



**Township of Howick Council Meeting Minutes
Tuesday, May 5, 2026, at 9:00 a.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 9:01 a.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby adopts the May 5, 2026, Council Agenda as presented.

Carried.

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

None declared.

4. Minutes of Previous Meetings

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

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

4.1 April 21, 2026, Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

6. Delegations and/or Presentations

7. Consent Agenda

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

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

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

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

10.2.1 DPS-2026-10, Fire Department Radio Upgrades

Manager of Development and Protective Services Josh Kestner provided an overview of the report. Staff are requesting that an additional \$20,000.00 be drawn from the Fire Reserve, in addition to the \$40,000.00 that was budgeted for in the 2026 Capital Budget, for radio upgrades. Staff have negotiated a \$0 / year lease agreement with Tower Co Vintage 1 Inc. for space on the Gorrie cell tower. Staff are proposing that a radio repeater system be installed on this tower to increase our communication abilities across the township. While there are significant savings in the lease agreement, staff are requesting additional funds to cover the costs associated with set up, installation and equipment storage within the fence of the communications tower.

Howick fire department has been subject to radio communication issues both internally and externally for quite some time. Staff will be purchasing VHF portable radio equipment, and three (3) UHF portable radios to allow for effective communication with Minto Fire during mutual aid fire calls. Staff provided a break down in the report of all the expenses associated with these upgrades.

Council requested additional information in relation to the shelter that will be at the tower site. Staff explained that the shelter is basically a small, steel shipping container with fans and air conditioning wired in. Staff outlined that we pay a very small fee for a mutual aid agreement with Minto. There is also no cap on number of calls or what they do. The response time for the Howick Fire Department to

respond to calls for service in Clifford or Lakelet would not meet NFPA guidelines. Leaving the mutual aid agreement would not provide a good service for residents. The three radios that we are purchasing will ensure that Howick has strong communication with Minto when responding to calls and on scene.

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

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

And that Council approve an additional \$20,000.00 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 Tower Co Vintage 1 Inc.;

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

Carried.

10.3 Manager of Public Works – Scott Price

10.3.1 PW-2026-12, Solid Waste Service Agreement

Manager of Public Works Scott Price presented his report that based on Council's request at the April 21, 2026 Council meeting, staff worked with Waste Management to obtain a quote for service for a three-year contract for Council to compare to the proposed five-year agreement. Staff explained that the five-year agreement is more cost effective than the three-year agreement. It was explained that the primary driver of the higher unit cost for the shorter-term contract is the cart-related deployment costs associated with transitioning to automated service.

Staff expressed that all contract issues have been resolved and that there are limited waste collection contractors in the area to provide this service. Staff have had weekly operations calls with Waste Management, which have resulted in a lot less missed collection for Howick residents.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

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.

Carried.

10.3.2 PW-2026-13, Repairs to Structure 11 on Spencetown Road

BM Ross Engineers provided all tender documents and advertised this project on their website for the repairs to Structure Number 11 (Spencetown Road Bridge). Staff outlined that all bidders were very close in price for the scope of work. It is estimated that the bridge will be closed for 12 weeks. The mounting of guardrails provision was taken out of the tender to keep the project within budget. There are no existing guardrails on the bridge, but the mounting hardware would be provided. The guardrails will be budgeted for down the road and installed later. Staff explained that if everything else goes smoothly and there are no additional unforeseen costs, the guardrails will be installed at the time of the project.

In response to questions from Council, staff explained that BM Ross has completed the tendering process for projects like this in the past as they are continuously doing these contracts and have the direct local contacts for projects like this. They have also engineered the design of the repairs. The preliminary quote for this project included costs of \$4000 for tendering.

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

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.

Carried.

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

Treasurer/ Manager of Finance Amy Van Meeteren explained that back in December, the township applied for Canada Summer Jobs funding. This year we received funding for five pool positions totaling \$12,320.00. Last year funding was only received for two pool positions totaling \$4,800.00.

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

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

Carried.

10.6 CAO/Clerk Caitlin Gillis

11. Committee and Board Reports

None listed.

12. Correspondence

12.1 Howick Agricultural Society – re. Request for Increased Share of Bar Profits for the Mothers Day Elvis Show & Medium Comedy Show

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

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

Carried.

12.2 Huron County Public Works – Erection of Election Signs along County of Huron Road Allowances

Council noted that if you stay in the ditch, things are fine. If the signs must be moved by County Public Works employees, they will be taken to Auburn or Wroxeter Huron County Yard to be retrieved.

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

Reeve Harding spoke about the Province of Ontario's new Buy Ontario Act (Public Sector Procurement) 2025 and the Municipal Buy Ontario Procurement Directive. This is to establish a legislative framework requiring public sector organizations, including municipalities, to prioritize Ontario and Canadian goods and services in public procurement activities.

Reeve Harding also noted that he attended the District 8 Fair Ambassador Competition at the Howick Community Centre on May 2nd. The event was well attended, and the Listowel Fair Ambassador won the competition. There were five girls in the final cut.

Verbal Update from Council Members

Councillor Grimes noted that the Belmore Maple Syrup Festival had 100 less attendees than in 2025.

14.2 Notice of Motions

14.3 Announcements

15. Other Business

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

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

Carried.

16.1 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.

16.2 By-law 34-2026

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

16.3 By-Law 35-2026

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

17. Closed Session

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That a closed meeting of Council of the Township of Howick be held on Tuesday, May 5, 2026, 9:49 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.

Carried.

Agenda moved to Closed Agenda at 9:49 a.m.

Agenda Returned to Open Agenda at 12:03 p.m.

18. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick reconvene into Open Session at 12:03 p.m.

Carried.

Reeve Harding reported that Council met in Closed Session to consider items under the following areas of Section 239(2) of the Municipal Act:

- (a) The safety of the property of the municipality
- (b) Personal matters about an identifiable individual
- (d) Advice that is subject to solicitor-client privilege
- (e) litigation or potential litigation, including matters before administrative tribunals
- (f) advice that is subject to solicitor-client privilege

regarding an unsafe building order and staff performance reviews.

19. Confirming By-law

19.1 By-law 36-2026

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

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.

Carried.

20. Adjournment

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the May 5, 2026, Regular Council meeting at 12:04 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis