



**Township of Howick Council Agenda
Tuesday, October 21, 2025, at 7:00 p.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 October 21, 2025, 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 [September 30, 2025 Council Meeting Minutes](#)**
- 4.2 [September 3, 2025 Huron County Council Minutes](#)**
- 4.3 [September 17, 2025 Huron County Council Minutes](#)**
- 4.4 [October 1, 2025 Huron County Council Minutes](#)**

- 5. Public Meetings/Hearings**
-

5.1 Committee of Adjustment

Application MV02-2025 – Mulder Farms Inc. c/o Cheryl and Tim Mulder, 44216 Spencetown Road (CON 5 PT LOT 7)

Recommended Motion:

That the Council of the Township of Howick hereby adjourns their Council meeting and the Committee of Adjustment hereby opens a meeting to review application for Minor Variance MV02-25, submitted by Cheryl and Tim Mulder and MV03-25, submitted by Adam and April Atkinson

COMMITTEE OF ADJUSTMENT MEETING

5.1.1 Call to Order

5.1.2 Declaration of Pecuniary Interest

5.1.3 Purpose

The purpose of this application is to request relief from Section 4.5 of the Howick Zoning By-law to reduce the required Minimum Distance Separation (MDS) II setback for the construction of a new broiler barn from 201m to 113m. The proposed barn will be sited a minimum of 113m from the farmhouse that was recently severed from the subject property. As proposed, the barn will meet all other MDS and zoning requirements. This report should be read in conjunction with the September 24th, 2025 MV02-2025 Mulder Planning Report.

5.1.4 Application Process

An application for a Minor Variance was submitted by Cheryl and Tim Mulder

Notice of Public Meeting was mailed by the Township to all property owners within 60m of the property on September 3, 2025, and notice was posted on the subject property.

A report was prepared and presented by Huron County Planner Sarah Kurtz and deferred at the September 30th Committee of Adjustment meeting to allow time for the applicant and the landowner to the east to come to an agreement on how to address the noise nuisance associated with the existing barn. An agreement between the applicant and the neighbour has been reached.

5.1.5 Comments

1. **Planner Report**
2. Council's Questions and/or Comments
3. Applicant and/or Agent
4. Others

5.1.6 Recommendation:

It is recommended that Application MV02-2025 as applied be denied.

5.1.7 Committee of Adjustment Decision

Council Recommendation:

That the Committee of Adjustment of the Township of Howick hereby approves application for minor variance MV02-2025, submitted by Tim and Cheryl Mulder, subject to the following conditions:

1. That both the applicant and the neighbouring landowner enter into an agreement addressing the following:

- a. That the existing GSI Classic 36" fans be replaced with Better Air 36" fans on the existing barn.
- b. That chimney risers be added to the existing 24" GSI Mono fans on the existing barn.

The conditions above are in addition to the Planner recommended conditions:

1. That the barn be constructed within the footprint shown in the sketch provided.
2. That the variance approval is valid for a period of 18 months from the date of the Committee's decision.

5.2 Application MV03-2025 – Adam and April Atkinson 3078 Victoria St., Fordwich (Plan 247, Lot 19)

5.2.1 Purpose

The purpose of this application is to increase the permitted maximum ground floor area for an accessory building from the maximum 75 square metres to a proposed 92 square metres. Relief is requested from Section 15.5.3.1 of the Zoning By-law to permit an enlarged detached garage on a lot less than 1 acre for the purpose of a personal storage.

5.2.2 Application Process

An application for a Minor Variance was submitted by Adam and April Atkinson.

Notice of Public Meeting was mailed by the Township to all property owners within 60m of the property on September 25, 2025, and notice was posted on the subject property.

A report has been prepared by Huron County Planner Sarah Kurtz regarding this application.

5.2.3 Comments

1. **Planner Report**
2. Council's Questions and/or Comments
3. Applicant and/or Agent
4. Others

5.2.4 Recommendation:

It is recommended that Application MV03-2025 as applied be approved with the following conditions:

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1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed addition be constructed within the footprint in the sketch provided.

5.2.5 Committee of Adjustment Decision

Recommended Motion:

That the Committee of Adjustment of the Township of Howick, considering the variance to be minor, to maintain the appropriate development of the lands, and to maintain the general intent of the Howick Zoning By-law 23-1984 and the Howick Township Official Plan, hereby approves application for minor variance MV03-2025, submitted by Adam and April Atkinson, subject to the following conditions:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed addition be constructed within the footprint in the sketch provided.

5.3 Close Committee of Adjustment

Recommended Motion:

That the Committee of Adjustment for the Township of Howick hereby adjourns their meeting at ____:____ p.m. and reconvened into Open Session.

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 7.4 be received for information and approved.

**7.1 PW-2025-27, Department Update
For Information Only.**

**7.2 FIN-2025-35, Accounts Payable
For Information Only.**

- 7.3 **FIN-2025-36, 2025 3rd Quarter Operating Budget Variance Report For Information Only.**
- 7.4 **FIR-2025-23, Department Update For Information Only.**

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

8.1.1 Consent Application Report File C47-2025- Con 13 Lot 33, Howick Township 46358 Salem Road

Recommended Motion:

That the Council of the Township of Howick hereby recommend approval of Consent Application File No. C47-2025, Owner John Dunn Applicant Crystal Leutenegger, Property Description: Concession 13 Lot 33, Howick Township (46358 Salem Road)

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

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

10.2.1 FIR-2025-22, 2025 Community Emergency Preparedness Grant

Recommended Motion:

That the Council of the Township of Howick authorize staff to apply for the 2025 Ontario Community Emergency Preparedness Grant (CEPG) for the installation of generator transfer switches at the Howick and the Belmore Community Centres;

And That Council approves the balance of project funding, up to \$50,000.00, to be drawn from the Recreation Reserve if the Township is successful in securing grant funding.

10.3 Manager of Public Works – Scott Price

10.4 Manager of Recreation and Facilities - Brady Ropp

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2025-19, 2026 Conference Dates

Recommended Motion:

That the Council of the Township of Howick make their interest in conference attendance for 2026 known to staff so that registration and accommodation arrangements can be made and the associated costs included in the 2026 Municipal Budget.

10.6.2 ADM-2025-20, 2026 Council Meeting Schedule and Restricted Acts in a Municipal Election Year

Recommended Motion:

That the Council of the Township of Howick adopt the proposed meeting dates for 2026 by resolution

11. Committee and Board Reports

Recommended Motion:

That the Council of the Township of Howick approve the following Board or Committee minutes:

11.1 Howick 170th Homecoming Minutes- September 22, 2025

11.2 Belmore Arena Board Minutes- August 18, 2025

12. Correspondence

12.1 Saugeen Valley Conservation Authority- Board of Directors Meeting Minutes, July 17, 2025

12.2 Howick Family Festival – Meeting Minutes August 27, 2025

12.3 Dietrich Engineering Limited – Municipal Drain No. 20 On-Site Meeting Notice

12.4 Circular Materials - Collection from IC&I Locations

12.5 Office of the Solicitor General – Review of the Ontario Provincial Police Cost Recovery Model

12.6 County of Wellington – Notice of Complete Application for Proposed Official Plan Amendment

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

A Notice of Motion was presented at the September 30, 2025 Regular Council

Recommended Motion:

That the Council of the Township of Howick hereby provide direction to staff to issue an RFP for Municipal Auditor Services, beginning with the 2026 Audit year, after the completion of the 2025 Municipal Audit in Q2 of 2026.

14.3 Notice of Motions

14.4 Announcements

15. Other Business

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

16.1 By-Law 50-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 50-2025;

Being a by-law to authorize the Reeve and CAO/Clerk to sign, on behalf of Council, a Memorandum of Agreement between the Corporation of the Township of Howick and Simply Voting Inc. for Internet and Telephone Voting System Services.

17. Closed Session

Recommended Motion:

That a closed meeting of Council of the Township of Howick be held on Tuesday, October 21, 2025 at _____ p.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:

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

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

Agenda moves to Closed Agenda

Council to refer to Closed Agenda for October 21, 2025

Agenda Returns to Open Agenda

18. Motion to Reconvene into Open Session and Reporting Out

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 reconvene into Open Session at ____p.m.

Reeve Harding to report out the reasons Council met in Closed Session.

19. Confirming By-law

19.1 By-law 51-2025

That the Council of the Township of Howick give first, second, third and final reading to By-law 51-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on October 21, 2025.

20. Adjournment

Recommended Motion:

That the Council of the Township of Howick adjourn the October 21, 2025 Council meeting at ____:____ p.m.



**Township of Howick Council Minutes
Tuesday, September 30, 2025, at 9:00 a.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 9:00 a.m. and welcomed everyone in attendance.

The Manager of Recreation and Facilities, Brady Ropp, was called upon to honour National Day for Truth and Reconciliation.

2. Confirmation of the Agenda

Moved by: Councillor Rognvaldson

Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby adopts the September 30, 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

Moved By: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

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

4.1 September 9, 2025 Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

5.1.1 Committee of Adjustment

Application MV02-2025 – Mulder Farms Inc. c/o Cheryl and Tim Mulder,

44216 Spencetown Road (CON 5 PT LOT 7)

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

That the Council of the Township of Howick hereby adjourns their Council meeting and the Committee of Adjustment hereby opens a meeting to review application for Minor Variance MV02-25, submitted by Cheryl and Tim Mulder

Carried.

COMMITTEE OF ADJUSTMENT MEETING

5.1.2 Call to Order

Reeve Harding called the meeting to order at 9:07 a.m.

5.1.3 Declaration of Pecuniary Interest

None declared.

5.1.4 Purpose

The purpose of this application is to request relief from Section 4.5 of the Howick Zoning By-law to reduce the required Minimum Distance Separation (MDS) II setback for the construction of a new broiler barn from 201m to 113m. The proposed barn will be sited a minimum of 113m from the farmhouse that was recently severed from the subject property. As proposed, the barn will meet all other MDS and zoning requirements.

5.1.5 Application Process

An application for a Minor Variance was submitted by Cheryl and Tim Mulder. Notice of Public Meeting was mailed by the Township to all property owners within 60m of the property on September 3, 2025, and notice was posted on the subject property.

A report has been prepared by Huron County Planner Sarah Kurtz regarding this application.

5.1.5 Comments

1. Planner Report

Reeve Harding welcomed planner Sarah Kurtz to provide an overview of her report and details of the minor variance application. Sarah outlined that her recommendation is to deny the application. The application requests a 44% reduction in minimum distance separation. In 2024, the Mulders applied for a 15% reduction in minimum distance separation for the construction of the first chicken barn. That minor variance was approved. The same house in question is being impacted in this application. Per MDS Guideline #27, when a barn is proposed within 3 years of the construction of a barn on the same property, the barns are

contemplated together and result in a larger required setback. They are considered to have a larger impact to the neighbouring residence. Currently there is an issue with the noise of the fans of the barn however the MDS does not relate to the noise, it only relates to the smell.

2. Council's Questions and/or Comments

Council suggested a special meeting could possibly take place for the Mulders if the neighbour's concerns about fan noise are addressed. No issue with the 44% from a council perspective, the issue is the concerns from the neighbors. Council understands that the Mulders would like to move construction forward before winter.

3. Applicant and/or Agent

Reeve Harding called upon the applicants Cheryl and Tim Mulder. Using the proposed location, it makes use of the existing yard for truck turn around and takes less land away from crop production. The fan supplier has been contacted and is looking at an alternative fan that is less noisy. They are also looking for new hoods to replace the existing fan hoods to reduce the noise. On the new proposed barn, the fans will face towards the west regardless of where the barn is placed.

4. Registered Delegation: Nick Gollan – request for deferral

Reeve Harding called upon Nick Gollan, who is the brother of a neighbour located beside the proposed location of the new barn. Nick is requesting the application be deferred by Council and that an alternative location possibly to the north of the existing barn be considered. Could the fans point west instead of to the east? Since the first barn was built and used, the fans are quite loud during the summer months. Mr. Gollan is requesting deferral and to see what the final site plan would look like.

5. Others

The neighbour affected by the reduced MDS voiced she is fine with the proposed location of the new barn – just concerned with the noise.

5.1.6 Recommendation:

It is recommended that Application MV02-2025 as applied be denied.

5.1.7 Committee of Adjustment Decision

Moved by: Councillor Grimes

Seconded by: Deputy Reeve Gibson

It is recommended that Application MV02-2025 as applied be deferred.

Carried.

Council requested that the applicant and neighbour meet to discuss noise reduction solutions for the barn fans that would be acceptable to the Huron County Planning Department before bringing this application to Howick Council again. Staff will see if a meeting is possible before the next scheduled Council meeting of October 21st.

5.1.8 Close Committee of Adjustment

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Committee of Adjustment for the Township of Howick hereby adjourns their meeting at 9:26 a.m. and reconvened into Open Session.

Carried.

6. Delegations and/or Presentations

6.1 Annalies Hamers, Maitland Valley Conservation Park in Gorrie

Reeve Harding called on Annalies Hammers, Gorrie resident and Community Improvement and Beautification Planning Committee member to address Council. The state of the Conservation Area in Gorrie was discussed at a recent committee meeting. There is an issue and concern with the naturalization of this park. Citizens would like to see the grass maintained and this space usable. Annalies is wondering how Wroxeter and Fordwich were able to assume former MVCA Land through the Township, but the same wasn't done in Gorrie. Annalies believes that volunteers would be easier to find to maintain this area if the Township assumed ownership from MVCA. The South side of the conservation area citizens have not seen it being used due to weeds and mosquitoes. Reeve has requested that this petition be submitted to MVCA and presented at their next meeting October 15th. Staff to meet with MVCA and have a discussion at the Gorrie Conservation Area on Tuesday, October 14th.

6.2 Stephanie Johnson, Howick 170th Homecoming

Reeve welcomed Stephanie from the Howick 170th Homecoming Committee. The Howick 170th Homecoming will be taking place July 3-5 2026. The Committee is requesting the use of Howick facilities and staff time to be a donation for Homecoming. The staff time would consist of the time it would take to maintain the facility during the event. The committee is also looking for clarification as to where they can put their signage to advertise Homecoming events. Can they piggyback on the village signs possibly somewhere that they will last through the winter months?

The Manager of Public Works identified that the County would need to be consulted as these signs will be located on their road allowance. Staff to find out what the County will allow.

The Manager of Recreation and Facilities stated that the Homecoming should be treated as any internal rental as they are a subcommittee of Council. They would be eligible for a reduction of the rental fee which is a 70% discount. Staff will provide a budget number based on the dates provided.

6.3 Cynthia Low, Requesting Change to Recreational Fire By-law

Reeve Harding called on Cynthia Low to address Council. Ms. Low has issues with the neighbour having large fires creating a considerable amount of smoke, making it

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uncomfortable for her and her husband who has some health issues. 9-1-1 has been called twice, photos provided as a hard copy for staff and council to view. Wondering if something can be done about these larger fires at night?

The Manager of Development and Protective Services/Fire Chief viewed the photos. He stated that the fire department has responded twice to the residence in question and both times when the fire department attended the property, nothing was observed to constitute a violation of the fire by-law. The fire pit on this property is under the size requirements. The fire department and by-law department need to be contacted when the large fire is happening. If there is no evidence when the fire department is present that a large fire is taking place or has taken place, nothing is enforceable. The Fire department can only work with what is happening at the time the complaint is received.

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 Gibson

Seconded by: Councillor Rognvaldson

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

- a. PW-2025-26, Department Update
For Information Only.**
- b. FIN-2025-34, Accounts Payable
For Information Only.**
- c. FIR-2025-20, Department Update
For Information Only.**

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

8.1.1 Consent Application C46-2023, Change of Conditions

Reeve called on Huron County Planner Sarah Kurtz to present her report. Change of conditions is just an administrative matter. This severance was approved by council in December 2023 and also approved at county council based on the size. The original buyer has fallen through and is no longer purchasing the retained land. The name of the new purchaser is being amended and to be forward to county council.

Moved by: Councillor Grimes

Seconded by: Deputy Gibson

It is recommended that Howick Council approve the change of conditions for consent File No. C46-2023 by replacement of Condition #9 as follows:

“The retained lands be registered in the name of Jeroen Peters and Ashley Peters to the satisfaction of the County.”

And that this amendment be forwarded to the County of Huron for consideration.

Carried.

8.1.2 DB01-2025, Deeming By-law Application

Lot 48 and lot 60 plan 317 to no longer be a plan of subdivision. Plan was never formally deemed, it is legally made up of separate lots. Applicant and Planner are requesting the lots be merged to meet the minimum size to issue building permit. The house will need to be built on the southern portion of the lot. This report will not need to go to county council. Just to the land registry and registered on title.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Rognvaldson

The attached by-law under Section 50(4) of the Planning Act to deem Lot 48 and Lot 60, Plan 317 not a plan of subdivision be passed.

Carried.

9. Municipal Drains - Drainage Superintendent Scott Richardson

10. Staff Reports

10.1 Chief Building Official Ed Podniewicz

10.2 Fire Chief/Manager of Development & Protective Services – Josh Kestner

10.3 Manager of Public Works – Scott Price

10.4 Manager of Recreation and Facilities - Brady Ropp

10.4.1 REC-2025-12, Belmore Flooring Replacement

Reeve Harding called upon the Manager of Recreation and Facilities to present his report. The Belmore flooring replacement is a part of the asbestos abatement inspection that happened in June. Flooring in the players' benches and penalty box will be replaced with resilient rubber flooring that are recommended for skate blades. Raymar will be supplying the rubber for \$1,895.00 before tax. It is recommended that we pick up and deliver it to Belmore. A site visit was conducted with the Chair of the Belmore Arena Board to choose the flooring. The Belmore Arena Board will install the new flooring themselves. The cost of the flooring will be paid out of the Recreation Reserves. This is a capital project and should be divided up with the other municipalities. Staff to order the rubber flooring right away for it to be installed before Belmore's ice goes in.

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick receive report REC-2025-12, Belmore Flooring Replacement;

And That Council approve the funds of \$1,895 be taken from the Recreation Reserve Fund to complete this work.

Carried.

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.6 CAO/Clerk Caitlin Gillis

11. Committee and Board Reports

None received.

12. Correspondence

12.1 Municipality of Bluewater – Closure of Before and After School Programs

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick endorse resolution received from the Municipality of Bluewater urging the Province of Ontario to immediately implement other service delivery models that are being successfully modeled elsewhere in the province to address the Early Childhood Educator shortage.

Carried.

12.2 Huron County – Natural Gas Expansion in Ontario

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That Council of the Township of Howick approve the following motion and actions:

WHEREAS the Province of Ontario has posted ERO 025-0923, Consultation on the Future of Community Natural Gas Expansion, seeking feedback from municipalities, Indigenous communities, and other stakeholders on how Phase Three (3) could best support access to natural gas for community development;

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date;

AND WHEREAS the County of Huron is working toward its need for 10,630 additional housing units by 2051 and supporting Ontario's broader objective to build at least 1.5 million homes by 2031; as well, the County's agricultural and manufacturing communities require reliable and affordable access to natural gas and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets;

AND WHEREAS the Township of Howick currently does not have access to natural gas and recognizes that is a deterrent to local economic development,

workforce attraction and retention, energy affordability and investments in affordable housing;

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions, including natural gas, electricity, and emerging energy technologies, to meet growing community needs;

AND WHEREAS natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF HOWICK:

1. Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses the County of Huron's resolution regarding access to natural gas as an option to other energy solutions to advance Huron County's housing, agriculture, employment lands, and economic development objectives;
2. Directs staff to submit comments directly to the Ministry of Energy and Mines as the consultation period closed on September 22, 2025 for ERO 025-0923.
3. Forwards this resolution to MPP and Minister of Rural Affairs Lisa Thompson, the Minister of Energy and Mines, the Ontario Energy Board and AMO.

Carried.

**12.3 Bonfield Township – Canadian Union of Postal Workers and Canada Post
Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes**

That the Council of the Township of Howick endorse the resolution received from Bonfield Township urging the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table;

And calling upon CUPW to reconsider the suspension of flyer deliveries, which includes municipal communications, to ensure the continued dissemination of critical community information

Carried.

12.4 Howick Minor Hockey – Holiday Dinner and Dance Invitation

Budgeted 50\$ per person, now it is up to 60\$

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

That the Council of the Township of Howick accepts Howick Minor Hockey's invitation to the Holiday Dinner and Dance and directs staff to proceed with the purchase of tickets for members of council, all municipal employees and spouses should they be available to attend.

Carried.

12.5 Maitland Valley Conservation Authority – Phil Beard Retirement

Deputy Reeve Gibson to keep council up to date on retirement party and wish in all the best in the future.

12.6 Maitland Valley Conservation Authority – June 18, 2025 Minutes

12.7 Huron Clean Water Project – HCWP Encourages Best Management Practices in Municipal Drainage Work

12.8 United Way Perth-Huron – Belonging Matters

12.9 What's Happening in Howick – Newsletter

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Upcoming – service level review is being done at the county to show what is offered with Huron County and where our tax dollars will be spent. Heads of council from the 15 lower tier municipalities and senior managers at county council to be involved. County is also working on their strategic plan

Howick Firefighter Breakfast October 19, 2025

14.2 Requests by Members

14.3 Notice of Motion

A Notice of motion was received verbally from Councillor Hargrave. He plans to bring a motion to the October 21, 2025 Council meeting regarding tendering the municipal auditor for 2026.

14.4 Announcements

15. Other Business

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

16.1 By-Law 48-2025

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 48-2025;

Being a by-law to deem part of Registered Plan No. 317 in the Township of Howick not to be a registered plan of subdivision for the purposes of Section 50(3) of the Planning Act.

Carried.

17. Closed Session

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That a closed meeting of Council of the Township of Howick be held on Tuesday, September 30, 2025 at 10:17 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:

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 10:17 a.m.

Agenda Returned to Open Agenda at 10:54 a.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 10:54 a.m.

Carried.

Reeve Harding reported out Council met in Closed Session to discuss matters pertaining to personal information about an identifiable individual including municipal or local board employees and labour relations and employee negotiations regarding the Public Works Department.

19. Motion Coming Out of Closed Session

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick receive report ADM-2025-18, New Full-time Landfill/Public Works Employee for information;

And That Council approve the hiring of a full-time, permanent Landfill Attendant/Public Work Operator to begin in November 2025, with responsibilities split between the Howick Landfill and the Public Works department.

Carried.

20. Confirming By-law

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

20.1 By-law 49-2025

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Grimes

That the Council of the Township of Howick give first, second, third and final reading to By-law 49-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on September 30, 2025.

Carried.

21. Adjournment

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick adjourn the September 30, 2025 Council meeting at 10:56a.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis

MINUTES

COUNTY COUNCIL OF THE COUNTY OF HURON

Hybrid Meeting

September 3, 2025

The Council of the County of Huron met on Wednesday, September 3, 2025. All members of Council were present.

1. Warden Jamie Heffer to call meeting to order:

Warden J. Heffer called the meeting to order at 9:00 AM.

2. Warden's Remarks:

Warden J. Heffer noted that September is Childhood Cancer Awareness Month and encouraged members to wear the lapel pins provided.

He further highlighted the success of the Huron County Plowing Match at Dodds Farm near Winthrop, praising the turnout, weather, and demonstrations of new agricultural technology, and extended congratulations to the volunteers who organized the event.

He also reported on the AMO conference, noting productive delegations with municipal affairs, housing, and finance representatives, and ongoing lobbying efforts for housing and homelessness funding.

3. Approval of Agenda:

3.1 Approval of Agenda:

Moved by: Councillor T. Bazinet and Seconded by: Councillor B. MacLellan

That:

The Council Day 1 agenda for September 3, 2025, be approved as amended:

- By-law No. 2025-061, being a by-law to authorize entering into a funding agreement for the Community Paramedic Homelessness Outreach Pilot Project with Healthcare Excellence Canada, has been added.

Carried

4. Declaration of Pecuniary Interest and the General Nature Thereof:

The following declarations of the pecuniary interest were stated:

- Councillor L. Noel declared pecuniary interest with Item 15.1 - By-law No. 2025-057, being a by-law to authorize entering into a contract for RFP HCPW 25-302 with B.M. Ross and Associates for the Consulting Engineering Services for the

Urban Reconstruction of Hensall Downtown, due to her daughter being employed by B.M. Ross and Associates.

- Councillor M. Anderson declared pecuniary interest with Item 11.4 Appointment of Auditors for the County of Huron (2025-2029), as her daughter is a partner at MNP, the firm that submitted a proposal in response to the Request for Proposal.

5. Minutes of Previous Meeting:

5.1 2025-08-13 Council Day 2 - Minutes

Moved by: Councillor G. McNeil and Seconded by: Councillor P. Heffer

That:

The minutes of the Council Day 2 meeting of August 13, 2025, be adopted as circulated.
Carried

6. Delegations/Petitions/Presentations:

6.1 Huron County Soil and Crop Improvement Association, Ausable Bayfield Conservation Authority and the University of Guelph - Presentation by Rick Kootstra and Mari Veliz

Presentation to County Council was given by Ausable Bayfield Conservation Authority and Huron County Soil and Crop Improvement Association to provide information about an innovative water management project and funding at the Huronview Demonstration Farm.

Moved by: Councillor L. Noel and Seconded by: Councillor J. Becker

That:

The Council of the County of Huron receive presentation by Rick Kootstra with Huron County Soil and Crop Improvement Association, and Mari Veliz with Ausable Bayfield Conservation Authority, dated September 3, 2025, as presented for information.
Carried

7. Councillor's Comments: None.

8. Consent Agenda - Items 8.1 - 8.6:

Moved by: Councillor A. McLellan and Seconded by: Councillor J. Dietrich

That:

The Items 8.1 through 8.6 be approved with the actions as noted.
Carried

9. Planning & Development:

9.1 All Risk Municipal Grant from LAS and Intact Public Entities (presented by Derry Wallis)

Moved by: Councillor B. Vanstone and Seconded by: Councillor M. Anderson

That:

The Council of the County of Huron receive the report by Derry Wallis, Climate Change and Energy Specialist, dated September 3, 2025 titled All Risk Municipal Grant from LAS and Intact Public Entities, as presented for information;

And Further That:

The Council of the County of Huron accept the grant's financial contribution and direct staff to proceed with the drone-based early detection model for giant hogweed management;

And Further That:

A by-law be drafted authorizing the Warden and Clerk to execute the funding agreement (subject to a legal and insurance review) and any other required documents for the All Risk Municipal Grant.

Carried

9.2 Consent Application C26-2025, Holdale Farms Ltd. (Marius Hol) for Peter & Neeltje Van Driel, Concession 6, Lot 18 & Part Lot 17, West Ward, Municipality of Central Huron (presented by Craig Metzger)

Moved by: Councillor J. Ginn and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron approves Consent Application C26 -2025 by Holdale Farms Ltd. (Marius Hol) for Peter & Neeltje Van Driel for the severance of lands described as Concession 6, Lot 18 & Part Lot 17, West Ward, Municipality of Central Huron with the recommended conditions in the planning report, with the exception of Condition No. 9 which is amended to require the size of the severed parcel to be reduced to 4 hectares (10 acres) and the deletion of Condition No. 10 regarding the removal of the liquid manure tank.

Carried

Moved by: Councillor P. Klopp and Seconded by: Councillor D. Harding

That:

Consent Application C26- 2025 by Holdale Farms Ltd. (Marius Hol) for Peter & Neeltje Van Driel for the severance of lands described as Concession 6, Lot 18 & Part Lot 17, West Ward, Municipality of Central Huron. No public comments were received on the application so there was no effect on the decision. Comments were received recommending the removal of the liquid manure tank and the reduction of the severed parcel size to either 1.8 hectares (staff recommendation) or 4 hectares (Municipality of Central Huron recommendation). The comments were addressed through the decision of Council, including reducing the severed parcel size to 4 hectares. The comments regarding the manure tank were thoroughly considered but did not influence the decision of Council.

Carried

9.3 Huron County Official Plan Amendment No. 6 (presented by Denise Van Amersfoort)

Moved by: Councillor A. McLellan and Seconded by: Councillor G. McNeil

That:

The Council of the County of Huron receive the report from Denise Van Amersfoort, Manager of Planning titled Huron County Official Plan Amendment No. 6 dated September 3, 2025, as presented for information;

And Further That:

The Council of the County of Huron adopt Huron County Official Plan Amendment No. 6 by by-law and the by-law be prepared for approval at the September 3, 2025 County Council meeting;

And Further That:

The Notice of Decision be circulated.

Carried

Moved by: Councillor G. Finch and Seconded by: Councillor J. Ginn

That:

Huron County Official Plan Amendment No. 6. Public comments were received in regard to dust control standards. Comments were thoroughly considered but the effect did not influence the decision of Council to approve the amendment. Agency comments were received in regard to wetland protection and public health promotion. The comments were addressed through changes to the text of the amendment.

Carried

9.4 Former Pit Restoration in Rodger Tract County Forest Under the Management of Abandoned Aggregate Pits (MAAP) Program (presented by Dave Pullen)

Moved by: Councillor P. Klopp and Seconded by: Councillor L. Noel

That:

The Council of the County of Huron receive the report from Dave Pullen, Forest Conservation Officer titled Former Pit Restoration in Rodger Tract County Forest Under the Management of Abandoned Aggregate Pits (MAAP) program, dated September 3, 2025, as presented for information;

And Further That:

The Council of the County of Huron approves The Ontario Aggregate Resources Corporation (TOARC) proceeding under the Management of Abandoned Aggregate Pits (MAAP) program to rehabilitate the former pit in the Rodger Tract County Forest, subject to entering into agreements (reviewed by County staff, insurance and legal);

And Further That:

A by-law be prepared for September 3, 2025 authorizing to the Warden and Clerk to execute the agreement and any other required documents for the Ontario Aggregate Resources Corporation (TOARC) under the Management of Abandoned Aggregate Pits (MAAP) program to rehabilitate the former pit in the Rodger Tract County Forest.

Carried

10. Cultural Services: None.

11. Administration, Policies and Other Issues:

11.1 MPAC Monthly EAI File Licensing Agreement (presented by Michael Blumhagen)

Moved by: Councillor G. McNeil and Seconded by: Councillor P. Heffer

That:

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, titled MPAC Monthly EAI File Licensing Agreement, dated September 3rd, 2025 as presented for information.

And Further That:

A by-law be drafted authorizing the Warden and the Clerk to sign the MPAC Monthly EAI File Licensing Agreement, and the MPAC Data Sharing and Services Agreement, and all other associated documents.

Carried

11.2 Huronview Site and Demonstration Farm - Advanced Water Management Project (Presented by Sandra Weber and Barbara Hall)

Moved by: Councillor G. Finch and Seconded by: Councillor B. Vanstone

That:

The Council of the County of Huron receive the report by Sandra Weber, Director, and Barbara Hall, Director, dated September 3rd, 2025 titled Huronview Site and Demonstration Farm – Advanced Water Management Project, for information,

And Further That:

The Council of the County of Huron approves the Ausable Bayfield Conservation Authority proceeding with the Advanced Water Management Project under funding from Ontario Ministry of Agriculture, Food and Agribusiness, on the Huronview site subject to entering into an agreement (reviewed by County staff, insurance and legal);

And Further That:

A by-law be drafted delegating authority to the Warden and Clerk to execute the agreement and any required documentation for the Advanced Water Management Project.

Carried

11.3 Managed Services (presented by Kim Reid)

Moved by: Councillor P. Heffer and Seconded by: Councillor B. MacLellan

That:

The Council of the County of Huron receives the report by Kim Reid, Senior Manager of Business Technology Solutions, titled Managed Services, dated August 19, 2025, as presented for information;

And Further That:

The Council of the County of Huron approve entering into a 3 -year agreement in the amount of \$410,932.59 including net applicable taxes, for the managed services;

And Further That:

A by-law be drafted for September 3, 2025 authorizing the Warden and the Clerk to execute the agreement and all required documentation for the managed service.

Carried

11.4 Appointment of Auditors for the County of Huron (2025-2029) (presented by Michael Blumhagen)

Moved by: Councillor B. MacLellan and Seconded by: Councillor J. Dietrich

That:

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, titled, Appointment of Auditors for the County of Huron (2025-2029), dated September 3, 2025 as presented for information;

And Further That:

The Council of the County of Huron approves appointing KPMG as the auditors for the County of Huron for a five-year term commencing with the year ending December 31, 2025;

And Further That:

A by-law be drafted appointing KPMG as the auditors for the County of Huron for a five-year term commencing with the year ending December 31, 2025.

Carried

11.5 Strategic Priorities - August 2025 (presented by Meighan Wark)

Moved by: Councillor J. Becker and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron receive the report by CAO Meighan Wark, titled Strategic Priorities - August 2025, dated September 3, 2025, as presented for information.

Carried

12. Correspondence:

Moved by: Councillor P. Klopp and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron request staff prepare a report on Item 12.12 from the Municipality of Bluewater - Resolution Regarding County Road Closures Process.

Carried

Moved by: Councillor J. Becker and Seconded by: Councillor B. MacLellan

That:

The Council of the County of Huron request staff prepare a report on Item 12.13 from the Municipality of Bluewater - Resolution Regarding Lease Agreement Discussions for 4 Municipal Road Ambulance Post.

Carried

Moved by: Councillor G. McNeil and Seconded by: Councillor T. Bazinet

That:

The Council of the County of Huron request staff prepare a report on Item 12.3 from the Township of Ashfield-Colborne-Wawanosh - Resolutions Regarding Request for Traffic Studies.

Carried

Moved by: Councillor J. Dietrich and Seconded by: Councillor M. Anderson

That:

The Council of the County of Huron accepts correspondence not specifically dealt with, for information.

Carried

13. New/Unfinished Business:

13.1 Community Paramedic Homelessness Outreach Pilot Program (presented by Jeff Horseman)

Moved by: Councillor G. Finch and Seconded by: Councillor T. Bazinet

That:

The Council of the County of Huron receives the report from Jeff Horseman, Director Emergency Services, titled Community Paramedic Homelessness Outreach Pilot Project dated September 3rd, 2025 as presented for information;

And Further That:

A by-law be prepared for September 3, 2025 authorizing the Warden and Clerk to execute the funding Agreement with Healthcare Excellence Canada and any other required documents for the Community Paramedic Homelessness Outreach Pilot Project.

Carried

13.2 Before and After School Program Closures in Huron County (presented by Cheryl Patience)

Moved by: Councillor P. Klopp and Seconded by: Councillor T. Bazinet

That:

The Council of the County of Huron request a staff report that outlines advocacy options regarding the closure of the before and after school daycare programs within Huron County.

Carried

Moved by: Councillor B. Vanstone and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron receives the report by Cheryl Patience, Manager of Ontario Works and Children's Services, dated September 3, 2025 titled Before and After School Program Closures in Huron County, as presented for information.

Carried

14. Notice of Motion:

The following notice of motion was given:

Moved by: Councillor B. Vanstone Seconded by: Councillor D. Harding

That:

The Council of the County of Huron request staff prepare a report on the installation of photo radar devices to improve road safety within Huron County.

The motion will be placed on the next meetings' Agenda for discussion.

15. By-laws:

Moved by: Councillor T. Bazinet and Seconded by: Councillor A. McLellan

That:

By-law No. 2025-052, being a by-law to authorize entering into a contract for purchasing twelve (12) Resident Mechanical Transfer Lifts for the Huronview Homes for the Aged with Arjo Canada Inc.

By-law No. 2025-053, being a by-law to authorize entering into a contract with Toromont Cat for the purchase of one (1) Motor Grader with one-way snowplow and wing.

By-law No. 2025-054, being a by-law to authorize amending the Schedule A of By-law 51-1975 Providing the Erection of Stop Signs at Intersections to designate the intersection of County Road 30 and County Road 34 as an All-Way Stop.

By-law No. 2025-055, being a by-law to authorize amending By-laws 2015-054, 2020-041, 2021-005, 2021-026, 2021-076, 2022-066, 2022-075, 2023-086 and 2024-069 to authorize speed limits.

By-law No. 2025-056, being a by-law to authorize entering into Contract HCPW 25-54 for Supply and Delivery of Alternative Non-Liquid De-Icing Material with Compass Minerals Canada Corp.

By-law No. 2025-057, being a by-law to authorize entering into a contract for RFP HCPW 25-302 with B.M. Ross and Associates for the Consulting Engineering Services for the Urban Reconstruction of Hensall Downtown.

By-law No. 2025-058, being a by-law to amend an Official Plan.

By-law No. 2025-059, being a by-law to authorize entering into an agreement for the Ontario Aggregate Resources Corporation (TOARC) under the Management of Abandoned Aggregate Pits (MAAP) program to rehabilitate the former pit in the Rodger Tract County Forest.

By-law No. 2025-060, being a by-law to authorize entering into a 3-year agreement for the managed services solution.

By-law No. 2025-061, being a by-law to authorize entering into a funding agreement for the Community Paramedic Homelessness Outreach Pilot Project with Healthcare Excellence Canada.

Be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

16. Closed to the Public Session: None.

17. Upcoming Meetings:

Council Day 2 - Wednesday, September 17, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Huron County Accessibility Advisory Committee (HCAAC) - Monday, September 22, 2025 at 9:00 AM - Virtual Meeting

Council Day 1 - Wednesday, October 1, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Economic Development Board - Thursday, October 2, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Library Board – Wednesday, October 8, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Special Session of Council – Service Delivery/Strategy - Wednesday, October 8, 2025 at 1:00 PM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Special Session of Council – Service Delivery/Strategy - Thursday, October 9, 2025 at 9:00 AM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Day 2 - Wednesday, October 15, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

18. Confirmatory By-law:

18.1 By-law 2025-062 - Confirmatory, September 3, 2025

Moved by: Councillor B. MacLellan and Seconded by: Councillor D. Harding

That:

By-law No. 2025-062, being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

19. Adjournment:

19.1 Adjournment:

Moved by: Councillor J. Dietrich and Seconded by: Councillor P. Heffer

That:

The Council of the Corporation of the County of Huron do hereby adjourn at 10:14 AM to meet again on Wednesday, September 17, 2025 at 9:00 AM or at the call of the Warden and the Clerk.

Carried

Warden Jamie Heffer

Clerk Susan Cronin

**MINUTES
COUNTY COUNCIL OF THE COUNTY OF HURON**

Hybrid Meeting
September 17, 2025

The Council of the County of Huron met on Wednesday, September 17, 2025. All members of the Council were present, except for Councillor J. Dietrich and Councillor J. Becker.

1. Warden Jamie Heffer to call meeting to order:

Warden J. Heffer called the meeting to order at 9:00 AM.

2. Approval of Agenda:

2.1 Approval of Agenda:

Moved by: Councillor D. Harding and Seconded by: Councillor T. Bazinet

That:

The Council Day 2 agenda for September 17, 2025, be approved as presented.
Carried

3. Declaration of Pecuniary Interest and the General Nature Thereof:

The following declarations of pecuniary interest were stated:

- Councillor M. Anderson declared pecuniary interest with Item 17.1 - By-law No. 2025-066, being a by-law to authorize appointing KPMG LLP Chartered Accountants as the Auditors for the Corporation of the County of Huron, as her daughter is a partner at MNP, the firm that submitted a proposal in response to the Request for Proposal (RFP) for County Auditors.
- Councillor P. Klopp declared pecuniary interest with Item 13.2 - Roundabout for County Road 83/Airport Line Land Acquisition Finalization, and item 17.1 - By-law No. 2025-069, being a by-law to authorize entering into a land transfer agreement with Gerry Boersma Farms Limited, due to his farm having a rental agreement on this property.

4. Minutes of Previous Meeting:

4.1 2025-09-03 Council Day 1 - Minutes

Moved by: Councillor B. Vanstone and Seconded by: Councillor G. Finch

That:

The minutes of the Council Day 1 meeting of September 3, 2025, be adopted as circulated.
Carried

5. Delegations/Petitions/Presentations: None.

6. Councillor's Comments: None.

7. Consent Agenda - Items 7.1 through 7.6:

Moved by: Councillor T. Bazinet and Seconded by: Councillor L. Noel

That:

The Items 7.1 through 7.6 be approved with the actions as noted.

Carried

8. Social and Property Services:

8.1 Child Care Start-Up Funds for CEY Child Care Huron - Exeter Location (presented by Cheryl Patience)

Moved by: Councillor G. Finch and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron receives the report titled Child Care Start-Up Funds for CEY Child Care Huron - Exeter Location by Cheryl Patience, Manager of Ontario Works and Children's Services, dated September 17, 2025, for information;

And Further That:

The Council of the County of Huron approves issuing CEY Child Care Huron start-up funding in the amount of \$585,000 to contribute to the initial costs to create new child care spaces;

And Further That:

The Council of the County of Huron approves entering into a Start-Up agreement and a Service Agreement with CEY Child Care Huron upon approved licensing with the Ministry of Education;

And Further That:

A by-law be drafted authorizing the Warden and Clerk to execute the Start Up agreement and Service Agreement for the provision of Child Care and any other required documents with CEY Child Care Huron for the Exeter location.

Carried

8.2 Additional Start-Up Funding for Child Care Projects (presented by Cheryl Patience)

Moved by: Councillor G. Finch and Seconded by: Councillor A. McLellan

That:

The Council of the County of Huron receives the report titled Additional Start-Up Funding for Child Care Projects by Cheryl Patience, Manager of Ontario Works and Children's Services, dated September 17, 2025, for information;

And Further That:

The Council of the County of Huron approve issuing North Huron Child Child Care Centre additional Start-Up funding in the amount of \$300,000 to assist with the costs to create new child care spaces in Blyth;

And Further That:

The Council of the County of Huron approves issuing EYES Child Care in Goderich an additional amount of Start-Up funding of \$350,000 to assist with the construction and start-up costs in Goderich.

Carried

8.3 Huron County's Directed Growth Plan for Child Care (presented by Cheryl Patience)

Moved by: Councillor G. Finch and Seconded by: Councillor G. McNeil

That:

The Council of the County of Huron receives the report by Cheryl Patience, Manager of Ontario Works and Children's Services, dated September 17, 2025, titled Huron County's Directed Growth Plan for Child Care, as presented for information.

Carried

9. Homes for the Aged: None.

10. Emergency Services:

10.1 Community Paramedicine Program Funding (presented by Jeff Horseman)

Moved by: Councillor J. Ginn and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron receives the report by Jeff Horseman, Director Emergency Services, dated September 17th, 2025, titled Community Paramedicine Program Funding, as presented for information.

Carried

11. Public Works: None.

12. Economic Development:

12.1 Supporting Local Youth Program (SLYP) 2024 Report (presented by Rick Sickinger)

Moved by: Councillor G. McNeil and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron receives the report by Rick Sickinger, Economic Development Officer, dated September 17, 2025, titled Supporting Local Youth Program (SLYP) 2024 Report, as presented for information.

Carried

12.2 2025 Summer Company Program Report (presented by Tricia Denomme)

Moved by: Councillor T. Bazinet and Seconded by: Councillor P. Heffer

That:

The Council of the County of Huron receive the report by Tricia Denomme, Business Advisor, dated September 17, 2025, titled 2025 Summer Company Program Report, as presented for information.

Carried

12.3 Natural Gas Expansion in Ontario (presented by Chris Watson)

Moved by: Councillor D. Harding and Seconded by: Councillor M. Anderson

That:

The Council of the County of Huron receives the report titled Natural Gas Expansion in Ontario dated September 17, 2025 by Chris Watson, Economic Development Officer as presented for information;

And Further That:

The Council of the County of Huron approve the following motion and actions:

WHEREAS the Province Ontario has posted ERO 025-0923, Consultation on the Future of Community Natural Gas Expansion, seeking feedback from municipalities, Indigenous communities, and other stakeholders on how Phase Three (3) could best support access to natural gas for community development;

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date;

AND WHEREAS the County of Huron is working toward its need for 10,640 additional housing units by 2051 and supporting Ontario's broader objective to build at least 1.5 million homes by 2031; as well, the County's agriculture community and manufacturing community require reliable and affordable access to natural gas and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets;

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions, including natural gas, electricity, and emerging energy technologies, to meet growing community needs;

AND WHEREAS natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

NOW THEREFORE BE IT RESOLVED THAT Huron County Council:

1. Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance Huron County's housing, agriculture, employment lands, and economic development objectives;
2. Directs staff to submit comments to ERO 025-0923 reflecting Huron County's priorities, including: priority application types, alignment with Official Plan/Secondary Plans, sites and corridors where gas access would enable development (housing/employment lands), support the agricultural community, and address practical barriers (e.g., timing, permitting, costs, land access); and
3. Forwards this resolution to MPP and Minister of Rural Affairs Lisa Thompson, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

Carried

13. Administration, Policies and Other Issues:

13.1 June 2025 Year-to-Date Financial Reporting (presented by Michael Blumhagen)

Moved by: Councillor T. Bazinet and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, titled June 2025 Year-to-Date Financial Reporting, dated September 17, 2025, as presented for information.

Carried

13.2 Roundabout for County Road 83/Airport Line Land Acquisition Finalization (presented by Susan Cronin)

Moved by: Councillor G. Finch and Seconded by: Councillor A. McLellan

That:

The Council of the County of Huron approve the report by Susan Cronin, Director of Legislative Services/County Clerk, titled Roundabout for County Road 83/Airport Line Land Acquisition Finalization, dated September 17, 2025 as presented;

And Further That:

The Council of the County of Huron approve entering into agreements for the acquisition of land with the three (3) parties for the County Road 83/Airport Line Roundabout project;

And Further That:

By-laws be drafted for September 17, 2025 authorizing the Warden and Clerk to execute all required documents for the three (3) properties for the County Road 83/Airport Line Roundabout project.

Carried

14. Correspondence:

Moved by: Councillor M. Anderson and Seconded by: Councillor G. Finch

That:

The Council of the County of Huron supports correspondence item 14.1 from the Municipality of Bluewater - Resolution Regarding Closure of Before and After School Programs.

Carried

Moved by: Councillor A. McLellan and Seconded by: Councillor P. Klopp

That:

The Council of the County of Huron supports correspondence item 14.9 from the Township of Perry - Resolution Regarding Support for Advocacy for Increased Income Support Thresholds for Canadian Veterans.

Carried

Moved by: Councillor D. Harding and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron accepts correspondence not specifically dealt with, for information.

Carried

15. New/Unfinished Business:

15.1 Notice of Motion from September 3, 2025 Council Day 1 Meeting:

Moved by: Councillor B. Vanstone and Seconded by: Councillor D. Harding

That:

The Council of the County of Huron request staff prepare a report on the installation of photo radar devices to improve road safety within Huron County.

Defeated

16. Notice of Motion: None.

17. By-laws:

Moved by: Councillor J. Ginn and Seconded by: Councillor A. McLellan

That:

By-law No. 2025-063, being a by-law to authorize entering into a funding agreement for the All Risk Municipal Grant (ARMG) from LAS and Intact Public Entities.

By-law No. 2025-064, being a by-law to authorize entering into a Monthly EAI Licensing Agreement and the Data Sharing and Services Agreement with the Municipal Property Assessment Corporation (MPAC).

By-law No. 2025-065, being a by-law to authorize entering into an agreement with Ausable Bayfield Conservation Authority for the Advanced Water Management Project.

By-law No. 2025-066, being a by-law to authorize appointing KPMG LLP Chartered Accountants as the Auditors for the Corporation of the County of Huron.

By-law No. 2025-067, being a by-law to authorize entering into a land lease and transfer agreements with Larry and Donna Shapton.

By-law No. 2025-068, being a by-law to authorize entering into a land lease and transfer agreements with the Municipality of South Huron.

By-law No. 2025-069, being a by-law to authorize entering into a land transfer agreement with Gerry Boersma Farms Limited.

Be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

18. Closed to the Public Session:

18.1 Closed to the Public Session

Moved by: Councillor P. Heffer and Seconded by: Councillor G. McNeil

That:

The Council of the County of Huron do now go into a Closed to the Public Session at 9:47 AM under Section 239 of the Municipal Act, 2001 as amended; to discuss an item that relates to:

- the security of the property of the municipality or local Board; Homes for the Aged;

And Further That:

CAO Meighan Wark, Director of Legislative Services/County Clerk Susan Cronin, Treasurer and Director of Corporate Services Michael Blumhagen, Director of the Homes for the Aged Dana Mellor, and Director of Human Resources Lara Vanstone remain in attendance.

Carried

Moved by: Councillor G. McNeil and Seconded by: Councillor D. Harding

That:

The Council of the County of Huron rise from the Closed to the Public Session at 10:05 AM.

Carried

Reporting out of Closed Session: CAO Wark reported that Council received an update on the security of the property of the municipality relating to Homes for the Aged.

19. Upcoming Meetings:

Huron County Accessibility Advisory Committee (HCAAC) - Monday, September 22, 2025 at 9:00 AM - Hybrid Meeting

Council Day 1 - Wednesday, October 1, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Economic Development Board - Thursday, October 2, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Library Board – Wednesday, October 8, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Special Session of Council – Service Delivery/Strategy - Wednesday, October 8, 2025 at 1:00 PM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Special Session of Council – Service Delivery/Strategy - Thursday, October 9, 2025 at 9:00 AM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Council Day 2 - Wednesday, October 15, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Council Day 1 - Wednesday, November 5, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Economic Development Board - Thursday, November 6, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

20. Confirmatory By-law:

20.1 By-law 2025-070 - Confirmatory, September 17, 2025

Moved by: Councillor P. Klopp and Seconded by: Councillor B. Vanstone

That:

By-law No. 2025-070, being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

21. Adjournment:

21.1 Adjournment:

Moved by: Councillor P. Heffer and Seconded by: Councillor A. McLellan

That:

The Council of the Corporation of the County of Huron do hereby adjourn at 10:06 AM to meet again on Wednesday, October 1, 2025 at 9:00 AM or at the call of the Warden and the Clerk.

Carried

Warden Jamie Heffer

Clerk Susan Cronin

**MINUTES
COUNTY COUNCIL OF THE COUNTY OF HURON**

Hybrid Meeting
October 1, 2025

The Council of the County of Huron met on Wednesday, October 1, 2025. All members were present.

1. Warden Jamie Heffer to call meeting to order:

Warden J. Heffer called the meeting to order at 9:00 AM.

2. Warden's Remarks: None.

3. Approval of Agenda:

3.1 Approval of Agenda:

Moved by: Councillor B. MacLellan and Seconded by: Councillor G. Finch
That:

The Council Day 1 agenda for October 1, 2025, be approved as presented.
Carried

4. Declaration of Pecuniary Interest and the General Nature Thereof:

No declarations of pecuniary interest were stated.

5. Minutes of Previous Meeting:

5.1 2025-09-17 Council Day 2 - Minutes

Moved by: Councillor P. Klopp and Seconded by: Councillor P. Heffer
That:

The minutes of the Council Day 2 meeting of September 17, 2025, be adopted as circulated.
Carried

6. Delegations/Petitions/Presentations: None.

7. Councillor's Comments:

Councillor MacLellan requested information on the report regarding the waitlist at the Homes for the Aged, specifically how often we go through the apartment list when people decline an opportunity for a space. Director Mellor responded that sometimes those on the waitlist decline as they have a preference for a 2 bedroom apartment and sometimes the needs of the resident has changed with independent living no longer an option.

8. Consent Agenda - Items 8.1 - 8.5:

Moved by: Councillor D. Harding and Seconded by: Councillor J. Becker
That:
The Items 8.1 through 8.5 be approved with the actions as noted.
Carried

9. Planning & Development:

9.1 Federation of Canadian Municipalities' Community Efficiency Financing Fund Application (presented by Derry Wallis)

Moved by: Councillor G. McNeil and Seconded by: Councillor M. Anderson

That:

The Council of the County of Huron receive the report by Derry Wallis, Climate Change and Energy Specialist, dated October 1, 2025 titled Federation of Canadian Municipalities' Community Efficiency Financing Fund Application, as presented for information.

And Further That:

The Council of the County of Huron direct the Clerk to submit a letter of support on behalf of the Council of the County of Huron for the Federation of Canadian Municipalities' Community Efficiency Financing Fund Application for a residential energy efficiency retrofit feasibility and program design study.

Carried

9.2 County Council Strategic Priorities - Promotion of New Housing Options (presented by Denise Van Amersfoort)

Moved by: Councillor L. Noel and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron receives the report by Denise Van Amersfoort, Manager of Planning, dated October 1, 2025, titled County Council Strategic Priorities - Promotion of New Housing Options, as presented for information.

Carried

9.3 County Council Strategic Priorities - Options for Exhausted Mineral Aggregate Operations (presented by Denise Van Amersfoort)

Moved by: Councillor G. McNeil and Seconded by: Councillor B. MacLellan

That:

The Council of the County of Huron receives the report by Denise Van Amersfoort, Manager of Planning, dated October 1, 2025, titled County Council Strategic Priorities - Options for Exhausted Mineral Aggregate Operations, as presented for information.

Carried

10. Cultural Services: None.

11. Administration, Policies and Other Issues:

11.1 Strategic Priorities - September 2025 (presented by Meighan Wark)

Moved by: Councillor J. Dietrich and Seconded by: Councillor T. Bazinet

That:

The Council of the County of Huron receives the report by CAO Meighan Wark, titled Strategic Priorities - September 2025, dated October 1, 2025, as presented for information.
Carried

12. Correspondence:

Moved by: Councillor B. MacLellan and Seconded by: Councillor J. Becker

That:

The Council of the County of Huron request a staff report on agenda item 12.11 Resident's Letter Regarding Traffic Issues in Winchelsea.

Carried

Moved by: Councillor P. Klopp and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron accepts correspondence not specifically dealt with, for information.

Carried

13. New/Unfinished Business:

13.1 Advocacy Options for Before and After Childcare in Huron County (presented by Barbara Hall)

Moved by: Councillor L. Noel and Seconded by: Councillor T. Bazinet

That:

The Council of the County of Huron receives the report by Barbara Hall, Director, Social and Property Services, dated October 1, 2025, titled Advocacy Options For Before and After Childcare in Huron County as presented for information;

And Further That:

The Council of the County of Huron approves the Warden signing the advocacy letter on behalf of Huron County Council and this advocacy letter be sent to key officials listed in the report.

Carried

14. Notice of Motion: None.

15. By-laws:

Moved by: Councillor P. Heffer and Seconded by: Councillor T. Bazinet

That:

By-law No. 2025-071, being a by-law to authorize entering into a Start Up Service Agreement with the CEY Child Care Huron for the Exeter location.

Be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

16. Closed to the Public Session:

16.1 Closed to the Public Session

Moved by: Councillor B. Vanstone and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron do now go into a Closed to the Public Session at 9:52 AM under Section 239 of the Municipal Act, 2001 as amended; to discuss an item that relates to:

- labour relations or employee negotiations; SEIU bargaining,

And Further That:

CAO Meghan Wark, Director of Legislative Services/County Clerk Susan Cronin, Treasurer and Director of Corporate Services Michael Blumhagen, Director of Human Resources Lara Sloan, Director of Homes for Aged Dana Mellor and Senior Manager of Human Resources Jane Anderson, remain in attendance.

Carried

Moved by: Councillor J. Becker and Seconded by: Councillor D. Harding

That:

The Council of the County of Huron rise from the Closed to the Public Session at 10:08 AM.

Carried

Moved by: Councillor J. Dietrich and Seconded by: Councillor J. Ginn

That:

The Council of the County of Huron direct staff to prepare a by-law authorizing the execution of the Collective Agreement covering the period of January 1, 2024 to December 31, 2026, with Service Employee's International Union, Canada 1, bargaining unit at Huronview and Huronlea Homes for the Aged.

Carried

17. Upcoming Meetings:

Economic Development Board - Thursday, October 2, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Library Board – Wednesday, October 8, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

Special Session of Council – Service Delivery/Strategy - Wednesday, October 8, 2025 at 1:00 PM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Special Session of Council – Service Delivery/Strategy - Thursday, October 9, 2025 at 9:00 AM at White Carnation Banquet Hall in Holmesville – In Person Meeting

Council Day 2 - Wednesday, October 15, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Special Session of Council - Economic Development Strategic Plan - Wednesday, October 15, 2025 at 1:00 PM at the Goderich Royal Canadian Legion, 56 Kingston St. - In Person Meeting

Council Day 1 - Wednesday, November 5, 2025 at 9:00 AM in the Council Chambers, Goderich - Hybrid Meeting

Economic Development Board - Thursday, November 6, 2025 at 9:00 AM at 57 Napier Street in Goderich - Hybrid Meeting

18. Confirmatory By-law:

18.1 By-law 2025-072 - Confirmatory, October 1, 2025

Moved by: Councillor J. Ginn and Seconded by: Councillor G. McNeil

That:

By-law No. 2025-072, being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron be introduced, be given a first, second and third reading, be passed, signed by the Warden and Clerk, and the Seal of the Corporation affixed thereto, in accordance with Part 14 of the Procedural By-Law for the County of Huron.

Carried

19. Adjournment:

19.1 Adjournment:

Moved by: Councillor J. Dietrich and Seconded by: Councillor P. Heffer

That:

The Council of the Corporation of the County of Huron do hereby adjourn at 10:18 AM to meet again on Wednesday, October 15, 2025 at 9:00 AM or at the call of the Warden and the Clerk.

Carried

Warden Jamie Heffer

Clerk Susan Cronin



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: The Township of Howick
From: Sarah Kurtz, Planner
Date: October 16th, 2025
Re: Minor Variance Application MV02/25 Update Report
Property Address: 44216 Spencetown Road (CON 5 PT LOT 7)

This report for information should be read in conjunction with the September 24th, 2025, MV02-2025 Mulder Planning Report.

PURPOSE

This report is to provide the Committee of Adjustment with an update on application MV02-2025.

BACKGROUND

Application MV02-2025 was deferred at the September 30th Committee of Adjustment meeting to allow time for the applicant and the landowner to the east to come to an agreement on how to address the noise nuisance associated with the existing barn.

The applicant and landowner have since come to an agreement. The applicant will modify the design of the existing barn ventilation system by replacing the existing fans with quieter models and installing chimney risers to help dissipate the noise. The applicant has agreed to also utilize these quieter fans in the new barn. These modifications will be completed as soon as possible, depending on the availability of the fans and the timing of when the barn is empty. Since the noise nuisance typically occurs during warmer months, the parties have agreed that the modifications will be completed prior to spring.

The fan noise reduction plan is attached to this report as an appendix.

The applicants (Tim and Cheryl Mulder) and neighbouring landowner (Tania Gollan) have agreed to the following condition:

1. That both the applicant and the neighbouring landowner enter into an agreement addressing the following:
 - a. That the existing GSI Classic 36" fans be replaced with Better Air 36" fans on the existing barn.
 - b. That chimney risers be added to the existing 24" GSI Mono fans on the existing barn.

The condition above is in addition to the Planner recommended conditions:

1. That the barn be constructed within the footprint shown in the sketch provided.

2. That the variance approval is valid for a period of 18 months from the date of the Committee's decision.

Sincerely,

A handwritten signature in black ink, appearing to read 'SKurtz', written over a horizontal line.

Sarah Kurtz
Planner

Appendix – Muldale Farms Inc. Fan Noise Reduction Plan Agreement

October 14, 2025

Township of Howick

Committee of Adjustment

re: application MV02-2025 – Muldale Farms Inc. c/o Cheryl & Tim Mulder

44216 Spencetown Road, Gorrie, ON N0G 1X0 (Con 5 Pt Lot 7)

Tim & Cheryl Mulder met with Ms. Gollan and discussed the concern with noise from the current poultry barn on 44216 Spencetown Road. The Mulders proposed adding chimney risers to the 24" fans installed in the barn, and changing the 36" fans to a different model as laid out below. These modifications are to be completed by the end of April 2026.

Ms. Gollan agreed that this was an acceptable plan to reduce the noise made by the fans in the current poultry barn.

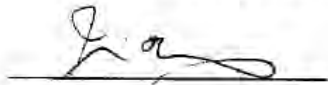
Muldale Farms Inc. – Fan Noise Reduction Plan:

1. Change the existing *GSI Classic* 36" fans to *Better Air* 36" fans

- Remove the *GSI Classic* 36" fans and replace with *Better Air* 36" fans. The *GSI Classic* 36" fans are constructed with a 3-wing galvanized blade, run at 1150 rpm and were measured at 86-110 decibels on average. The *Better Air* 36" fans have a 3-wing polymer blade, run at 850 rpm and were measured at 55-65 decibels.
- These measurements are taken outside of the barn at a range of 10' from the fans using a Tadeto SL720 Sound Level Meter.

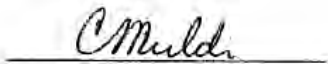
2. Add chimney risers to the existing 24" GSI Mono Fans

- The 24" fans that are currently installed on the facility will have chimney risers added to extend the hoods up over the eave to help dissipate the noise up and away. This will help muffle any noise from these fans also.



October 14, 2025

Tim Mulder



October 14, 2025

Cheryl Mulder



Tania Gollan Oct 16, 2025



PLANNING & DEVELOPMENT

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www.huroncounty.ca

To: The Township of Howick
From: Sarah Kurtz, Planner
Date: October 15, 2025
Re: Minor Variance Application MV03/25 (April and Adam Atkinson)
Property Address: 3078 Victoria St, Fordwich
Legal Description: Plan 247, Lot 19

Recommendation

It is recommended that Application MV03/25 be approved with the following conditions:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed addition be constructed within the footprint shown in the sketch provided.

Purpose and Description

The subject property is municipally known as 3078 Victoria St and is zoned VR1 (Village Residential – Low Density) in the Howick Zoning By-law and designated Settlement Area (Fordwich) in the Howick Official Plan. The applicant is requesting a Minor Variance to increase the permitted maximum ground floor area for an accessory building from the required 75 square metres to a proposed 92 square metres.

Relief is requested from Section 15.5.3.1 of the Zoning By-law to permit an enlarged detached garage on a lot less than 1 acre for the purpose of a personal storage.

Figure 1: Subject Property – 2020 Air photo of subject property showing the approximate size and location of the proposed addition to the existing detached garage. Although the garage appears to be attached, the Chief Building Official has confirmed that the roof line of the covered deck does not meet the definition of an attached structure.



Figure 2: Site Visit Photo of Subject Property



COMMENTS RECEIVED

At the time of writing this report, there were no concerns received from the public or Township staff regarding this application.

REVIEW

This application seeks the approval for the construction of an addition to an existing detached garage with increased floor area to allow for additional personal storage for the applicant. The Zoning By-law limits accessory buildings to a maximum of 75 square metres for lots less than 1 acre. The applicant is requesting a variance to permit a detached garage with a total floor area of 92 square metres.

Minor variances are required to satisfy four tests under the Planning Act before they can be approved. To be approved the requested variance must be:

- 1) minor,
- 2) desirable for the appropriate development or use of the land, building or structure,
- 3) maintain the general intent and purpose of the Zoning By-law, and
- 4) maintain the general intent of the Official Plan.

The requested variance is minor and desirable for the appropriate development of the subject property. The proposed location of the shed is not expected to result in negative impacts to adjacent properties. To the east and south, the garage will be visually screened by the existing row of trees. Further, the shed complies with Zoning By-law provision 15.5.2, which permits a maximum height of 6 metres, and will be located to the rear of the dwelling, reducing its visibility from the road. With the proposed addition, the lot continues to comply with other VR1 zone provisions, including lot coverage and landscaped open space requirements, which support effective stormwater management and provide enough room for septic system maintenance.

The intent of both the Howick Official Plan and Zoning By-law is that this property be used for a residential use. An accessory building, such as a detached garage, is considered a permitted accessory use on residential properties. With the addition, the garage is smaller in size than the existing dwelling, confirming its status as a secondary structure. The garage will be accessed through the existing driveway, which is narrow enough that it is only conducive to personal use.

Given that the proposed variance satisfies the four tests, it is recommended that the requested variance be approved, subject to conditions.

SUMMARY

It is recommended that Application MV03/25 be approved with the following conditions:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed addition be constructed within the footprint shown in the sketch provided.

Please note this report is prepared without the benefit of input from the public as may be obtained through the hearing. The Committee should carefully consider any comments and/or concerns expressed at the hearing prior to making their decision on this application.

Sincerely,

A handwritten signature in black ink, appearing to read 'SKurtz', written over a horizontal line.

Sarah Kurtz
Planner

Site Inspection: September 5, 2025

Township of Howick**Department: Public Works**

To: Council Meeting**Meeting Date: October 21, 2025****Report Title: Department Update**

1. Recommendation:

That the Council of the Township of Howick receive report PW-2025-27, Department Update for Information

2. Purpose/Issues:

Staff are providing this report to update Council on a variety of activities that have occur in the Public Works department

3. Report Highlights:

- Winter sand has been delivered to the Township shed and mixed with salt ready for this winter season
- Fall grading and retrieving is on going to shape up the gravel roads before the winter season
- Ditch work along Salem Road continues
- Hydro service has been installed at the Landfill
- Asphalt work has started in Fordwich
- The new one ton is built and receiving the switch and go system, expect delivery to the Township is within a month
- Operators will be attending a Winter Maintenance Training on November 10, 2025. The training is being put on through AORS

- Six applications were received for the seasonal public works position
- Four new Adopt-A-Road signs have been put up throughout the municipality

4. Financial Implications:

None.

5. Conclusion/ Next Steps:

Staff provide information monthly to keep Council and residents informed as to the operational tasks being performed by the Public Works department.

6. Attachments:

Appendix A: New Adopt – A – Road Signs

Respectfully submitted by: Scott Price, Acting Manager of Public Works

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NEW – Adopt – A – Road Signs



Mud Lake Line North, from Fordwich Line to Orangehill Road



Orange Hill Road, from Malcolm Line to Howick Minto Townline



Quarry Line, from C line to Gough Road



Church Street (gravel section), to Gough Road

Township of Howick

Department: Finance

To: Council Meeting

Meeting Date: October 21, 2025

Report Title: Accounts Payable

1. Recommendation

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

2. Purpose/Issues:

To update Council on the Accounts Payable Report for the period of September 25, 2025 to October 15, 2025 in the amount of \$599,069.02.

3. Attachments:

Appendix A: Accounts Payable September 25 to October 15, 2025

Respectfully submitted by: Amy Van Meeteren, Treasurer

Accounts Payable

Bills and Accounts Sept 25 - Oct 15 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-09-25 to 2025-10-15 Paid Invoices Cheque Date 2025-09-25 to 2025-10-15

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001429 ANGIE KOERSEN	2025 GRANT	2025 WHAT'S HAPPENING GRANT	024614	2025-09-30	2025-09-30	1,200.00
		01-0000-0000-79000 2025 WHAT'S HAPPENING GRANT				1,200.00
001105 B.M. ROSS AND ASSOCIATES 29601		ORANGEHILL CULVERT #29	024626	2025-10-09	2025-10-09	3,149.88
		01-3500-9018-90000 ORANGEHILL CULVERT #29				3,149.88
001105 B.M. ROSS AND ASSOCIATES 29602		SPENCETOWN BRIDGE #11	024626	2025-10-09	2025-10-09	3,113.96
		01-3500-9019-90000 SPENCETOWN BRIDGE #11				3,113.96
001105 B.M. ROSS AND ASSOCIATES 29705		GORRIE LN STRUCTURE #32	024626	2025-10-09	2025-10-09	8,014.90
		01-3500-9015-90000 GORRIE LN STRUCTURE #32				8,014.90
001053 BELL MOBILITY	527167077 SEPT 21/25	CELL PHONES	001857	2025-09-30	2025-09-30	309.47
		01-3900-3901-50530 5192910879				23.86
		01-7100-7101-50530 5192917106				26.74
		01-2100-2101-50530 FIRE TABLET 2				18.42
		01-2400-2401-50530 5192917732				24.50
		01-2100-2101-50530 FIRE TABLET 1				18.42
		01-2100-2101-50530 5193570847				18.42
		01-2100-2101-50530 5193575825				27.33
		01-3900-3901-50530 5193576834				23.79
		01-4300-0000-50530 5193576845				18.42
		01-3900-3901-50530 5193577394				23.98
		01-3900-3901-50530 5193577531				24.50
		01-3900-3901-50530 5193578031				23.79
		01-2100-2101-50530 FIRE TABLET 4				18.42
		01-2100-2101-50530 FIRE TABLET 3				18.88
001145 BELMORE COMMUNITY CENT	2025 GRANT	2025 HEATING & BAG TAG GRANT	024615	2025-09-30	2025-09-30	1,078.00
		01-0000-0000-71000 2025 HEATING & BAG TAG GRANT				1,078.00
001145 BELMORE COMMUNITY CENT	OCT 15 2025 DONATIO	BELMORE CC- DONATIONS	024658	2025-10-14	2025-10-14	200.00
		01-0000-0000-57100 BELMORE CC- E. HOFMAN				200.00
Vendor Total						1,278.00
001879 BELMORE HOMECOMING 2025	OCT 7/25	BELMORE HC HST ERROR	024627	2025-10-09	2025-10-09	2,821.47
		01-0000-0000-27000 BELMORE HC HST ERROR				2,821.47
001558 CANADIAN TIRE LISTOWEL	9212025	DYSON VACUUM CORDLESS	001858	2025-09-30	2025-09-30	564.99
		01-7100-7101-50555 DYSON VACUUM CORDLESS				564.99
001393 CEDAR SIGNS	2025/3976	FIRE SIGNAGE/FUEL STATION SIGN	024628	2025-10-09	2025-10-09	285.78
		01-2100-2101-90000 FUEL STATION SIGNS				124.54
		01-2100-2101-50553 OFFICE FIRE SIGNAGE				161.24
001393 CEDAR SIGNS	2025/3977	SIGNS FOR HYDRANT-DARCYS PIT	024628	2025-10-09	2025-10-09	213.66

Accounts Payable

Bills and Accounts Sept 25 - Oct 15 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-09-25 to 2025-10-15 Paid Invoices Cheque Date 2025-09-25 to 2025-10-15

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-9200-0000-50555	SIGNS FOR HYDRANT-	DARCYS PIT		213.66
			Vendor Total			499.44
001056 CIBC VISA	AUG 12/25 AMCTO	AMCTO - CLERK MCL COURSE	001859	2025-09-30	2025-09-30	1,813.65
		01-1300-0000-50103	AMCTO - CLERK MCL COURSE			1,813.65
001056 CIBC VISA	AUG 12/25 AMCTO 2	AMCTO- CLERK WEBINARS	001859	2025-09-30	2025-09-30	541.27
		01-1300-0000-50103	AMCTO- CLERK WEBINARS			541.27
001056 CIBC VISA	JUL 31/25 SHELL	SHELL CANADA - FIRE V- POWER	001859	2025-09-30	2025-09-30	76.46
		01-2100-2102-50510	SHELL CANADA - FIRE V-POWER			76.46
001056 CIBC VISA	AUG 4/25 CANADIAN T	FIRE-16/18G 4W BOND	001859	2025-09-30	2025-09-30	32.76
		01-2100-2101-50553	FIRE-16/18G 4W BOND			32.76
001056 CIBC VISA	AUG 11/25 CANADIAN	FIRE-DUAL AIR COMP & TOOLS	001859	2025-09-30	2025-09-30	195.96
		01-2100-2103-50553	FIRE-DUAL AIR COMP & TOOLS			65.32
		01-2100-2104-50553	FIRE-DUAL AIR COMP & TOOLS			65.32
		01-2100-2106-50553	FIRE-DUAL AIR COMP & TOOLS			65.32
001056 CIBC VISA	AUG 11/25 STOKES SP	FIRE- NOZZLEMAN FIGURE	001859	2025-09-30	2025-09-30	245.95
		01-2100-2101-50553	FIRE- NOZZLEMAN FIGURE			245.95
001056 CIBC VISA	AUG 12/25 AMAZON	FIRE- SKID UNIT SEAT BELT KIT	001859	2025-09-30	2025-09-30	51.96
		01-2100-2101-90000	FIRE- SKID UNIT SEAT BELT KIT			51.96
001056 CIBC VISA	AUG 14/25 PIONEER	77.95L FUEL @ 1.295	001859	2025-09-30	2025-09-30	100.94
		01-2100-2107-50510	77.95L FUEL @ 1.295			100.94
001056 CIBC VISA	AUG 20/25 HURON OP	FIRE- AIR MASL LENSES	001859	2025-09-30	2025-09-30	280.00
		01-2100-2101-50102	FIRE- AIR MASL LENSES			280.00
001056 CIBC VISA	AUG 21/25 FIRST CT	FIRE-TROPHIES	001859	2025-09-30	2025-09-30	29.12
		01-2100-2101-50553	FIRE-TROPHIES			29.12
001056 CIBC VISA	AUG 1/25 RPRA	RDS - USED OIL SET UP ACCT	001859	2025-09-30	2025-09-30	6.78
		01-3800-3850-50550	RDS - USED OIL SET UP ACCT			6.78
001056 CIBC VISA	AUG 1/25 RPRA 2	RDS- USED OIL ACCT SET UP	001859	2025-09-30	2025-09-30	6.78
		01-3800-3850-50550	RDS- USED OIL ACCT SET UP			6.78
001056 CIBC VISA	AUG 04/25 AMAZON	AMAZON PRIME ACCT MEMBERSHIP	001859	2025-09-30	2025-09-30	89.27
		01-1300-0000-50200	AMAZON PRIME ACCT MEMBERSHIP			89.27
001056 CIBC VISA	AUG 14/25 MTO	CVOR RENEWAL	001859	2025-09-30	2025-09-30	51.00
		01-3800-3811-50553	CVOR RENEWAL			51.00
001056 CIBC VISA	AUG 21/25 SGS	WATER TESTING	001859	2025-09-30	2025-09-30	915.30
		01-4200-0000-50556	WATER TESTING			915.30
001056 CIBC VISA	JUL 25/25 GRAINGER	C SNAP SWITCH	001859	2025-09-30	2025-09-30	18.69
		01-7300-0000-50555	SNAP SWITCH			18.69
001056 CIBC VISA	JUL 27/25 AMAZON	B ROPP PRIME MEMBERSHIP	001859	2025-09-30	2025-09-30	13.04
		01-0000-0000-12811	B ROPP PRIME MEMBERSHIP			13.04
001056 CIBC VISA	JUL 31/25 AMAZON	REC - LABELS	001859	2025-09-30	2025-09-30	21.46
		01-7100-7102-57200	REC - LABELS			21.46

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001056 CIBC VISA	AUG 07/25 AMAZON	REC - LABELS X2	001859	2025-09-30	2025-09-30	21.46
		01-7100-7102-57200	REC - LABELS X2			21.46
					Vendor Total	4,511.85
001110 CONTINUIT CORP.	65062858-9410	OFFICE 365 MONTHLY	024629	2025-10-09	2025-10-09	643.58
		01-1300-0000-50250	OFFICE 365 MONTHLY			643.58
001110 CONTINUIT CORP.	65062858-9446	CLOUD BACK UP	024629	2025-10-09	2025-10-09	113.00
		01-1300-0000-50250	CLOUD BACK UP			113.00
001110 CONTINUIT CORP.	65062858-9382	NETWORK SUPPORT	024629	2025-10-09	2025-10-09	1,414.99
		01-1300-0000-50250	NETWORK SUPPORT			1,414.99
001110 CONTINUIT CORP.	65062858-9347	PAYROLL LAPTOP	024629	2025-10-09	2025-10-09	1,483.13
		01-1300-0000-50555	PAYROLL LAPTOP			1,483.13
					Vendor Total	3,654.70
001009 COUNTY OF HURON	JUN 30/25	JAN-JUN 2025 PLANNING FEES	024630	2025-10-09	2025-10-09	5,330.00
		01-8100-0000-50556	JAN-JUN 2025 PLANNING FEES			5,330.00
001394 D & M AUTO SERVICE	10377	TRUCK 2-7 FIRE - UNDERCOATING	024631	2025-10-09	2025-10-09	180.80
		01-2100-2102-50554	TRUCK 2-7 FIRE - UNDERCOATING			180.80
001394 D & M AUTO SERVICE	10416	B-24 OIL CHANGE	024659	2025-10-14	2025-10-14	123.74
		01-2400-2401-50554	B-24 OIL CHANGE			123.74
					Vendor Total	304.54
001241 DONNELLY & MURPHY	13144	WEIGEL SMALL CLAIMS	024632	2025-10-09	2025-10-09	1,782.58
		01-0000-0000-51010	WEIGEL SMALL CLAIMS			1,782.58
001969 DOUGLAS R ARMSTRONG TR.36722		16X8 OFFICE - LANDFILL	024633	2025-10-09	2025-10-09	395.50
		01-4300-0000-50556	16X8 OFFICE - LANDFILL			395.50
001537 EC KING CONTRACTING	4087477	COLD MIX	024634	2025-10-09	2025-10-09	263.06
		01-3500-3503-50555	COLD MIX			263.06
002006 EPIC RACEWEAR ONEPROMC 7078214		REMEMBRANCE BANNERS X17	024635	2025-10-09	2025-10-09	2,985.46
		01-8100-0000-50558	REMEMBRANCE BANNERS X17			2,985.46
001764 EQUITABLE LIFE OF CANADA OCT 2025		OCTOBER 2025 BENEFITS	001863	2025-10-10	2025-10-10	8,942.55
		01-2400-2401-50102	OCTOBER 2025 BENEFITS			524.58
		01-1300-0000-50102	OCTOBER 2025 BENEFITS			2,900.96
		01-3900-3901-50102	OCTOBER 2025 BENEFITS			3,707.24
		01-7100-7101-50102	OCTOBER 2025 BENEFITS			1,385.07
		01-2100-2101-50102	OCTOBER 2025 BENEFITS			424.70
001444 FORDWICH PARKS BOARD	2025 GRANT	2025 BAG TAG GRANT	024616	2025-09-30	2025-09-30	42.00
		01-0000-0000-71000	2025 BAG TAG GRANT			42.00

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001109 FORDWICH TIRE LTD	REP013927	TIRE REPAIR P-19	024636	2025-10-09	2025-10-09	50.85
		01-3800-3814-50554 TIRE REPAIR P-19				50.85
001597 FOXTON FUELS LIMITED	638404	DIESEL DYED 677.20L @1.0170	001864	2025-10-10	2025-10-10	808.85
		01-3900-3901-50559 DIESEL DYED 677.20L @1.0170				808.85
001597 FOXTON FUELS LIMITED	638405	GAS SUPERCLN 699.70L @ 1.3797	001864	2025-10-10	2025-10-10	1,090.87
		01-3900-3901-50559 GAS SUPERCLN 699.70L @ 1.3797				1,090.87
001597 FOXTON FUELS LIMITED	639995	GAS REGULAR 1207.50L @ 1.0960	001864	2025-10-10	2025-10-10	1,495.48
		01-3900-3901-50559 GAS REGULAR 1207.50L @ 1.0960				1,495.48
001597 FOXTON FUELS LIMITED	639992	DIESEL DYED 1133.20L @ 1.0720	001864	2025-10-10	2025-10-10	1,372.71
		01-3900-3901-50559 DIESEL DYED 1133.20L @ 1.0720				1,372.71
001597 FOXTON FUELS LIMITED	639994	DIESEL CLEAR 1055.60L @1.1620	001864	2025-10-10	2025-10-10	1,386.06
		01-3900-3901-50559 DIESEL CLEAR 1055.60L @1.1620				1,386.06
		Vendor Total				6,153.97
001239 GABEL ELECTRIC, PLUMBING 34896		FURNACE FILTER & SERVICE FALL	024637	2025-10-09	2025-10-09	138.93
		01-1300-0000-50556 FURNACE FILTER & SERVICE FALL				138.93
001239 GABEL ELECTRIC, PLUMBING 34895		HCC FURNANCE SERVICE - FALL	024660	2025-10-14	2025-10-14	219.73
		01-7100-7101-50556 HCC FURNANCE SERVICE - FALL				219.73
		Vendor Total				358.66
001154 GORRIE HALL BOARD	2025 GRANT	2025 HEATING & BAG TAG GRANT	024617	2025-09-30	2025-09-30	1,078.00
		01-0000-0000-71000 2025 HEATING & BAG TAG GRANT				1,078.00
001155 GORRIE PARKS BOARD	2025 GRANT	2025 BAG TAG GRANT	024618	2025-09-30	2025-09-30	42.00
		01-0000-0000-71000 2025 BAG TAG GRANT				42.00
001379 HOWICK AGRICULTURAL SOC	2025 GRANT	2025 FAIR DONATION	024619	2025-09-30	2025-09-30	1,200.00
		01-0000-0000-79000 2025 FAIR DONATION				1,200.00
001539 HOWICK FIGURE SKATING CL	2025 GRANT	2025 ACTIVE CHILDREN GRANT	024620	2025-09-30	2025-09-30	500.00
		01-0000-0000-79000 2025 ACTIVE CHILDREN GRANT				500.00
001380 HOWICK MINOR HOCKEY	2025 GRANT	2025 ACTIVE CHILDREN GRANT	024621	2025-09-30	2025-09-30	900.00
		01-0000-0000-79000 2025 ACTIVE CHILDREN GRANT				900.00
001288 HUTCHISON WELDING (2022)	10568	REPAIR CASTING-DITCH MOWER	024661	2025-10-14	2025-10-14	242.95
		01-3100-3106-50556 REPAIR CASTING-DITCH MOWER				242.95
001575 HV POWER	4011	BUCKET TRUCK ST LIGHT REPAIR	024606	2025-09-30	2025-09-30	211.88
		01-9200-0000-50551 BUCKET TRUCK ST LIGHT REPAIR				211.88

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001298 HYDRO ONE NETWORKS INC	AUG 2025	AUG 2025 USAGE	001865	2025-10-10	2025-10-10	5,744.47
		01-9400-0000-50500	AUG 2025 USAGE			51.95
		01-1300-0000-50500	AUG 2025 USAGE			264.53
		01-3900-3901-50500	AUG 2025 USAGE			198.47
		01-9400-0000-50500	AUG 2025 USAGE			36.64
		01-7100-7102-50500	AUG 2025 USAGE			655.72
		01-2100-2101-50500	AUG 2025 USAGE			427.64
		01-7100-7101-50500	AUG 2025 USAGE			1,674.51
		01-9300-0000-50500	AUG 2025 USAGE			36.29
		01-9400-0000-50500	AUG 2025 USAGE			189.49
		01-9400-0000-50500	AUG 2025 USAGE			570.28
		01-9400-0000-50500	AUG 2025 USAGE			24.06
		01-9400-0000-50500	AUG 2025 USAGE			84.09
		01-9300-0000-50500	AUG 2025 USAGE			747.08
		01-9000-0000-50500	AUG 2025 USAGE			57.66
		01-8900-0000-50500	AUG 2025 USAGE			17.45
		01-9200-0000-50500	AUG 2025 USAGE			582.27
		01-9200-0000-50500	AUG 2025 USAGE			39.38
		01-9400-0000-50500	AUG 2025 USAGE			46.80
		01-9400-0000-50500	AUG 2025 USAGE			9.62
		01-9300-0000-50500	AUG 2025 USAGE			8.15
		01-9200-0000-50500	AUG 2025 USAGE			12.77
		01-9400-0000-50500	AUG 2025 USAGE			9.62
001490 JOSH KESTNER	SEPT 30/25	FORD E-350 BALANCE	024607	2025-09-30	2025-09-30	8,735.00
		REIMBURSEME				
		01-2100-2101-90001	FORD E-350 BALANCE			5,910.00
		01-2100-2101-90001	E-350 PAINT			2,825.00
001243 KEVIN DOIG	VOUC 510/25	PARK MAINT SEPT 6-27	024608	2025-09-30	2025-09-30	300.00
		01-9400-0000-50552	PARK MAINT SEPT 6-27			300.00
001243 KEVIN DOIG	VOUC 511/25	VILLAGE MAINT SEPT 6-27	024608	2025-09-30	2025-09-30	212.50
		01-9400-0000-50556	VILLAGE MAINT SEPT 6-27			212.50
Vendor Total						512.50
001645 KORE MECHANICAL INC.	3970	HCC - REFRIDGERATION	024662	2025-10-14	2025-10-14	3,742.24
		PLANT SER				
		01-7100-7101-50556	HCC - REFRIDGERATION PLANT SER			3,742.24
001750 KURTIS SMITH EXCAVATING I	CERT#2-BRI524	CULVERT #32	024609	2025-09-30	2025-09-30	317,641.52
		REPLACEMENT				
		01-0000-0000-23300	CULVERT #32 REPLACEMENT			-48,082.84
		01-3500-9015-90000	CULVERT #32 REPLACEMENT			365,724.36
001050 LISA BEIRNES	SEPT 30/25	FAIR AMB PRIZE GIFT	024610	2025-09-30	2025-09-30	143.40
		BASKET				
		01-1100-0000-51500	FAIR AMB PRIZE GIFT BASKET			143.40
001558 LISTOWEL GREENHOUSES	338	MULCH FLOWER BEDS	001860	2025-09-30	2025-09-30	302.40
		01-7100-7101-50554	MULCH FLOWER BEDS			302.40

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001268 MARVIN FREIBURGER & SONS	129420	VEHICLE EMISSIONS INSP	024638	2025-10-09	2025-10-09	169.50
		01-3800-3821-50554 VEHICLE EMISSIONS INSP				169.50
001945 MICHELIN NORTH AMERICA (CANADA)	010647049	T20 TIRES	024639	2025-10-09	2025-10-09	10,047.83
		01-3800-3811-50553 T20 TIRES				10,047.83
001391 MICROAGE BASICS	565690	PLANNER	024640	2025-10-09	2025-10-09	15.88
		01-1300-0000-50200 PLANNER				15.88
001391 MICROAGE BASICS	566747	FLDRS END TAB REIN	024640	2025-10-09	2025-10-09	79.02
		01-1300-0000-50200 FLDRS END TAB REIN				79.02
001391 MICROAGE BASICS	565603	DSK CALENDAR, PLANNERS, PAPER	024640	2025-10-09	2025-10-09	682.07
		01-1300-0000-50200 DSK CALENDAR, PLANNERS, PAPER				682.07
001391 MICROAGE BASICS	43660	5397 COLOUR/4330 BLACK	024640	2025-10-09	2025-10-09	434.59
		01-1300-0000-50200 5397 COLOUR				345.49
		01-1300-0000-50200 4330 BLACK				89.10
001391 MICROAGE BASICS	43740	FD 82 COLOUR/1 BLACK	024640	2025-10-09	2025-10-09	24.27
		01-2100-2101-50200 FD 82 COLOUR				6.48
		01-2100-2101-50200 FD 1 BLACK				17.79
Vendor Total						1,235.83
001307 MIDWESTERN NEWSPAPER GROUP	27972	HOWICK FAIR AD	024641	2025-10-09	2025-10-09	113.00
		01-8100-0000-50554 HOWICK FAIR AD				113.00
001307 MIDWESTERN NEWSPAPER GROUP	28335	FIRE PREVENTION WEEK AD	024641	2025-10-09	2025-10-09	141.25
		01-2100-2101-50250 FIRE PREVENTION WEEK AD				141.25
Vendor Total						254.25
002007 MILLBANK HARDWARE	745952	FIRE TOOLS - TRUCKS	024642	2025-10-09	2025-10-09	3,500.23
		01-2100-2101-50553 FIRE TOOLS - SUPPLIES				821.51
		01-2100-2101-50103 FIRE TOOLS - ALL TRUCKS				1,284.81
		01-2100-2103-50553 FIRE TOOLS - TRUCK 2-4				138.48
		01-2100-2104-50553 FIRE TOOLS - TRUCK 2-5				571.78
		01-2100-2106-50553 FIRE TOOLS - TRUCK 2-6				683.65
001142 MINISTER OF FINANCE-EHT	SEPT 2025 EHT	SEPT 2025 EHT	001866	2025-10-10	2025-10-10	2,256.68
		01-0000-0000-25110 SEPT 2025 EHT				2,256.68
001894 MITCH ROWLEY PLUMBING	2410	HYDRANT PARTS- DARCYS PIT	024643	2025-10-09	2025-10-09	724.70
		01-9200-0000-50555 HYDRANT PARTS- DARCYS PIT				724.70
001702 NORTH HURON COMMUNITY	2025 GRANT	2025 FOOD BANK GRANT	024622	2025-09-30	2025-09-30	150.00
		01-0000-0000-79000 2025 FOOD BANK GRANT				150.00
001081 ONTARIO MUNICIPAL EMPLOYEES	SEPT 2025	SEPT 2025	024644	2025-10-09	2025-10-09	20,420.22
		01-0000-0000-25110 SEPT 2025				20,420.22

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001091 P. E. INGLIS HOLDINGS INC.	52695	HARBOUR PORTABLE UNIT	024645	2025-10-09	2025-10-09	192.10
		01-9400-0000-50556 HARBOUR PORTABLE UNIT				192.10
001091 P. E. INGLIS HOLDINGS INC.	52836	PORTABLE UNIT - LANDFILL	024645	2025-10-09	2025-10-09	175.15
		01-4300-0000-50556 PORTABLE UNIT -LANDFILL				175.15
		Vendor Total				367.25
002008 PAUL & DONNA INGLIS	20	PRESSURE WASH UNCARRIAGE 2-7	024646	2025-10-09	2025-10-09	254.25
		01-2100-2102-50554 PRESSURE WASH UNCARRIAGE 2-7				254.25
002005 PEPSICO CANADA	51125504	HCC - BAR SUPPLIES/POP	024647	2025-10-09	2025-10-09	695.46
		01-7100-7101-57200 HCC - POP				695.46
001955 PRIME ARENA SERVICES INC	1096	ARENA BOARD CLEANING	024648	2025-10-09	2025-10-09	1,469.00
		01-7100-7101-50556 ARENA BOARD CLEANING				1,469.00
001020 PUROLATOR COURIER LTD.	505205504	CTY HURON/OMERS/HURONP ERTHSCHO	024649	2025-10-09	2025-10-09	17.86
		01-1300-0000-50210 CTY HURON/OMERS/HURONPERTHSCHO				17.86
001020 PUROLATOR COURIER LTD.	530180295	POSTAGE-NELSON/TSSA/THEO VC	024649	2025-10-09	2025-10-09	27.31
		01-1300-0000-50210 POSTAGE-NELSON/TSSA/THEO VC				27.31
		Vendor Total				45.17
001594 RADAR AUTO PARTS - BRUSS5341-483012		A36 SUPER CHOP - SHOP	024650	2025-10-09	2025-10-09	32.34
		01-3900-3901-50555 A36 SUPER CHOP - SHOP				32.34
001594 RADAR AUTO PARTS - BRUSS5341-483825		MOTOR TREATMENT C-12	024650	2025-10-09	2025-10-09	16.50
		01-3800-3824-50553 MOTOR TREATMENT C-12				16.50
001594 RADAR AUTO PARTS - BRUSS5341-483824		RETURN - BATTERY C-12	024650	2025-10-09	2025-10-09	-469.46
		01-3800-3824-50554 RETURN - BATTERY C-12				-469.46
001594 RADAR AUTO PARTS - BRUSS5341-483815		PARTS INSTALL BATTERY C-12	024650	2025-10-09	2025-10-09	771.88
		01-3800-3824-50554 PARTS INSTALL BATTERY C-12				771.88
001594 RADAR AUTO PARTS - BRUSS5341-483826		CLASS 3 FUSION MOUNT P-19	024650	2025-10-09	2025-10-09	36.15
		01-3800-3814-50553 CLASS 3 FUSION MOUNT P-19				36.15
		Vendor Total				387.41
001064 RECEIVER GENERAL FOR CAISEPT 1-15 2025		PP#19 SEP 1-15 2025	001861	2025-09-30	2025-09-30	14,164.72
		01-0000-0000-25100 PP#19 SEP 1-15 2025				14,164.72
001064 RECEIVER GENERAL FOR CAISEP 16-30 2025		PP#20 SEP 16-30 2025	001867	2025-10-10	2025-10-10	14,165.77
		01-0000-0000-25100 PP#20 SEP 16-30 2025				14,165.77
001703 SALVATION ARMY	2025 GRANT	2025 FOOD BANK GRANT	024623	2025-09-30	2025-09-30	150.00
		01-0000-0000-79000 2025 FOOD BANK GRANT				150.00

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001303 SENTINEL PEST CONTROL	62146	FIREHALL - PEST CONTROL	024651	2025-10-09	2025-10-09	175.17
		01-2100-2101-50554 FIREHALL - PEST CONTROL				175.17
001303 SENTINEL PEST CONTROL	62524	HCC - MONTHLY PEST CONTROL	024651	2025-10-09	2025-10-09	78.74
		01-7100-7101-50556 HCC - MONTHLY PEST CONTROL				78.74
Vendor Total						253.91
001238 SHAWN NICHOLSON	SEPT 18/25 2	REIMBURSEMENT WORK BOOT	024611	2025-09-30	2025-09-30	250.00
		01-3900-3901-50204 REIMBURSEMENT WORK BOOT				250.00
001305 STILLWATER CONSULTING LII5650		FLMS	024652	2025-10-09	2025-10-09	246.91
		01-2100-2101-50103 FLMS				246.91
001210 SUNBELT RENTALS OF CANAI78491860-0001		BELMORE CONDITION-REMAINING	024653	2025-10-09	2025-10-09	197.75
		01-1100-0000-90000 BELMORE CONDITION-REMAINING				197.75
001351 TECHNICAL STANDARDS SAFI10378633		INSPECTION FEE	024654	2025-10-09	2025-10-09	49.16
		01-7100-7101-50556 INSPECTION FEE				49.16
001496 THE SIGN DEPOT INC	18524	SIGN REPAIR- TOWN OF GORRIE	024612	2025-09-30	2025-09-30	2,779.80
		01-9300-0000-50555 SIGN REPAIR- TOWN OF GORRIE				2,779.80
001525 THEO VANDENBERK CONSTR CERT#5-BRI303C		2024 WROX BRIDGE	024613	2025-09-30	2025-09-30	24,725.41
		01-3500-9004-90000 2024 WROX BRIDGE				16,940.74
		01-0000-0000-23300 2024 WROX BRIDGE				7,784.67
001616 TK ELEVATOR (CANADA) LTD 2797992		HCC MAINTENCE	024663	2025-10-14	2025-10-14	833.87
		01-7100-7101-50556 HCC MAINTENCE				833.87
001681 TOROMONT CAT	PS601182453	GRADER C-18 ELEMENT FUEL	024655	2025-10-09	2025-10-09	86.31
		01-3800-3818-50553 GRADER C-18 ELEMENT FUEL				86.31
001681 TOROMONT CAT	PS601182452	GRADER C-18 FUEL PARTS	024655	2025-10-09	2025-10-09	234.45
		01-3800-3818-50553 GRADER C-18 FUEL PARTS				234.45
001681 TOROMONT CAT	WO600860373	GRADER 420E FUEL REPAIR	024655	2025-10-09	2025-10-09	956.53
		01-3800-3831-50554 GRADER 420E FUEL REPAIR				956.53
001681 TOROMONT CAT	WO600860855	GRADER INSP & REPAIRS	024655	2025-10-09	2025-10-09	3,226.36
		01-3800-3825-50554 GRADER INSP & REPAIRS				3,226.36
001681 TOROMONT CAT	PS601182239	GRADER C-18 FILTER REPLACEMENT	024655	2025-10-09	2025-10-09	549.51
		01-3800-3818-50553 GRADER C-18 FILTER REPLACEMENT				549.51
Vendor Total						5,053.16
001857 TOTALLY ONE COMMUNICATIONS 53705		IPHONE- OPERATIONS ADMIN	024656	2025-10-09	2025-10-09	713.75
		01-2100-2101-50530 IPHONE- OPERATIONS ADMIN				475.83
		01-7100-7101-50530 IPHONE- OPERATIONS ADMIN				237.92

Accounts Payable

Bills and Accounts Sept 25 - Oct 15 2025

Vendor 000000 Through 999999

Invoice Entry Date 2025-09-25 to 2025-10-15 Paid Invoices Cheque Date 2025-09-25 to 2025-10-15

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001812 TREVOR TOUT CUSTOM DOZI	4270	EXCAVATOR- DITCHING	024664	2025-10-14	2025-10-14	3,890.03
		01-3100-3105-50656 EXCAVATOR- DITCHING				3,890.03
001420 WASTE MANAGEMENT	5982-0677-9	CURBSIDE COLLECTION	001868	2025-10-10	2025-10-10	1,866.03
		01-4300-0000-50656 CURBSIDE COLLECTION				1,866.03
001420 WASTE MANAGEMENT	719549-0256-6	CURBSIDE COLLECTION	001868	2025-10-10	2025-10-10	14,218.96
		01-7100-7101-50556 CURBSIDE COLLECTION				283.07
		01-4400-0000-50656 CURBSIDE COLLECTION				1,210.52
		01-4400-0000-50656 CURBSIDE COLLECTION				5,708.43
		01-4300-0000-50656 CURBSIDE COLLECTION				5,750.62
		01-4300-0000-50656 CURBSIDE COLLECTION				1,266.32
Vendor Total						16,084.99
001558 WHOLESALE CLUB	21002080952661	B & A SNACK FOOD/ SUPPLIES	001862	2025-09-30	2025-09-30	453.95
		01-7200-7201-50550 B & A SNACK FOOD/ SUPPLIES				453.95
001087 WINGHAM PRINTING SERVICE	18287	BOARD CHEQUES X 2000	024657	2025-10-09	2025-10-09	598.90
		01-5500-0000-50556 BOARD CHEQUES X 2000				598.90
001072 WORKPLACE SAFETY & INSURANCE	SEP 2025 VFF	SEP 2025 VFF	001869	2025-10-10	2025-10-10	766.94
		01-2100-2101-50102 SEP 2025 VFF				766.94
001072 WORKPLACE SAFETY & INSURANCE	SEP 2025	SEP 2025	001869	2025-10-10	2025-10-10	3,943.67
		01-0000-0000-25110 SEP 2025				3,943.67
001163 WROXETER HALL BOARD	2025 GRANT	2025 HEATING & BAG TAG GRANT	024624	2025-09-30	2025-09-30	1,078.00
		01-0000-0000-71000 2025 HEATING & BAG TAG GRANT				1,078.00
001164 WROXETER PARKS BOARD	2025 GRANT	2025 BAG TAG GRANT	024625	2025-09-30	2025-09-30	42.00
		01-0000-0000-71000 2025 BAG TAG GRANT				42.00
Unpaid Invoices						0.00
Paid Invoices						529,144.66
Invoices Total						529,144.66
Selected G/L Account Total						529,144.66

Payroll PP#21 Council 6,355.28

Payroll PP#21 VFF 23,355.25

Payroll PP#21 40,213.83

Payroll Expenditures 69,924.36

Grand Total Expenditures 599,069.02

Township of Howick

Department: Finance

To: Council Meeting

Meeting Date: October 21, 2025

Report Title: 2025 3rd Quarter Operating Budget Variance Report

1. Recommendation

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

2. Background:

Department managers are accountable to monitor their departmental revenues, expenditures, and projects for the year to ensure they remain within the approved 2025 budget.

The third quarter operating financial report represents the financial activity for each department for the period ending September 30, 2025, on a basis consistent with the budget approved by Council.

3. Financial Implications:

When using a straight-line budget theory, the expectation would be the third quarter would realize actual costs of approximately 75% of the total budget. However, some revenue and expenditures are subject to timing differences such as, annual membership payments, transfers and seasonal activities. The results of the third quarter operating variances do not suggest any adverse financial impacts.

4. Attachments:

Appendix A: Q3 Operating Budget Variance Report by Department

Respectfully submitted by: Amy Van Meeteren, Treasurer

Actual vs Budget Year to Date by Department

General Government - Q3 Operating Variance Report

Council & General Administration

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Taxation Levy	4,734,233	4,749,534	15,301	100.32%
Fines/Penalties	52,000	38,487	-13,513	74.01%
Other Revenue ¹	17,000	9,512	-7,489	55.95%
Investment Income	113,000	144,066	31,066	127.49%
Grant Revenues	669,302	520,602	-148,700	77.78%
Permits/Licences	14,000	18,087	4,087	129.20%
Transfer from Reserves ²	181,800		-181,800	0.00%
Total Revenues	5,781,335	5,480,287	-301,047	94.79%
Expenses				
Services	75,266	31,345	-43,921	41.65%
Billing & Collections	37,500	18,595	-18,905	49.59%
Internal Transfers ³	22,467	21,873	-593	97.36%
External Transfers	4,962	4,622	-340	93.15%
Wages/Benefits	719,357	480,746	-238,611	66.83%
Training/Memberships	30,250	16,898	-13,352	55.86%
Materials/Supplies	22,500	11,866	-10,634	52.74%
Program Support ⁴	54,000	50,445	-3,555	93.42%
Donations	13,750	7,450	-6,300	54.18%
Capital Purchases	234,800	11,998	-222,802	5.11%
Transfer to Reserves ⁵	47,237	0	-47,237	0.00%
Total Expenses	1,262,089	655,837	-606,252	51.96%

¹ Transfer of \$7000 Rental Revenue to be transferred at year end

² Transfers from reserves will be finalized at the end of the year

³ Internal Transfers completed for the year

⁴ Software renewals are all paid in first quarter

⁵ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Protection Services - Q3 Operating Variance Report

Fire Services, Policing, Conservation Authorities, Canine Control & By-Law Enforcement

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Donations	2,000	1,066	-934	53.29%
User Fees/Charges	1,000	0	-1,000	0.00%
Fines/Penalties	3,000	472	-2,528	15.75%
Other Revenue ⁶	25,000	33,846	8,846	135.39%
Grant Revenues	10,930	8,994	-1,936	82.29%
Licences	22,000	23,645	1,645	107.48%
Transfer from Reserves ⁷	118,000	0	-118,000	0.00%
Total Revenues	63,930	68,024	4,093	106.40%
Expenses				
Services	651,595	405,359	-246,236	62.21%
Fleet/Equipment	27,400	15,944	-11,456	58.19%
Wages/Benefits	316,154	155,147	-161,007	49.07%
Training/Memberships	18,750	8,532	-10,218	45.50%
Materials/Supplies	12,100	12,390	290	102.40%
Levies ⁸	104,348	104,055	-293	99.72%
Capital Purchases	126,230	73,528	-52,702	58.25%
Transfer to Reserves ⁹	107,529	0	-107,529	0.00%
Total Expenses	1,364,106	774,956	-589,150	56.81%

⁶ Fire Marque revenue received

⁷ Transfers from reserves will be finalized at the end of the year

⁸ Levies paid in full for the year

⁹ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Building Inspective Services - Q3 Operating Variance Report

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Permits	95,000	143,833	48,833	151.40%
Transfer from Reserves	0	0	0	
Total Revenues	95,000	143,833	48,833	151.40%
Expenses				
Services	11,500	1,934	-9,566	16.82%
Fleet/Equipment	4,390	3,143	-1,247	71.59%
Wages/Benefits	92,783	62,993	-29,789	67.89%
Training/Memberships	4,850	1,854	-2,996	38.22%
Materials/Supplies	500	325	-175	65.01%
Capital Purchases	0	0	0	
Transfer to Reserves ¹⁰	6,448	0	-6,448	0.00%
Total Expenses	120,470	70,249	-50,222	58.31%

¹⁰ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Transportation Services - Q3 Operating Variance Report

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Grant Revenues ¹¹	10,000	99,690	89,690	996.90%
Sales ¹²	3,250	7,800	4,550	239.99%
Permits/Licences	93,000	86,864	-6,136	93.40%
Transfer from Reserves ¹³	820,450	0	-820,450	0.00%
Total Revenues	106,250	194,354	88,104	182.92%
Expenses				
Services	699,809	562,948	-136,861	80.44%
Fleet/Equipment	219,711	158,556	-61,154	72.17%
Wages/Benefits	651,080	462,833	-188,247	71.09%
Training/Memberships	16,800	7,015	-9,785	41.76%
Materials/Supplies	108,474	44,340	-64,133	40.88%
Capital Purchases	921,950	500,478	-421,472	54.28%
Transfer to Reserves ¹⁴	554,087	0	-554,087	0.00%
Total Expenses	3,171,910	1,736,171	-1,435,738	54.74%

¹¹ Boundary Maintenance Recoveries invoiced at the end of the year/Grant Received

¹² Sale of Wood Chipper

¹³ Transfers from reserves will be finalized at the end of the year

¹⁴ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Environmental Services - Q3 Operating Variance Report

Waste Disposal & Recycling

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
User Fees/Charges	82,000	73,073	-8,927	89.11%
Sales ¹⁵	25,000	1,999	-23,001	8.00%
Grant Revenues	84,000	69,021	-14,979	82.17%
Transfer from Reserves ¹⁶	296,450	0	-296,450	0.00%
Total Revenues	487,450	144,093	-46,907	29.56%
Expenses				
Services	250,016	157,460	-92,556	62.98%
Wages/Benefits	111,397	54,852	-56,544	49.24%
Training/Memberships	1,100	0	-1,100	0.00%
Materials/Supplies ¹⁷	4,025	6,245	2,220	155.16%
Capital Purchases	318,450	50,584	-267,866	15.88%
Transfer to Reserves ¹⁸	1,134	0	-1,134	0.00%
Total Expenses	686,122	269,142	-416,980	39.23%

¹⁵ Scrap Steel sales payment received at end of year

¹⁶ Transfers from reserves will be finalized at the end of the year

¹⁷ Large purchase of Bag Tags and Blue Boxes

¹⁸ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Recreation Services - Q3 Operating Variance Report

Programs, Arena, Community Centre, Pool & Parks

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
Donations	2,500	8,876	6,376	355.02%
Sales ¹⁹	23,000	10,803	-12,197	46.97%
User Fees/Charges	207,508	199,739	-7,769	96.26%
Grant Revenues	14,500	11,833	-2,667	81.61%
Transfer from Reserves ²⁰	107,000	0	-107,000	0.00%
Total Revenues	247,508	231,251	-16,257	93.43%
Expenses				
Services	240,266	142,577	-97,688	59.34%
Wages/Benefits	509,407	328,724	-180,683	64.53%
Training/Memberships	3,450	519	-2,931	15.04%
Materials/Supplies	62,800	27,613	-35,187	43.97%
Capital Purchases	107,000	23,235	-83,765	21.72%
Transfer to Reserves ²¹	113,977	0	-113,977	0.00%
Total Expenses	1,036,900	522,668	-514,232	50.41%

¹⁹ Board Advertisements invoiced in Q4

²⁰ Transfers from reserves will be finalized at the end of the year

²¹ Transfers to reserves will be finalized at the end of the year

Actual vs Budget Year to Date by Department

Planning & Drainage Services - Q3 Operating Variance Report

Planning & Drainage

Reporting Period: January 2025 to September 2025

	Budget	YTD Actual Cost	Variance Over/(Under)	Percentage Variance
Revenues				
User Fees/Charges	15,350	15,702	352	102.29%
Grant Revenues ²²	22,000	0	-22,000	0.00%
Transfer from Reserves ²³	186,500	0	-186,500	0.00%
Total Revenues	223,850	15,702	-21,648	7.01%
Expenses				
Services	22,100	5,577	-16,523	25.23%
Wages/Benefits	44,077	32,007	-12,070	72.62%
Training/Memberships	500	235	-265	47.00%
Materials/Supplies	10,000	3,887	-6,113	38.87%
Capital Purchases ²⁴	201,500	0	-201,500	0.00%
Transfer to Reserves ²⁵	19,066	0	-19,066	0.00%
Total Expenses	297,244	41,706	-255,538	14.03%

²² Drainage Superintendent Grant finalized at the end of the year

²³ Transfers from reserves will be finalized at the end of the year

²⁴ Howick Drain Road Crossings invoiced in Q4

²⁵ Transfers to reserves will be finalized at the end of the year

Township of Howick**Department: Fire**

To: Council Meeting
Meeting Date: October 21, 2025
Report Title: Department Update

1. Recommendation:

For information.

2. Purpose/Issues:

To provide Council with an overview of the Fire Department's activity for the month of September 2025.

3. Report Highlights:**Calls for Service**

The Howick Township Fire Department responded to 8 calls for service in September of 2025. These included 5 unauthorized open air burning complaints, 1 medical assist, 1 OPP assist, and 1 motor vehicle collision. No incidents were reported as a result of any calls to service, and reports have been filed. The year-to-date total for calls to service as of September 30, 2025 is 54.

Operations

Repairs have been made to the Fire Safety Trailer, which will help extend its life well into the future after catching water damage early on. The trailer will be utilized for school presentations before being put into winter storage mid-November.

Utility 2-9, the Ford E-350 van, has been acquired and is currently being outfitted and equipped for service by staff. The former Car 2-1, the 2012 Ford Expedition, has been traded in and removed from service. Staff will showcase the completed vehicle in the October department update.

Line painting was completed at the Gorrie fire station by Huron County Public Works.

Training:

Firefighters completed hose testing and inspections for the month of September. All fire department hose must be tested and inspected on an annual basis per NFPA standards. The fire department was graciously donated surplus hose by the South Huron Fire Department earlier in 2025, which was also tested and put into service. There was minimal hose failure, and any hose deemed surplus or failed was removed from service and disposed of.

A joint training session was held with Minto Fire – Clifford Station at Driftwood Beach Resort in Lakelet on September 24th. The focus of this training was increasing interoperability between the two stations, specifically surrounding water supply and fill site operations. The department hopes to continue with this joint training model in the future.

Firefighters completed NFPA 1001 Firefighter 1 & 2 testing in Blyth on September 20th and 21st. This is part of the certification process to meet provincial training standards in 2026. Six firefighters participated in various aspects of this testing.

Public Education

The Fire Department participated in the Howick-Turnberry Fall Fair on September 27th. The popular Jr. Firefighter Obstacle Course was utilized, seeing approximately 150 participants. Firefighters also distributed fire safety information to the public. Firefighters were also present on Friday September 26th to provide medical and fire support to the Fall Fair activities.

Personnel

Operations Administrative Assistant Jess Miller started with the Township of Howick effective September 30, 2025. Jess will be situated at the Howick Fire Station, supporting the Fire, By-law, Building, and Recreation departments.

Grants

Staff have submitted an application under the 2025 Fire Protection Grant Program, funded by the Province of Ontario and administered through the Office of the Fire Marshal. If successful, the grant will provide up to \$16,800.00 to support initiatives related to cancer prevention, decontamination, minor infrastructure improvements, and lithium-ion battery response.

The Howick Fire Department's application seeks funding for the purchase of a second bunker gear extractor, an expanded inventory of spare gloves and protective hoods, and various on-scene decontamination tools such as Tyvek suits, brushes, and

biohazard bags. The submission also includes a request for wireless internet upgrades at the fire station to enhance operational efficiency, as well as specialized hand tools and an overpack drum to strengthen the department's capability to respond safely and effectively to lithium-ion battery incidents.

4. Attachments:

Appendix A – September 2025 Fire Call Summary

Appendix B – 2025 Fire Protection Grant Application

Respectfully submitted by:

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

15 Oct 25 12:12

Incident Summary From Sep 1 25 to Sep 30 25

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Sep 4 25 25-047	3103 WEST ST Authorized controlled burning - complaint	60	12		
Sep 10 25 25-048	2016 VICTORIA ST Alcohol or drug related	42	7		
Sep 13 25 25-049	3087 PATRICK ST Vehicle Collision	44	13		
Sep 14 25 25-050	2016 VICTORIA ST Authorized controlled burning - complaint	36	10		
Sep 16 25 25-051	88493 QUARRY LINE Open air burning/unauthorized controlled burning (no uncontrolled fire)	243	11		
Sep 20 25 25-052	2053 VICTORIA ST Open air burning/unauthorized controlled burning (no uncontrolled fire)	23	13		
Sep 22 25 25-053	2056 VICTORIA ST Open air burning/unauthorized controlled burning (no uncontrolled fire)	29	10		
Sep 24 25 25-054	2002 VICTORIA ST Assistance to Police (exc 921 and 922)	75	17		
8 incidents for	Howick Township Fire Dept	9 hrs 12 mins	93		
		9 hrs 12 mins	93		



Fire Protection Grant (FY25-26)

Saved 10/09/2025 09:09

Expand

Validate

Instructions	A - Organization Information	B - Organization Address Information
C - Application Contact Information	D - Fire Department Information	E - Project Information
F - Budget	G - Partnership Information	H - Declaration and Signing

Instructions

Before filling out the application read the entire FIRE PROTECTION GRANT INFORMATION PACKAGE. It may be useful to print a copy of the fire protection grant information package to refer to while completing the application. There may be some questions on this application that you are NOT required to complete, these will be noted clearly in the fire protection grant information package.

Information about eligible organizations and expenses are detailed in the fire protection grant information package.

Some fields in your application will already have the information you supplied during enrolment or from previous applications.

Answer each question fully or indicate "not applicable" if the question is not relevant or does not apply to your project. Answers may vary in length depending on the nature of your project or program.

Provide reasons and supporting data where applicable to support your application. Demonstrate how your project addresses the grant program priorities.

Prepare necessary support materials. Ensure you have all of the necessary support materials electronically (either scanned, pdf or attachment). The required attachments are listed below. The grant will be allocated proportionate to the number of active fire stations in a municipality.

Note that Ministry consideration of an application does not guarantee funding. Applications will be assessed on the basis of the information provided by the applicant within the completed application forms and for their ability to achieve the objectives of the program.

The Ministry cannot guarantee funding to all applicants, nor can the ministry ensure that the total amount requested by successful applicants will be granted. The ministry reserves the right, in its sole discretion, to fund or not fund any particular project or program for which an application is submitted. The decision to fund all or part of an applicant request will depend on its fit to the program priorities, assessment criteria and the overall demand of funds in the program.

A - Organization Information

This section is not editable and displays information from your Transfer Payment Ontario (TPON) registration. The TPON system is a one-window self-serve registration system for submitting and updating organization profile information. All organizations receiving transfer payments from the Government of Ontario must register in the TPON system. If changes are required in Section A of your application, please make them in the TPON system. Once your information is revised, all future downloaded forms will include the updated information.

Organization Name:
Township of Howick

Organization Legal Name:
CORPORATION OF THE TOWNSHIP OF HOWICK

Website URL:
www.howick.ca

CRA Business Number
[REDACTED]

B - Organization Address Information

This section is not editable and displays information from your Transfer Payment Ontario (TPON) registration. The TPON system is a one-window self-serve registration system for submitting and updating organization profile information. All organizations receiving transfer payments from the Government of Ontario must register in the TPON system. If changes are required in Section B of your application, please make them in the TPON system. Once your information is revised, all future downloaded forms will include the updated information.

Business Address

Unit Number:

Street Address 1:
44816 HARRISTON RD

Street Address 2:	City/Town: GORRIE
Province: ON	Postal Code: N0G1X0
Country: Canada	

Mailing Address1

Unit Number:	Street Address 1 44816 HARRISTON RD
Street Address 2	City/ Town GORRIE
Province ON	Postal Code N0G1X0
Country Canada	

C - Application Contact Information

Please provide contacts for this application, including whether or not they have signing authority. Contacts with the Applicant role will receive email notifications regarding case submission, reports due, and payments. Contacts with the Payee role will receive notifications regarding payments.

Please enter the official having signing authority in the first section below. **If the signing authority is not the Fire Chief, please select the Add button below and submit the Fire Chief's contact information in the second area.**

Contacts with signing authority will be prompted to digitally sign this form in Section H.

			Remove
Salutation: * Mrs.	First Name: * Amy	Last Name: * Van Meeteren	
Primary: ☒	Role: * Finance Contact	Email Address: * treasurer@howick.ca	
Title: Manager of Finance / Treasurer	Department:	Phone Number (Work): * (519) 335-3208 x3	
Phone Number (Mobile): [REDACTED]	Fax Number: (519) 335-6208	Signing Authority ☒	
			Add Remove
Salutation: * Mr.	First Name: * Josh	Last Name: * Kestner	
Primary: ☐	Role: * Applicant	Email Address: * howickfire@howick.ca	
Title: Fire Chief	Department: Howick Township Fire Dept.	Phone Number (Work): * (519) 335-3202	
Phone Number (Mobile): [REDACTED]	Fax Number: (519) 335-3210	Signing Authority ☐	

D - Fire Department Information

Please complete the information below based on the current active fire stations and active full-time or volunteer firefighters as of the date of this application.

Please enter zero for the appropriate section below if you have no full-time or volunteer firefighters respectively.

Active Fire Stations *	No. of Full-Time Firefighters: *	No. of Volunteer Firefighters: *
1		24

Has this project been accounted for in current fiscal year budgetary processes? *

No

If yes, please identify whether funding is allocated in full, partial or none (denied). *

None

Information provided above will be validated against OFM Fire Department profile information.

E - Project Information

Project Name (maximum 250 characters) *

Advancing lithium-ion fire response, firefighter cancer-prevention measures, and upgrading station Wi-Fi at Howick Fire for safer, smarter operations.

Project Start Date (mm/dd/yyyy) *	Project End Date (mm/dd/yyyy) *
12/01/2025	02/28/2026
Requested Amount: *	Total Cost of the Project: *
\$16,800.00	\$16,800.00

Identify applicable FP Grant Priorities (Select all that apply) *

☒ (1) Cancer Prevention - Equipment and Supplies

☒ (2) Cancer Prevention – PPE

☐ (3) Cancer Prevention – Minor Infrastructure

☒ (4) Minor Infrastructure Modernization – Enhanced Broadband and Internet Connectivity

☒ (5) Lithium Ion incident Response - Equipment and Supplies

Project Summary: *

The Howick Township Fire Department is undertaking the above named project, a multi-component initiative designed to enhance firefighter health and safety, improve operational connectivity, and increase readiness for emerging fire risks. The project proposes to: Acquire cancer-prevention and decontamination equipment to reduce firefighters' exposure to carcinogens, expand and modernize station Wi-Fi infrastructure to improve connectivity for emergency operations and training, and bolster response capacity for lithium-ion battery incidents, a growing hazard associated with electric vehicles, energy storage, and consumer devices. These investments will help the Howick Township Fire Department meet recognized best practices under the Section 21 Guidance Notes, NFPA guidelines, and modern suppression standards for hazardous materials and battery-related fires, thereby safeguarding responders and the community.

Project Description: *

I. Cancer-Prevention & Decontamination Program:

Firefighters face increased cancer risk due to chronic exposure to smoke-borne carcinogens that linger on turnout gear and equipment. To mitigate this, Howick Fire will purchase:

- Commercial turnout gear extractor with automatic soap pump – purpose-built for NFPA 1851-compliant cleaning and detergent metering
- Brushes, biohazard bags, drying racks/stands, and other on-scene decontamination tools to remove soot and particulates before returning to the station
- Additional structural firefighting gloves and flame-resistant hoods to increase the spare cache and enable immediate post-incident exchange of contaminated gear
- Tyvek-style protective suits and respirator masks for firefighters assigned to decon duties, limiting secondary contamination.

These upgrades will reduce cross-contamination in apparatus bays and living spaces, lower firefighter exposure to carcinogens, and extend the service life of protective equipment.

2. Station Connectivity Upgrade;

Howick Fire's rural fire station currently has limited Wi-Fi coverage, affecting the reliability of tablet-based software in fire trucks (e.g., FirePro, mapping, incident reporting) and the ability to deliver multimedia-based training. The project will install two commercial-grade wireless access points to create robust coverage throughout the apparatus floor, meeting room, and truck bays. This enhancement will:

- Improve access to pre-plans, mapping, and live operational updates directly on-scene.
- Support hybrid and online training modules for volunteer firefighters.
- Ensure reliable communications during large-scale incidents or power interruptions when tablets become primary data sources.

3. Lithium-Ion Battery Fire Response Capacity:

Lithium-ion battery fires present unique thermal-runaway hazards, prolonged burn times, and toxic runoff. In line with OFM advisories and current industry guidance, Howick Fire proposes to procure:

- Specialized overpack drum to safely contain and transport small- to medium-sized damaged batteries after extinguishment.
- Hand tools for overhaul, including non-sparking rakes and shovels to safely move debris and cells during suppression.
- Appropriate suppression medium, such as Class D-rated foam, wetting agents, or other battery-fire-specific product, to help cool and isolate battery packs.

These additions will improve firefighter and public safety during electric-vehicle incidents, e-bike or e-scooter fires, and residential battery storage events.

Project Objectives: *

1. Enhance Firefighter Health & Safety – Reduce carcinogen exposure through on-scene gross decontamination, compliant turnout gear cleaning, and sufficient clean spare PPE.
2. Improve Operational Readiness & Connectivity – Provide uninterrupted Wi-Fi coverage in the station to support incident reporting, training, and data-driven decision-making in the field.
3. Increase Lithium-Ion Incident Response Capacity – Equip Howick Fire to safely contain, cool, and overhaul battery-powered devices and vehicles involved in thermal runaway.
4. Extend Equipment Service Life & Lower Long-Term Costs – Proper cleaning and storage reduce gear replacement frequency and related budgetary pressure.
5. Align with Provincial & NFPA Best Practices – Ensure compliance with modern safety standards and recommendations from the Office of the Fire Marshal and NFPA 1851 / 1852 / 400 / 855 guidance.
6. Strengthen Community Resilience – Improve Howick Fire's ability to mitigate high-risk, low-frequency events and protect both responders and residents.

F - Budget

Please attach an itemized list along with the anticipated costs (not including taxes), categorized using the categories below to outline the individual equipment and installation costs included in this initiative.

Item	Description	Amount
Anticipated Costs of Project components		
* Cancer Prevention - Equipment and Supplies	Gear washer with automatic soap dispenser, on scene decon equipment (brushes, bio hazard bags, stands, etc)	11,000.00
* Cancer Prevention - PPE	Additional supply of spare gloves and hoods for firefighters on scene, tyvek suits, masks	3,000.00
* Cancer Prevention - Minor Infrastructure		0.00
* Installation Costs - Cancer Prevention - Minor Infrastructure		0.00
* Minor Infrastructure Modernization - Enhanced Broadband and Internet	Two wireless access points for station wifi	500.00
* Installation Costs Minor Infrastructure Modernization – Enhanced Broadband and	Installation by ContinulT - IT contractor	300.00

* Lithium Ion Incident Response - Equipment and Supplies	Overpack drum, overhaul equipment (rakes, shovels) and foam/medium for containment	2,000.00
* Other (specify)		0.00
* Total Expenditures		16,800.00

G - Partnership Information

Please list any fire departments that have agreed to consolidate their allotments on this grant for the purposes of sharing equipment or services amongst the partners. Any partners listed will be contacted by the OFM to confirm their agreements prior to any funds be allocated.

Fire Department Name	Fire Chief (if applicable)	Comments
		- +

H - Declaration and Signing

Applicants are expected to comply with the Ontario Human Rights Code (the "Code") and all other applicable laws (<http://www.ohrc.on.ca/en/ontario-human-rights-code>). Failure to comply with the letter and spirit of the Code will render the applicant ineligible for a grant and, in the event a grant is made, liable to repay the grant in its entirety at the request of the Ministry. Applicants should be aware that Government of Ontario institutions are bound by the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.F.31 (<https://www.ontario.ca/laws/statute/90f31>), as amended from time to time, and that any information provided to them in connection with this application may be subject to disclosure in accordance with that Act. Applicants are advised that the names and addresses of organizations receiving grants, the amount of the grant awards, and the purpose for which grants are awarded is information made available to the public.

Declaration

The Applicant hereby certifies as follows:

- (a) the information provided in this application is true, correct and complete in every respect;
- (b) the Applicant understands any funding commitment will be provided by way of an approval letter signed by the responsible Minister and will be subject to any conditions included in such a letter. Conditions of funding may include the requirement for a funding agreement obligating the funding recipient to report on how the funding was spent and other accountability requirements;
- (c) the Applicant has read and understands the information contained in the Application Form;
- (d) the Applicant is aware that the information contained herein can be used for the assessment of grant eligibility and for statistical reporting;
- (e) the applicant understands that it is expected to comply with the Ontario Human Rights Code and all other applicable laws;
- (f) the Applicant understands that the information contained in this application or submitted to the Ministry in connection with the grant is subject to disclosure under the Freedom of Information and Protection of Privacy Act;
- (g) the Applicant is not in default of the terms and conditions of any grant, loan or transfer payment agreement with any ministry or agency of the Government of Ontario;
- (h) I am an authorized signing officer for the Applicant.

Applicant

Mrs. Amy Van Meeteren
 Manager of Finance / Treasurer
 (w): (519) 335-3208 x3
 Email: treasurer@howick.ca

Sign Document

Signature _____ Date/Time _____

Please validate your application by clicking the Validate button before submitting the form back to Transfer Payment Ontario.



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

Consent Application Report – File C47-2025

Owner: John Dunn	Date: October 15, 2025
Applicant: Crystal Leutenegger	
Property Address: 46358 Salem Road, Township of Howick	
Property Description: Concession 13, Lot 33, Township of Howick	

Recommendation: That provisional consent be:

☒ Recommended for approval with the attached conditions (& any additional Township Conditions)

☐ Recommended for deferral

☐ Recommended for denial (referred to Huron County Council for a decision)

Purpose:

☐ enlarge abutting lot

☐ create new lot

☒ surplus farm dwelling

☐ right-of-way / easement

☐ other:

Area Severed: 3.5 acres +/- (1.41 ha)	Official Plan Designation: Agriculture	Zoning: AG1 (General Agriculture)
Area Retained: 105.5 acres +/- (42.69 ha)	Official Plan Designation: Agriculture & Natural Environment	Zoning: AG1 (General Agriculture), NE2 (Natural Environment – Limited Protection)

Review: This application:

☒ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);

☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);

☒ Conforms with section 51(24) of the Planning Act;

☒ Conforms to the Huron County Official Plan;

☒ Conforms to the Howick Official Plan;

☒ Complies with the Howick Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance).

☒ Has no unresolved objections/concerns raised (to date) from agencies or the public; and

☐ Recommended for approval by local Council.

(Applications that are unable to meet all of the foregoing criteria will be referred to Huron County Council for a decision)

Agency Comments:

	Not Received	No Objections	Comments
Neighbours	☒		
Howick Staff		☒	See Recommended Conditions

Figure 1. Air photo showing the severed parcel (outlined in blue) and retained parcel (outlined in red)

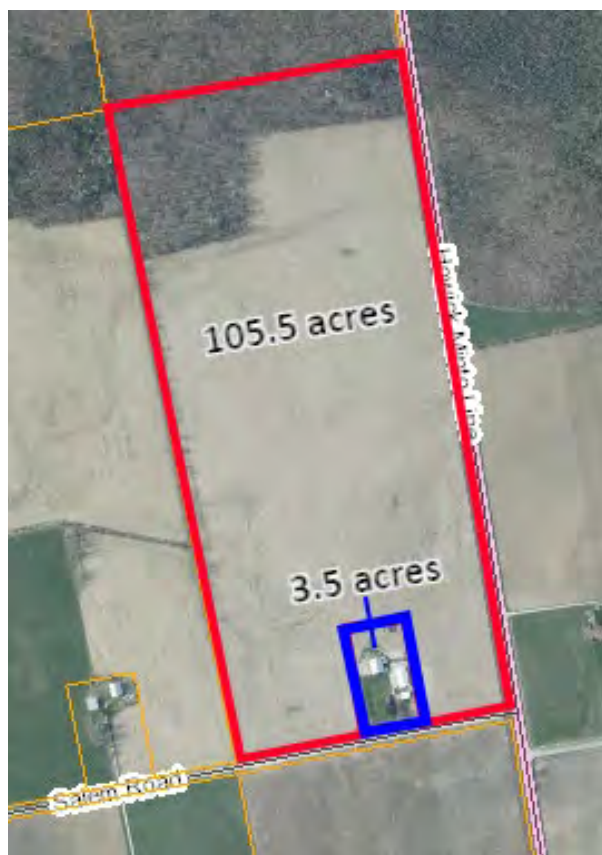


Figure 2. Air photo showing the severed parcel (outlined in blue)



Planning Comments

- This application proposes to sever a surplus farm dwelling from the remaining farmland. The subject residence is surplus to the farmers needs, as the purchaser is a local farmer with a house on their home farm located in the area. The purchaser also owns the farmland adjacent to the subject property to the west.
- The proposed severed parcel is approximately 3.5 acres and contains a residence, two drive sheds, one garden shed, a barn converted for storage, and a solar panel. The proposed retained parcel is 105.5 acres of vacant farmland with some natural environment features and a drain crossing the property.
- The retained lands contain a geothermal bed that services the residence. A condition will be recommended to establish an easement in favour of the residence for access and maintenance of the geothermal bed. This approach allows the geothermal bed to remain functional while minimizing the loss of agricultural land. The location of the geothermal bed is compatible with farm operations and eliminates the risk of a future owner removing the system and taking additional land out of production.
- The *Provincial Planning Statement, 2024* (PPS) permits the severance of surplus farm dwellings (a house surplus as a result of the acquisition of additional farm parcels to be operated as one farm operation). The PPS requires that the construction of a new residence on the severed farmland created by the severance be prohibited. This is addressed through the automatic rezoning provision to recognize the residential parcel (e.g. AG4-19) and the severed farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2-3). Note that the NE2 zoning containing natural heritage features and the significant ground water recharge areas are not changing and will retain the protection of natural environment features.
- The proposed consent is consistent with the PPS, subject to the conditions recommended in this report.
- The Huron County Official Plan (OP) and the Howick OP both permit surplus residence severances subject to a list of criteria. The proposed consent meets the criteria for severance:
 - Residence: age, habitable, intended as a primary residence.
 - Farmland to be zoned to prohibit residence.
 - Size of severed parcel minimized.
 - MDS does not apply since there is no barn on the retained farmland.
 - No previous residential severances after June 28, 1973, except in Settlement Areas.
- The proposed consent is consistent with the Huron County and Howick Official Plans.

As a result, it is recommended that the Township of Howick support this consent application and recommend to the County of Huron that it receive conditional consent approval with the following conditions:

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Township (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The sum of \$750 be paid to the Township as cash-in-lieu of parkland.
4. Applicant to provide a letter from a licensed contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land to the satisfaction of the Township.
5. Section 65(2) of the Drainage Act with respect to the Municipal Drain on the retained lands.

Survey/Reference Plan

6. Provide to the satisfaction of the County and the Township:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon,
 - b) a reference plan based on the approved survey, and
 - c) the easement to be shown as a Part on the reference plan.

Zoning

7. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Township.

Other

8. That the retained lands are registered in the name of Leutenegger Agri Inc. to the satisfaction of the County.

Note

The applicant is hereby advised that the severed parcel will be automatically rezoned to recognize the residential parcel (e.g. AG4-19) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2-3) in the Township Zoning By-law.

Sincerely,



Sarah Kurtz
Planner

Township of Howick**Department: Fire**

To: Council Meeting**Meeting Date: October 21, 2025****Report Title: 2025 Community Emergency Preparedness Grant**

1. Recommendation:

That the Council of the Township of Howick authorize staff to apply for the 2025 Ontario Community Emergency Preparedness Grant (CEPG) for the installation of generator transfer switches at the Howick and Belmore Community Centres;

And That Council approves the balance of project funding, up to \$50,000.00, to be drawn from the Recreation Reserve if the Township is successful in securing grant funding.

2. Purpose/Issues:

The purpose of this report is to seek Council's approval for staff to apply under the 2025 Ontario Community Emergency Preparedness Grant (CEPG) program. This grant would provide \$50,000.00 towards the installation of generator transfer switches at the Howick and Belmore Community Centres, with the remaining balance funded through the Recreation Reserve if the grant application is successful.

These upgrades would enhance the Township's emergency preparedness capacity by allowing both facilities to be fully powered using a rented or portable generator during emergencies, including extended power outages or large-scale community response events.

3. Report Highlights:

- The Community Emergency Preparedness Grant (CEPG) is a competitive, application-based provincial program administered by the Ministry of Emergency Preparedness and Response, offering between \$5,000 and \$50,000 for local emergency preparedness projects.
- The 2025 intake closes October 28, 2025, with funding decisions expected by February 2026 and eligible projects to be completed between March and August 2026.

- The proposed project includes the installation of generator transfer switches at both the Howick and Belmore Community Centres to allow for full facility operation via a rented generator during emergency events.
- Preliminary cost estimates for the project were obtained from Gabel Electric of Listowel, with rough estimates ranging between \$62,000.00 - \$100,000.00.
- If the grant application is successful, staff will prepare and issue a Request for Proposal (RFP) in accordance with the Township's Procurement Policy to ensure competitive pricing before selecting a qualified electrical contractor.
- If the Township is successful in obtaining CEPG funding, the Township would contribute the remaining project costs (to a maximum of \$50,000.00) from the Recreation Reserve.
- Future plans may include the purchase of a towable generator for Township-wide use should additional funding opportunities become available.

4. Background:

The Howick and Belmore Community Centres both serve as critical community facilities capable of supporting residents during power outages or emergency events. However, neither facility currently has the infrastructure necessary to connect to an emergency generator system.

The installation of transfer switches would enable the Township to rent or deploy a portable generator to provide full electrical power to either facility, ensuring continuity of essential services such as heating, lighting, communications, and emergency shelter operations.

This project directly aligns with the objectives of the CEPG program, which supports local initiatives that enhance emergency response and resiliency. Eligible expenditures under the program include equipment purchases and installation, such as generators and related electrical system

5. Financial Implications:

- **\$100,000.00** - Generator Transfer Switches & Installation (2 facilities, max est.)
 - **\$ 50,000.00** - from CEPG Grant
 - **\$ 50,000.00** - from Recreation Reserve (conditional on grant approval and final project costs)

Note: The final project cost may be reduced following load monitoring assessments and review by an electrician. Township funds will only be committed upon confirmation of grant approval and total project costs.

6. Conclusion / Next Steps:

Approval of this recommendation will allow staff to submit the Township's application through Transfer Payment Ontario (TPON) prior to the October 28, 2025 deadline. If the Township is successful in receiving funding, staff will prepare and issue a Request for Proposal (RFP) in accordance with the Township's Procurement Policy to select a qualified electrical contractor for the installation of the generator transfer switches.

Following the RFP process and confirmation of project costs, staff will return to Council with a report recommending the successful proponent and final budget allocation. These upgrades will enhance the Township's emergency preparedness by ensuring that both the Howick and Belmore Community Centres can operate as fully powered emergency reception centres during extended power disruptions or other emergencies.

7. Input from Other Sources:

Brady Ropp – Manager of Recreation and Facilities

8. Attachments:

Appendix A – Community Emergency Preparedness Grant Information

Appendix B – Transfer Switch Quote by Gabel Electric

Respectfully submitted by:

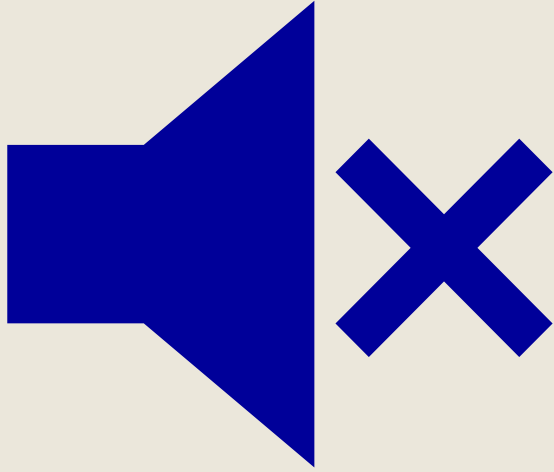
Josh Kestner – Manager of Development and Protective Services / Fire Chief

How to apply for funding: Community Emergency Preparedness Grant (CEPG) with Transfer Payment Ontario (TPON)

CEPG 2025-26



Rules of Engagement



The audio line will remain
on mute.



Use Slido for any questions.
Questions will be answered
during the Q&A period.

Slido

To submit your questions, please login to slido.com with the Code **#CEPG0923**



Land Acknowledgement



Purpose of Session

1 Community Emergency Preparedness Grant (CEPG) Overview

2 Transfer Payment Ontario (TPON) Overview

3 TPON Demonstration

4 Support and Resources

Community Emergency Preparedness Grant (CEPG) 2025-26

**Ministry of Emergency Preparedness
and Response**

CEPG Program Overview

CEPG is a **competitive, application-based** grant.

Successful applicants will receive between **\$5,000 to \$50,000** to support emergency preparedness and response activities that build local capability and enhance provincial emergency management resiliency.

CEPG supports Ontario's goal to help ensure Ontarians are **safe, practiced and prepared** before, during and after emergencies.

The Province is now accepting applications for **CEPG 2025-26** to help communities and organizations purchase critical emergency supplies, equipment and to deliver training and services to improve local emergency preparation and response.



Eligible Applicants

Must have an **emergency management mandate or responsibility**.

Upper, lower and single-tier municipalities with a population under 100,000 people (based on Statistics Canada data from 2021).

- For a full list of all municipalities under 100,000 please refer to the Application Guidelines – Appendix C
- Municipal fire departments or other municipal departments can apply through their municipality

Local Services Boards, established under the *Northern Services Boards Act*

Indigenous Communities including First Nations, Inuit or Metis communities.

Indigenous organizations, including Tribal Councils and other Indigenous service organizations that support emergency management programming.

Fire protection service providers in territories without municipal organization in accordance with *the Fire Protection and Prevention Act, 1997 (Ontario)*.

Ineligible Applicants

- Organizations that do not have an emergency management mandate or responsibility.
- Organizations that serve only a fixed membership/community instead of the community at large (e.g., long term care homes are ineligible).
- Individuals
- Federal/provincial/municipal agencies
- Universities, colleges, school boards, schools, and hospitals
- Municipalities with a population over 100,000 (based on Statistics Canada data from 2021)
- Municipal fire departments or other municipal departments, except as part of an application from an eligible municipality
- Organizations that previously received funding through the Community Emergency Preparedness Grant or the Emergency Readiness and Capacity Building (ERaCB) program.

Eligible Expenses

The following categories have been identified as examples of eligible expenses
For a full list of ineligible expenses, please refer to the 2025-2026 CEPG Application Guidelines.

Supplies

- Sandbags;
- Cots;
- Food kits;
- Emergency preparedness promotional materials;
- 72 hr Emergency kits;
- Signage;
- Spill kits

Equipment

- Generators
- Chain saws
- Water pump and purification systems;
- Air scrubbers;
- Two-way radios;
- Mobile communication tower; Weather radios,
- GPS phones;
- Drones;
- Sandbagger;
- Response equipment;
- Flatbed trailers

Training

- Incident Management System training/licencing;
- Critical Response training;
- Mental Health training;
- Emergency Management training;
- First Aid training;
- Specialized equipment training;
- Emergency evacuation procedures

Services

- Emergency plan development;
- Exercise planning and coordination;
- Risk assessment;
- Emergency preparedness promotional strategy;
- Emergency preparedness website;
- Installation of equipment

Key Information

Important Dates

Milestone	Timeline
Deadline to submit application	October 28, 2025, 5:00pm EST
Applicants notified of funding decision	February 2026
Anticipated project timeframe	March 2026 – August 2026
Estimated project reporting deadline	September 2026 (two weeks after project completion). Subject to change.
	Final date will be provided in the Transfer Payment Agreement.

Support and Resources

For further information about the CEPG, please visit: [Community Emergency Preparedness Grant | ontario.ca](https://www.ontario.ca/cepg)

For the list of previous CEPG program recipients, please visit: [Community Emergency Preparedness Grant - Dataset - Ontario Data Catalogue](#)

For any program inquiries, please contact: EMOCommunityGrants@ontario.ca

Transfer Payment Ontario

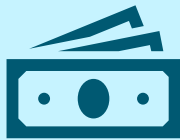
Ministry of Public and Business Service Delivery
and Procurement

Introduction

Transfer Payment Ontario makes applying for funding opportunities easy!

Transfer Payment Ontario provides you with one-window access to information about funding opportunities, how to apply for funding, and how to check the status of your submission.

DIGITAL SERVICES TO
SUPPORT
GOVERNMENT
TRANSFER
PAYMENTS



ONE-WINDOW
ACCESS TO
TRANSFER PAYMENT
INFORMATION AND
ACTIVITIES



DELIVER CITIZEN-
FOCUSED ENHANCED
USER EXPERIENCE



Benefits

There are many benefits to using Transfer Payment Ontario!

Reduce Paper-Based Processes

- ✓ Digital Forms; electronic contract and communications

Instant File Retrieval; Notifications and Status Updates

- ✓ Confirmation of submissions and reminder emails for report backs

Remote access

- ✓ Access from anywhere with an internet connection

Technical support

- ✓ 24/7 GObot; Client Care

Easy to route

- ✓ Electronic forms with electronic signature allow input from multiple contributors and signing authorities

Quality control

- ✓ Smart forms validate form fields to ensure all mandatory information is provided
- ✓ Error-free calculations

Reduce administrative burden

- ✓ Pre-population of form fields

Registration

Transfer Payment Ontario is the central repository of transfer payment recipient information.

Any organization requesting funding from the Government of Ontario must be registered to Transfer Payment Ontario.



To register you will need:

- your **Canada Revenue Agency Business Number** (CRA BN), if you have one
- the **legal name of your organization** that's printed on official documents
- the **operating name of your organization**
- **contact information** for at least two contacts within the organization, including one senior contact with signing authority

Access

Get started today with Transfer Payment Ontario!

Create your account

Create your My Ontario Account for secure access to Transfer Payment Ontario.

Register or join your organization

Register your organization details or request to access an existing organization profile.

Receive access

Await confirmation of your account access. Standard access can take up to 5 business days to process.

Begin funding management

Now you can start managing your organization's funding!



Submitting for funding

You can easily submit for funding in four simple steps!

Step 1	Step 2	Step 3	Step 4
Review program information	Complete and upload form	Attach supporting documents	Confirm submission
Download and review program documentation prior to submitting the application.	Download the application form and upload the completed application. Note: A compatible PDF software is required. Download Adobe for free at get.adobe.com/reader	Upload supporting documentation as requested by the ministry.	Complete the application submission to the ministry.



Demo

Let's review how you will use Transfer Payment Ontario!

Support and resources

Need help? Support is there for you.

Contacts

Transfer Payment Ontario Client Care offers technical support to system users.

Contact us at:

- Toll-free: 1-855-216-3090
- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: TPONCC@ontario.ca

For all other program questions, contact:

- EMOCommunityGrants@ontario.ca

Resources

Instructional guides and videos on how to use the Transfer Payment Ontario system are available at:

- [Get funding from the Ontario government](#)

Looking for FAQ? Ask our 24/7 chatbot!

- [GOBot](#)



Thank you

Ministry of Emergency Preparedness and Response

Ministry of Public and Business Service Delivery and
Procurement





470 Maitland Ave S, Listowel, ON N4W 2M6
Phone: 519-291-4455 Fax: 519-291-3178
Website: www.gabelectric.com
Email: eric@gabelectric.com

October 17, 2025

Township of Howick
44816 Harriston Road,
Gorrie, ON
Attn: Josh Kestner

Project: Belmore and Howick Community Centre portable generator connections - Electrical

Included in Price:

- Supply and install a 400A 3 pole 347/600V manual transfer switch and a Nema 4 outdoor connection box with quick connects at the Belmore Community Center.
- Supply and install a 600A 3 pole 347/600V manual transfer switch and a Nema 4 outdoor connection box with quick connects at the Belmore Community Center.
- All required materials and labour to be completed during normal working hours.
- ESA permit and inspection.

Budget Price for the Above: \$62,000.00 + HST

Notes:

- Any electrical utility fees not included in the price. Hydro One typically allows one free disconnect/reconnect each year.

Thank you for allowing **Gabel Electric-Plumbing-HVAC** the opportunity to provide an estimate for your project. This project will be invoiced as progress draws monthly, final invoice upon completion.

The price is valid for 30 days.

Credit card payments on invoices over \$5000 will have a 2% processing fee added. Terms are Net 15.

If you are in agreement with the quote, please date, print, and sign as acceptance.

Date

Print

Signature

Eric Petersen
Electrical Manager / Sales



ECRA/ESA: 7014408

Township of Howick**Department: Administration/Clerk**

To: Council Meeting

Meeting Date: October 21, 2025

Report Title: 2026 Conference Dates

1. Recommendation:

That the Council of the Township of Howick make their interest in conference attendance for 2026 known to staff so that registration and accommodation arrangements can be made and the associated costs included in the 2026 Municipal Budget.

2. Purpose/Issues:

To accurately budget for Council Conference attendance for 2026.

3. Background:

Below is a table that includes the conferences most attended by members of Howick Council in previous years and corresponding key dates. If any member of Council is interested in attending the listed conferences, staff request that interest be expressed at this meeting so that registrations can be completed as soon as possible after they become available.

Conference	Dates	Location	Conference Registration	Accommodation Registration
Rural Ontario Municipal Association (ROMA)	January 18-20, 2026	Sheraton Hotel, Toronto	October 2025	September 2025
Ontario Good Roads Association (OGRA)	March 29 – April 1, 2026	Fairmont Royal York Hotel, Toronto	November 2025	January 2026
Association of Municipalities of Ontario (AMO)	August 17-20, 2026	Ottawa	January 2026	January 2026

4. Financial Implications:

In 2025, \$9,000.00 was budgeted for Council Conferences and Training. Year-to-date expenses are \$5031. With 2026 being an election year, internal training of any new members of Council will be planned for after the Municipal Election is held October 26, 2026 and will continue into early 2027. Annual training planned through the County of Huron and annual municipal conferences attended by members of Council will also be included in this budget.

5. Input from Other Sources:

None.

6. Attachments:

None.

Respectfully submitted by: Caitlin Gillis, Chief Administrative Officer/Clerk

Township of Howick**Department: Administration/Clerk**

To: Council Meeting

Meeting Date: October 21, 2025

**Report Title: 2026 Council Meeting Schedule and Restricted Acts in a
Municipal Election Year**

1. Recommendation:

That the Council of the Township of Howick adopt the proposed meeting dates for 2026 by resolution.

2. Purpose/Issues:

The purpose of this report is to seek Council's adoption of the 2026 Council Meeting Schedule (Appendix A). This report also provides information on how staff schedule council meetings in a municipal election year and outlines the Restricted Acts After Nomination Day as per the Municipal Act, 2001.

3. Background:

The Township of Howick's Procedural By-law states that *"prior to the first meeting in each calendar year, Council shall establish a schedule of all regular Council meeting dates. The schedule shall include the date, time and location of the meetings and shall be posted on the municipal website at the beginning of each year. The meeting schedule is subject to change as necessary."* Howick Council adopted the 2025 Council Meeting Schedule on October 15, 2024.

Proposed 2026 Meeting Dates:

Proposed Meeting Date	Time	# of days to the next regular meeting	Notes
January 13	9:00 a.m.	21	Single regular meeting in January
January 27	7:00 p.m.	-	Special Budget Meeting (tentative)
February 3	9:00 a.m.	21	
February 24	7:00 p.m.	28	
March 24	9:00 a.m.	21	March Break March 16-20
April 14	7:00 p.m.	21	Easter April 3-6

Proposed Meeting Date	Time	# of days to the next regular meeting	Notes
May 5	9:00 a.m.	21	
May 26	7:00 p.m.	21	
June 16	9:00 a.m.	28	
July 14	7:00 p.m.	28	Single regular meeting in July
August 11	9:00 a.m.	21	Single regular meeting in Aug
September 1	7:00 p.m.	21	
September 22	9:00 a.m.	28	
October 20	7:00 p.m.	28	Thanksgiving Monday, October 12 th *Last meeting in 2022-2026 term
November 17	9:00 a.m.	28	Inaugural Council Meeting 2026-2030 Term of Council
November 24	9:00 a.m.	-	Council Orientation (tentative)
December 1	9:00 a.m.	-	Council Orientation (tentative)
December 8	9:00 a.m.	-	Council Orientation (tentative)
December 15	7:00 p.m.	28	Last Council Meeting of 2026

This schedule generally maintains the practice of having Council meetings every 3 weeks, with singular regular meetings in January, March, April, June, July, August, October, November and December.

There are several days between the last meeting in 2025 (December 9) and the first Tuesday in January 2026 (January 6). The Township Office is closed from 12:00 p.m. on Wednesday, December 24, 2025, to Friday, January 2, 2026. There is typically not enough business to warrant a meeting on the first Tuesday of January. Therefore, a singular meeting in the middle of January on the 13th is recommended.

A special meeting to review the 2026 Budget is proposed for January 27, 2026. Subsequent updates to the budget can be addressed during regular council meetings or special meetings can be scheduled as needed.

The single meetings in March and April are due to March Break (March 16-20, 2026) and the Easter long weekend (April 3-6, 2026). The single meetings in July and August are proposed to accommodate potential summer vacation time for Council and staff as has been done in previous years.

Staff are proposing singular regular council meetings for October, November and December 2026 to manage limited Administration resources during a Municipal Election year. The Inaugural meeting for the 2026 – 2030 Council Term is scheduled for November 17, 2026. Tentative Council Orientation dates are scheduled for November 24, December 1 and December 8, 2026. The last meeting of 2026 is scheduled for December 15, 2026. If more than two members of Howick's current council decide not to run in the 2026 municipal election, we will enter a "lame duck" period after

Nomination Day on August 21, 2026 that places Restricted Acts on Council for the remainder of the Council Term.

Restricted Acts of Council During an Election Year

Section 275 of the *Municipal Act, 2001* outlines situations that may arise where Council's acts are restricted. These restrictions are colloquially known as "lame duck" provisions. In Howick's case, Restricted Acts are triggered if the new council will include fewer than 3 members of the outgoing council.

The Restricted Acts can apply in two scenarios:

1. Between Nomination Day (August 21, 2026) and before Voting Day (October 26, 2026) based on the nominations to the new Council that have been certified and any acclamations made to the new Council; or
2. Between Voting Day (October 26, 2026), and the First Day of the 2026-2030 Term of Office (November 15, 2026), if fewer than 3 members of the current Council are not re-elected or acclaimed.

If fewer than 3 members of the outgoing Howick Council will form part of the incoming Council, as per section 275(3) of the *Municipal Act, 2001*, Council is restricted from the following:

- a. The appointment or removal from office of any officer of the municipality;
- b. The hiring or dismissal of any employee of the municipality;
- c. The disposition of any real or personal property of the municipality which has a value exceeding \$50,000; and
- d. Making any expenditures or incurring any liability which exceeds \$50,000 in the election.

Provisions (c) and (d) do not apply if the dispositions of expenditures were previously approved in the budget by August 21, 2026 (Nomination Day). Council is not restricted from taking all necessary and appropriate actions in the event of an emergency.

Council previously delegated the authority to the Chief Administrative Officer/Clerk to appoint or dismiss employees below the level of Chief Administrative Officer. These hiring and dismissal practices are exercised through Human Resources policies and the Chief Administrative Officer/Clerk Employment Contract.

4. Financial Implications:

None

5. Input from Other Sources:

October 21, 2025

Report: ADM-2025-20

The Township of Howick Senior Management Team was consulted on this report.

6. Attachments:

Appendix A: Township of Howick 2026 Meeting Schedule

Respectfully submitted by: Caitlin Gillis, Chief Administrative Officer/Clerk

2026



January


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

28

29

30

31

1
New Year's Day
Township Office
Closed

2

3

4

5

6

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8

9

10

11

12

13
Council - 9:00 a.m.

14

15

16

17

18

ROMA
Conference

19

ROMA
Conference

20

ROMA
Conference

21

22

23

24

25

26

27
Special Budget
Meeting - 7 p.m.

28

29

30

31

2026



February


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

2

3

Council Meeting
9:00 a.m.

4

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11

12

13

14

15

16 Family Day
Township Office
Closed

17

18

19

20

21

22

23

24

Council Meeting
7:00 p.m.

25

26

27

28

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7

2026



March


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

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16

17

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19

20

21

March Break

March Break

March Break

March Break

March Break

22

23

24

Council Meeting
9:00 a.m.

25

26

27

28

29

OGRA
Conference

30

OGRA
Conference

31

OGRA
Conference

1

2

3

4

2026



April


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

29

30

31

1

OGRA
Conference

2

3

Good Friday
Township Office
Closed

4

5

6

Easter Monday
Township Office
Closed

7

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14

Council Meeting
7:00 p.m.

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2026



May


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

26

27

28

29

30

1
2026 Municipal
Election Nomination
Period Opens

2

3

4

5
Council Meeting
9:00 a.m.

6

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13

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15

16

17

18
Victoria Day
Township Office
Closed

19

20
OMAA Spring
Workshop

21
OMAA Spring
Workshop

22
OMAA Spring
Workshop

23

24

25

26
Council Meeting
7:00 p.m.

27

28

29

30

31

2026



June


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

31

1

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6

7
AMCTO
Conference

8
AMCTO
Conference

9
AMCTO
Conference

10
AMCTO
Conference

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16
Council Meeting
9:00 a.m.

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2026



July


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

28

29

30

1 Canada Day
Township Office
Closed

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14
Council Meeting
7:00 p.m.

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2026



August

 Statutory
Holiday

 9:00 a.m.
Council

 7:00 p.m.
Council

 2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

26

27

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31

1

2

3
Civic Holiday
Township Office
Closed

4

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11
Council Meeting
9:00 a.m.

12

13

14

15

16

17
AMO Conference

18
AMO Conference

19
AMO Conference

20
AMO Conference

21
2026
Municipal Election
Nomination Day

22
Council potentially
enters Lane Duck
Provisions
←

23

24

25

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2026



September


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

30

31

1
Council Meeting
7:00 p.m.

2

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7
Labour Day
Township Office
Closed

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22
Council Meeting
9:00 a.m.

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2026



October


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

27

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OMAA Fall
Workshop

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OMAA Fall
Workshop

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OMAA Fall
Workshop

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12

Thanksgiving
Monday

13

14

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20

Council Meeting
7:00 p.m.
Last Meeting of Term

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23

24

25

26

Municipal Election
Day

27

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2026



November


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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11
Remembrance Day
Township Office
Closed

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15
New 2026-2030
Term of Council
Begins

16

17
Inaugural Council
Meeting 9:00 a.m.

18

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24
Council Orientation
9:00 a.m.

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2026



December


Statutory
Holiday


9:00 a.m.
Council


7:00 p.m.
Council


2026 Municipal
Election

Sun

Mon

Tue

Wed

Thu

Fri

Sat

29

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1

Council Orientation
9:00 a.m.

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Council Orientation
9:00 a.m.

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15

Council Meeting
7:00 p.m.
Last Meeting of 2026

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September 22, 2025

Attendees: Lindsay Dinsmore, Stephanie Johnson, Leslie Strong, Lynda Strong, Jessica Miller
Regrets:

Agenda:

1. Committee Updates

- a. Food Committee Bookings (how many per meal)
 - i. Saturday Night Meal is booked- Deposit paid with T and M
 - 1. Need to confirm menu and how many people they can accomodate
 - ii. Friday Night - Fish Fry
 - iii. Food Truck- Jess will follow up with the ones at the fair
 - iv. Sunday Breakfast- Howick Fire Department is happy to help
- b. Sponsorships
 - i. Dropped a lot of flyers off, and farmers mailboxes, Leslie Motors does not want to advertise until after November (rebranding logo)
 - ii. Lots of interest, but not able to commit until next fiscal year- will drop off in mailboxes in January
 - iii. Need to come up with what the thank you package actually looks like and come out with it in the spring
- c. Marketing and Website
 - i. Steph has been updating and putting information up on the website
 - ii. Working on a google form and a physical copy for the fair weekend
- d. Entertainment
 - i. Confirmed Kyle McAdams for Saturday Night, 5-6 piece band and brings an opener \$4,200 and brings all supplies
 - ii. Scott Payne Friday night after trivia; will need some sort of sound equipment for outdoors for opening ceremonies and the band for the beer tents, price would be cheaper if we had sound; live music
 - iii. Howick Idol; June 20th; Preliminary night; Karaoke guy out of Harriston; start 20 contestants; charge \$50/contestant, \$10 admission, have sponsors to sponsor the prizes; do finals on Homecoming Weekend Sunday Finals; Lynda Strong is spearheading this; maybe Julie B and Phil Main; Reverend Jeff; Gavin Gardner;
- e. Finances
 - i. Money Comes in been paying for deposits
 - ii. Donuts were a great start; almost \$1000.00
 - iii. 50/50 maybe start in January; Leslie to spear head
- f. Clothing and Merchandise
 - i. Pop Up Dates
 - 1. Fall Fair; cash only and then order forms
 - 2. Festival of Lights is in February
 - 3. Hockey Day in Howick

4. Fireman's Breakfast October 19 (relying on good weather- can borrow the Optimist tent if needed)
- ii. Cards; look into cards but didn't order any
- iii. Waiting to hear from community to see if there is anything that there is missing
- iv. Storage for clothing
 1. Optimist Club, or Lindsay's
- v. Making a spreadsheet of inventory
- g. Parade (someone to take on)- Lindsay MacDonald will take registrations
 - i. Application through Huron County to close the road; Caitlin Gillis will help with the application
 - ii. Prizes for different floats
 - iii. Come Up with Route
 - iv. Committee to decorate a car or trailer with committee members names and bows? "Thank you for coming to Homecoming"
- h. Kick Off Event- NYE
 - i. Optimists made a committee up, Ben heading the committee
 - ii. Meetings start after the fair
 - iii. Ticket sales; Ben will get the tickets and have them by end/middle October
 - iv. Mardi Gras themed; boa's, masks, dress up event
 - v. Optimists will do a live band/DJ and is taking care
 - vi. Committee does all the decorations
 - vii. Capacity is 200 upstairs or 150; look into the arena floor; look into Belmore
 - viii. SOP is already covered through the arena; Optimist will run the bar
 - ix. 50/50 on that night
- i. Volunteer Groups
 - i. Kirby doing volunteer schedule
- j. Opening Ceremonies
 - i. School Band or Choir?
 1. Follow Up with the school now that it has started
 - ii. Ask Reeve if he would like to speak?
 - iii. Short and Sweet, housekeeping
 - iv. Weekend Schedule
 1. GLOW Dance- Admission by donation
 2. Highschool Kids/Lifeguards to help with?
- k. Kids Zone
 - i. On Grass behind arena, within the fenced in area
 - ii. Fence- Music in the Fields and Tractor Pull (ask to borrow and make donation)
 - iii. Minor Hockey is doing a ball hockey tournament on Sunday; the front of the parking lot? 3 areas, hay to divide courts.
- l. Golf Tournament (Joel Watson)

- i. May 30th, once we have numbers we will let them know for food
 - ii. Teams of four, 18 teams, two teams at each hole, register
 - iii. **Amanda poster- just waiting for final information regarding registration details**
- m. Permits and Licenses
 - i. Timelines for applications
 - ii. Send Delegation into township by Tuesday 23rd, Steph to present on the meeting at Thursday 30th @ 9 am

Fireworks doing it on Sunday night instead of Friday as a closing thing instead of opening thing?
Sunday Night;

WC Smith for Fireworks- lighting of them is done by Pete; bills to set them off.

Car show is 12-4, finals Howick Idol during the car show Sunday afternoon;

- ☐ Source signs to put as entering communities (need to check with township) Spectrum Graphics, VistaPrint
- ☐ Design tickets for meals/saturdays dance,
- ☐ Distribute sponsorship opportunities
- ☐ Weekend photo opportunity props
- ☐ Bow making (rolls of plastic)
- ☐ Giveaway draw

Next Meeting:

October 20, 2025 7pm Howick Library

Belmore Arena Board Meeting MINUTES August 18, 2025

Time: 8:00pm Location: Lounge, Belmore Community Centre

Attendees: Jeremy Underwood, Marvin Grimes, Brett McPherson, Jenn VanDyk, Kim Harris, Lindsay Underwood, Chris Inglis, Ian Inglis, Lorne Underwood, Warren Weber, Nigel Van Dyk, Kyra Wright, Wanda Inglis, Paul Inglis

Guests:

Regrets: Heidi Dupuis, Mark Ireland, Coreen Gautreau, Jamie McCallum, Dave Eadie, Randy Scott,

Secretary/Recorder: Darlene Loos

<i>Time</i>	<i>ITEM</i>	<i>(Discussion, Approval, Information Sharing)</i>	<i>Meeting Notes/Action Items</i>
8:00	Call to Order Approval of August 18, 2025 Agenda - <i>Jeremy Underwood</i>		Meeting called to order: 8:10pm Motion to approve agenda Wanda, 2 nd Warren Any Additions to Agenda? - Ladies Coffee Group – Chris Inglis - Piano – Paul Inglis
8:02	Approve Previous Mtg Minutes July 21, 2025 (attached) - <i>Board</i>		Motion to approve minutes by Lorne Underwood, 2 nd Chris. Carried.
Agenda Items			
8:05	Pickleball Update - <i>Kim Harris</i>	Guest	Pickleball has advised they will not be proceeding as a club and will not longer require time on the arena floor.
8:10	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
8:20	Organizational Structure Update - <i>All</i>	Discussion	Currently limited to 15 members plus 3 council members. - Have added some positions: Grants applications - 3 at large directors (1 from every municipality) Terms of Reference – note that there are residents from each Every user group represented. ****GET LIST FROM JEREMY**** KEEP AT 15 & 3
8:30	Structural Assessment - <i>Jeremy Underwood</i>	Discussion	Nothing further received yet.

8:40	Asbestos Update - <i>Jeremy Underwood</i>	Discussion	Asbestos removal has been completed - Tiles have been removed. - The cost was being split between the 3 municipalities. Brady (Howick Twp) getting a price for rubber flooring from their suppliers. - Used for players benches.
8:50	Terms of Reference Update - <i>Committee/All</i>	Discussion	Committee is still reading through policies and procedures. This will take time. - Making a list of questions to discuss with Katelyn and Amy.
9:05	Correspondence - <i>All</i>	Standing	Nothing to report.
9:10	Grants Update - <i>Kyra Wright</i>	Standing	Vance grant has opened up with a September 17th deadline. - Brine header - Boards (around ice surface) Last year we applied for \$20,000 (50%) for brine header. This year we will apply for full amount for Ice Surface Boards. - Get 3 quotes for materials - Apply for 100%, Project will proceed at 50% from grant
9:20	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	Bills to be paid \$1362.90 Motion to pay bills by Jenn, 2 nd Kyra Wright
9:30	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Quiet right now. October is booked.
9:35	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	- Furnace Room – door stop has been removed. - Salt is needed. Jeremy will pick up. - Tap in ladies washroom needs to be looked at - o Jeremy will ask Ron Baird if he has time
9:45	Parks Board - <i>Brett McPherson</i>	Committee Report	DONATION BOXES ARE INSTALLED AT WASHRROMS AND PAVILLION. Plan on cleaning up the infield. Batting cage – screen should come off. Pitching machine is no longer functioning. Take down the entire structure eventually.
9:50	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Very busy with upcoming rentals. Chair carts are missing. Warren will check with Teeswater if they are still over there from when chairs were returned. Request for Stag & Doe on arena floor for April 2026. Rentals are up from last year.

			Last wedding had sound system working with music. Kim will ask what they used.
9:55	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	Ice rental rate increased this year by \$5/hr - Rate is now \$140/hr (<i>including tax</i>) for 2025-2026 season We will discuss next year's rate at November Meeting.
10:00	Belmore Curling - <i>Dave Eadie</i>	Committee Report	No update.
10:05	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	Heidi sent update. Figure Skating is still looking for a coach. Please share
10:10	South Bruce - <i>Mark Ireland</i>	Committee Report	No update.
10:15	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	No update
10:20	Howick - <i>Marvin Grimes</i>	Committee Report	Marvin did some research into history of Belmore and municipalities.
10:25	Communication - <i>Lyndsay Underwood</i>	Committee Report	Nothing to report.
10:30	Belmore Chamber of Commerce - <i>Lorne Underwood / Chamber Member</i>	Committee Report	Pat Evers, owner of Garage Store, called and advised there is a movie (1 hr long) out on the Farmerettes. Betty and Jack Stafford are both in the movie. - Would Belmore be interested in hosting a screening of the movie Perhaps something the Chamber could host? Lorne will contact Pat Evers for more information – cost, dates, etc Lorne is going to Rocklyn on September 12 th to share information on how Belmore runs as a volunteer community and how the committees all mesh together. 2026 Plowing Match is in Walkerton. Lots of volunteering will likely be needed. Kyra sent final report of 50/50 draw to Municipality.
	Coffee Group - <i>Chris</i>		Have been asked what the Coffee Group pays to rent the lounge. This is a group approved by Chamber of Commerce - From November 21, 2025 to current – 179 rental times. Have covered \$30/hour. - Records of attendance, costs, expenses and

	Piano - <i>Paul Inglis</i>	Piano used at homecoming. Keys sticking and needs to be tuned. Arena Board supports this being done. Lorne Underwood and Wanda Inglis will look for contact information for piano tuners. Could piano be put in a permanent location – lounge? Better to stay in the cloak room of the big hall. This location was requested by a community member.
Next Meeting – September 15, 2025 at 8pm		
Adjournment of Meeting: 9:49pm Motion to adjourn by: Warren Inglis		
Previous Action Items		
Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren /Kim	General Maintenance	20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container 20240115: A plan has been set to close the gap in the table storage container. 20240226: Paul did measurements and is to be fixing the gap. 20240415: No update on Container 20241118: Rubber matting in players benches needs to be replaced; also patch by door going onto the ice. Jeremy will look into it. 20241118: Glass broken along top of timekeepers' box. 20250818:
Gord Harris / Paul Inglis	Lobby Bench Steel	20240916: larger bench top will be too heavy to move. Will look at making aluminum legs for new top instead of installing on top on the old center bench. 20250317: Jeremy mentioned to install bench top where it is 20250616: To be completed this week. 20250818: No update
Board	Asset Management, Procurement Policy and Budget Template <u><i>(Notes from Meeting with Municipalities/Twps)</i></u>	20241024: Under cost sharing agreement – agree to pay as a loan. \$240,000 (\$80,000 each municipality) to be repaid over 5 years (could be renegotiated if needed) in 2025 budgets. 20241024: Waiting to see if they are filing a defense or reaching a settlement 20241024: Did FD and Arena projects have to go through an engineer? - Caitlin will look into this 20241024: Take the Terms of Reference away – get a short list of sticking points and come up with suggestions. Come back together and discuss this list 20241024: Caitlin will talk to Brady and he will make arrangements to chat with a couple of our guys. 20241024: Caitlin will talk to finance and get Asset Management Plan information to us.

		20241118: Nothing received. 20250317: Asset management - nothing new to report, still waiting on input from Howick, haven't gotten procurement strategy yet from them 20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template. 20241216: No update. 20250317: Procurement policy and budget template - move this item into the asset management, goes hand-in-hand 20250520: No update. 20250616: Received Procurement Policy from Howick. 20250616: Asbestos inspection being done on June 17, 2025. 20250616: Burnside was here for Structural Assessment. Only given one day notice of their arrival. We will discuss after Homecoming – at July Meeting. This Assessment happens every 5 years. We could request a list of inspections and when they occur. 20250721: ON JULY AGENDA 20250818: REMOVE above has been divided up.
Chris/ Lindsay/ Darlene	Review Email List/Board Representation/Org Structure	20250616: Chris and Lindsay will look for a copy of the Org Structure as needs to be updated. Add to July AGENDA 20250721: ON JULY AGENDA 20250721: Chris will update structure document and bring forward updated copy to next meeting.
Arena Board	Terms of Reference	20250721: Everyone to take home, review and bring back feedback and suggestions to next meeting 20250721: Committee will be established to review the Draft Terms of Reference and bring suggestions back to this group. 20250818:
Parking Lot		
Arena Board	Propane	20250421: Check Chambers rates in August/September to potentially lock rate in. 20250520: Jenn will email Sparlings to let them know we have switched. PUT INTO PARKING LOT until August 2025 20250818: Jeremy will call and see what current propane prices are.

Kim	Summer Rates / Pickleball	20250421: The Arena Board will send an email to Dan Renwick and Brendan Crapper including outstanding invoice and summer rates. Cheque can be mailed or deposited in the lock box in the arena office. Bill to be paid prior to their new season starting. 20250520: Received letter back from Dan and Brendan. We will wait for them to come back to work together on this. Monthly payments. MOVE TO PARKING LOT REMOVE
Arena Board/ Howick Twp	Sandblasting & Painting	20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting 20221121: Jeremy contacted J-K and advised of partial payment and once he returned to do touchups and around door. J-K advised he could come back in spring but more money would be due. 20221121: Jeremy will advise J-K that Board will pay for lift but will not be paying more money for the job quoted. 20221219: Nothing to Report – defer to next meeting 2023016: Supposed to come – we look. May charge interest on balance owing. 20230228: No further communication. 20230417: Next step is, we need to speak with Howick and see if they will back us if this goes to court. - Speak to CAO and Operations Manager to see if they can reach out to J-K regarding the contract and our (Belmore and Twp) concerns. Motion to continue to hold payment and speak to Howick Twp as to next steps. 20230515: J-K will not speak with Jeremy. Only wants to speak to Howick Twp. Howick Twp is in support of us. J-K is 100% at fault for the poor workmanship. Three townships are onboard and have their lawyers working on it. The lawyers want Burnside (Engineers) to come in and assess the work again. The matter is now out of our hands. MOVE TO PARKING LOT 20230821: No further update. 20240226: Marvin reported no further word from Lawyer on this matter. 20240226: Jeremy reported something will have to be done with the loose paint before Syrup Festival. Paint is falling off. Would be good to do between shut down and Syrup Festival. Marvin will report this back to Howick Township. 20240318: No updates regarding the bubbling/peeling paint in the arena. Marvin acknowledges something needs to be done before the syrup festival. Marvin will speak with Caitlyn (CAO). Jeremy spoke with Caitlyn today, told her the plan to remove peeling paint; was told to take pictures before doing the work. 20240617: Send an email to the Municipality about the status of this issue. Marvin will speak to Caitlyn and ask them to put a push on things due to Homecoming. Would Marvin ask Municipality if they could pay for sandblasting to Arena and Curling Club to be redone as the legal battle carries on. Formal request from the Arena Board for Howick to put it in their budget. Jamie made motion to send a letter to Howick, 2nd by Kim. Carried. Jenn V will draft a letter to Howick Township and cc other 2 municipality CAOs.

		20240715: 3 Municipalities met in Belmore, but no update received from that meeting yet. 20240715: Lawyer has filed. 20241118: Another follow-up meeting with the Insurance Rep. Asked Jeremy dates that suit him. 20250224: Jeremy and Paul Inglis and others have been talking to local Mennonites who are doing sandblasting and painting, all the labour. We would have to supply lifts. They are willing to do the job. \$40/hr. They would supply the manpower. Man in Formosa, coating expert, would come after the sandblasting and advise what type of paint we should use to adhere properly. \$24,000 approximate in labour. We would have to supply 2 lifts. Likely close to \$5000 in rental equipment. This is something we need to consider. One concern is: do they have WSIB coverage. Could do before Homecoming but not before Syrup Festival. Jeremy will look into this further.
Group	Suggestion of Installation of Acoustic Panels in Arena – by Pickleball	200115: Dan Renwick attended Board Mtg on behalf of Pickleball. He raised the suggestion of putting up Acoustic Panels to control the sound on the arena side. Board suggested the Pickleball group will have to do more research on the panels and get pricing. Putting in Parking Lot, will look back at this after the Whitewashing and Painting is looked after on the arena side. REMOVE
Jeremy / Brett	Parks Board	20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter. 20240715: Donation box to be put up on outside wall by public washrooms and put sign up in pavilion advising of the donation box. 20240819: Mitch Inglis will manufacture a box for us. Put signs up, and give key to Ellen Underwood 20250818: COMPLETED 20240819: Fence topper (heavier gauge) for baseball diamond to be purchased and installed. Stingers are willing to pay half. 20240916: Fence topper was ordered – cheaper than quoted \$1945 + tax Fence Topper - PUT INTO PARKING LOT 20250818: COMPLETED
Jeremy/ Warren	General Maintenance – for Summer	20230228: 1) Brine header – preventive maintenance by 2025.

		- o 20230821: Need to let Municipali.es know (in November/December) about Brine Header replacement project before their budgets are made. - o 20231016: working on a couple of quotes for brine headers. - o 20240617: spoke with Ben and his company should have time to repair it. Moving ahead with this. - o 2024118: Q1-Q2 should hear whether or not we received grant money ▪ If we don't receive grant, we need to put it into a budget - o 20250520: Jeremy will confirm with Ben if he can repair. Chamber will need to know by early June. 2) Boards around the ice surface need to be replaced. PUT INTO PARKING LOT
Adjournment:		Next Meeting - Monday, September 15, 2025 at 8:00pm

Balance July 18, 2025	\$	50,659.14
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Page 1 of 1



Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date: Thursday July 17, 2025, 1:00 p.m.

Location: 1078 Bruce Rd 12, Formosa, ON, N0G 1W0 and hybrid

Chair: Tom Hutchinson

Members present: Barbara Dobreen, Sue Paterson, Moiken Penner, Jennifer Prenger (virtual), Larry Allison, Bill Stewart, Paul Allen, Steve McCabe, Kevin Eccles, Dave Myette, Bud Halpin, Greg McLean, Mike Niesen

Larry Allison left the meeting at 2:55 p.m., Moiken Penner left the meeting at 3:51 p.m.

Members absent: Peter Whitten

Staff present: Erik Downing, Donna Lacey, Matt Armstrong, Jody Duncan, Ashley Richards, Don Moss, Katie Thomas, Adam Chalmers

The meeting was called to order at 1:01 p.m.

1. Land Acknowledgement – read by Larry Allison

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudenosaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

2. Adoption of Agenda

Motion #G25-48

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the agenda for the Saugeen Valley Conservation Authority meeting, July 17, 2025, be adopted as amended.

Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

4. Adoption of Minutes

4.1 Authority meeting – May 15, 2025

Motion #G25-49

Moved by Larry Allison

Seconded by Paul Allen

THAT the minutes of the Saugeen Valley Conservation Authority meeting, May 15, 2025, be adopted as presented.

Carried

5. Delegation – Dan Timbers, Varney Conservation Area

Dan Timbers, a community member, provided a delegation to the Board expressing public interest in contributing to a long-term solution for Varney Conservation Area. He reported that a community meeting had been held, during which participants indicated support for enhancing the property's appeal to visitors and expressed willingness to explore fundraising, charitable status, or partnership opportunities to support maintenance or acquire the property.

Mr. Timbers was thanked for his presentation.

6. Matters Arising from the Minutes – none

7. New Business

7.1 Correspondence – Town of Puslinch, Town of Parry Sound

Correspondence related to Bill 5, with resolutions from the respective councils of the Town of Puslinch and the Town of Parry Sound.

7.2 GM-2025-05: SVCA Operational Plan

The GM/S-T highlighted portions of the SVCA operational plan, noting that Hearing Training would be complete as of that morning, Low Water program is underway as well as a Critical Failure plan. Director Eccles inquired why Varney Conservation Area was still on the list for an application, and it was explained that this item needs to be updated to reflect current board direction. Manager Lacey clarified that, as per Board direction, there is no current direction for staff to undertake upgrades at the property, which remains under the standard maintenance program for the conservation area as a non-revenue park.

7.3 GM-2025-06 Program Report

Directors Halpin, Stewart, and Prenger expressed appreciation for staff efforts and their commitment to conservation and community engagement. Director Eccles raised concern regarding the alignment of community events with the Authority's mandate and inquired about the presence of six SVCA vehicles in the parking lot. Director Dobreen called a point of order.

Chair Hutchinson advised that staff could prepare a report for the Board addressing director questions related to SVCA's mission, mandate, strategic direction, and the classification of Category 1, 2, and 3 programs and services.

7.4 Ward and Uptigrove Health and Safety Presentation – Jenn Goertzen

Senior HR Specialist Jenn Goertzen (Ward and Uptigrove Human Resources Solutions) provided an update on the final draft deliverables for the SVCA Organizational Health and Safety Redevelopment Project. She reported that the Joint Health and Safety (JHSC) course had been revised, efforts are underway to reduce administrative burden, and the JHSC committee is performing well. Project deliverables include a new employee handbook, standard operating procedures (SOPs), and various supporting documents.

Discussion followed regarding the absence of dedicated HR staff at SVCA and who is ultimately responsible for document ownership. Goertzen advised that a single administrative owner should

be designated for records management purposes, to ensure consistency with AODA and language standards.

Director McLean commented that the project provides a strong foundation and emphasized that health and safety is a shared responsibility among all staff. Director McCabe asked how the project aligns with other conservation authorities and Conservation Ontario. Goertzen confirmed that the project reflects current best practices and that external models are considered as appropriate.

Director Dobreen asked whether staff find the new policies easy to follow. The General Manager/Secretary-Treasurer responded that staff had completed an initial review and that documents had been simplified, with ongoing engagement. Director Dobreen noted the importance of continued staff involvement.

Director Myette inquired about the inclusion of the right to refuse work. Goertzen explained that while SOPs address work refusal procedures, it is not established as a standalone policy.

7.5 EPR-2025-08: Permits Issued for Endorsement

Manager Armstrong presented 56 permits issued between May 1 and July 2, 2025 for endorsement by the Board.

