Radio Housing



Small 8X8 steel clad building inside compound for fire and other services











KENWOOD
Listen to the Future

Huron County Fire Design

The Fire departments within Huron should entertain what Bruce and Grey County has done for a communications infrastructure which has been working successfully for all departments .

First , all departments decided they need more channels to operate on , the single county frequency made unsafe conditions for all fire fighters , page over and dispatch interrupting the active fire scene . Fire scenes walking on top of critical dispatch information , this all can result in critical lost communications or miss a “mayday” .

The unanimous decision was paging on paging channel , Voice comms between trucks long range and dispatch on a repeater system , and on scene channels for all portables on scene .

With this configuration dispatch calls or inbound trucks would not walk over on scene critical communications , nor will on scene walk over a dispatcher calling command with information .

Many municipalities have more than one station and the resources are shared between the stations requiring long distance calls , or other municipalities are coming in on mutual aid that require long distance calls .

On scene , everyone scrambles for what channel to be on when working with other departments . If portables have a on scene channel simplex radio to radio fire ground 1&2 , this will only travel about a kilometre in range but covers all on scene comms clearly . Only command requires to hear dispatch and inbound units , everyone else just needs to here on scene .

Therefore :

If page out to departments is on 154.265 county channel or some have it through repeater separate from any comms There is no walk over

If each municipality has their own repeater system that covers their municipality and beyond , this would give all mobiles long range communications between themselves and mutual aid . Dispatch would have a mobile at a location in the municipality connected to the repeater and to internet to the comm. Centre .

Two Fire ground channels implemented for portable radio's to talk clearly outside of everything else , these two channels are in every portable in the County therefore mutual aid is simple Fire Ground 1 , Fire ground two can be used if an entry team with accountability and a pump are required .

A mobile repeater system can be implemented in the front line vehicle that has a channel “truck repeater” that only command will use , this will allow command to control the mobile radio in the truck to send out to the repeater for dispatch and in bound communications . A repeater is used when command needs to be out of the vehicle on scene assessing operations , we recommend command having two portables , one on dispatch and the other recording radio on fire ground channel , this makes for no communications lost and all fire ground recorded and time stamped .

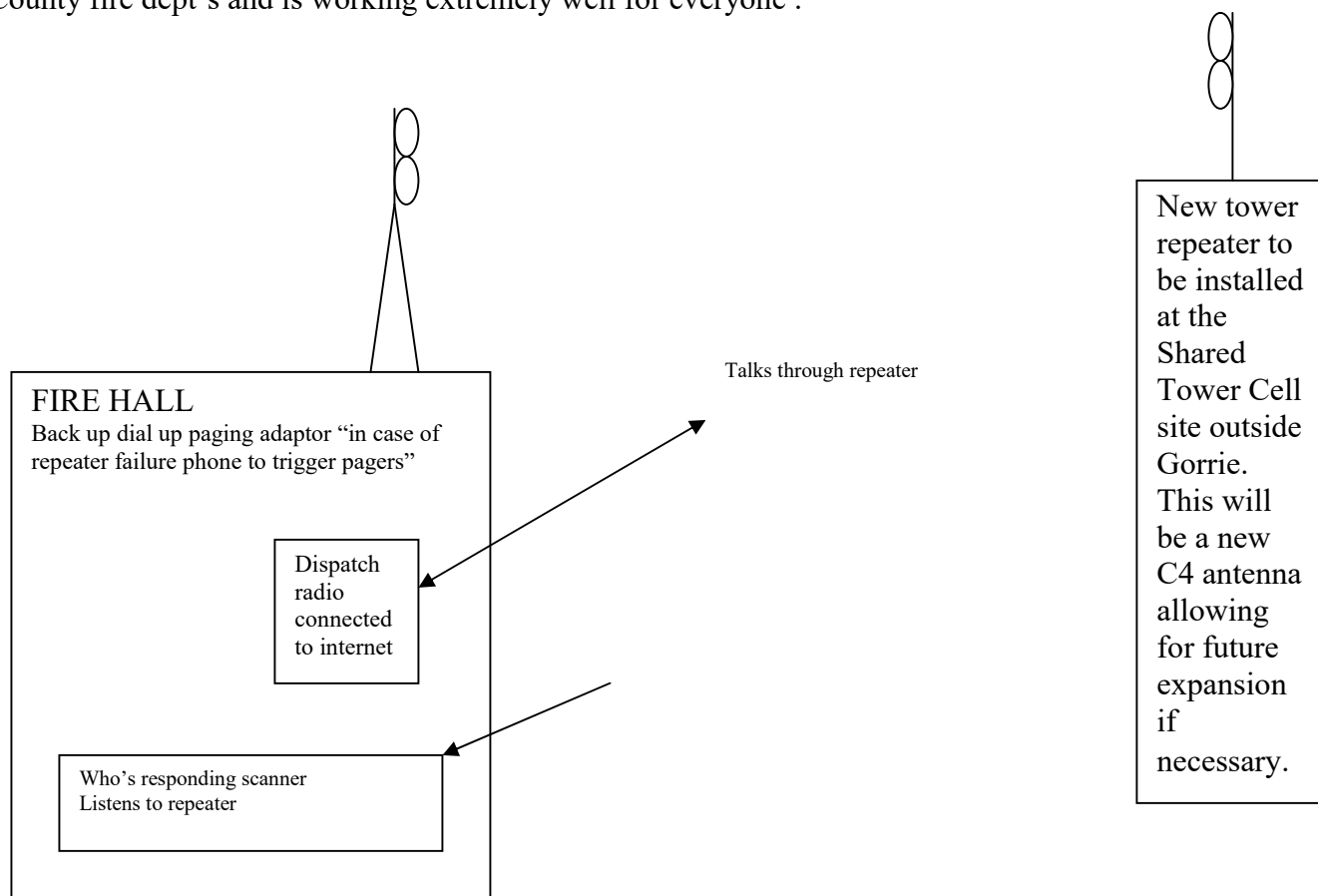
Mutual aid can talk long range through repeater to command and dispatch , therefore every mobile has surrounding fire dept repeaters in them and when arriving turn on a portable to fire ground 1 and ask where to stage .



KENWOOD
Listen to the Future

Howick Township Fire Department

As per discussions , this outlines a possible radio system design for your department that is used in Grey and Bruce County fire dept's and is working extremely well for everyone .



With this design dispatch is connected to your private repeater which will give you clear radio comm's through your servicing territory and beyond , the radio and internet adaptor is located at the fire hall that has generator backup power and high speed internet .

Portables and trucks now have long range comm's between each other and dispatch arriving to the scene and command calls for inbound trucks and dispatch at the scene.

The pagers are reprogrammed to the repeater channel and offers larger paging coverage , as well the tones to trigger pagers from dispatch are generated at dispatch so other tone sets can be added to your system such as , officer call and water rescue team .

Who's Responding scanner listens to the repeater therefore not only the page comes through cell phones but all comm's from trucks and dispatch .

ON SCENE

Two Huron County “ FIRE GROUND “ channels are implemented

The purpose for fire grounds channels is to keep comm’s on scene local , clear , not bothering dispatch , no inbound truck or dispatch calls walking over the scene where as mayday calls are lost or total confusion of who is talking . We need to separate scene from all other calls instead of walking on top of each other . Further more portables on scene should never go through repeaters and need to be local , they have limited range and inside any structure they have no range , people and maydays will be lost .

COMMAND is to carry two portables one recoding all audio comm’s on scene on the fire ground channel , the second portable is on the repeater for any dispatch calling and inbound trucks whether your own or mutual aid . The two portable system works well as scanning can still miss either or call from scene or dispatch , there is no confusion when using two radio’s .

If required a truck repeater can be implemented for command calls when the fire is to far away to hit the repeater directly with a portable , the portable turns the channel to truck repeater and all dispatch calling goes through the truck for the long range comm’s.

The FIRE GROUND 2 channel can be used on very large scenes to break up into groups that we are not all on one channel , or can be used for private entry team .

If we can have every department in Huron operating in this fashion to implement Fire ground channels as we have mutual aid calls channel one in every portable being “FIRE GROUND 1 “ we now have total mutual aid across they entire county , fire fighters do not have to ask “ what channel are we supposed to be on” “ channel one fire ground” everywhere .

Other County fire ground channels can be put in for mutual aid with those entire counties

The trucks can have every municipal fire channels or repeaters in them to talk to other departments long range and to the command at the scene .

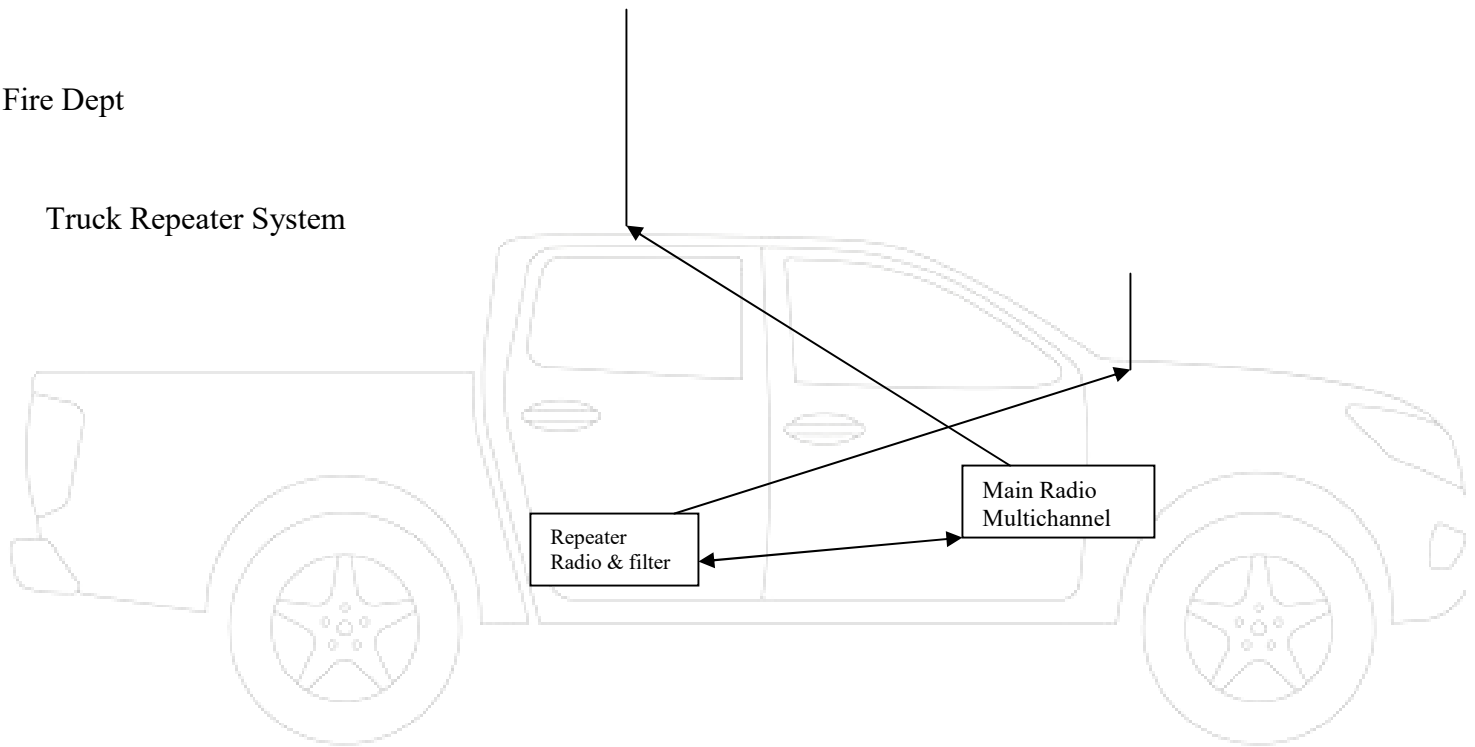
IN CONCLUSSION

This radio ops design just works , private dispatch calling , clear clean fire ground comm’s , long range calls between your units and dispatch , total mutual aid across the county



Fire Dept

Truck Repeater System



The truck repeater system uses the main radio (NX5700) multi-channel and has a second radio to a set channel 160-170Mhz hidden away and with a ON/OFF switch on the dash or console . How this works is , all audio from main radio regardless of channel will repeat out over the truck repeater radio and channel to the portables and portables will control the main radio to transmit out audio to dispatch or fleet . With this system when the truck is on dispatch channel or your municipal repeater , will allow the command to change channel on the portable to “truck repeater” and take full control of the mobile in the truck therefore expanding the coverage of the portable to now be a mobile . This will greatly enhance command comm’s to dispatch when further out from the fire repeater system where comm’s would be scratchy or non existent . Only command on scene needs to be using the truck repeater to talk and listen for any dispatch comm’s on the dispatch portable , all other portables on scene are on the Fire Ground channel

IC portables will need programming for the “Truck Repeater” channel

Staff Report to Council

Report From: Scott Price, Manager of Operations

Meeting Date: May 5, 2026

Report: PW-2026-12
 Solid Waste Service Agreement

Recommendation:

That Howick Council receive report PW-2026-12 Solid Waste Service Agreement for information;

And That Council approve By-law No. 27-2026 being a By-law to Authorize the Entering into and Execution of an Agreement between the Cooperation of the Township of Howick and Waste Management of Canada;

And That Council authorize the Reeve and the CAO/Clerk to sign and execute the Agreement.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	Caitlin Gillis, CAO/Clerk Luiza Adsett, Senior Manager, Public Affairs Waste Management
Attachment(s) to Report	Draft By-law 27-2026 Waste Management Solid Waste Agreement

Report Highlights

- Cost comparison for solid waste curbside collection for all Residential and

Commercial properties in Howick Township for the next 3 and 5 years.

- Automated cart implementation.

Context and Background

The Township of Howick is currently not under contract with Waste Management for curbside collection, as the previous agreement expired in December 2025.

A draft agreement was presented to Council on December 9, 2025, but was deferred until Waste Management amended the agreement to include Industrial, Commercial, and Institutional (ICI) properties in the waste cart program. The updated agreement now states that the Company shall provide eligible premises and approved businesses with one 64-gallon (240 litre) refuse cart when automated side-load truck service becomes available.

At the April 21, 2026, Regular Council Meeting, staff presented a report outlining the cost comparison between Waste Management and Bluewater Recycling Association for a five-year curbside collection contract that would include automated waste and recycling carts. Following discussion, Council deferred a decision and directed staff to inquire about a three-year contract option with Waste Management instead of a five-year term.

In the meantime, Township staff have been working closely with Waste Management to address the repeated missed curbside collections experienced by residents. Staff continue to hold weekly Zoom meetings with company representatives to review service concerns and work toward lasting improvements. Township staff feel that our concerns and frustrations are being taken seriously, and progress is being made.

Discussion and Staff Recommendation(s)

The cost comparison between Waste Management 3-year and 5-year contract is provided in the below table.

Table 1 : Cost Comparison for 3-year and 5-year contract

	5 Year	3 Year	# of Properties	Variance
Monthly	\$7,579.65	\$9,854.00	1495	\$2,274.35
Annual	\$90,955.80	\$118,248.00	1495	\$27,292.20

Waste Management explained that the primary driver of the higher unit cost for a 3-year term is the recovery period for cart-related deployment. As part of the transition to automated service, this includes significant upfront investments in:

- Administration
- Freight and logistics
- Assembly

- Door-to-door delivery and deployment
- Ongoing cart administration (inventory, maintenance, replacements, and customer service support)

Under a 5-year contract, these costs can be amortized over a longer period, allowing for a more gradual recovery and a lower annualized impact on pricing.

In contrast, a 3-year term requires the same upfront investment to be recovered over a shorter timeframe, resulting in a higher annual cost.

An additional risk factor that has not been incorporated is that the waste and recycling contract terms are not aligned, while the service model is based on co-collection.

Based on the large variance between the cost of curbside waste collection with Waste Management between the 3- and 5-year terms, staff are recommending signing the attached agreement with Waste Management for a 5-year contract. There are very few competitors in this industry and Bluewater Recycling was \$64,763.40 more expensive per year than Waste Management.

Staff have welcomed Luiza Adsett, Senior Manager, Public Affairs to this mornings Council Meeting if Council has any additional questions or requires more clarification.

Impact Analysis

Curbside Garbage Collection of 64 Gallon Waste Carts will cost \$90,955.80 + applicable HST for 2026 for 1495 households. The five-year contract includes an annual 5% rate increase.

Year	Cost (plus HST)
2026	\$90,955.80
2027	\$95,503.59
2028	\$100,278.77
2029	\$105,292.71
2030	\$110,557.34

Additional fees are included in Exhibit A of the enclosed Agreement.

Linkages

[Draft By-law 27-2026](#)

[Waste Management Solid Waste Agreement](#)

Respectfully submitted,

Scott Price, Manager of Operations

Corporation of the Township of Howick

By-law 27-2026

Being a By-law to Authorize the Execution of an Agreement to Provide Management of Solid Waste Services Between Waste Management Canada Corporation and the Corporation of the Township of Howick.

WHEREAS Subsection 11(1) of the Municipal Act, S.O. 2001, c. 25, authorizes a lower-tier municipality to provide that the municipality considers necessary or desirable for the public;

AND WHEREAS the Council of the Township of Howick considers the management of waste as necessary or desirable for the public;

AND WHEREAS Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and for use of its property including property under its control;

AND WHEREAS Subsection 11(2), paragraph 7 of the Municipal Act, 2001, authorizes a lower tier municipality to pass by-laws respecting services that the municipality is authorized to provide;

AND WHEREAS Council deems it necessary and desirable to enter into a contract with Waste Management of Canada Corporation;

AND WHEREAS, on June 3, 2021, the Province of Ontario enacted the Blue Box Regulation (O. Reg. 391/21) transferring operational and financial responsibility for the Corporation of the Township of Howick Blue Box Program to Extended Producer Responsibility (EPR) Blue Box with transition beginning on June 30, 2024;

NOW THEREFORE, The Council of the Township of Howick hereby enacts as follows:

1. That the CAO/Clerk and Reeve are hereby authorized to execute the agreement attached hereto as Schedule A, which forms part of this by-law.
2. That By-laws 33-2016 and 14-2024 are hereby repealed as of May 5, 2026.
3. This by-law shall come into force upon final passing.
4. That this By-law will be known as the "Solid Waste Management Agreement" By-law.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

SOLID WASTE SERVICES AGREEMENT

THIS SOLID WASTE SERVICES AGREEMENT (“Agreement”) is made this **9th day of December 2025** (the “Effective Date”) by and between WASTE MANAGEMENT OF CANADA CORPORATION, a corporation organized and existing under the laws of the province of Nova Scotia (hereafter “Company”), and the CORPORATION OF THE TOWNSHIP OF HOWICK, a municipal corporation created under the laws of Ontario (hereafter “Township”) (Company and Township each a “Party” and collectively the “Parties”).

Cu

WHEREAS, Township desires to provide its residents with collection of solid waste; and

WHEREAS, Company and its affiliates have extensive experience in providing such services; and

WHEREAS, Township wants to contract with the Company for such services in accordance with the terms and conditions contained herein.

NOW THEREFORE, for and in consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, Company and Township agree as follows:

1. **DEFINITIONS**

- a) “**Applicable Law**” means any law, regulation, requirement, or order of any federal, provincial or local agency, court or other domestic or foreign governmental body, or interpretation thereof by any court or administrative agency of competent jurisdiction, and requirements of all permits, licenses, and governmental approvals applicable to this Agreement.
- b) “**Cart**” means a watertight heavy plastic receptacle with a rated capacity of approximately sixty-four (64) gallons for waste, having a hinged, tight-fitting lid, and two (2) wheels.
- c) “**Collection Service(s)**” means the process by which Solid Waste is removed from Residential Premises and subsequently disposed.
- d) “**Confidential Information**” means this Agreement; information disclosed to Company in relation to the Municipal Property Assessment Corporation; information relating to Disclosing Party or its affiliates; information relating to Disclosing Party or its affiliates’ business, pricing, or any other information prepared or provided by Disclosing Party in relation to this Agreement, and any of Disclosing Party or its affiliates’ documentation or data, which to the

extent previously, presently, or subsequently disclosed to Receiving Party.

- e) “**Container**” means Cart.
- f) “**Contamination**” refers to materials placed in a Container other than Municipal Solid Waste.
- g) “**CPI**” means the Consumer Price Index, all-items Ontario, as published by Statistics Canada.
- h) “**Disclosing Party**” means a Party to this Agreement, who is disclosing Confidential Information to a Receiving Party.
- i) “**Dwelling Unit**” means any individual living unit that includes a kitchen, and a room or suite of rooms, and is designed or occupied as separate living quarters for an individual or group of individuals. However, Dwelling Unit does not include a hotel or motel unit.
- j) “**Overage**” is defined as (i) Waste exceeding its Container’s intended capacity such that the lid is lifted (or would be lifted if lowered) or (ii) Waste placed on top of or in the immediate vicinity of the Container, in bags or otherwise.
- k) “**Premises**” means any parcel of real-estate property in the Service Area where Solid Waste is generated or accumulated.
- l) “**Rates**” means the fees to be charged by Company to Township, and paid by Township to Company, for the Collection Services and other services provided by Company and included on Exhibit “A” attached hereto, as such may be adjusted from time to time.
- m) “**Receiving Party**” is a Party to this Agreement, who is receiving Confidential Information from another Party to this Agreement.
- n) “**Recyclables**” means the materials defined as blue box material under the Province of Ontario.
- o) “**Refuse**” means Solid Waste that is set out for collection and disposal pursuant to this Agreement. Refuse does not include Recyclables or Unacceptable Waste.
- p) “**Residential Premises**” means a Single-Family Premises or Multi-Family Complex.
- q) “**Service Area**” means (i) the entire territory included within the Township limits as of the Effective Date of this Agreement; and (ii) such additional area as may thereafter become included with the Township limits from time to time due to annexation, incorporation or other means, but only from and after the time as the Company is able to provide collection services in such additional area and has reached agreement with the Township as to the rates for services, and except to the extent providing such services may be otherwise prohibited by law.
- r) “**Service Recipient**” means an owner or occupant of a Residential Premises.
- s) “**Solid Waste**” means all putrescible and non-putrescible solid, semi-solid, and liquid wastes that

are generated or coming to exist in the Service Area, excluding Unacceptable Waste.

- t) “**Unacceptable Waste**” means any waste tires, radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized, or listed under applicable federal, provincial, or local laws or regulations, any materials containing information protected by federal, state or local privacy and security laws or regulations (unless tendered to Company pursuant to a separate agreement), or any material the acceptance or handling of which would cause a violation of any Applicable Law, damage to Company’s equipment or facilities, or present an endangerment to the health or safety of the public or Company’s employees. Title to and liability for Unacceptable Waste shall remain with the generator at all times.

2. **TERM.** The Term of this Agreement shall be for five (5) years commencing on January 1, 2026 (the “Commencement Date”) and expiring December 31, 2031, with an additional 5-year mutual renewal option. Further extensions of one (1) year are available, unless either Party gives the other at least six (6) months’ advance written notice of the intention to terminate the Agreement at the end of the then-current term.

3. **EXCLUSIVE RIGHT.**

- a. The Township does hereby grant to Company and shall have the exclusive duty, right and privilege to provide Collection Services at Residential Premises in the Service Area. Subject to Section 3(b) below, all Residential Premises within the Service Area shall be required by Township to utilize the Collection Services of Company as provided herein.
- b. Notwithstanding the above, nothing in this Agreement shall prevent any owner, occupant or tenant of a Residential Premises from personally handling, hauling, or transporting Solid Waste generated by or from such Premises for purposes of disposing of the same at an authorized disposal area or transfer station.

4. **COLLECTION SERVICES.**

- a. **Service.** The Company will be required to pick up refuse from the street, curb, or other locations on public or private property that is accessible by its collection vehicle. Containers shall be returned to the position from which the Company received it. Collection on Township

side roads and concessions will be single sided collection. Service will be provided every week on Mondays on alternative weeks: week one includes the West side; Week two includes East side.

b. Inaccessible Areas. Alternative service provisions will be provided where roads are not accessible, currently known as transfer locations. Frontload bin services will be provided upon mutual review and acceptance by both parties. Households associated with these inaccessible areas may be provided frontload steel bins, with the number and size of bins determined based on the number of units attached to each area. If frontload bins are applied, the accompanying units will be removed from curbside cart billing, and frontload service billing will apply in its place as set forth in Exhibit “A”.

c. Containers.

i. Company shall provide eligible Premises and approved business with one 64-gallon (240 litre) Cart for Refuse when Automated Sideload Truck is available, estimated to be in 2026. Additional Carts will be available for a fee as set forth in Exhibit “A”. Company will own all Containers provided to the Township hereunder, unless purchased by the Township, and the Township shall allow Company to retrieve all Company Containers at the termination or expiration of this Agreement.

ii. Company shall replace any Container that becomes damaged or destroyed during the provision of the Collection Services, or that becomes unusable due to ordinary wear and tear; Company may charge a replacement fee and delivery fee as set forth in Exhibit “A”. However, if a Container in the possession of a Service Recipient is lost, stolen, damaged, or destroyed through no fault of Company, the Township shall be responsible to compensate Company the fair market value for the replacement or repair of such Container. Service Recipients will be responsible for maintaining the cleanliness of Containers, although the Township may request a Container exchange for the fee set forth in Exhibit “A”. Service Recipients may not, itself or through a third party, mechanically compact materials placed in Company-provided Containers.

d. Collection Location, Frequency and Time. Refuse shall be collected from the curbside every other week. Collections shall occur during ordinary hours but in no instance earlier than 7 a.m. Refuse shall be collected at a frequency and from locations determined by Company and the Township.

e. Contamination; Overage.

- i. During the period beginning on the Commencement Date and ending sixty (60) days later (the “Roll-Out Period”), Company shall provide information designed to minimize instances of Contamination and Overage. Where the Company documents that a particular Service Recipient has Contamination or Overage, Company shall collect the offending Container (where it can be done safely and excluding material laying on ground) and provide an electronic notice to the Township with the following information (a “Violation Notice”):

- Date of the offense;
- Description of the offense;
- If available, a photograph or video (or link to photograph or video);
- A description of the materials that are appropriate for collection in said Container and a link to view online.

During the Roll-Out Period, Company shall not impose a Contamination or Overage Charge.

- ii. Company may opt to not collect Overage, unless caused by Company spillage of non-overloaded Containers during collection; in such event, the Township may correct the Overage and request that Company return to service the Container. Alternatively, Company may collect the Container with Overage if it can safely do so. In either case, the Company shall provide a Violation Notice where such electronic contact information has been provided. If there have been more than three instances of Overage in any twelve (12) month period for a particular service, Company may request Township to communicate violation on its behalf which may result in no collection. ’s request (i.e., Additional Container) to mitigate the Overage, and may increase the charges to the Township according to the increased service level.

- f. Overweight Containers.** The Company may refuse to collect any Refuse which the Company reasonably believes to be overweight. A Container shall be considered “overweight” if the total weight of the Container and contents exceeds two times the volume capacity of said Container (e.g., 200 pounds for a 64-gallon Cart). The Company shall provide notification to the Township regarding each instance of non-collection.

- g. Disposal.** Company shall dispose or arrange to dispose of the Refuse collected under this Agreement only at solid waste disposal facilities that are licensed and permitted to accept such solid waste.
- h. Holiday Schedule.** The following days shall be designated holidays on which the Collection Services shall not be provided: New Year’s Day and Christmas Day.
- i. Special Services.** From time to time, the Township may request performance of special services, for which a rate is not provided in Exhibit “A”. Company shall make good faith efforts to provide the requested service at a reasonable rate negotiated with the Township.
- j. Compliance with Laws.** The Collection Services shall be performed in accordance with Applicable Law.
- k. Personnel and Equipment.** The Collection Services shall be performed by properly trained and licensed personnel in adequate numbers and with adequate vehicles to complete the Collection Services in a safe and timely manner.
- l. Supervision.** Company shall provide competent supervision in charge of working crews at all times while providing the Collection Service.
- m. Missed Pick-Ups and Complaints.** All Refuse Containers scheduled for collection, must be placed at the curb or other designated location and ready for pick-up before 7:00 a.m. on the collection day; any Containers not collected because they are not at the curb or other designated location on time shall not be considered a missed pick-up. All complaints as to Company’s provision of the Collection Services, including alleged missed pick-ups, shall be given prompt and courteous attention. Company shall attempt to resolve all complaints promptly and shall cure all missed pick-ups that are a result of Uncontrollable Circumstances within one (1) week, conditions permitting. Company shall attempt to resolve all complaints promptly and shall cure all missed pick-ups that are not the result of Uncontrollable Circumstances within one workday, conditions permitting.
- n. New or Enhanced Diversion Programs.** In the event any federal, provincial, or local law or regulation is adopted or becomes effective after the date of this Agreement which imposes upon Township or Company a requirement for the implementation of any source separated program for the collection of any waste material not already covered by this Agreement, increases Township’s diversion requirement under Applicable Law, changes the methods for obtaining or measuring compliance with diversion requirements, Company shall design and

present a program to Township to comply with such new laws or regulations. Before any such changed services are implemented, Company and Township shall meet and confer in good faith to determine a fair and reasonable adjustment to the maximum rates set forth in Exhibit “A” in order to compensate Company for implementing said changed services.

- o. Natural Disasters.** Company will use commercially reasonable efforts to assist Township, at the Township’s request, with emergency collection service in the event of major disaster, such as an earthquake, storm, riot or civil disturbance, by providing equipment and drivers based on negotiated services and rates between Township and Company. Township is not required to utilize the services of Company. In addition, where the disaster results in the loss of Service Recipient containers, Company shall replace the containers, and Township shall reimburse Company for the cost of replacement.

5. Service Infractions.

In case the Company fails to perform the work in accordance with the terms specified in this contract, including completion of routes and services, the company shall be assessed infraction charges as outlined in the following:

#	Infraction Description	Infraction Charge
1	Failure to complete collection at each dwelling unit in controllable situations. If the Contractor returns to complete Collection on an alternate day within the week, no damages shall apply. Infraction resets after each 6 months.	1st occurrence: Written warning 2nd occurrence: \$200 3rd occurrence: \$300 4th and Subsequent: \$500
2	Recurring misses (more than three times in a six (6) month period) to units, roads or areas as a result of Contractor error and not as a result of actions outside the Contractors control.	Per occurrence: \$300

6. BILLING.

The Township shall compensate the Company monthly for Collection Services, in a total amount based upon the service charges for Collection Services, as they may be adjusted from time to time, and any applicable additional charges, as provided in Exhibit “A”.

In calculating such monthly compensation to the Company, the applicable per unit rates shall be multiplied by the number of Service Recipients. The aggregate number of such Service Recipients is currently estimated by the Township to be as follows as of the effective date of this Agreement: 1495 residential units. The Township shall provide an updated unit count monthly within ten (10) days of the end of each calendar month.

7. SERVICE RATES.

- a. Service Rate Schedule. Company shall provide the Collection Services for the rates set forth in Exhibit “A” (the “Rates”), as the same may be adjusted in accordance with this Section 6.
- b. Annual Adjustment to Rates. Commencing on the date which is one (1) year after the Commencement Date, and on the same date annually thereafter (the “Adjustment Date”), the Rates shall be increased by five percent (5%) to the then-current Rates.
- c. Extraordinary Adjustments. In addition to the annual adjustment provided by subsection (b) above, the Rates shall, upon written request of Company, be further adjusted to fully capture increased expenses and lost revenue associated with performance of the Collection Services hereunder due to any one or more of the following causes:
 - i. Uncontrollable Circumstance (see Section 12);
 - ii. Changes in Applicable Law that is effective after the Effective Date of this Agreement;
 - iii. Increase in surcharges, fees, assessments or taxes levied by federal, provincial or local regulatory authorities or other governmental entities related to the Collection Services;
 - iv. Changes in baseline assumptions, such as changes in volumes collected and changes in the amount of container contamination;
 - v. Increase in the cost of transportation, including fuel and third-party transportation costs;
 - vi. Any other extraordinary circumstances or causes or reasons that are not within the reasonable control of Company.
- d. If Company requests a Rate adjustment pursuant to Section 6(c), it shall prepare a Rate adjustment request setting forth its calculations of the increased costs and accompanying adjustment to the Rates necessary to offset such increased costs. The Township may request

documentation and data reasonably necessary to evaluate such request by Company, and may retain, at its own expense, an independent third party to audit and review such documentation and request. If such third party is retained, the Township shall take reasonable steps, consistent with Applicable Law, to protect the confidential or proprietary nature of any data or information supplied by Company. The Township shall approve all properly calculated Rate adjustments within ninety (90) days of Company's request, and the adjusted Rates shall be deemed to take effect as of the date of Company's request.

8. DEFAULT AND TERMINATION

Except as otherwise provided in Section 12 (Force Majeure), the failure of either Party to perform a material obligation under this Agreement shall be considered a breach of this Agreement, and the breaching Party shall be in default. In the event of default, the non-defaulting Party shall give written notice to the other Party of the default, and the defaulting Party shall have: (i) ten (10) days from the receipt of the notice to cure any failure to pay money under this Agreement, or (ii) thirty (30) days from the receipt of the notice to cure any other default under this Agreement; provided, however, if the particular default is not reasonably capable of being cured within 30 days, then the defaulting Party will have such number of days to cure as is reasonable under the circumstances. If the defaulting Party fails to cure the breach within the allotted time, the non-defaulting Party may, at its option, immediately terminate the Agreement by written notice to the defaulting Party. In the event of a default, the defaulting Party agrees to pay all damages caused by said default, to include, without limitation reasonable legal fees and costs associated with enforcement of this Agreement. Under no circumstances shall either Party be liable for any loss of profits, loss of savings, loss of contracts, or any consequential, indirect, punitive or special damages for any alleged default under this Agreement. The exclusions and limitations of liability set forth herein shall apply irrespective of the nature or cause of action and shall accordingly apply in the event of breach of contract, tort (including negligence), equity, and any other cause of action, whether arising statutorily or otherwise at law.

9. INDEPENDENT CONTRACTOR

Company shall perform the Collection Services as an independent contractor. Company, its officers, employees, agents, contractors or subcontractors, are not and shall not be considered employees,

agents or servants of the Township for any purpose whatsoever under this Agreement or otherwise. Company at all times shall have exclusive control of the performance of the Collection Services. Nothing in this Agreement shall be construed to give Township any right or duty to supervise or control Company, its officers, employees, agents, contractors, or subcontractors, or to determine the manner in which Company shall perform its obligations under the Agreement.

10. INSURANCE

Company shall maintain at its own cost and expense the following minimum limits of occurrence-based insurance during the term of this Agreement:

	<u>Type</u>	<u>Amount</u>
a.	Employer’s Liability	\$5million
b.	Commercial General Liability	\$5million per occurrence
c.	Automobile Liability	\$5million

The Township, its elected and appointed officials and employees, shall be included as additional insured parties under the CGL, Automobile and Excess/Umbrella coverages. Prior to commencement of the Collection Services, Company shall deliver to Township certificate(s) of insurance evidencing the required coverages. The certificate(s) shall require at least ten days’ notice to the Township before cancellation of any such Company policy.

11. OCCUPATIONAL HEALTH AND SAFETY POLICY

The Company accepts and agrees to comply with the Township’s Contractor Safety and Due Diligence Policy, the provisions of which are incorporated in this Agreement.

12. FORCE MAJEURE

Except for the failure to make payment when due, neither Party shall be in default for its failure to perform or delay in performance caused by an Uncontrollable Circumstance, and the affected Party shall be excused from performance during the occurrence of such events. For purposes of this Agreement, “Uncontrollable Circumstances” means any act of terrorism, act of God, landslides, lightning, forest fires, storms, floods, typhoons, hurricanes, severe weather, freezing, earthquakes, volcanic eruptions, other natural disasters or the imminent threat of such natural disasters, pandemics or epidemics, industry-wide labour or equipment shortages, quarantines, civil disturbances, acts of

the public enemy, wars, blockades, public riots, labour unrest (e.g., strikes, lockouts, or other labour disturbances), acts of domestic or foreign governments or governmental restraint or other causes, whether of the kind enumerated or otherwise, and whether foreseeable or unforeseeable, that are not reasonably within the control of a Party.

13. MISCELLANEOUS PROVISIONS.

a. Confidentiality:

- i.** The Parties shall maintain confidentiality of Disclosing Party's Confidential Information using the same standard used to protect its Confidential Information, which shall not be any less than that which a reasonable person placed in the same circumstances would use. This includes implementing and maintaining appropriate security measures to safeguard Disclosing Party's Confidential Information. Receiving Party shall ensure that its employees, agents and consultants maintain the confidentiality of all Disclosing Party's Confidential Information and information related to this Agreement or the proposed activities set out herein and shall not communicate such Confidential Information or information related to this Agreement or the proposed activities set out herein to any third party without the prior written consent of Disclosing Party. Notwithstanding the foregoing, Township agrees that Company is entitled to disclose Confidential Information to its affiliates for the purposes of administering this Agreement.
- ii.** Confidential Information received from Disclosing Party shall be used solely for the purposes of administering this Agreement and for no other purposes.
- iii.** Township confirms that it was entitled to disclose to Company Municipal Property Assessment Corporation information, and Company agrees that such Municipal Property Assessment Corporation information shall be used solely for the purposes of providing Collection Services further to this Agreement, and for no other purpose.
- iv.** Upon a request by Disclosing Party, Receiving Party will turn over to Disclosing Party or destroy all Confidential Information of Disclosing Party and all documents or media containing any such Confidential Information and any and all copies or extracts thereof except with respect to Confidential Information residing on any disaster recovery or business continuity or archiving systems of Receiving Party or which is subject to legal or

litigation holds, and such Confidential Information shall continue to be governed by this Agreement until destroyed.

- v. The obligations regarding confidentiality shall survive for five (5) years following termination or expiration, as applicable, of this Agreement.
 - A. This Agreement shall be binding on and shall inure to the benefit of the Parties hereto and their respective successors and assigns.
 - B. This Agreement shall be construed in accordance with the laws of the Province of Ontario, and the applicable federal laws of Canada.
 - C. All written notification required by this Agreement shall be effective upon receipt and delivered by Certified Mail, Return Receipt Requested, overnight delivery by a recognized overnight delivery service, or by hand delivery to the Party's address below:

If to Company: 200 Sligo Rd. W
Mount Forest, ON N0G 2L1
Attn: Senior District Manager

If to Township: 44816 Harriston Road,
Gorrie ON N0G1Z0
Attn: Public Works Manager

- b. If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; however, the Parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision.
- c. In the event either Party successfully enforces its rights against the other hereunder, the other Party shall be required to pay the prevailing Party's legal fees and court costs.
- d. Company's rights and obligations under this Agreement may not be assigned without the prior written approval of the Township, which shall not be withheld unreasonably nor required with respect to an assignment to an affiliate of Company.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties have executed this Agreement, and it is effective as of the Effective Date above.

WASTE MANAGEMENT OF CANADA CORPORATION

By: _____

Name: _____

Title: _____

Signature: _____

CORPORATION OF THE TOWNSHIP OF HOWICK

By: _____

Name: Doug Harding

Title: Reeve

Signature: _____

We have the authority to bind the corporation.

By: _____

Name: Caitlin Gillis

Title: Chief Administrative Officer/Clerk

Signature: _____

**EXHIBIT A
COMPANY RATES**

Item	Description	Units	Unit Rate per month	Total Per Month	Total per Year
1	Curbside Garbage Collection Year 1 64 Gallon Carts	1495	\$5.07	\$ 7,579.65	\$ 90,955.80
2	Curbside Garbage Collection Year 1 95 Gallon Carts	1495	\$5.15	\$ 7,699.25	\$ 92,391.00

Frontload Waste Bin Unit Rates, including disposal

Frontload bins	Rate per service
2 yard	\$ 23.10
4 yard	\$ 34.65
6 yard	\$ 51.45
8 yard	\$ 63.00

Frontload Recycling Bin Unit Rates for Non-Eligible, including processing

Frontload bins	Rate per service
2 yard	\$ 32.00
4 yard	\$ 36.00
6 yard	\$ 40.00

2025 Contingency Supplemental Rates

- Replacement Carts: \$100 per unit plus \$100 delivery
- Special Collection Services (i.e. Bulk): \$180 per hour
- Waste disposal \$105 per Metric Tonne if redirect to WM transfer/Landfill

Staff Report to Council

Report From: Scott Price

Meeting Date: May 5, 2026

Report: PW-2026-13
Repairs to Structure 11 on Spencetown Road

Recommendation:

That Howick Council receives report PW-2026-13, Repairs to Structure 11 on Spencetown Road for information.

And that Council award Tender PW-2026-04, to 2585284 Ontario Inc. o/a Beton. In the amount of \$849,649.00 plus unrecoverable HST for the repairs to Structure 11 on Spencetown Road.

And that Council approve By-law No. 35-2026 being a By-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and 2585284 Ontario Inc. o/a Beton

And That the Reeve and CAO/Clerk be authorized to execute said agreement.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure
Consultations	Chad Kernighan, P. Eng. BM Ross and Associated Ltd.
Attachment(s) to Report	BM Ross and Associates Tender Review Draft By-law No.35-2026

Report Highlights

- Tender documents were prepared and issued by BM Ross and Associates Ltd.

- Three submissions were received to be considered.
- Tenders were received on Tuesday April 21, 2026, and reviewed by BM Ross and Associates as well as Staff
- All tenders were checked by BM Ross and Associates and found to be mathematically correct

Context and Background

The existing structure is a 2-span rigid frame bridge. The abutments, wingwalls, and deck edges are generally in fair condition with isolated areas of deterioration.

The railings do not meet current standards.

The pier is in fair to good condition with spalling and cracking at the ends.

The deck top is covered with asphalt.

Scope of Work

Patch repairs to the abutments, wingwalls, and pier

Patch repairs to the deck edges, deck soffit, deck top

Construction of new curbs and parapet walls.

A 12-week road closure is expected to complete this work.

Completing the repairs to Structure 11 will provide proactive activity with a planned financial investment. In addition, BM Ross will be the contract administrator and inspector during the project.

Discussion and Staff Recommendation(s)

2585284 Ontario Inc. o/a Beton provided three references in their tender documents.

Both Chad Kernighan, BM Ross and staff have followed up with the references provided in the tender documentation, and all provided positive feedback.

Staff recommend entering into and execution of an agreement between the Corporation of the Township of Howick and 2585284 Ontario Inc. o/a. Beton.

Impact Analysis

Table 1: Tender Submissions

Tenderer	Tendered Amount Excl. HST and Item 23- Guardrail
2585284 Ontario Inc. o/a Beton	\$849,649.00
VanDriel Excavating Inc.	\$877,110.60
Strat-Con Construction	\$910,998.00

In the 2026 Capital Budget, staff budgeted \$880,000.00 for the repairs to Structure 11 on Spencetown Road.

Provisional Item 23, Steel Beam Guiderail and End Treatments and Structure Attachments was removed from the contract to keep the Tendered amount within Budget.

Provisional Item 23 totaled \$86,270.00 + HST. The mounting hardware is included in the installation of the parapet walls, this allowing installation of Guiderail to be completed at a later date.

Table 2: Financial Impact

2585284 Ontario Inc. o/a Beton	\$849,649.00
Unrecoverable HST	\$14,953.82
Total Project Amount	\$864,602.82
Budgeted Amount	\$880,000.00
Variance	(\$15,397.18)

Linkages

[BM Ross and Associates Tender Review](#)

[Draft By-law No. 35-2026](#)

Respectfully submitted,

Scott Price, Manager of Public Works



VIA EMAIL ONLY

April 29, 2026

Scott Price, Manager of Public Works
Township of Howick
44816 Harriston Road
Gorrie, ON N0G 1X0

RE: Repairs to Structure 11 on Spencetown Road

Tenders were received on Tuesday, April 21, 2026 for the above noted project as summarized by the following table:

Tenderer	Tendered Amount Excl. HST and Item 23 - Guiderail
2585284 Ontario Inc. o/a Beton	\$849,649.00
VanDriel Excavating Inc.	\$877,110.60
Strat-Con Construction	\$910,998.00

All of the tenders were checked and found to be mathematically correct. All tenders were properly signed and each was submitted with the specified tender deposit and Agreement to Bond.

As discussed with Township staff, Provisional Item 23 – Steel Beam Guiderail, End Treatments and Structure Attachments has been removed from the contract, which has been reflected in the price above.

A definitive start date has not been established.

Beton provided three references on their ability and experience form submitted with their tender documents. All three references were bridge rehabilitation projects. References indicate that Beton were good to work with, maintained schedule and were cooperative.

Since the lowest tender is acceptable contractually, and the tenderer is experienced in bridge rehabilitation, further analysis is limited to the lowest bid. We are not aware of any reason why the contract should not be awarded to 2585284 Ontario Inc. o/a Beton for the total tender sum of \$849,649.00 + HST.

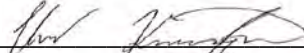
Tender deposits were in the form of bid bonds. As such there are no tender deposits to retain or return.

Should you have any questions, please contact the undersigned.

Yours very truly,

B. M. ROSS AND ASSOCIATES LIMITED

Per



Chad Kernighan, P. Eng.

CMK:es

Corporation of the Township of Howick

By-law No. 35-2026

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and 2585284 Ontario Inc. o/a Beton. for the Repairs to Structure 11 on Spencetown Road

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 under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Council deems it prudent to award Contract BR1628 to 2585284 Ontario Inc. o/a Beton for the repairs to structure 11 on Spencetown Road in the amount of \$849,649.00, plus HST;

AND WHEREAS both parties have agreed to the Terms in the Contract.

NOW THEREFORE BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF HOWICK HEREBY ENACTS AS FOLLOWS:

1. That the Corporation of the Township of Howick approves the awarding of Contract BR1628 to 2585284 Ontario Inc. o/a Beton for the repairs to structure 11 on Spencetown Road in the amount of \$849,649.00 plus HST, as per the Contract attached hereto as Schedule "A" and forming part of this by-law.
2. That the Reeve and CAO/Clerk be authorized to execute and affix the Corporate Seal to all things, papers and documents necessary to the execution of such Contract.
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 "Structure 11 Repairs" By-law.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Staff Report to Council

Report From: Amy Van Meeteren, Treasurer/Manager of Finance

Meeting Date: May 5, 2026

Report: FIN-2026-14
 2026 Canada Summer Jobs Funding Approval

Recommendation:

That the Council of the Township of Howick receive report FIN-2026-14, 2026 Canada Summer Jobs Funding Approval;

And the Council authorizes the Reeve and Clerk to execute the agreement for Project # 21421474

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Safe & Reliable Infrastructure Welcoming & Vibrant Community Inviting Neighbourhoods & Thriving Businesses People First
Consultations	None
Attachment(s) to Report	2026 Canada Summer Jobs

Context and Background

An application for Canada Summer Jobs was submitted on December 11, 2025. We applied to receive funding for 5 pool positions for the summer of 2026. We received notification that our application for funding has been approved for 5 pool lifeguard positions this year in the amount of \$12,320.00. This is an increase from the approved 2025 funding amount of \$4,816.00, as only 2 pool lifeguard positions were approved last year.

Linkages

- [2026 Canada Summer Jobs](#)
-

Respectfully submitted,

Amy Van Meeteren, Treasurer/Manager of Finance



Calculation of Approved Canada Summer Jobs Contribution Amount

NOTE: Each approved job can only be filled by one youth.

Project Number	021421474
Business Number	108132861RT0001
Common Name	Township of Howick
Legal Name	Corporation of the Township of Howick

Job title	No. of jobs	Anticipated Start Date	No. of weeks per job	Hrs. per week per job	Total hours	Hourly rate paid to participant	ESDC hourly rate contribution	MERCs*	Accommodation costs	Approved ESDC contribution
pool lifeguard	1	2026/06/08	8	35	280	\$ 20.11	\$ 8.80	0	\$ 0.00	\$ 2,464.00
pool lifeguard	1	2026/06/08	8	35	280	\$ 19.82	\$ 8.80	0	\$ 0.00	\$ 2,464.00
pool lifeguard	2	2026/06/08	8	35	560	\$ 18.72	\$ 8.80	0	\$ 0.00	\$ 4,928.00
pool lifeguard	1	2026/06/08	8	35	280	\$ 18.30	\$ 8.80	0	\$ 0.00	\$ 2,464.00
Total	5	N/A	N/A	N/A	1400	N/A	N/A	N/A	N/A	\$ 12,320.00



* MERCs = Mandatory Employment Related Costs

Start date and end date of Agreement: 2026/04/20 - 2026/08/29

32. Approved ESDC contribution \$ 12,320.00	33. Signature on behalf of ESDC SAYED, CHRISTINE _____	34. Position Title Service Manager _____	35. Date 2026-04-07 13:30:07 _____
36. Amendment number: 0	37. Signature on behalf of the organization* (may be required) Amy Van Meeteren _____	38. Position Title Treasurer/Manager of Finance _____	39. Date 2025-12-11 19:26:11 _____

*I certify that I am authorized to sign on behalf of the Organization.



Dear Members of Howick Township Council,

On behalf of the Howick Agricultural Society, I'm reaching out regarding our upcoming Mother's Day Elvis Show on Saturday May 9th, and our Medium Comedy Show on Friday August 14th.

As we prepare for these events, we are requesting the opportunity to receive an increased share of the bar proceeds for the evening. Our volunteers will be managing all aspects of the bar service, and any funds generated will go directly back into supporting our events and initiatives.

Revenue from events like this plays an important role in helping us deliver engaging, family-friendly programming throughout the year, including our annual Fall Fair. It also allows us to continue promoting agricultural awareness and celebrating the rural traditions that are such a vital part of our community.

Both events are designed to be a fun and welcoming experience for residents and visitors alike, offering a unique night out for all. Additional support through bar revenue would make a meaningful difference in helping us continue to grow and enhance the events we offer.

We appreciate your consideration and are happy to provide further details or discuss this request at your convenience.

Kind regards,
Howick Agricultural Society



PUBLIC WORKS

1 Court House Square, Goderich, Ontario N7A 1M2 CANADA

Phone: 519.524.8394 **Fax:** 519.524.9291 **Toll Free:** 1.888.524.8394 Ext. 3504

www.huroncounty.ca

To: All Municipal Candidates and Municipal Candidate Offices

FROM: Imran Khalid, County Engineer/Director of Public Works

SUBJECT: **Erection of Election Signs along County of Huron Road Allowances**

=====

The Municipal Elections Act, 1996 or Municipal Act, 2001 does not regulate the municipal candidate election signage. The County of Huron regulates erection of Municipal Election Signage on County Road allowances in accordance with County of Huron Bylaw 53-1989 - A bylaw of the Corporation of the County of Huron to Regulate the Erection of Signs or Overhanging County Road Allowances.

In reference to the upcoming Municipal Election, election signage shall be placed in accordance with the following:

- 1) Small election signs placed by, or on behalf of, a candidate or a political party and signs designated to encourage citizens to vote, may be placed on the right-of-way of a county road, but must not be placed closer than the outer edge of the gravel shoulder for roadside maintenance purposes. Larger signs (e.g. greater than 1.2m X 2.4m) generally requiring two posts for support shall be placed at the outer limits of the right -of-way, generally 15m from the centreline of the paved roadway. Any signs interfering with maintenance operations will be removed.
- 2) An election sign must not be affixed to a permanent or an official sign or to the guide rail or other highway structure or facility and must not be placed where it may interfere with an official sign or with traffic signals or other safety devices. If the above occurs, the election signs will be removed.
- 3) Locate information must be obtained by the candidate to ensure that no damage occurs to any underground utility.
- 4) All Municipal, Provincial and Federal Laws, Acts, Regulations and Standards must be obeyed, including, but not limited to the most current versions of the Ontario Health and Safety Act and Regulations and the Ontario Traffic Manual Temporary Conditions (Book 7).
- 5) Portable read-o-graph sign trailers are prohibited on the right-of-way of a highway. Such read-o-graph sign trailers may be utilized providing they are erected on private property and meet the requirements of the Ministry of Transportation for portable read-o-graph signing. No lights are permitted with these signs.
- 6) Candidate committees, or workers shall be allowed three (3) working days after Election Day in order to remove candidate advertising (election signs)

from the right-of-way. Signs not retrieved by this time shall be picked up by the County patrol forces.

The County Public Works Department has some concerns related to potential driver distraction, visibility, roadway safety, and the ability to carry out routine roadside maintenance activities such as grass cutting and shouldering. The County of Huron Public Works respectfully asks that all candidates be mindful of these considerations and follow the applicable election signage requirements.

To help support public safety and reduce risk during the election period, Public Works staff may remove any signs that do not comply with County requirements or that may interfere with visibility, roadway safety, or maintenance operations. These signs can be picked up at the local County Yards in Auburn, Wroxeter and Zurich.

Please contact County Public Works at 519-524-8394 ext. 3504 should you have any questions or require further information.

Thank you in advance for your co-operation and making our County Road network safer for all.

cc: Meighan Wark, CAO
Susan Cronin, County Clerk
Municipal Clerks

You're Invited!
TO BLYTH FESTIVAL'S CIVIC NIGHT



BLYTH
FESTIVAL
original.canadian.theatre.

PLEASE BE OUR GUEST TO SEE

The Last Mayor of Rusty River

WRITTEN BY DAVID SCOTT AND GIL GARRATT
ORIGINAL SONGS BY JOHN POWERS

WEDNESDAY, JULY 29, 2026

5:30PM RECEPTION WITH GUESTS | 7:00PM PERFORMANCE

ON THE MARGARET STEPHENS STAGE | BLYTH, ON



Fed up with politics, two upstart councillors run a cat for mayor and all h*ll breaks loose. The campaign explodes, the town goes wild, and nothing is off-limits. A toe-tapping musical about power, protest, and the precipitous descent into purr-fect pandemonium.

The Blyth Festival is pleased to make available two complimentary tickets to each municipality. Additional tickets may be purchased at the special rate of \$21 +HST each.

Please share this invitation with your Council & municipal staff
RSVP BY JUNE 12, 2026 to Nathanya Field, Box Office Manager
519.523.9300 ext. 206 | nfield@blythfestival.com



Ontario
Energy
Board | Commission
de l'énergie
de l'Ontario

BY EMAIL

April 17, 2026

TO: All Municipalities
All Natural Gas Utilities
Frequent Intervenors
Information Session Participants

**Re: 2026 Generic Proceeding to Review the Model Franchise Agreement
Extension of Intervention Deadline
Ontario Energy Board File Number: EB-2026-0009**

The Ontario Energy Board (OEB) wishes to thank all municipalities, gas utilities, and other interested parties who attended the recent municipal franchise generic proceeding information session on April 15, 2026. The high level of engagement and thoughtful questions underscored the importance of this proceeding and the value of broad participation.

As explained in the [Notice of Hearing](#), municipalities, gas utilities, and other interested parties who wish to actively participate in this proceeding must apply for intervenor status and, where applicable, cost eligibility using the [OEB's online Intervention Form](#).

Following the information session, the OEB noted a common concern that some municipalities may be unable to meet the pre-established deadline for requesting intervenor status in this proceeding. In response to this concern, the OEB is extending the deadline to apply for intervenor status to **May 1, 2026**.


The OEB also acknowledges comments from various municipalities regarding potential challenges for active municipal participation in this proceeding due to the upcoming municipal election cycle. The OEB intends to consider this in designing its procedural schedule, which will be issued at a later date.

The commissioners assigned to this proceeding are: David Sword (presiding), Robert Dodds, and James Sidlofsky.

Should you have any questions regarding this proceeding, please contact Natalya Plummer at natalya.plummer@oeb.ca.

Yours truly,

Ritchie
Murray

 Digitally signed by Ritchie
Murray
Date: 2026.04.17
14:26:16 -04'00'

Ritchie Murray
Registrar



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

To: Reeve and Members of Howick Council
From: Laura Simpson, Planner & Denise Van Amersfoort, Manager of Planning
Date: May 5, 2026

Re: Bill 98, Building Homes and Improving Transportation Infrastructure Act, 2026 - Proposed Planning Changes

RECOMMENDATION

That the Council of the Township of Howick receive the report by Laura Simpson dated May 5, 2026 titled Bill 98, Building Homes and Improving Transportation Infrastructure Act, 2026, for information.

Background

The Province has introduced Bill 98, Building Homes and Improving Transportation Infrastructure Act, 2026 which includes changes to the Building Code Act, Planning Act, Municipal Act and City of Toronto Act. The proposed legislation reflects a continued focus on modernizing Ontario's planning framework, reducing complexity, improving consistency across municipalities and enabling faster, more predictable approvals to help get more homes built and infrastructure delivered.

Bill 98 received first reading on March 30, 2026. The commenting period for the corresponding Regulations for the changes to the Planning Act was open until April 26, 2026 on the Environmental Registry of Ontario.

In addition to Bill 98, the Province has introduced proposals for a series of changes to the planning framework in Ontario; a summary of the changes and related ERO postings is included in Appendix 1 to this report.

COMMENTS

This report focuses on the proposed changes to the Planning Act and the corresponding Regulation and provides an overview of the changes most relevant in Huron County.

Contents of an Official Plan

Under Bill 98, all Official Plans in Ontario are required to follow the "new official plan framework" which includes prescribed chapters, sections and schedules and limits which land use designations can be used.

The County of Huron provided comments on proposed changes to Official Plan structures in November of 2025, noting that the Official Plans in Huron County are designed to provide flexible and streamlined land use planning direction which effectively implements the Provincial direction in our rural and small urban areas and responds efficiently to development.

Local Official Plans maintain standardized land use designations presently. The proposed list was prepared in consultation with the Ontario Professional Planners Institute and includes many of the same designations used presently (eg. Mixed-Use Areas, Parks and Open Space, Natural Environment, Prime

Agricultural Areas, Shoreline Areas, etc). There will be shifts required to accommodate the new list of designations including, for example, from 'Industrial' to 'Employment Areas' and 'Major Facilities' and from 'Residential' to 'Neighbourhoods' (which will include residential, small scale commercial and institutional uses).

The main impact will be the staff time required to rewrite the ten (10) Official Plans and prepare new schedules (mapping). As proposed by the Province, all local Official Plans will be required to adopt the standardized Provincial framework by January 1, 2029. With reduced staffing levels in the Department as a result of budget decisions, this may require the hiring of consultants to complete this work in the required timeframe.

Upper Tier Official Plans and Secondary Plans

In addition to the changes to the official plan framework, the Province continues to consult on additional changes for upper tier Official Plans, such as the County Official Plan, and Secondary Plans. Proposed modifications include limiting duplication between upper tier and lower tier Official Plans, identifying when Secondary Plans can be used and separating Secondary Plans from the primary Official Plan so they would exist as a standalone document.

It is recommended that Council provide feedback that while Secondary Plans have not been widely used within Huron in recent years, they are an excellent and flexible planning tool for guiding change in defined areas. Secondary plans being prepared in accordance with Planning Act standards would remove the duplication of integrating the Secondary Plan direction into the local Official Plan.

In terms of upper tier plans, the recommended feedback is that upper tier Official Plans do not require land use designations to be effective in providing high level, regional direction. The County of Huron Official Plan is a higher order policy document which is limited in length (45 pages) and detail but provides critical, overarching policy direction to ensure consistent interpretation and application of Provincial direction within Huron County. Huron was the first County in Ontario to have an Official Plan (approved in 1973); the County OP has never been subject to a privately initiated Official Plan Amendment and Huron's OP has never contained land use designations over its' 50-year implementation. Maintaining land use designations in the local municipal Official Plans rather than at the County level avoids duplication and is a long standing approach that has been proven to be efficient and effective and should be allowed to continue.

Should Huron be forced to include land use designations in the County Official Plan, there would need to be further discussions with partner municipalities to develop an approach that would be more efficient and practical than maintaining two tiers of designations.

Projection Methodology

Population and employment forecasts are important tools for planning authorities to plan communities. As required under Provincial Planning Statement, 2024, planning authorities must base population projections on Ministry of Finance forecasts with modifications, as appropriate. The proposed changes are an update to the 1995 Projection Methodology Guidance, including the Land Needs Assessment methodology.

For Huron, Land Needs Assessments are important exercises, undertaken at the time of local Official Plan Five Year Reviews and may result in changes to settlement area boundaries. Flexibility to adapt Land Needs Assessments to rural contexts is important moving forward. In terms of employment lands, the County last completed an Employment Lands Study in 2015 with Watson & Associates Economists; this

study requires updating to meet the direction in the 2024 PPS and proposed methodology for forecasting employment areas.

Complete Application Requirements - Prescribed Professionals

Continuing from Bill 17 (Protect Ontario by Building Faster and Smarter Act, 2025), the Province is seeking input on identified additional 'prescribed professions' for the purpose of a complete application. To date, professional engineers have been deemed to be 'prescribed' which means that municipalities are required to accept studies for the purposes of a complete application prior to any peer review.

In Huron, technical studies are often received from the following professional designations: Ontario Land Surveyor, Architect, Licensed Technologists, Licensed Archaeologist, Landscape Architect, Registered Professional Planner, Professional Geoscientist, Professional Hydrologist, and Professional Geomorphologist. It is recommended that this list be provided to the Province as comments with the notation that the County supports engagement with Indigenous Nations as a mandatory requirement for the Provincial Standards and Guidelines for Consultant Archaeologists.

For the purpose of this change, it is noted that a municipality may still choose to peer review a study from a prescribed professional after the application is deemed complete; in this instance, municipal Councils will continue to be subject to the decision-making time limitations under the Planning Act.

Complete Application Requirements – List of Studies

The Province is proposing to create more clarity and predictability regarding complete applications requirements across Ontario. Currently, municipalities determine which studies are required to support development applications.

Feedback is sought on a proposed list which includes two types of studies and when they could be required: core studies and contingent studies. Core studies are those that could always be required and address fundamental planning matters such as environmental impacts, servicing capacity, transportation impacts and public health and safety. Contingent studies could only be required when a specific on-site or surrounding condition exists such as lands near an airport, rail corridor, significant natural hazards, or on-site environment features.

For Core Studies, the following are included: Environmental Impact Study, Environmental Impact Assessment, Functional Servicing Report, Geotechnical Report, Hydrogeological Report, Planning Justification Report, and Transportation Impact Study.

Contingent Studies include: Aeronautical Report, Aggregate/Mineral/Petroleum Impact Assessment, Agricultural Impact Assessment, Air Quality/Odour Study, Arborist Report, Archaeological Assessment, Contaminant Management Plan, Cultural Heritage Impact Assessment, Economic Viability Assessment, Electromagnetic Field Management Plan, Financial Impact Analysis, Human-made Hazard Impact Study, Impact Assessment for Waste Disposal Sites and Former Landfills, Lakeshore Capacity Assessment/Water Quality Impact Assessment, Land Use Compatibility Study, Minimum Distance Separation Formulae, Natural Hazard Impact Study, Noise/Vibration Study, Rail Safety and Risk Mitigation Report, Servicing Options Report, Wildland Fire Assessment, and Wind Study.

In terms of the impact for Huron, the County's complete application requirements are very similar to the lists proposed by the Province. If approved, studies which will need to be removed from the County and local Official Plans include: urban design review, residential market justification study, Section 59 Notices

under the Ontario Clean Water Act, snow storage plan, shadow study, lighting study and public consultation strategy.

Minimum Lot Size for Urban Residential Land

Bill 98 introduces a regulation-making authority to allow the Minister of Municipal Affairs and Housing to set a minimum lot size on parcels of urban residential land, outside the Greenbelt Area. A parcel of urban residential land is defined as a parcel within a settlement area that is zoned for residential use and is fully serviced by public water and wastewater.

On-going consultation proposes to set the minimum residential lot size at 175 square metres (1884 square feet). A municipality would not be able to deny a lot creation application for a lot of this size, even if it does not conform to the minimum frontage or depth requirements.

The proposed lot size is considerably smaller than the average lot size in established, fully serviced neighbourhoods across Huron. Huron eliminated minimum lot depth requirements for fully serviced areas as part of the Housing Friendly Review, relying on lot frontage and area to inform lot sizes. For context, in Goderich, the minimum lot size is currently 450 square metres for a single detached dwelling and 190 square metres for the interior unit of a rowhouse (no side yards). For a lot size of 175 square metres, with forty percent coverage, the maximum building footprint would be 754 square feet.

In Huron, the impact will be to ensure that smaller lot sizes (and thereby increased density of established areas) are appropriately serviced with stormwater management infrastructure. It is recommended that Council provide comment that continued funding for infrastructure upgrades will be required to facilitate this new lot size in established neighbourhoods.

Parkland Dedication

The Province is consulting on a proposal to prescribe criteria for developer-identified parkland and related implementation matters for the conveyance of parkland as part of the development proposal. The criteria include lands which are accessible, visible and comfortable to facilitate public use and in particular, must be accessible and readily visible from the public realm and must be of a size and shape capable of servicing park or public recreation purposes. Ineligible lands include those which are contaminated or contain human-made or natural hazards.

The proposed criteria align well with current practice across the County. Lands within and adjacent to natural heritage features are eligible on the condition that a park would not interfere with or compromise the natural area; this is positive from staff's perspective as it enables the creation of urban forest environments, similar to Maitland Woods in Goderich.

Communal Water and Wastewater Systems

Amendments are proposed to the Municipal Act, 2001, and Safe Drinking Water Act, 2002, to enable regulations that set out requirements for municipal consent of non-municipal communal drinking water and wastewater systems (public utility) and to require municipalities to consent if requirements are met.

Municipalities, while required to provide consent, would be able to require certain conditions be met, including the requirement to enter into an agreement or impose limits if necessary to ensure the safe, sustainable operation of the utility. For local municipalities, both fiscal and operational capacity is required to support and/or take on these systems.

In Huron, there are limited communal systems as there are 15 fully serviced settlement areas, an additional 9 settlement areas with municipal water, and a large section of the shoreline serviced by municipal water. Communal systems can be considered at the time of development.

Electric Vehicle Equipment in Private Parking Lots

Bill 98 prohibits zoning bylaws from requiring electric vehicle supply equipment in connection with parking facilities.

In Huron, several private companies have opted to provide electric vehicle charging stations within their parking facilities including Tim Hortons (Exeter), The Old Mill, Cowbell Brewing, McGavin Farm Supply, Deer Park Lodge, White Squirrel Golf Club, etc. Based on the proposed amendments, this will continue on a voluntary, market-based approach rather than as a zoning requirement.

Site Plan Control

The Province is consulting on the utility of Site Plan Control as a land use planning function as there is concern that the process, which is intended to be limited to a 60-day review period, is leading to delayed approvals and increased costs.

To date, the Province has made numerous changes to the Site Plan Control function including changes in Bills 60, 17, 185, 23 and 109. Changes include removal of municipal ability to apply site plan control to residential buildings with less than 11 units, removal of ability to regulate external design, removal of the ability to require a pre-consultation meeting, removal of ability to require building standards that exceed Ontario Building Code, and required delegated approval to staff.

Current proposed reforms include: removing the tool entirely, limiting the number of resubmissions, scoping the review process to a standard checklist of functional aspects of a site, requiring a municipal arbitration process for applications that have exceeded the 60-day timeline, and establishing different processes for larger and more complex developments from less complex.

For Huron, site plan control is most commonly used for new commercial and industrial development and for larger residential developments (greater than 10 units). The County developed a Site Plan Servicing Guide with input from local municipal staff, municipal engineers and the representatives of the development community to create consistency, shared understanding and predictability in the site plan process. This Guide also distinguishes between 'major' and 'minor' site plan review processes which helps to expedite less complex site reviews. Local municipal staff prioritize attendance at preconsultation meetings to provide consistent and integrated responses early in the review process and a cloud-based application portal (CloudPermit) is used to ensure re-submissions are reviewed in an efficient and coordinated manner.

Within Huron, the most complex site plans of recent, include on-farm events facilities and specifically, the ability to meet Ontario Fire Code requirements. Residential site plan approvals have been very efficient – for example, a new apartment building in Clinton was approved within 2 months of submission and the municipality received a letter of thanks from the developer.

It is recommended that Council provide feedback to the consultation indicating that Site Plan Control is a critical tool for municipalities in reviewing new development. Many rural municipalities do not have enhanced building bylaws and thus the site plan control process is the only mechanism for addressing stormwater management. The process in Huron has been thoughtfully designed and is implemented efficiently.

Site Plan Control - Prohibition on Mandatory Municipal Enhanced Development Standards and Green Building Standards

Bill 98 removes municipal authority to require Enhanced Development Standards at the lot level outside of buildings that are not required for health or safety. For example, permeable pavement cannot be required but stormwater management can continue to be required as it is a safety feature. The changes clarify that green building standards are voluntary.

This is not anticipated to have a significant impact in Huron; staff will implement this change by directing the removal of landscape plan, lighting plan, and waste/recycling facilities as site plan requirements.

Removing Authority for Consent Conditions

This change involved a proposed regulation which would have the effect of removing Council's authority to require certain measures as conditions of land division approval.

Enhanced development standards (eg. permeable surfaces, vegetative landscaping, infiltration measures, tree planting standards, etc) vary amongst Ontario municipalities. This proposed change would limit mandatory requirements at the lot level (outside of buildings) to those required for health, safety, accessibility of protection of adjoining lands (eg. stormwater management).

In Huron, enhanced development standards have not been implemented readily. Some examples would be tree planting plans as a condition of Plan of Subdivision approvals, and re-planting plans to compensate for the removal of trees at the time of consent. It is recommended that County Council submit comments clarifying that tree planting requirements for the purpose of shade is a health and safety consideration as shade is essential in mitigating heat-related illnesses, supporting comfortable public spaces and supporting climate resilience in urban areas.

Electronic Submission of Information under Planning Act

This change would remove the requirement for information to include original and/or certified copies and would allow required notices to be submitted electronically to the Ministry of Municipal Affairs and Housing.

This change will support the goal of streamlining and expediting review of land use planning matters. Continued shift to electronic notification is supported.

NEXT STEPS

The Planning and Development Department will continue to monitor for implementing regulations relating to multiple, recent bills and provide information to Council.

Others Consulted

Howick Staff
Planners
Sandra Weber, Director

'Original signed by'
Laura Simpson, Planner

'Original signed by'
Denise Van Amersfoort, Manager of Planning

Appendix 1: Table of Related Environmental Registry of Ontario Postings

Posting	Summary	Comments Due
026-300	Consultation on all aspects of Bill 98	April 29, 2026
Standardized Official Plans		
025-1099	Summary of proposal in Bill 98 with proposed structure for all official plans	N/A
026-315	Consultation on possible changes that could relate to specific requirements for secondary plans and Site and Areas Specific Policies (SASPs)	April 29, 2026
Communal Servicing		
026-0302	Consultation on potential regulations to set out requirements for municipal consent of non-municipal communal drinking water and wastewater systems and to require municipalities to consent if requirements are met	April 29, 2026
Projection Methodology		
026-0304	Consultation on proposed update to the Projection Methodology Guideline	April 29, 2026
Complete Applications		
026-314	Consultation on potential regulation to add additional professions as “prescribed” for complete application requirements	May 14, 2026
026-313	Consultation on proposed regulation to provide a comprehensive list of studies that may be required as part of a complete application	May 14, 2026
Minimum Lot Sizes		
026-0311	Consultation on proposed regulation to establish a minimum lot size in serviced urban residential areas at 175 m2	May 14, 2026
Site Plans		
26-310	Consultation on “bold and transformational” changes to site plan control, possibly including eliminating site plan approvals	May 14, 2026
General		
026-309	Consultation on proposed regulation removing authority to require, as a condition of land division approvals, mandatory enhanced development standards at the lot level (outside of buildings), that are not specifically required for health, safety, accessibility or protection of adjoining lands (e.g., stormwater management)	May 14, 2026
026-0305	Consultation on proposal to facilitate electronic submission of information as part of the <i>Planning Act</i> process electronically	May 14, 2026

Corporation of the Township of Howick

By-law 27-2026

Being a By-law to Authorize the Execution of an Agreement to Provide Management of Solid Waste Services Between Waste Management Canada Corporation and the Corporation of the Township of Howick.

WHEREAS Subsection 11(1) of the Municipal Act, S.O. 2001, c. 25, authorizes a lower-tier municipality to provide that the municipality considers necessary or desirable for the public;

AND WHEREAS the Council of the Township of Howick considers the management of waste as necessary or desirable for the public;

AND WHEREAS Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and for use of its property including property under its control;

AND WHEREAS Subsection 11(2), paragraph 7 of the Municipal Act, 2001, authorizes a lower tier municipality to pass by-laws respecting services that the municipality is authorized to provide;

AND WHEREAS Council deems it necessary and desirable to enter into a contract with Waste Management of Canada Corporation;

AND WHEREAS, on June 3, 2021, the Province of Ontario enacted the Blue Box Regulation (O. Reg. 391/21) transferring operational and financial responsibility for the Corporation of the Township of Howick Blue Box Program to Extended Producer Responsibility (EPR) Blue Box with transition beginning on June 30, 2024;

NOW THEREFORE, The Council of the Township of Howick hereby enacts as follows:

1. That the CAO/Clerk and Reeve are hereby authorized to execute the agreement attached hereto as Schedule A, which forms part of this by-law.
2. That By-laws 33-2016 and 14-2024 are hereby repealed as of May 5, 2026.
3. This by-law shall come into force upon final passing.
4. That this By-law will be known as the "Solid Waste Management Agreement" By-law.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

SOLID WASTE SERVICES AGREEMENT

THIS SOLID WASTE SERVICES AGREEMENT (“Agreement”) is made this **9th day of December 2025** (the “Effective Date”) by and between WASTE MANAGEMENT OF CANADA CORPORATION, a corporation organized and existing under the laws of the province of Nova Scotia (hereafter “Company”), and the CORPORATION OF THE TOWNSHIP OF HOWICK, a municipal corporation created under the laws of Ontario (hereafter “Township”) (Company and Township each a “Party” and collectively the “Parties”).

Cu

WHEREAS, Township desires to provide its residents with collection of solid waste; and

WHEREAS, Company and its affiliates have extensive experience in providing such services; and

WHEREAS, Township wants to contract with the Company for such services in accordance with the terms and conditions contained herein.

NOW THEREFORE, for and in consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, Company and Township agree as follows:

1. DEFINITIONS

- a) “**Applicable Law**” means any law, regulation, requirement, or order of any federal, provincial or local agency, court or other domestic or foreign governmental body, or interpretation thereof by any court or administrative agency of competent jurisdiction, and requirements of all permits, licenses, and governmental approvals applicable to this Agreement.
- b) “**Cart**” means a watertight heavy plastic receptacle with a rated capacity of approximately sixty-four (64) gallons for waste, having a hinged, tight-fitting lid, and two (2) wheels.
- c) “**Collection Service(s)**” means the process by which Solid Waste is removed from Residential Premises and subsequently disposed.
- d) “**Confidential Information**” means this Agreement; information disclosed to Company in relation to the Municipal Property Assessment Corporation; information relating to Disclosing Party or its affiliates; information relating to Disclosing Party or its affiliates’ business, pricing, or any other information prepared or provided by Disclosing Party in relation to this Agreement, and any of Disclosing Party or its affiliates’ documentation or data, which to the

extent previously, presently, or subsequently disclosed to Receiving Party.

- e) “**Container**” means Cart.
- f) “**Contamination**” refers to materials placed in a Container other than Municipal Solid Waste.
- g) “**CPI**” means the Consumer Price Index, all-items Ontario, as published by Statistics Canada.
- h) “**Disclosing Party**” means a Party to this Agreement, who is disclosing Confidential Information to a Receiving Party.
- i) “**Dwelling Unit**” means any individual living unit that includes a kitchen, and a room or suite of rooms, and is designed or occupied as separate living quarters for an individual or group of individuals. However, Dwelling Unit does not include a hotel or motel unit.
- j) “**Overage**” is defined as (i) Waste exceeding its Container’s intended capacity such that the lid is lifted (or would be lifted if lowered) or (ii) Waste placed on top of or in the immediate vicinity of the Container, in bags or otherwise.
- k) “**Premises**” means any parcel of real-estate property in the Service Area where Solid Waste is generated or accumulated.
- l) “**Rates**” means the fees to be charged by Company to Township, and paid by Township to Company, for the Collection Services and other services provided by Company and included on Exhibit “A” attached hereto, as such may be adjusted from time to time.
- m) “**Receiving Party**” is a Party to this Agreement, who is receiving Confidential Information from another Party to this Agreement.
- n) “**Recyclables**” means the materials defined as blue box material under the Province of Ontario.
- o) “**Refuse**” means Solid Waste that is set out for collection and disposal pursuant to this Agreement. Refuse does not include Recyclables or Unacceptable Waste.
- p) “**Residential Premises**” means a Single-Family Premises or Multi-Family Complex.
- q) “**Service Area**” means (i) the entire territory included within the Township limits as of the Effective Date of this Agreement; and (ii) such additional area as may thereafter become included with the Township limits from time to time due to annexation, incorporation or other means, but only from and after the time as the Company is able to provide collection services in such additional area and has reached agreement with the Township as to the rates for services, and except to the extent providing such services may be otherwise prohibited by law.
- r) “**Service Recipient**” means an owner or occupant of a Residential Premises.
- s) “**Solid Waste**” means all putrescible and non-putrescible solid, semi-solid, and liquid wastes that

are generated or coming to exist in the Service Area, excluding Unacceptable Waste.

- t) “**Unacceptable Waste**” means any waste tires, radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized, or listed under applicable federal, provincial, or local laws or regulations, any materials containing information protected by federal, state or local privacy and security laws or regulations (unless tendered to Company pursuant to a separate agreement), or any material the acceptance or handling of which would cause a violation of any Applicable Law, damage to Company’s equipment or facilities, or present an endangerment to the health or safety of the public or Company’s employees. Title to and liability for Unacceptable Waste shall remain with the generator at all times.

2. **TERM.** The Term of this Agreement shall be for five (5) years commencing on January 1, 2026 (the “Commencement Date”) and expiring December 31, 2031, with an additional 5-year mutual renewal option. Further extensions of one (1) year are available, unless either Party gives the other at least six (6) months’ advance written notice of the intention to terminate the Agreement at the end of the then-current term.

3. **EXCLUSIVE RIGHT.**

- a. The Township does hereby grant to Company and shall have the exclusive duty, right and privilege to provide Collection Services at Residential Premises in the Service Area. Subject to Section 3(b) below, all Residential Premises within the Service Area shall be required by Township to utilize the Collection Services of Company as provided herein.
- b. Notwithstanding the above, nothing in this Agreement shall prevent any owner, occupant or tenant of a Residential Premises from personally handling, hauling, or transporting Solid Waste generated by or from such Premises for purposes of disposing of the same at an authorized disposal area or transfer station.

4. **COLLECTION SERVICES.**

- a. **Service.** The Company will be required to pick up refuse from the street, curb, or other locations on public or private property that is accessible by its collection vehicle. Containers shall be returned to the position from which the Company received it. Collection on Township

side roads and concessions will be single sided collection. Service will be provided every week on Mondays on alternative weeks: week one includes the West side; Week two includes East side.

b. Inaccessible Areas. Alternative service provisions will be provided where roads are not accessible, currently known as transfer locations. Frontload bin services will be provided upon mutual review and acceptance by both parties. Households associated with these inaccessible areas may be provided frontload steel bins, with the number and size of bins determined based on the number of units attached to each area. If frontload bins are applied, the accompanying units will be removed from curbside cart billing, and frontload service billing will apply in its place as set forth in Exhibit “A”.

c. Containers.

i. Company shall provide eligible Premises and approved business with one 64-gallon (240 litre) Cart for Refuse when Automated Sideload Truck is available, estimated to be in 2026. Additional Carts will be available for a fee as set forth in Exhibit “A”. Company will own all Containers provided to the Township hereunder, unless purchased by the Township, and the Township shall allow Company to retrieve all Company Containers at the termination or expiration of this Agreement.

ii. Company shall replace any Container that becomes damaged or destroyed during the provision of the Collection Services, or that becomes unusable due to ordinary wear and tear; Company may charge a replacement fee and delivery fee as set forth in Exhibit “A”. However, if a Container in the possession of a Service Recipient is lost, stolen, damaged, or destroyed through no fault of Company, the Township shall be responsible to compensate Company the fair market value for the replacement or repair of such Container. Service Recipients will be responsible for maintaining the cleanliness of Containers, although the Township may request a Container exchange for the fee set forth in Exhibit “A”. Service Recipients may not, itself or through a third party, mechanically compact materials placed in Company-provided Containers.

d. Collection Location, Frequency and Time. Refuse shall be collected from the curbside every other week. Collections shall occur during ordinary hours but in no instance earlier than 7 a.m. Refuse shall be collected at a frequency and from locations determined by Company and the Township.

e. Contamination; Overage.

- i. During the period beginning on the Commencement Date and ending sixty (60) days later (the “Roll-Out Period”), Company shall provide information designed to minimize instances of Contamination and Overage. Where the Company documents that a particular Service Recipient has Contamination or Overage, Company shall collect the offending Container (where it can be done safely and excluding material laying on ground) and provide an electronic notice to the Township with the following information (a “Violation Notice”):

- Date of the offense;
- Description of the offense;
- If available, a photograph or video (or link to photograph or video);
- A description of the materials that are appropriate for collection in said Container and a link to view online.

During the Roll-Out Period, Company shall not impose a Contamination or Overage Charge.

- ii. Company may opt to not collect Overage, unless caused by Company spillage of non-overloaded Containers during collection; in such event, the Township may correct the Overage and request that Company return to service the Container. Alternatively, Company may collect the Container with Overage if it can safely do so. In either case, the Company shall provide a Violation Notice where such electronic contact information has been provided. If there have been more than three instances of Overage in any twelve (12) month period for a particular service, Company may request Township to communicate violation on its behalf which may result in no collection. ’s request (i.e., Additional Container) to mitigate the Overage, and may increase the charges to the Township according to the increased service level.

- f. Overweight Containers.** The Company may refuse to collect any Refuse which the Company reasonably believes to be overweight. A Container shall be considered “overweight” if the total weight of the Container and contents exceeds two times the volume capacity of said Container (e.g., 200 pounds for a 64-gallon Cart). The Company shall provide notification to the Township regarding each instance of non-collection.

- g. Disposal.** Company shall dispose or arrange to dispose of the Refuse collected under this Agreement only at solid waste disposal facilities that are licensed and permitted to accept such solid waste.
- h. Holiday Schedule.** The following days shall be designated holidays on which the Collection Services shall not be provided: New Year’s Day and Christmas Day.
- i. Special Services.** From time to time, the Township may request performance of special services, for which a rate is not provided in Exhibit “A”. Company shall make good faith efforts to provide the requested service at a reasonable rate negotiated with the Township.
- j. Compliance with Laws.** The Collection Services shall be performed in accordance with Applicable Law.
- k. Personnel and Equipment.** The Collection Services shall be performed by properly trained and licensed personnel in adequate numbers and with adequate vehicles to complete the Collection Services in a safe and timely manner.
- l. Supervision.** Company shall provide competent supervision in charge of working crews at all times while providing the Collection Service.
- m. Missed Pick-Ups and Complaints.** All Refuse Containers scheduled for collection, must be placed at the curb or other designated location and ready for pick-up before 7:00 a.m. on the collection day; any Containers not collected because they are not at the curb or other designated location on time shall not be considered a missed pick-up. All complaints as to Company’s provision of the Collection Services, including alleged missed pick-ups, shall be given prompt and courteous attention. Company shall attempt to resolve all complaints promptly and shall cure all missed pick-ups that are a result of Uncontrollable Circumstances within one (1) week, conditions permitting. Company shall attempt to resolve all complaints promptly and shall cure all missed pick-ups that are not the result of Uncontrollable Circumstances within one workday, conditions permitting.
- n. New or Enhanced Diversion Programs.** In the event any federal, provincial, or local law or regulation is adopted or becomes effective after the date of this Agreement which imposes upon Township or Company a requirement for the implementation of any source separated program for the collection of any waste material not already covered by this Agreement, increases Township’s diversion requirement under Applicable Law, changes the methods for obtaining or measuring compliance with diversion requirements, Company shall design and

present a program to Township to comply with such new laws or regulations. Before any such changed services are implemented, Company and Township shall meet and confer in good faith to determine a fair and reasonable adjustment to the maximum rates set forth in Exhibit “A” in order to compensate Company for implementing said changed services.

- o. Natural Disasters.** Company will use commercially reasonable efforts to assist Township, at the Township’s request, with emergency collection service in the event of major disaster, such as an earthquake, storm, riot or civil disturbance, by providing equipment and drivers based on negotiated services and rates between Township and Company. Township is not required to utilize the services of Company. In addition, where the disaster results in the loss of Service Recipient containers, Company shall replace the containers, and Township shall reimburse Company for the cost of replacement.

5. Service Infractions.

In case the Company fails to perform the work in accordance with the terms specified in this contract, including completion of routes and services, the company shall be assessed infraction charges as outlined in the following:

#	Infraction Description	Infraction Charge
1	Failure to complete collection at each dwelling unit in controllable situations. If the Contractor returns to complete Collection on an alternate day within the week, no damages shall apply. Infraction resets after each 6 months.	1st occurrence: Written warning 2nd occurrence: \$200 3rd occurrence: \$300 4th and Subsequent: \$500
2	Recurring misses (more than three times in a six (6) month period) to units, roads or areas as a result of Contractor error and not as a result of actions outside the Contractors control.	Per occurrence: \$300

6. BILLING.

The Township shall compensate the Company monthly for Collection Services, in a total amount based upon the service charges for Collection Services, as they may be adjusted from time to time, and any applicable additional charges, as provided in Exhibit “A”.

In calculating such monthly compensation to the Company, the applicable per unit rates shall be multiplied by the number of Service Recipients. The aggregate number of such Service Recipients is currently estimated by the Township to be as follows as of the effective date of this Agreement: 1495 residential units. The Township shall provide an updated unit count monthly within ten (10) days of the end of each calendar month.

7. SERVICE RATES.

- a. Service Rate Schedule. Company shall provide the Collection Services for the rates set forth in Exhibit “A” (the “Rates”), as the same may be adjusted in accordance with this Section 6.
- b. Annual Adjustment to Rates. Commencing on the date which is one (1) year after the Commencement Date, and on the same date annually thereafter (the “Adjustment Date”), the Rates shall be increased by five percent (5%) to the then-current Rates.
- c. Extraordinary Adjustments. In addition to the annual adjustment provided by subsection (b) above, the Rates shall, upon written request of Company, be further adjusted to fully capture increased expenses and lost revenue associated with performance of the Collection Services hereunder due to any one or more of the following causes:
 - i. Uncontrollable Circumstance (see Section 12);
 - ii. Changes in Applicable Law that is effective after the Effective Date of this Agreement;
 - iii. Increase in surcharges, fees, assessments or taxes levied by federal, provincial or local regulatory authorities or other governmental entities related to the Collection Services;
 - iv. Changes in baseline assumptions, such as changes in volumes collected and changes in the amount of container contamination;
 - v. Increase in the cost of transportation, including fuel and third-party transportation costs;
 - vi. Any other extraordinary circumstances or causes or reasons that are not within the reasonable control of Company.
- d. If Company requests a Rate adjustment pursuant to Section 6(c), it shall prepare a Rate adjustment request setting forth its calculations of the increased costs and accompanying adjustment to the Rates necessary to offset such increased costs. The Township may request

documentation and data reasonably necessary to evaluate such request by Company, and may retain, at its own expense, an independent third party to audit and review such documentation and request. If such third party is retained, the Township shall take reasonable steps, consistent with Applicable Law, to protect the confidential or proprietary nature of any data or information supplied by Company. The Township shall approve all properly calculated Rate adjustments within ninety (90) days of Company's request, and the adjusted Rates shall be deemed to take effect as of the date of Company's request.

8. DEFAULT AND TERMINATION

Except as otherwise provided in Section 12 (Force Majeure), the failure of either Party to perform a material obligation under this Agreement shall be considered a breach of this Agreement, and the breaching Party shall be in default. In the event of default, the non-defaulting Party shall give written notice to the other Party of the default, and the defaulting Party shall have: (i) ten (10) days from the receipt of the notice to cure any failure to pay money under this Agreement, or (ii) thirty (30) days from the receipt of the notice to cure any other default under this Agreement; provided, however, if the particular default is not reasonably capable of being cured within 30 days, then the defaulting Party will have such number of days to cure as is reasonable under the circumstances. If the defaulting Party fails to cure the breach within the allotted time, the non-defaulting Party may, at its option, immediately terminate the Agreement by written notice to the defaulting Party. In the event of a default, the defaulting Party agrees to pay all damages caused by said default, to include, without limitation reasonable legal fees and costs associated with enforcement of this Agreement. Under no circumstances shall either Party be liable for any loss of profits, loss of savings, loss of contracts, or any consequential, indirect, punitive or special damages for any alleged default under this Agreement. The exclusions and limitations of liability set forth herein shall apply irrespective of the nature or cause of action and shall accordingly apply in the event of breach of contract, tort (including negligence), equity, and any other cause of action, whether arising statutorily or otherwise at law.

9. INDEPENDENT CONTRACTOR

Company shall perform the Collection Services as an independent contractor. Company, its officers, employees, agents, contractors or subcontractors, are not and shall not be considered employees,

agents or servants of the Township for any purpose whatsoever under this Agreement or otherwise. Company at all times shall have exclusive control of the performance of the Collection Services. Nothing in this Agreement shall be construed to give Township any right or duty to supervise or control Company, its officers, employees, agents, contractors, or subcontractors, or to determine the manner in which Company shall perform its obligations under the Agreement.

10. INSURANCE

Company shall maintain at its own cost and expense the following minimum limits of occurrence-based insurance during the term of this Agreement:

	<u>Type</u>	<u>Amount</u>
a.	Employer’s Liability	\$5million
b.	Commercial General Liability	\$5million per occurrence
c.	Automobile Liability	\$5million

The Township, its elected and appointed officials and employees, shall be included as additional insured parties under the CGL, Automobile and Excess/Umbrella coverages. Prior to commencement of the Collection Services, Company shall deliver to Township certificate(s) of insurance evidencing the required coverages. The certificate(s) shall require at least ten days’ notice to the Township before cancellation of any such Company policy.

11. OCCUPATIONAL HEALTH AND SAFETY POLICY

The Company accepts and agrees to comply with the Township’s Contractor Safety and Due Diligence Policy, the provisions of which are incorporated in this Agreement.

12. FORCE MAJEURE

Except for the failure to make payment when due, neither Party shall be in default for its failure to perform or delay in performance caused by an Uncontrollable Circumstance, and the affected Party shall be excused from performance during the occurrence of such events. For purposes of this Agreement, “Uncontrollable Circumstances” means any act of terrorism, act of God, landslides, lightning, forest fires, storms, floods, typhoons, hurricanes, severe weather, freezing, earthquakes, volcanic eruptions, other natural disasters or the imminent threat of such natural disasters, pandemics or epidemics, industry-wide labour or equipment shortages, quarantines, civil disturbances, acts of

the public enemy, wars, blockades, public riots, labour unrest (e.g., strikes, lockouts, or other labour disturbances), acts of domestic or foreign governments or governmental restraint or other causes, whether of the kind enumerated or otherwise, and whether foreseeable or unforeseeable, that are not reasonably within the control of a Party.

13. MISCELLANEOUS PROVISIONS.

a. Confidentiality:

- i.** The Parties shall maintain confidentiality of Disclosing Party's Confidential Information using the same standard used to protect its Confidential Information, which shall not be any less than that which a reasonable person placed in the same circumstances would use. This includes implementing and maintaining appropriate security measures to safeguard Disclosing Party's Confidential Information. Receiving Party shall ensure that its employees, agents and consultants maintain the confidentiality of all Disclosing Party's Confidential Information and information related to this Agreement or the proposed activities set out herein and shall not communicate such Confidential Information or information related to this Agreement or the proposed activities set out herein to any third party without the prior written consent of Disclosing Party. Notwithstanding the foregoing, Township agrees that Company is entitled to disclose Confidential Information to its affiliates for the purposes of administering this Agreement.
- ii.** Confidential Information received from Disclosing Party shall be used solely for the purposes of administering this Agreement and for no other purposes.
- iii.** Township confirms that it was entitled to disclose to Company Municipal Property Assessment Corporation information, and Company agrees that such Municipal Property Assessment Corporation information shall be used solely for the purposes of providing Collection Services further to this Agreement, and for no other purpose.
- iv.** Upon a request by Disclosing Party, Receiving Party will turn over to Disclosing Party or destroy all Confidential Information of Disclosing Party and all documents or media containing any such Confidential Information and any and all copies or extracts thereof except with respect to Confidential Information residing on any disaster recovery or business continuity or archiving systems of Receiving Party or which is subject to legal or

litigation holds, and such Confidential Information shall continue to be governed by this Agreement until destroyed.

- v. The obligations regarding confidentiality shall survive for five (5) years following termination or expiration, as applicable, of this Agreement.
 - A. This Agreement shall be binding on and shall inure to the benefit of the Parties hereto and their respective successors and assigns.
 - B. This Agreement shall be construed in accordance with the laws of the Province of Ontario, and the applicable federal laws of Canada.
 - C. All written notification required by this Agreement shall be effective upon receipt and delivered by Certified Mail, Return Receipt Requested, overnight delivery by a recognized overnight delivery service, or by hand delivery to the Party's address below:

If to Company: 200 Sligo Rd. W
Mount Forest, ON N0G 2L1
Attn: Senior District Manager

If to Township: 44816 Harriston Road,
Gorrie ON N0G1Z0
Attn: Public Works Manager

- b. If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; however, the Parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision.
- c. In the event either Party successfully enforces its rights against the other hereunder, the other Party shall be required to pay the prevailing Party's legal fees and court costs.
- d. Company's rights and obligations under this Agreement may not be assigned without the prior written approval of the Township, which shall not be withheld unreasonably nor required with respect to an assignment to an affiliate of Company.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties have executed this Agreement, and it is effective as of the Effective Date above.

WASTE MANAGEMENT OF CANADA CORPORATION

By: _____

Name: _____

Title: _____

Signature: _____

CORPORATION OF THE TOWNSHIP OF HOWICK

By: _____

Name: Doug Harding

Title: Reeve

Signature: _____

We have the authority to bind the corporation.

By: _____

Name: Caitlin Gillis

Title: Chief Administrative Officer/Clerk

Signature: _____

**EXHIBIT A
COMPANY RATES**

Item	Description	Units	Unit Rate per month	Total Per Month	Total per Year
1	Curbside Garbage Collection Year 1 64 Gallon Carts	1495	\$5.07	\$ 7,579.65	\$ 90,955.80
2	Curbside Garbage Collection Year 1 95 Gallon Carts	1495	\$5.15	\$ 7,699.25	\$ 92,391.00

Frontload Waste Bin Unit Rates, including disposal

Frontload bins	Rate per service
2 yard	\$ 23.10
4 yard	\$ 34.65
6 yard	\$ 51.45
8 yard	\$ 63.00

Frontload Recycling Bin Unit Rates for Non-Eligible, including processing

Frontload bins	Rate per service
2 yard	\$ 32.00
4 yard	\$ 36.00
6 yard	\$ 40.00

2025 Contingency Supplemental Rates

- Replacement Carts: \$100 per unit plus \$100 delivery
- Special Collection Services (i.e. Bulk): \$180 per hour
- Waste disposal \$105 per Metric Tonne if redirect to WM transfer/Landfill

Corporation of the Township of Howick

By-law No. 34-2026

Being a by-law to Authorize the Execution of a Tower Space License Agreement Between the Corporation of the Township of Howick and TowerCo Vintage 1 Inc.

WHEREAS Section 5(3) of the Municipal Act, 2001, Chapter 25 provides that, except where otherwise provided, the powers of the Council shall be exercised by by-law;

AND WHEREAS the Corporation of the Township of Howick ("Township") deems it expedient to enter into a Tower Space License Agreement with TowerCo Vintage 1 Inc. for the installation of a VHF radio repeater system for the Howick Township Fire Department;

NOW THEREFORE the Council of the Corporation of the Township of Howick hereby enacts as follows:

1. That the Reeve and the Chief Administrative Officer/Clerk are hereby authorized to sign on behalf of the Township of Howick the agreement attached hereto and marked as Schedule "A" to this By-law.
2. That this by-law shall come into force and effect on the date of final passing thereof.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Licensor Site ID: STC0262
 Licensor Site Name: Wroxeter

Licensee Site ID:
 Licensee Site Name:

EXHIBIT "E" - TOWER SPACE LICENSE AGREEMENT

This Tower Space License Agreement, hereinafter referred to as the "Agreement", is made as of the last day executed below by and between **TowerCo Vintage 1 Inc.** ("Licensor") and **The Corporation of the Township of Howick** ("Licensee").

1. **Licensed Space and Use.** Licensor hereby grants a license to Licensee to use the following space at Licensor's tower site (the "Tower") which is further described on Exhibit A in the locations designated by Licensor and shown on Exhibit B:

- Tower space
- ground space for placement of pad or shelter (the "Shelter") for Licensee's base station equipment consisting of approximately 75.5 square feet
- space required for Licensee's cable ladders, cable runs and cable bridges to connect the Equipment,

together with reasonable access thereto (collectively, the "Site") for the purpose of installing, removing, repairing, operating and maintaining, at its expense, utility meters and related equipment provided for on Exhibit C (the "Equipment"). Licensee acknowledges and agrees that it is the intent of Licensor to accommodate as many users as possible on the Tower and that Licensor may license space at the Site to any other user such use shall not interfere with Licensee's Equipment. Licensee will use the Site in a manner which will not unreasonably disturb the occupancy of the other users of the Site.

2. **Term.** The "Term" of this Agreement shall run for the duration of the Head Lease, unless terminated early in accordance with this Agreement.

3. **Head Lease.** Licensee acknowledges that Licensor is in possession of the Site as fee owner or lessee under a ground lease (the "Head Lease"), and that the Term of this Agreement shall be reduced if Licensor's Head Lease expires or is terminated for any reason during the Term of this Agreement, in which event this Agreement shall be deemed to expire on the same date. Licensor will not do, permit or suffer anything to be done which could be construed to be a violation of the Head Lease. This Agreement is subordinate to any mortgage, debenture, deed of trust, or any similar encumbrance which is now or may in the future be registered against Licensor's interest in the Tower or the Site.

4. **License Fees.** The license fees for this Agreement will be NIL Dollars (\$0.00) ("Fees"). If Licensee requests permission to install additional equipment on the Site other than that provided for in Exhibit C, Licensee must follow Licensor's standard approval process for equipment augments

5. **Utilities.** Licensee will pay for all utilities used by it at the Site and will install its own electric meter in accordance with Licensor's specifications, at its own expense. Licensee will be responsible directly to the appropriate utility companies for all utilities required for Licensee's use of the Site. If a separate service cannot be installed due to the local distribution company's requirements, Licensee will install a check meter at its expense to measure its electrical consumption. Licensee shall be responsible for any upgrade costs to Licensor's service(s) to meet Licensee's requirements.

6. **Access and Security.**

(a) Notwithstanding anything contained in this Agreement, Licensee's access is subject to any restrictions contained in the Head Lease, and subject to reasonable rules and regulations issued by Licensor which govern conduct and general and emergency access procedures.

(b) Subject to paragraph (a) and Section 9, Licensee will have the reasonable right of access to the Tower where the Equipment is located; provided that Licensee must give Licensor forty-eight (48) hours prior written notice. Licensee will have unrestricted access twenty-four (24) hours a day seven (7) days a week to the Shelter. In the event of an emergency situation which poses an immediate threat of substantial harm or damage to persons and/or property (including the continued operations of Licensee's equipment) which requires entry on the Tower, Licensee may enter same and take the actions that are required to protect individuals or personal property from the immediate threat of substantial harm or damage; provided that promptly after the emergency entry and in no event later than twenty-four (24) hours, Licensee gives verbal and written notice to Licensor of Licensee's entry onto the Site.

(c) Emergency disconnection of the Equipment by Licensor is permitted if Licensor reasonably apprehends an imminent threat or danger to the public, person, property or the environment. Where practical, Licensor will notify Licensee prior to performing such emergency procedures and costs for same shall be borne by the party responsible for the threat or danger.

7. **Installation and Improvements.**

(a) Prior to installing or allowing any Equipment to be installed at the Site or making any changes, modifications or alterations to such Equipment, Licensee, at its sole expense, will obtain all required approvals and will submit to Licensor plans, specifications and proposed dates of the planned installation or other activity, for Licensor's approval which approval will not be unreasonably withheld, including, if requested by Licensor, a tower loading study and/or an intermodulation study performed and certified by an independent licensed professional engineer at Licensor's expense. All installation of or other work on the Equipment on the Tower will be at Licensee's sole expense and the Licensor may require that such work is performed by its agent or contractor. Licensor may require that its employees or authorized agents be present to supervise the work at Licensee's sole cost and expense. Licensee shall require all of its workers and employees to comply with the provisions of all federal, provincial and local laws, statutes, rules, regulations, guidelines, notices, orders and amendments respecting occupational health and safety, the environment and workers' compensation. All installations, operation and maintenance of Equipment must be in accordance with applicable safety laws and regulations and pursuant to the Licensor's prior written consent. Licensor reserves the right to prohibit operation of any Equipment it reasonably deems to be improperly installed, unsafe or not included in the installation design plan. Licensor agrees to cooperate with Licensee's reasonable requests, at Licensee's expense, with respect to obtaining any required zoning approvals for the Site and any improvements.

(b) Licensee shall install, operate, ground and maintain the Equipment in a good and workmanlike manner in accordance with sound engineering standards, the "as-built" drawings referenced below and to the satisfaction of Licensor. The "as-built" drawings will be deemed incorporated as an exhibit to this Agreement. Upon any non-compliance with the approved plans or failure to deliver "as-built" drawings within the time period set out above, Licensor shall have the right without further notice to remove and/or disconnect and/or store

the Equipment at Licensee's expense and Licensor shall not be liable for any loss caused by Licensor's actions with respect to the removal and/or disconnection and/or storage.

8. **Assignment/Subletting.** Licensee may not assign, transfer or sublicense this Agreement without the prior written consent of Licensor, which consent may be arbitrarily withheld. Licensor may assign this Agreement without consent together with the Head Lease, whereupon Licensor shall be relieved of all liability hereunder.

9. **Scheduled Interruptions.** Upon written notice by Licensor to Licensee not less than five (5) days beforehand, Licensee will cooperate with Licensor in reducing power, or interrupting its activities for limited periods of time in the event of an emergency or in order to permit the safe installation of new equipment or new facilities at the Site or to permit repair to facilities of any other user of the Site or to the related facilities. Notwithstanding anything to the contrary, unless otherwise agreed upon between Licensor and Licensee, there shall be no interference or interruptions with respect to radio equipment used by the Fire Station.

10. **Compliance with Laws.** Licensee agrees to accept the Site and the Tower in an "as is" condition. Licensor represents that the Tower is in compliance with laws, codes and regulations of applicable governmental authorities. Licensee will comply with all applicable laws relating to its possession and use of the Site and the Equipment.

11. **Insurance.** Licensee will procure and maintain commercial general liability and property damage policies, with limits of not less than \$5,000,000 per occurrence for general liability and \$2,000,000 for property damage, or such higher limits as Licensor may reasonably require from time to time. Prior to commencing any work, and on each anniversary of the Commencement Date, Licensee will deliver a certificate of insurance to Licensor evidencing such policies. Such policies will provide that cancellation or termination will not occur without at least thirty (30) days prior written notice to Licensor. Licensee will cause Licensor and its mortgagee or secured lender, if applicable, to be added as an additional insured to the commercial general liability policy. If Licensee fails to maintain insurance as required or fails to furnish satisfactory evidence thereof, Licensor may forthwith terminate this Agreement or, in its discretion, may effect such insurance and any premium paid by Licensor shall be recoverable from Licensee on demand together with a 15% administration fee.

12. **Indemnity.** Licensee indemnifies and holds Licensor harmless from any and all actions, suits, claims, damages, costs (including legal costs) and liabilities or losses which arise out of or are a result of:

- (a) any breach, violation or non-performance of the terms, covenants and obligations on the part of Licensee, its servants, agents, employees or contractors, set out in this Agreement;
- (b) any damage, including environmental contamination, to (A) the Site, (B) any property of the landlord under the Head Lease, or (C) any property of Licensor or of any other user of the Site, occasioned by the use of the Site or the Equipment by Licensee, its servants, agents, employees or contractors;
- (c) any injury to or death of any person resulting from the use of the Site or the Equipment by Licensee, its servants, agents, employees or contractors;

This indemnity shall survive expiration or termination of this Agreement.

13. **Release.** In no event shall Licensor be liable to Licensee either for (a) any loss or damage that may be occasioned by or through the acts or omissions of Licensee or other users of the Site, or any of their servants, agents, employees or contractors, (b) any temporary interruption in power supplied or provided to the Site, (c) loss or damage sustained by reason of any business interruption suffered by reason of any casualty damage or expropriation, or (d) any consequential damages, lost profits or loss of revenue regardless of causation. This Section shall survive expiration or termination of this Agreement.

14. **Interference.** Should Licensee's Equipment cause interference with Licensor or any other user of the Site, Licensor will provide Licensee with written notice of such interference. Within forty-eight (48) hours of receiving such notice, Licensee will eliminate the interference or suspend its operations and/or remove that of its Equipment sufficient to eliminate the interference. Should Licensee fail to comply with the foregoing, Licensor shall have all rights to any legal means necessary including injunctive relief and self-help remedies to cause Licensee to cease operation. Licensor may require that an intermodulation study be conducted at Licensee's cost. If the operations of any other user on the Tower interferes with the Licensee's Equipment, and such interference is not corrected within thirty (30) days' written notice, and such interference precludes Licensee from using the Site for its intended purpose, Licensee may terminate this Agreement.

15. **Termination by Licensee.** Licensee may terminate this Agreement at any time on thirty (30) days' written notice to Licensor without further liability.

16. **Default.** The following events shall be deemed to be events of default by Licensee under this Agreement: (i) Licensee shall fail to pay any sum of money due hereunder and such failure shall continue for a period of fifteen (15) days after written notice from Licensor of such failure; (ii) Licensee shall fail to comply with any provision of this Agreement not requiring the payment of money, all of which terms, provisions and covenants shall be deemed material and such failure shall continue for a period of thirty (30) days after written notice from Licensor of such default, provided, however, if such condition cannot reasonably be cured within such thirty (30) day period, it instead shall be an event of default if Licensee shall fail to commence to cure such condition within such thirty (30) day period and/or shall thereafter fail to prosecute such case diligently and continuously to completion within thirty (30) days of the date of Licensor's notice of default; (iii) bankruptcy, insolvency or winding up, of Licensee, (iv) the appointment of any receiver in respect of any of the assets or business of Licensee, or (v) seizure of any of Licensee's property at the Site by any third party. Upon the occurrence of any event of default by Licensee, Licensor may pursue any remedies available to it at law or equity, including, without limitation, the right to (i) terminate this Agreement, (ii) perform such covenant or cure such default on behalf of Licensee, and at Licensee's expense, or (iii) remove and/or disconnect the Equipment. Further, Licensor may accelerate and declare the entire unpaid Fees for the balance of the Term to be immediately due and payable forthwith.

17. **Relocation.** Licensor will have the right to relocate the Equipment, or any part thereof to an alternate location on the Tower (the "Relocation Site") if determined necessary by Licensor; provided, however, that such relocation will (i) be at Licensee's sole cost and expense, (ii) not unreasonably result in any interruption of the communications service provided by Licensee from the Site, and (iii)

not impair, or in any manner alter, the quality of communications service provided by Licensee on and from the Site. Licensor will exercise its relocation right by delivering written notice to Licensee. In the notice, Licensor will propose an alternate site on the Tower to which Licensee may relocate the Equipment. Licensee will have sixty (60) days from the date it receives the notice to evaluate the proposed Relocation Site, during which period Licensee will have the right to conduct tests to determine the technological feasibility of the Relocation Site. Failure to respond in writing within the sixty (60) day period will be deemed an approval. If Licensee disapproves such Relocation Site, acting reasonably, then Licensor may thereafter propose another Relocation Site by notice to Licensee in the manner set forth above. Licensee will have a period of sixty (60) days after approval of the Relocation Site to relocate the Equipment at its own expense to the Relocation Site. Any revised plans will be incorporated as exhibits in this Agreement.

18. **Hazardous Substances.** Licensor represents that it has no knowledge of any substance, material, waste, gas or particulate matter which is defined as a “hazardous waste,” “hazardous material,” “hazardous substance,” or is otherwise regulated or controlled under any provision of the applicable provincial environmental laws (the “Environmental Laws”) in the Province that the Tower is located in, beyond levels of concentration that would trigger response or remedial action under any Environmental Laws. Neither Licensee nor Licensor will not introduce or use any such substance on the Site in violation of any applicable Environmental Law, or permit any discharge or release of such substance on the Site.

19. **Liens.** Licensee will not permit any construction or other similar lien to be registered against title to the property at which the Site is located for any labour or material furnished by Licensee in connection with work performed at the Site by or on behalf of Licensee. In the event that any lien will be so registered, Licensee will, within ten (10) days after the date of registration, cause the same to be released or discharged, failing which Licensor may take action as Licensor deems necessary to remove same, and the entire cost thereof will be immediately due and payable by Licensee to Licensor.

20. **Notices.** All notices, demands, requests, consents, approvals and other instruments required or permitted to be given pursuant to this Agreement will be in writing, signed by the notifying party, or officer, agent or attorney of the notifying party, and will be deemed to have been effective upon delivery if served personally, by overnight courier service, or by registered mail, postage prepaid, return receipt requested, and addressed as follows:

To Licensor:	TowerCo Vintage 1 Inc. 1300 Cornwall Road, Unit 101 Oakville, Ontario L6J 7W5
GST/HST #:	779900307
To Licensee:	The Corporation of the Township of Howick 44816 Harriston Road, Gorrie, Ontario N0G 1X0
GST/HST #:	10813286 RT0001

The address to which any notice, demand, or other writing may be delivered to any party as above provided may be changed by written notice given by the party as above provided.

21. **Casualty Damage or Expropriation.** In the event of any damage, destruction or expropriation of the Site, or any part thereof, not caused by Licensee, that renders the Site unusable or inoperable, Licensor will have the right to terminate this Agreement within sixty (60) days after the damage, destruction or expropriation. If Licensor does not terminate this Agreement: (i) the Fees payable hereunder will be reduced or abated in proportion to the actual reduction or abatement of use of the Site by Licensee; and (ii) Licensor will make any necessary repairs to the Tower caused by the damage or destruction except that Licensor’s obligation to restore shall not require Licensor to spend for such work an amount in excess of the insurance proceeds actually received by Licensor as a result of the casualty damage. In the event Licensor has not repaired, replaced or rebuilt the Tower within one hundred and eighty (180) days after the damage or destruction, then Licensee may terminate this Agreement. Licensor acknowledges that Licensee may have certain emergency procedures that Licensee may desire to implement, including the temporary location of a cell on wheels on the Site, in the event of damage or destruction to the Tower. To the extent possible, Licensor will cooperate with Licensee in Licensee’s implementation of its emergency responses as the same may exist from time to time.

22. **Miscellaneous.**

- (a) This Agreement shall be binding upon and shall enure to the benefit of the parties hereto and their respective successors and permitted assigns.
- (b) The parties intend that this Agreement will be governed by the laws of the Province in which the Site is located.
- (c) The waiver by any party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
- (d) The headings of sections and subsections are for convenient reference only and will not be deemed to limit, construe, affect, modify or alter the meaning of the sections or subsections.
- (e) Time is of the essence of Licensor’s and Licensee’s obligations under this Agreement.
- (f) Invalid provisions of this Agreement are severable and do not impair the validity of the balance of the Agreement.
- (g) This Agreement (including the exhibits) constitutes the entire Agreement between the parties concerning the Site and supersedes all prior written and verbal agreements, representations, promises or understandings between the parties. Any amendments to this Agreement must be in writing and executed by both parties.
- (h) Intentionally deleted.
- (i) This Agreement creates a license only and Licensee acknowledges that Licensee does not and shall not claim any interest or estate of any kind or extent whatsoever in the Tower or Site by virtue of this Agreement or Licensee’s use of the Tower or Site. The relationship between Licensor and Licensee shall not be deemed to be a “landlord-tenant” relationship nor a “sublandlord-subtenant” relationship and Licensee shall not be entitled to avail itself of any rights afforded by law to tenants or subtenants. No partnership, joint venture or any agency relationship is created or intended to be created between Licensor and Licensee. The only relationship between them is that of independent contractors.
- (j) Neither this Agreement nor notice or caveat thereof, may be registered on title to the property upon which the Site is located.
- (k) Wherever a party to this agreement shall be unable to fulfil, or is delayed in fulfilling any of their obligations by reason of strike, lockout, war, material or labour shortage, national emergency, flood,

fire or other casualty or matter not within its control, then they shall be relieved from the fulfilment of such obligation for the period such condition exists.

(l) Licensee agrees to keep this Agreement and its terms, and those of the Head Lease, strictly confidential and not disclose them unless compelled by law.

The following Exhibits are attached to and made a part of this Agreement:

Exhibit A – Tower Site – Legal Description of Property

Exhibit B – Locations of Equipment

Exhibit C – List of Equipment

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the last day and year specified below.

LICENSOR: TOWERCO VINTAGE 1 INC.

LICENSEE: THE CORPORATION OF THE TOWNSHIP OF HOWICK

Per: _____

Name: _____

Title: _____

I have the authority to bind the Corporation.

Date: _____

Per: _____

Name: Doug Harding

Title: Reeve

I have the authority to bind the Corporation.

Date: May 5, 2026

Per: _____

Name: Caitlin Gillis

Title: Chief Administrative Officer / Clerk

I have the authority to bind the Corporation.

Date: May 5, 2026

EXHIBIT A

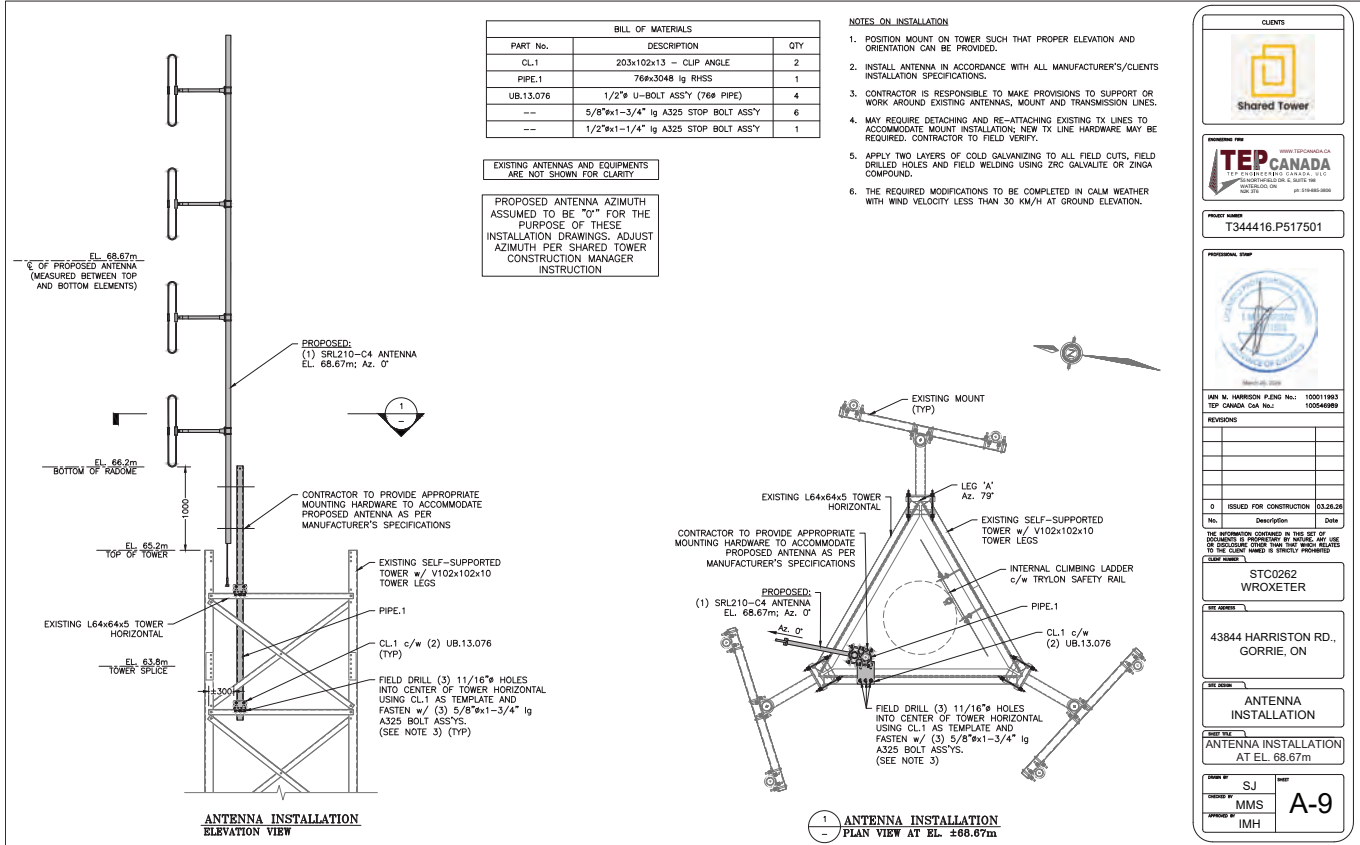
Municipal address: 43844 Harriston Rd, Gorrie, Ontario, N0G 1X0

Legal Description: PT LT 2 CON 9 HOWICK; PT LT 3 CON 9 HOWICK AS IN R311632 & R308472 TOWNSHIP OF HOWICK

PIN: 410290050

EXHIBIT B

LOCATIONS OF EQUIPMENT



CLIENTS

ISSUING FIRM

TEP CANADA
 115 UNIVERSITY BLVD. CANADA, ONT. L4S 1C7
 WATERLOO, ON. N2L 2K6
 TEL: 519-885-9096
 FAX: 519-885-9096

PROJECT NUMBER
T344416.P517501

PROFESSIONAL STAMP

**IAN M. HARRISON P.ENG. No.: 100011993
 TEP CANADA, Cdn. No.: 10054999**

REVISIONS

No.	Description	Date
0	ISSUED FOR CONSTRUCTION	03.28.26

**STC0262
 WROXETER**

**43844 HARRISTON RD.,
 GORRIE, ON**

ANTENNA INSTALLATION

**ANTENNA INSTALLATION
 AT EL. ±88.67m**

SCALE

PROJECT	SJ	DATE	
DRAWN BY	MMS		
CHECKED BY	IMH		A-9

EXHIBIT C

LIST OF EQUIPMENT

Antenna(s):

Quantity: 1
Type: dipole antenna
Manufacturer: Sinclair
Model: SRL210-C4
Dimensions: 6096mm x 584mm x 102mm
Weight: 20.66 kg
Mounting: 2x #130 clamp recommended (clamps not supplied)

At approximately the _____ ' height level

At approximately the _68.67' height level

At approximately the _____ ' height level

____°, ____° & ____°

____°

Base of the antenna:66.2

Centerline of the antenna:67.47

Tip of the antenna: 68.67

Orientation:0

Downtilt:0

Mount Type:

Cable: LDF4-50A Helix

Number of Lines: 1

Type:

Size: 200ft

Ground Space Requirements:

Licensee provided Shelter: Small building inside compound
Dimensions:15m x 15m
Type Shelter: Steel
Existing Shelter Space: 2.6m x 2.7m
Dimensions Needed: 2.6 x 2.7m

Transmitter:

Quantity: 1
Manufacturer: Kenwood
Model: NXR1700
Power Output (Watts): 50

Corporation of the Township of Howick

By-law No. 35-2026

Being A By-Law To Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and 2585284 Ontario Inc. o/a Beton. for the Repairs to Structure 11 on Spencetown Road

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 under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Council deems it prudent to award Contract BR1628 to 2585284 Ontario Inc. o/a Beton for the repairs to structure 11 on Spencetown Road in the amount of \$849,649.00, plus HST;

AND WHEREAS both parties have agreed to the Terms in the Contract.

NOW THEREFORE BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF HOWICK HEREBY ENACTS AS FOLLOWS:

1. That the Corporation of the Township of Howick approves the awarding of Contract BR1628 to 2585284 Ontario Inc. o/a Beton for the repairs to structure 11 on Spencetown Road in the amount of \$849,649.00 plus HST, as per the Contract attached hereto as Schedule "A" and forming part of this by-law.
2. That the Reeve and CAO/Clerk be authorized to execute and affix the Corporate Seal to all things, papers and documents necessary to the execution of such Contract.
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 "Structure 11 Repairs" By-law.

Read a first and second time this 5th day of May, 2026.

Read a third time and finally passed this 5th day of May, 2026.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Corporation of the Township of Howick

By-law No.36-2026

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

Whereas, in accordance with the Municipal Act, 2001, S. O. 2001, Section 5(1), the powers of a municipal Corporation shall be exercised by its Council; and

Whereas, Section 5(3) of the Municipal Act, 2001, prescribes that the powers of every Council shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas, it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Howick be confirmed and adopted by by-law;

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

1. That the actions and decisions of the Council of the Corporation of the Township of Howick at its special Council meeting held May 5, 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 5th day of May, 2026.

Read a third time and finally passe this 5th day of May, 2026.

Reeve, Doug Harding

CAO/Clerk, Caitlin Gillis