



**Township of Howick Council Minutes
Tuesday, September 19, 2023 at 7 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. Acceptance of Agenda

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby adopts the September 19, 2023 Council Agenda as presented.

Carried. Resolution No. 326/23

2. Declaration of Pecuniary Interest or Potential Conflict of Interest

There were no declarations of pecuniary interest or potential conflicts of interest declared.

4. Public Meeting/Delegations

4.1 Beth Rumble, County Librarian and Trina Huffman, North Team Branch Manager, Huron County Library - Presentation

Beth Rumble, Huron County Librarian, and Trina Huffman, North Team Branch Manager for the Huron County Library presented slides for Council orientation on the Huron County Library. Huron County libraries offers diverse and dynamic programming, workshops, story time, options to borrow from their object library, which includes bird watching kits, snowshoes etc. Your library card includes unlimited free admission to the Huron County museum and Historic Gaol in Goderich. There are 17,000 active library card holders across Huron County.

Trina Huffman, Branch Manager, explained that staff rotate between Howick, Wingham and Blyth branches. EarlyON program has about 10-15 attendees every Monday. Day camps partnered with Howick day camps to do crafts, use button makers etc. Outreach at fall fairs, window displays, pool. Lots of activities during the winter months, craft tables, sit and read. In the fall there will be Saturday morning book club once a month and visiting the public school classes. Libraries grant hasn't been increased since the 1990s. Ontario libraries association, Federation of Ontario public libraries lobby on

behalf of libraries. Any help from the Township to lobby for increased grant amounts would be welcomed.

4.2 Curtis Harding, Coreen Harding and Justine Macdonald, Fordwich Parks Board re. Fordwich Playground Renewal

Fordwich Parks Board needs new playground equipment. The Parks Board has been fundraising, but a down payment is required of \$46,000 for installation in the spring. Board is looking for an interest free loan from the Township for the deposit. D'Arcey Sand and Gravel are willing to remove the old playground equipment and prepare the grounds for the new equipment, which should help decrease the costs. Staff identified that a \$46,000 loan would have payments of \$9000 annually for a five-year term. The current quote of \$122,000 but those costs can be decreased by doing some work before and after the installation of the equipment. Staff explained that the current procurement policy requires three quotes for purchases over \$50,000.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick approve an interest-free loan of \$46,000 from the Recreation reserves, over a five-year term for the Fordwich Parks Board to use as a deposit for new playground equipment, pending the board getting three quotes from suppliers.

Carried. Resolution No. 327/23

4.3 Peter King and Bill Miller, Fordwich Village Management, re. Village Management Mandate

Village Management would like to change the Village Management policy and mandate so that they are able to contribute to the Fordwich Parks Board playground fundraiser. Direction was provided to staff from Council to organize a meeting with the three Village Management Committees to review the Village Management policy and mandate.

4.4 Barry Schaefer, Mitch Inglis & Angela Bross, Belmore 2025 Homecoming Committee, re. 2025 Belmore Homecoming June 20-22, 2025

The Belmore 2025 Homecoming Committee spoke to Council about the planning that has begun for the 2025 celebrations. The Township assisted the Committee with charitable tax receipts for sponsorships, help with the insurance for the events, Special occasion fees, waiving the building permit for 3 tents, road barricades for the parade in 2017 and is looking for similar support for 2025.

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5. Approval of Minutes

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

That Council of the Township of Howick hereby adopts the September 5, 2023 Council Minutes and the September 12, 2023 Special Council Minutes as presented.

Carried. Resolution No. 328/23

6. Staff Reports

6.1 Drainage Superintendent Wray Wilson

6.1.1 DRN-2023-19, Tile Drain Loan

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick accept the Tile Drain Application from JJC Farms for a tile drain loan on Lot 32, Concession 16 (property roll number 40 46 001 600 032 00 0000), in an amount not to exceed \$50,0000, subject to the Township of Howick receiving Tile Drain Loan funding from the Ministry of Agriculture, Food and Rural Affairs.

Carried. Resolution No. 329/23

6.2 Operations Manager Dean Nicholson

6.2.1 PW-2023-22, Department Update

For Information.

Reeves Construction has resumed work on Quarry Line Culvert. Gough Road construction is half complete. Fall grading has started getting ready for fall gravel. Huron County Road Supervisors had the truck rodeo today in Clinton. Howick finished in the top 10.

6.2.2 PW-2023-23, Walking Trail Grand Opening

Federal economic development agency of Southern Ontario funded this project. Parking lots are being paved; signs are being installed. Staff seeking support to order small promotional items, purchase supplies for a bbq and Halloween treat bags to give out at the open house on October 29. Finance staff verified that the grant will not cover the cost of the event. The local government representatives and ministers will be invited to the event. Staff and Council to encourage people to attend this event and the Haunted Fire Hall event.

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Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick approve October 29, 2023 as the official grand opening celebration for the Walking Trails, to be held at the Gorrie Walking Trail.

Carried. Resolution No. 330/23

6.3 Treasurer Brenda Weishar

6.3.1 FIN-2023-33, Accounts Payable

Recommended Motion:

That Council receive this report as information only.

August 16 to September 19, 2023 Accounts Payable listed for Council's information.

6.3.2 FIN-2023-34, Draft Asset Retirement Obligations Policy

Treasurer Weishar provided an overview of the report. This is a mandatory policy. Treasurer will work with department heads, test our sites for designated substances, and the information feeds into our asset management plan.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township approve the Draft Asset Retirement Obligations Policy dated September 19, 2023.

Carried. Resolution No. 331/23

6.3.3 FIN-2023-35, Draft Employee Business Expense Policy and Draft Corporate Credit Card and Debit Card Policy

The purpose of the Employee Business Expense Policy is to define reimbursable business expenses. Having standalone financial policies are beneficial to complement the Employment Policy. Used to be that if you travelled within the Township, you couldn't claim the expense. Council provided some edits that would be provided to the Treasurer to bring it back to a future Council meeting.

6.3.4 FIN-2023-36, Approval for Hiring Event Planner

There has been public interest from local employers to purchase tickets for the Christmas Party at the Howick Community Centre on December 9. Janice Gibson has been working on scheduling the activities and events that were popular during last year's Festival of Lights.

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Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick approve the rehiring of Janice Gibson as the Event Planner for the Festival of Lights at Step 1 of Administrative Assistant position; and

That Council approve rental fees to be that of 30% of approved fees and charges for hall and ice rentals for November 25th.

Carried. Resolution No. 332/23

7. Notice of Motion

8. Committee and Board Reports

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That Council of the Township of Howick receive the minutes of Council Committees and Boards as listed:

Wroxeter Hall Board – August 3, 2023

Huron County Community Safety and Well-being Plan Oversight Committee – May 24, 2023

Carried. Resolution No. 333/23

9. Correspondence

9.1 Ministry of Natural Resources and Forestry re. Proposed Oil, Gas and Salt Resources Act regulation changes for special projects and well security

9.2 Maitland Valley Conservation Authority re. August 2023 Update Report

9.3 Ontario Provincial Police re. Distribution of Police Record Check Revenue to Municipalities

9.4 Ministry of Municipal Affairs and Housing re. Responding to the Housing Affordability Task Force's Recommendations

9.5 Office of the Fire Marshal re. Interpretation of s. 6(3) of the Fire Protection and Prevention Act

9.6 Drinking Water Source Protection re. Notice of Source Protection Committee Vacancy and Opportunity to Jointly Nominate One Representative to Source Protection Committee

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Council discussed getting more information on what the committee is looking for and how much Howick would be affected, as most of our watershed is part of Maitland Valley Conservation Authority.

10. Members Privilege – Good News & Celebrations

(This is an opportunity for Council members to share information not included in the agenda that does not require any action)

Councillor Grimes attended the Belmore Arena Board meeting on September 18. Premier Doug Ford and Minister of Agriculture Lisa Thompson have been touring South Bruce regarding NWMO. Bruce Nuclear might be having an information night and tour. Next year will be the referendum in South Bruce for the deep geologic repository.

Very successful Slow Pitch tournament was held at the Wroxeter Ball Park on the weekend. The Board is happy they have made their fundraising target.

Issues that have come forward with By-law enforcement. There is an outstanding loan from the Township to a Parks that will be submitted in order to clear off the books.

11. Closed Meeting Session

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That a closed meeting of Council of the Township of Howick be held on Tuesday, September 19, 2023 at 8:52 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:

1. personal matters about an identifiable individual, including municipal or local board employees;
2. labour relations and employee negotiations.

Carried. Resolution No. 334/23

Agenda moved to Closed Agenda at 8:53 p.m.

Meeting reconvened into Open at 9:55 p.m.

12. Motion to Reconvene

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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That the Council of the Township of Howick reconvene into Open Session at 9:55 p.m.

Carried. Resolution No. 341/23

13. By-law 49-2023

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick give first, second, third and final reading to by-law 49-2023; being a by-law to confirm the proceedings of Council at the meeting held on September 19, 2023.

Carried. Resolution No. 342/23

14. Motion to Adjourn

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick adjourn the September 19, 2023 Council meeting at 9:56 p.m.

Carried. Resolution No. 343/23

Reeve, Doug Harding

Clerk-Administrator, Caitlin Gillis