Director Halpin inquired about permit processing times. Manager Armstrong confirmed timelines remain consistent, and the GM/S-T noted that permit processing statistics are summarized in an annual report to the Board. Director Myette inquired about the permit refusal process. Staff explained that the pre-consultation process plays a key role in identifying potential issues early. Applicants whose proposals are unlikely to be approved typically do not proceed.

Director Dobreen requested confirmation that SVCA staff do not refuse permits. Manager Armstrong confirmed that permits can only be declined by the SVCA board of directors. Director Dobreen inquired why townships are no longer listed in the permit endorsement table. Manager Armstrong explained that the new content management system used to generate the report references municipalities rather than townships, and that the system significantly improves efficiency for the department.

Motion #G25-50

Moved by Larry Allison

Seconded by Paul Allen

THAT SVCA permit applications 25-047 to 25-101 as approved by staff, be endorsed by the SVCA Board of Directors.

Carried

7.6 LAN-2025-05: Forest Management Plan

Staff were directed to draft an updated 20-year Forest Management Plan, gather stakeholder and public feedback, and return a revised draft to the Authority for approval.

Manager Lacey confirmed no external consultants are required and that the plan will follow provincial standards. She noted the Managed Forest Tax Incentive Program and Conservation Lands Tax Program benefit SVCA. In response to questions, she confirmed fire risk exists but is mitigated by firebreaks, landscape features, and species mix across SVCA lands.

Motion #G25-51

Moved by Steve McCabe

Seconded by Bill Stewart

THAT staff be directed to draft an updated 20-year Forest Management Plan; AND THAT, staff be directed to gather stakeholder and public feedback on the draft plan; AND FURTHER THAT, staff bring a revised draft to the Authority for consideration and approval.

Carried

7.7 WR-2025-04: Collaborative Water Data Viewer

Flood Forecasting and Warning Coordinator Duncan provided an overview of the Collaborative Water Data Viewer (CWDV), developed by the Upper Thames River Conservation Authority and made available through the Western Ontario Data Hub at no additional cost to SVCA. The platform provides public and municipal access to real-time data from SVCA's hydrometric network, including water levels, air temperature, and precipitation. A demonstration of the tool was given. Future training for municipal staff is planned, along with potential expansion to include water quality and groundwater data.

7.8 Other Business

The GM-S-T informed the SVCA Board of Directors that an updated agreement between the SVCA and the Children's Safety Village is underway, and will be in place before expiry.

7.9 Closed Session

Motion #G25-52

Moved by Bud Halpin

Seconded by Greg McLean

THAT the Authority move to Closed Session to discuss a potential litigation matter affecting the Authority and plans to be applied to negotiations carried on or to be carried on by or on behalf of the Authority; AND THAT Erik Downing, Donna Lacey and Ashley Richards remain in the meeting.

Carried

Motion #G25-57

Moved by Kevin Eccles

Seconded by Bill Stewart

THAT staff proceed as directed in closed session.

Carried

8. Adjournment

With no further business to discuss, the meeting was adjourned at 4:00 p.m. following a motion by Steve McCabe and seconded by Paul Allen.

Tom Hutchinson
Chair

Ashley Richards
in lieu of Recording Secretary

HOWICK FAMILY FESTIVAL Aug 27/25

Meeting was opened at the arena at 7 pm with 8 members present.

Discussed Chili Cook Off that we supply the teams with the meat, pots & flame.

Pulled pork Lindsay was going to look into food and fixins on costs as well as coleslaw (Fordwich Diner)

Skating club is interested in Running the Booth

Bar Tenders Kevin Doig will ask Wroxeter Hall

Ask MP Ben Lobb

Lisa Thompson

Doug Harding

Decided we need to sell tickets at Wing Night and day of Fair

Decided to spend \$2500 on Fireworks

Donate 5 tickets each to the following for free advt

Social Media

101.7

The Ranch

Run some event on ice 6:30-8

Fireworks after the event

Look into Photo Booth

Do 50/50 Draw day of event

Next Meeting everyone bring an ice time Idea

Next meeting Sept 29/25 Post Poned till later date as Pete unable to attend and Brady busy with ice.



DIETRICH ENGINEERING LIMITED
CONSULTING ENGINEERS

10 Alpine Court, Kitchener, ON, N2E 2M7 | T: (519) 880-2708 | F: (519) 880-2709 | E: mail@dietricheng.com

October 10, 2025

Ms. Caitlin Gillis
CAO/Clerk
Township of Howick
44816 Harriston Rd.
Gorrie, Ontario
N0G 1X0

Dear Caitlin,

Re: Municipal Drain No. 20
Township of Howick
Our Reference No. 2519

In connection with the above-noted project, please find enclosed a copy of the on-site meeting notice. Please notify the Mayor and Council of this meeting.

We wish to thank the Township of Howick for this opportunity to be of service.

Yours truly,

DIETRICH ENGINEERING LIMITED

A handwritten signature in black ink, appearing to read 'Chris J. Dietrich'.

Chris J. Dietrich, P.Eng.
CJD:vmc



DIETRICH ENGINEERING LIMITED
CONSULTING ENGINEERS

10 Alpine Court, Kitchener, ON, N2E 2M7 | T: (519) 880-2708 | F: (519) 880-2709 | E: mail@dietricheng.com

October 10, 2025

Dear Sir/Madam,

Re: On-Site Meeting
Municipal Drain No. 20
Township of Howick
Our Reference No. 2519

We have been appointed by the Council of the Township of Howick under Section 4 of the Drainage Act, R.S.O. 1990, to investigate a request the Township has received for new drainage works to the above-noted municipal drain. Please find enclosed a plan of the drainage basin.

We will be present at the site on Monday October 20, 2025 at 9:30 A.M. to examine the area and site of the drainage works.

The place of the meeting will be on the laneway at 88188 Gorrie Line, Gorrie, Ontario in the Township of Howick (Murray & Dianne Steven).

You, as an owner of land affected by this municipal drainage project, are requested to attend at such time and place if you have any questions or suggestions concerning the proposed work.

If you have any questions beforehand, please telephone (519) 880-2708 ext. 303.

Yours truly,

DIETRICH ENGINEERING LIMITED

A handwritten signature in black ink, appearing to read 'Chris J. Dietrich', written in a cursive style.

Chris J. Dietrich, P.Eng.

CJD:vmc

October 1, 2025

Circulated via email: dharding@howick.ca

Doug Harding
Reeve
Township of Howick

Re: Collection from IC&I Locations

Dear Reeve Harding,

In response to the request made by the Minister of the Environment, Conservation and Parks (MECP), the Producer Responsibility Organizations (PROs) representing producers obligated under the Ontario Blue Box Regulation consulted with municipalities and First Nations to support consideration of a collaborative and effective approach to IC&I. This included:

- August 15, 2025: consultation with municipalities on the draft approach;
- September 10, 2025: consultation with First Nations on the draft approach; and
- Between August 15 and September 10, 2025: the PROs considered feedback, assessed implications to the common collection system (CCS) and reached consensus on next steps.

As a result of these consultations, the PROs have agreed to allow the blending of eligible source and IC&I blue box material at depots with producers and municipalities assuming operational and financial responsibility for each party's respective proportionate share of the blended material. Due to several unresolvable challenges that emerged from the analysis and stakeholder engagement, the PROs have determined that it is not possible to provide curbside collection to IC&I locations in municipalities. An overview of these challenges is provided below.

Capacity: The CCS was procured for eligible sources included in Initial and Transition Reports. Further eligible communities with additional eligible sources were subsequently added by the MECP in December 2022 and February 2024. With these additions, the CCS has no remaining capacity for IC&I.

The CCS was procured to service eligible sources receiving collection prior to transition and single-family households eligible for curbside collection of blue box material in 2026, as reported in Initial and Transition Reports, plus allowances for natural growth based on historical year-over-year growth. CCS procurement and the resulting contracts did not include capacity for non-eligible source blue box material.

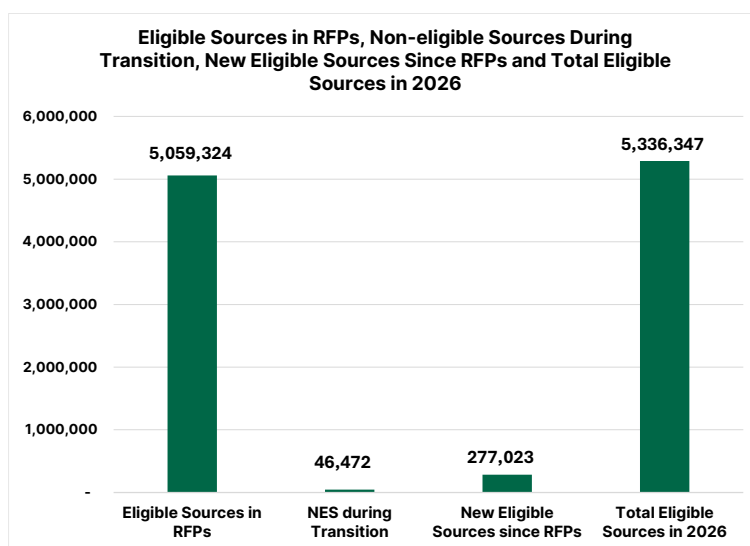
In response to requests from municipalities to provide sufficient time to prepare to service IC&I locations, CCS capacity procured for eligible sources was 'loaned' to non-eligible sources on a temporary basis during transition, on the understanding that the capacity

would become available again for eligible sources entering the system in 2026 and going forward.

Following the CCS procurement process, expansion of the MECP's Transition Schedule and the introduction of the MECP's Outside-of-Transition Schedule added more eligible sources to be serviced. The CCS capacity loaned to non-eligible sources during transition is required to service the new eligible sources in 2026 and natural growth going forward.

The graph presented in Figure 1 illustrates the number of non-eligible sources serviced during transition compared to the new eligible sources added since procurement, including the impact of these new eligible sources on the procured CCS capacity.

Figure1: CCS Capacity Utilization



The Total Eligible Sources in 2026 (in the right bar) is greater than the Eligible Sources in RFPs for which CCS services were procured (in the left bar) by the number of New Eligible Sources since RFPs. In addition to the eligible sources detailed in Table 1, the CCS is responsible for adding eligible sources arising from natural growth in 2027 and beyond. As illustrated, the CCS has no surplus capacity for non-eligible sources.

Any additional stops or increased quantity per stop would jeopardize service to eligible sources and may trigger the acquisition of additional collection vehicles. Procuring additional collection vehicles would require 18 to 24 months lead time based on current supply chain realities, leaving the CCS without sufficient collection vehicles to service the eligible sources on January 1, 2026. This would impact resident collection services, which compromises our commitment to provide a seamless transition to EPR for Ontarians.

Regulatory Obligation: Servicing IC&I creates risk for the CCS and producers in meeting regulatory obligations.

The final step in the transition to full extended producer responsibility is taking place in January 2026, requiring PROs to meet post-transition obligations set out in Ontario's Blue Box Regulation. This is a substantive change for the province of Ontario and requires considerable effort.

Implementing CCS IC&I blue box services within the six-month timeframe provided by the Minister on June 4, 2025 would create risk for disruption of services to eligible sources and compromises the ability of PROs to meet the regulatory obligations of their producers.

Regulatory Obligation: IC&I material in performance reporting is contrary to the Ontario Blue Box Regulation.

In developing the approach to IC&I services, PROs assumed that producers would not be required to deduct IC&I material from reporting in the six performance categories. RPRA has indicated that the Blue Box Regulation does not permit materials collected from the IC&I sector to be counted towards producers' performance requirements.

This poses a challenge as:

- Deducting IC&I from performance reporting significantly compromises the reconciliation of blue box material picked up by each PRO with blue box material supplied by each PRO's producers in each of the six performance reporting categories. This reconciliation process is already complex in meeting the regulatory reporting timelines. Further complications to this process cannot be borne.
- Deducting IC&I from performance reporting substantially increases sampling and auditing of collected materials which would further increase the preliminary cost recovery rates well above private sector service options.

Timing: The CCS and municipalities cannot complete the required tasks by January 1, 2026.

Municipalities report there is insufficient time for staff to complete their review and municipal councils to reach their decisions prior to the October 31, 2025 deadline for execution of IC&I service agreements. The October 31, 2025 deadline for execution of IC&I service agreements cannot be deferred given the January 1, 2026 timeline.

Eligibility: CCS cannot address the needs of IC&I locations serviced by municipalities.

CCS eligibility criteria for curb collection from IC&I are required to:

- Limit the amount of blue box material collected from IC&I locations as the CCS has no surplus capacity.
- Predict the quantity set out by an IC&I location to ensure accurate cost recovery rates to fully recover IC&I costs and to avoid charging producers for IC&I service (i.e., IC&I locations cannot set out more than the cost recovery rate covers); and
- Align curbside service with CCS curbside collection contracts.

The implications of the eligibility criteria for municipal buildings, BIAs and other IC&I locations are illustrated in the following table.

Table 1: CCS IC&I Eligibility Criteria Implications

	Would Not be Eligible	Would Be Eligible
Municipal buildings	• If collected more frequently than single-family curbside	• If collected at same frequency as single-family curbside
BIAs	• If setting out more than 1 cart	• If setting out 1 cart
	• If BBM placed beside container	• If all BBM in container
	• If > 2% of single-family stops	• If < 2% of single-family stops
Other IC&I	• Not on residential route	• On residential route

Feedback from municipalities on the August 15, 2025 proposal indicated many IC&I sources do not meet the CCS eligibility requirements in the right column of Table 1. Municipalities would need to seek alternative solutions for their IC&I locations that would not be eligible as set out in the middle column of Table 1.

Costs: CCS cost recovery rates for small IC&I are higher than private sector quotes to municipalities.

Preliminary estimated CCS cost recovery rates for small IC&I are substantially higher than private sector costs being quoted to municipalities, according to recent media coverage, for IC&I service.

These preliminary estimated CCS cost recovery rates are likely to increase as a result of change notices to, and cost estimates from, affected CCS contractors. As final cost recovery rates cannot be set until the change notice process is complete, any municipal council decisions would be based on preliminary cost recovery rates that are subject to adjustment. Such uncertainty further complicates council decision-making processes.

CCS cost recovery rates for larger IC&I cannot be calculated as the quantity per IC&I set out cannot be predicted.

Alternative Options: Municipalities have other options to service IC&I.

Some municipalities have already contracted, or implemented procurement processes, for IC&I services in 2026.

Municipalities can leverage ‘at the curb’ efficiencies in their garbage and organics collection systems without encountering the complexity of EPR requirements.

The northern and rural communities identified by the MECP are already providing garbage and blue box collection services for larger IC&I.

Establishing the CCS has resulted in a private company operating in each community on the MECP’s Transition Schedule and Outside-of-Transition Schedule. Municipalities that did not previously have a private sector option available in their community may now be able to explore IC&I services from these companies.

Summary

We thank you for your feedback during the consultation process. After consultation and analysis, system capacity limitations, current regulatory obligations, and time constraints for both the CCS and municipalities make it impractical for the CCS to provide curbside collection from IC&I locations.

While it is not feasible for the CCS to provide curbside collection from IC&I locations, PROs have agreed to allow blending of eligible source and IC&I blue box material at depots with physically sharing of responsibility by producers and municipalities. The CCS will pick up its proportionate share of blue box material from required depots and will be responsible for management of this material. The municipality will be responsible to haul, consolidate if required and process the remaining blue box material accepted at the depot. Municipalities should make the appropriate arrangements to do so prior to January 1, 2026.

Municipalities with IC&I locations provided with curbside collection of blue box material by the CCS during transition should have alternative arrangements in place prior to January 1, 2026, as these IC&I stops will no longer be serviced by the CCS as of this date.

We welcome the opportunity to meet with you to address any questions.

Sincerely,

Allen Langdon
Chief Executive Officer, Circular Materials

Gordon Day
Vice President, Ryse Solutions

John Hayes
President, Landbell Canada (formerly H2 Compliance)

Cc:

Caitlin Gillis, CAO/Clerk, Township of Howick

Solicitor General

Office of the Solicitor General

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Minister.SOLGEN@ontario.ca

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Sans frais : 1 866 517-0571
Minister.SOLGEN@ontario.ca



132-2025-3641
By email

September 26, 2025

Dear Heads of Council and Chief Administrative Officers of OPP-Policed Municipalities:

The Ministry of the Solicitor General has undertaken a review of the Ontario Provincial Police (OPP) cost recovery model. I would like to extend my gratitude for your participation and input into this process.

I am writing to inform you that because of the review, regulatory amendments have been made to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police under the *Community Safety and Policing Act, 2019*. These amendments are in effect and will inform the 2026 annual billing statement to be issued shortly.

Firstly, an 11 per cent cap is established on the increase in policing costs owed by municipalities for the 2026 calendar year when compared to 2025, excluding the costs related to any service enhancements.

Secondly, a new discounts table will be established in regulation and will apply to the 2026 billing year and going forward. This new discount table introduces a lower eligibility threshold to receive a discount. Municipalities will now receive calls for service and overtime discounts when they are three or more standard deviations from the average calls for service weighted time to property count ratio, rather than the current regulatory threshold of five standard deviations.

The amendments have been approved by Cabinet and have been filed with the Registrar of Regulations. They will be accessed publicly online through the [e-Laws page](#) – and will be available here within the next few business days.

The preparation of 2026 annual billing statements is underway and statements are targeted for release in November 2025.

As we undertook this review, we heard loud and clear that greater clarity, predictability and stability in the OPP cost recovery model, and associated billing statements, is critical to municipalities as annual budget processes are undertaken. These amendments were contemplated, and ultimately decided upon, based on those concerns and the direct feedback that we heard from OPP-policed municipalities.

Page 2

Should you have any questions about the regulatory updates, please reach out to solgeninput@ontario.ca.

Please direct any questions about your annual billing statements to the Crime Prevention and Community Support Bureau at opp.municipalpolicing@opp.ca.

Thank you again for your partnership.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michael S. Kerzner", with a stylized flourish at the end.

The Honourable Michael S. Kerzner
Solicitor General

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety
Ministry of the Solicitor General

Thomas Carrique, C.O.M.
Commissioner, Ontario Provincial Police



COUNTY OF WELLINGTON NOTICE OF COMPLETE APPLICATION FOR PROPOSED OFFICIAL PLAN AMENDMENT



TAKE NOTICE that the County of Wellington has submitted a complete application to amend the County of Wellington Official Plan pursuant to section 26 of the *Planning Act*, R.S.O. 1990, c.P.13 as amended.

THE LAND SUBJECT to the proposed amendment is in the entire County of Wellington and a key is not provided. A key map of specific lands in the Township of Puslinch is provided for convenience below.

THE PURPOSE of Official Plan Amendment 131 (OPA 131) is to align the rural area policies with the 2024 Provincial Planning Statement (PPS) and complete Rural Phase 3B (rural growth) of the Official Plan Review. The proposed amendment would change, replace, delete or add policies and/or schedules related to the following key areas:

County-wide

- Align the Rural Area policies with the 2024 Provincial Planning Statement.

Town of Erin

- Re-allocate a portion of Erin's rural area 2051 population and household forecast to Puslinch.

Township of Puslinch

- Expand the Secondary Urban Centre boundary of Aberfoyle and identify new land use designations.
- Identify new Rural Employment Area designations and policies resulting from the Puslinch by Design Employment Land Study.
- Change Secondary Agricultural lot creation policies for rural residential lots in the Puslinch.
- Update the 2051 population and household forecast to accommodate rural growth re-allocation from the Town of Erin.

Other changes apply to employment areas, rural clusters and severances. Minor changes, technical changes and changes of a housekeeping nature are also proposed.

IF YOU WISH to be notified of the adoption of the proposed official plan amendment, or of the refusal of a request to amend the official plan, you must make a written request to Mr. Aldo Salis, Director of the Wellington County Planning and Development Department (address below).

A PUBLIC MEETING to obtain input on this proposed amendment will be scheduled in the future. Notice of the Public Meeting will be provided in accordance with the *Planning Act*, R.S.O. 1990, c.P.13.

IF A PERSON or public body would otherwise have an ability to appeal the decision of the County of Wellington to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the

person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

INFORMATION ABOUT APPEALS

In accordance with Section 17 (36.5) of the *Planning Act* there is no appeal of a decision where the Minister is the approval authority.

WE REQUEST that any written submissions from members of the public be sent to the County of Wellington Planning and Development Department (address below). Please refer to file **No. OP-2020-01-05** when responding.

NOTE: Any verbal or written comment/objection submitted to the County of Wellington regarding this application, which is being processed under the *Planning Act*, may be made public as part of the process.

ADDITIONAL INFORMATION

Information about the details of the amendment, including mapping, is available for review on the County of Wellington website:

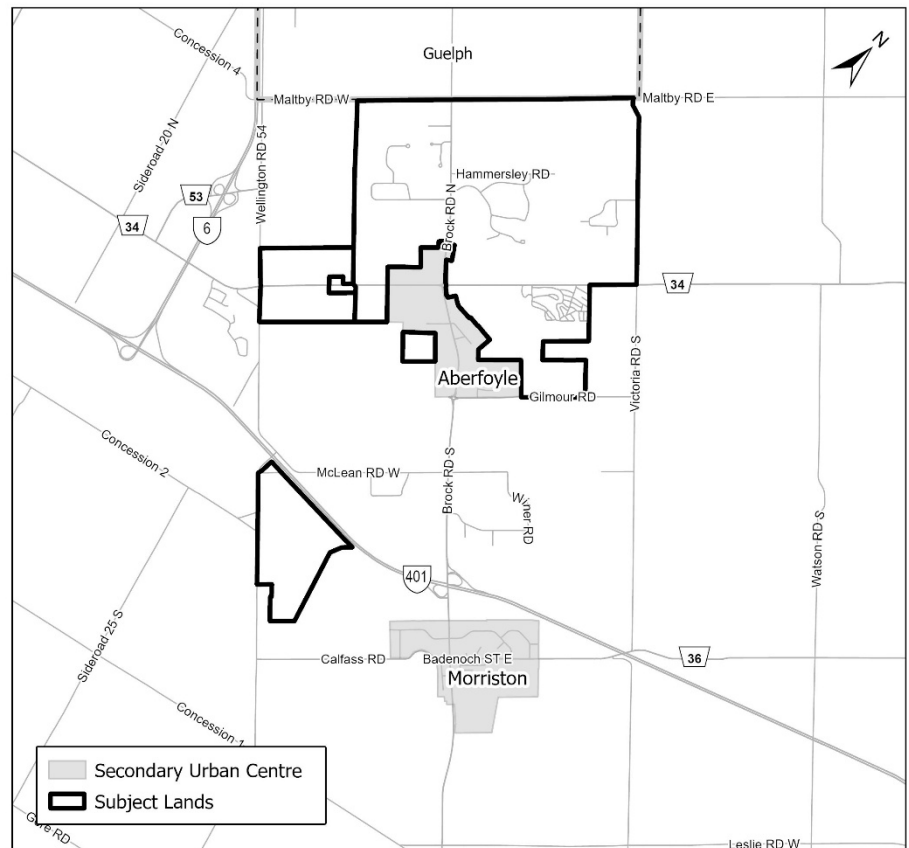
www.wellington.ca/planwell
(under the Official Plan Amendments drop down menu) and [Puslinch by Design- Employment Land Study | Planning](#) or by contacting Sarah Wilhelm, Manager of Policy Planning at (519) 837-2600 ext. 2130 or sarahw@wellington.ca.

County of Wellington
Planning and Development
Department
Administration Centre
74 Woolwich Street
Guelph, ON N1H 3T9

Dated at the City of Guelph
this 2nd day of October 2025

Aldo L. Salis, MCIP, RPP
Director Planning and Development Department
County of Wellington

KEY MAP Puslinch



Corporation of the Township of Howick

By-law No. 50-2025

Being a By-law to authorize the Reeve and CAO/Clerk to sign, on behalf of Council, a Memorandum of Agreement between the Corporation of the Township of Howick and Simply Voting Inc. for Internet and Telephone Voting System Services

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended permits the Councils of all municipalities to enter into certain agreements;

AND WHEREAS Section 42(1)(b) of the Municipal Elections Act, 1996, c. 32, as amended states that the Council of a local municipality may pass by-laws to authorize electors to use an alternative voting method, that does not require electors to attend a voting place in order to vote;

AND WHEREAS the Council of the Corporation of the Township of Howick adopted By-law No. 13-2025 on February 25, 2025 to authorize the use of telephone and internet as an alternative voting method for the 2026 municipal election;

AND WHEREAS the Council of the Township of Howick is desirous of executing a Memorandum of Agreement between the Corporation of the Township of Howick and Simply Voting Inc. for Internet and Telephone Voting System Services;

AND WHEREAS the Council of the Corporation of Howick deems it expedient to enter into said agreement;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF HOWICK HEREBY ENACTS AS FOLLOWS:

1. That the Reeve and the CAO/Clerk are hereby authorized to sign and execute on behalf of Council, a Memorandum of Agreement between the Corporation of the Township of Howick and Simply Voting Inc. for Internet and Telephone Voting System Services.
2. That a copy of the said Agreement is attached hereto, is designated as "Schedule A" and forms a part of this By-law.
3. That this By-law shall come into force and take effect on the day of final passing thereof.

Read a first and second time this 21st day of October, 2025.

Read a third time and finally passed this 21st day of October, 2025.

Reeve Doug Harding

CAO/Clerk Caitlin Gillis

Corporation of the Township of Howick

By-law No. 51-2025

**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 regular Council meeting held October 21, 2025 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 21st day of October, 2025.

Read a third time and finally passed this 21st day of October, 2025.

Reeve, Doug Harding

CAO/Clerk, Caitlin Gillis