



**Township of Howick Council Minutes
Tuesday, April 29, 2025, 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 29, 2025 Council Agenda as presented.

Carried.

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

None declared.

4. Minutes of Previous Meetings

Barry Schaefer, Belmore Homecoming Committee wanted to clarify for the minutes of the April 8, 2025 Council meeting that there was not any PAL Insurance purchased for 2017 Homecoming weekend events. PAL Insurance was purchased for the New Year's Eve Dance that was a kick-off event for the 2017 Homecoming. PAL Insurance isn't valid for events with more than 1000 people. Barry reached out to DUO and PAL for more information and was told that he would require a Special Events Permit for the whole weekend of events, such as the parade, dog show, car show, etc. This would involve underwriters and be very expensive and eat into the profits of Homecoming.

CAO/Clerk Gillis advised that separate PAL Insurance is required under the Municipal Alcohol Policy for any rentals that require a Special Occasion Permit (SOP) from AGCO. Howick 170th Homecoming being planned for 2026 will take place at the Howick Community Centre, which is a licenced facility under the Alcohol and Gaming Commission of Ontario, with 100% of staff requiring Smart Serve Licencing.

Brady to speak to our insurance broker and Intact insurance to make sure all the Homecoming events are insured under the Township's policy.

Moved by: Councillor Rognvaldson

Seconded by: Councillor Hargrave

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

4.1 April 8, 2025 Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

6. Delegations and/or Presentations

7. Consent Agenda

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

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That Consent Agenda items 7.1 to 7.3 be received for information and approved.

7.1 PW-2025-10, March Department Update

For Information Only.

7.2 PW-2025-11, Variance Report, First Quarter

For Information Only.

7.3 FIN-2025-18, Accounts Payable

For Information Only

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Jenn Burns

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

10.2 Fire Chief/Manager of Protective Services - Josh Kestner

10.3 Manager of Public Works - Jamie McCarthy

10.4 Manager of Recreation and Facilities - Brady Ropp

10.4.1 REC-2025-04, Triumph Triathlon Request

Hoping to get more than 100 athletes for this year's Triumph Triathlon. Looking to get approval process moved to be confirmed annually with the Manager of Recreation with dates, insurance and approval from other departments involved.

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick approve the use of John, Alma, Edward, Albert and James streets in Gorrie for the biking portion of the Triumph Youth Triathlon scheduled for Monday, August 4, 2025 (rain date of Tuesday, August 5, 2025);

And That the Howick Optimist Pool and Gorrie Ball Park be approved for use for the swimming and running portions of the triathlon;

And That the Township provide barricades and signage for the above-mentioned streets at no cost to the event organizers, once proof of liability insurance for the event has been received.

Carried.

10.4.2 REC-2025-05, Supply of Propane RFP Results

Propane for Municipal Office, Howick Community Centre, Gorrie Fire Hall, Public Works Shop and Fordwich Village Management Shop. Propane was variable. This quote was guaranteed for three years with Doug Chalmers Inc. Tank Rental. Howick Community Centre was paying \$120 per year for their tanks. Chalmers proposed \$1 per tank per month while the others did not list a cost. Recreation & Facilities Manager will reach out to the Belmore Community Centre Board to inquire whether they would like to be included in this contract.

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick accept the tender of Doug Chalmers Inc. for Contract No, RFP REC-2025-01 at their tendered pricing of \$0.499/litre for bulk propane, \$14.47 per 33lbs propane cylinder and \$1.00 per tank rental fee for a term of 36 months and authorize the Reeve and CAO/Clerk to execute the tender and all required documents.

Carried.

10.4.3 REC-2025-06, Huron County Library Board Memorandum of Understanding

Agreement with Huron County Library Board for library facility and services. Manager of Recreation and Facilities reviewed the agreement and is bringing it for Council's approval.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

That The Council of the Township of Howick receive report REC 2025-06, Agreement with Huron County Library Board for Information;

And That the Council of the Township of Howick proceed to adopt By-law 26-2025, being a by-law to authorize the Reeve and Chief Administrative Officer/Clerk to enter into a Memorandum of Understanding with the Huron County Library Board regarding an agreement for facilities and services.

Carried.

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2025-04, Appointment of Deputy Clerk

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick direct staff to present a by-law to authorize the statutory appointment of Alana Dick as Deputy Clerk for the Township of Howick;

And That Council authorize staff to present by-laws to appoint Lottery Licencing Officers and a Deputy Division Registrar for the Township of Howick.

Carried.

11. Committee and Board Reports

None submitted.

12. Correspondence

12.1 Belmore 2025 Homecoming Committee, Howick Family Fun Festival and Howick 170th Homecoming Committee – Re. Committees of Council

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

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 hereby declares the Belmore 2025 Homecoming Committee, the Howick Family Festival Committee and the Howick 170th Homecoming Committee to be Committees of Council for

the purposes of being covered under the Township's general liability insurance program.

Carried.

12.2 Belmore 2025 Homecoming – re. 2025 Homecoming Events- June 20- June 22, 2025

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That Council of the Township of Howick hereby declares the Belmore 2025 Homecoming scheduled for Friday, June 20, 2025 to Sunday, June 22, 2025 at the Belmore Community Centre, to be a municipally significant event and that council is in support of their AGCO application for a Special Occasion Permit.

Carried.

12.3 Huron Perth Public Health – re. Monitoring Food Affordability

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick direct CAO/Clerk to write a letter to the Ontario Ministers' of Finance, and of Municipal Affairs and Housing, copying local municipalities, the federal Minister of Housing, Infrastructure and Communities, and Ontario Boards of Health, asking that they increase the urgency of the work to address the housing crisis, including supporting expansion of the supply of non-market government and not-for-profit housing which could positively impact household food insecurity.

Carried.

12.4 Township of Rideau Lakes – re. Ontario Proposing to Expand Strong Mayor Powers to 169 Additional Municipalities

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse Resolution No. 78-2025 received from the Township of Rideau Lakes in regard to the Expansion of Strong Mayor Powers.

Carried.

- 12.5 Avon Maitland District School Board - re. Board Meeting Highlights April 22, 2025**
- 12.6 Huron County Library- re. 2024 Annual Report**
- 12.7 Ministry of Agriculture, Food and Agribusiness– re. Agricultural System Implementation**
- 12.8 Huron Chamber of Commerce– re. Request to Reopen and Extend the REDI Immigration Pilot Program**
- 12.9 Blyth Festival Civic Night – re. Invitation to the Blyth Festival’s Civic Night, Sir John A: Acts of a Gentrified Ojibway Rebellion**
- 12.10 Ministry for Seniors and Accessibility – Re. Nominations for 2025 Senior of the Year Award**

13. Unfinished Business

Weber Contracting bulldozer Brotherston to Newbridge, plowed in fibre optic lines for Wightman across the road from where the new utility poles were installed by Xplore Inc. Reeve Harding updated Warden Heffer about it. Central Huron has seen two different fibre optic companies plowing in fibre optic cables on either side of the road.

14. Council Reports

14.1 Council Member Reports

Reeve’s Verbal Update from County Council

Huron County Strategic Plan and Planning Review. County Council is weighing the opportunities of the different strategic priorities with the cost of the projects. Goderich affordable housing project received more funding support from the provincial and federal levels of government than what was expected. Notice of Motion brought forward by a member of County Council to investigate whether lower tier municipalities should employ their planners independently instead of the Planning and Development Department at Huron County. Unsure whether the full costs of the planning and development department were calculated in the Notice of Motion. A report is to return to County Council.

Councillor Grimes reported that Belmore Maple Syrup Festival served 5200 members at this year’s festival.

14.2 Requests by Members

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14.3 Notice of Motions

14.4 Announcements

Howick Firemen's Breakfast is on Sunday, May 4, 2025.

Councillor Rognvaldson attended both days of the Huron County Thrive Summit. A report will come to the next Council meeting.

15. Other Business

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

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That By-laws 26-2025, 27-2025, 28-2025 and 29-2025 be read a first, second, third and final time and finally be passed.

Carried.

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, March 18, 2025 at 8:00 p.m. in the Council Chambers of the Township Office, in accordance with Section 239(2) of the Municipal Act, 2001, for the purpose of considering the following matters:

b) personal information about identifiable individuals, including municipal or local board employees

d) labour relations and employee negotiations

Carried.

Agenda moved to Closed Agenda at 8:00 p.m.

Returned to Open Agenda at 8:57 p.m.

18. Motion to Reconvene into Open Session and Reporting Out

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick reconvene into Open Session at 8:57 p.m.

Carried.

Reeve Harding reported out that Council met in Closed Session to discuss personnel matters regarding the Public Works Department.

19. Confirming By-law

19.1 By-law 30-2025

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick give first, second, third and final reading to By-law 30-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on April 29, 2025.

Carried.

20. Adjournment

Moved by: Councillor Hargrave

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick adjourn the April 29, 2025 Council meeting at 8 : 5 8 p . m .

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis