



**Township of Howick Special Council Meeting Minutes
Thursday, September 3, 2026, at 9:00 a.m.
Township of Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 9:00 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 September 3, 2026, Special Council Meeting Agenda as presented.

Carried.

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

None Declared.

4. Closed Session

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That a closed meeting of Council of the Township of Howick be held on Thursday September 3, 2026, at 9:00 a.m. in the Council Chambers at the Howick Township Municipal Office, in accordance with Section 239(2) of the Municipal Act, 2001, as amended, for the purpose of considering the following matters:

(b) personal matters about identifiable individual, including municipal and local board employees;

(d) labour relations or employee negotiations;

Carried.

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for September 3, 2026

Agenda Returns to Open Agenda

5. Motion to Reconvene into Open Session and Reporting Out

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick reconvene into Open Session at 10:30 a.m.

Carried.

Reeve Harding reported that Council met in Closed Session to discuss the administrative transition and future operations of the Municipality with senior management, and that Council held an in- depth discussion with the Manager of Finance and Deputy Clerk regarding proposed acting appointments and the associated employment agreements.

6. Motion Coming Out of Closed Session

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That Council of the Township of Howick direct staff to prepare a By-law and agreement appointing Manager of Finance/ Treasurer Amy Van Meeteren as acting Chief Administrative Officer at Band G Step 5 of the approved 2026 Salary Grid effective September 3, 2026.

And That Howick Council direct staff to prepare a By-law and agreement appointing Deputy Clerk Alana Dick as acting Clerk at Band E Step 5 of the approved 2026 Salary Grid effective September 3, 2026. Both to be passed at the Regular Council Meeting on September 15, 2026.

And Further that Council direct staff to amend the 2026 Council Meeting Schedule as discussed.

Carried.

6. Confirming By-law

a. By-law 60-2026

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 60-2026;

Being a By-law to Confirm the Proceedings of the Council meeting held on September 3, 2026.

Carried.

7. Adjournment

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the September 3, 2026,
Special Council meeting at 10:30 a.m.

Carried.

Doug Harding, Reeve

Alana Dick, Deputy Clerk