



**Township of Howick Council Minutes
Tuesday, September 9, 2025, at 7:00 p.m.
Howick Council Chambers**

1. Call to Order

Reeve Harding called the meeting to order at 7:00 p.m. and welcomed everyone in attendance.

2. Confirmation of the Agenda

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick hereby adopts September 9, 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

Council clarified that the motion listed under Report FIR-2025-17, Car 2-1 Replacement in the August 12, 2025 Council minutes should include the words “from the fire reserve”. The minutes will be amended to add this.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Grimes

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

4.1 August 12, 2025 Council Meeting Minutes

Carried.

5. Public Meetings/Hearings

6. Delegations and/or Presentations

7. Consent Agenda

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

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That Consent Agenda items 7.1 to 7.2 be received for information and approved.

7.1 PW-2025-25, Department Update
For Information Only.

7.2 FIN-2025-32, Accounts Payable
For Information Only.

Carried.

8. Regular Agenda

8.1 Planning – Huron County Planner Sarah Kurtz

9. Municipal Drains - Drainage Superintendent Scott Richardson

9.1 DRN-2025-04, Drain #20 Municipal Drain

Residents reached out to the Drainage Superintendent with concerns about ponding and water collection causing crop damage on PT Lot 6 and 7 of Concession 3 along the east side of Gorrie Line. The existing municipal drain is an old award drain and should be made a municipal drain, upsizing it to today's standards. Staff reached out to Huron County as the tile runs under the County road. Investigation determined that the tile has collapsed and will need to be replaced. MVCA has no objections to this proposal and there will be no financial obligations to the Township.

Moved by: Councillor Grimes
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick, in accordance with Section 78 and 4 of the Drainage Act, proceed with the request for major improvement and extension by petition, for Drain # 20 Municipal Drain.

And That the Council of the Township of Howick appoint Dietrich Engineering to investigate, design and prepare a report for Drain # 20 Municipal Drain.

Carried.

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-2025-19, Fire Station Steel Cladding

The 2025 capital budget includes funds for sand blasting and painting the exterior of the Gorrie Fire Hall. In 2024, a quote was received from a company for just over \$20,000.00. This company was contacted again in 2025 and they no longer do sandblasting, just painting. Staff reached out to some other companies and the consensus was that this job is not big enough.

Staff obtained quotes to alternatively replace the steel completely, and were surprised the pricing received was comparable to sandblasting and repainting the steel. A quote from Prior Property & Renos to completely replace the existing cladding came in at \$24,295.00. In addition to the cladding replacement, the standby generator will require a snow damage guard, the fire hall sign will need to be replaced, and the training tower re-cladded. Approximately \$3,000.00-\$5,000.00 additional required to do the extra proposed upgrades. Staff expressed that the exterior of the Fire Hall is in rough shape. A new steel exterior would add additional value and curb appeal when the building is either re-purposed or sold in the future if a new Fire Hall is constructed.

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick accepts report FIR-2025-19 – Fire Station Steel Cladding for information;

And that Council accept the three (3) quotes gathered for the Howick Fire Station Steel Cladding project as listed in this report;

And that Council approve the quote from Prior Projects and Renos of Mildmay in the amount of \$24,295.00;

And that Council direct staff to proceed with additional work outside of the original quotes, not to exceed the approved budget amount of \$40,000.00.

Defeated.

Council felt as though this should be re-visited. They do not want to put extra money into the existing fire hall when the township is potentially in the planning process of a new fire hall.

10.3 Manager of Public Works – Scott Price

Acting Manager of Public Works Scott Price provided an overview of report PW-2025-25, Department Update. Staff touched on the virtual meeting that he and CAO/Clerk Gillis attended with representatives from Infrastructure Ontario, the Ministry of Energy and Mines, the Accelerated High Speed Internet Program Technical Assistance Team, and Xplore Inc. regarding the installation of new utility poles in Howick Township for fibre internet. Neil Kaminski, Senior Manager of Fibre Construction with Xplore Inc. said that they will be using a different contractor for phase two, which will be heading north up Orange Hill Road. Xplore Inc. is waiting on work permits from Hydro One to use existing utility poles. Apologies were given for no response to letter, council resolution and pictures sent to Infrastructure Ontario, the Ministry of Energy and Mines and the Technical Assistance Team back in May 2025.

Council recommended that we evaluate the quality of products used by the contractors,

specifically the topsoil they use as all the maintenance in the future will be completed by township staff and not the contractors or Xplore.

10.4 Manager of Recreation and Facilities - Brady Ropp

10.4.1 REC-2025-11, Howick Community Centre Rooftop HVAC Units Replacement

Manager of Recreation and Facilities Brady Ropp provided an overview of his report. 50% of this project was budgeted for in the 2025 Capital Budget, contingent on receiving funds through the Community Sport and Recreation Infrastructure Fund (CSRIF) grant. Unfortunately, Howick was not a successful recipient of the grant.

Staff are requesting that Council authorize the reallocation of \$45,000.00 from two 2025 Capital projects that were contingent on receiving CSRIF grant funds to be spent on purchasing and installing two new HVAC units at the Howick Community Centre. Both units are reaching the end of their useful life. The HVAC units are 20 years old and were installed when the addition went on to the Howick Community Centre. The library HVAC unit has completely stopped working and staff anticipate the repair to cost anywhere from \$3,000.00 - \$5,000.00. The Auditorium unit is currently working, but money has been put into the unit for repairs.

The lowest bid received through the RFP was from Jayden's Mechanical. They are located in Dashwood, providing references including the Municipality of South Huron. They are considered a local company since they have locations within Huron County.

Moved by: Councillor Hargrave
Seconded by: Councillor Grimes

That the Council of the Township of Howick hereby receive report REC-2025-11, HCC Rooftop HVAC Units Replacement for information;

And That Council approves the capital project to remove two existing rooftop HVAC units and to purchase and install two new rooftop HVAC units at the Howick Community Centre;

And That Council authorizes the reallocation of \$45,000 from two 2025 capital projects that were pending Community Sport and Recreation Infrastructure Funding to be spent on this project;

And That Council authorizes the Reeve and the CAO/Clerk to enter into an agreement with Jaydens Mechanical Inc. and to execute all necessary documents for the project.

Carried.

10.5 Treasurer/Manager of Finance - Amy Van Meeteren

10.5.1 FIN-2025-33, 2024 Wroxeter Bridge Project

Finance staff recently received a new payment certificate from B.M. Ross for the 2024 Wroxeter Bridge Project. A calculation error was missed on payment certificate #2, with a difference of \$15,255.65 still owing to the contractor. This amount was originally budgeted for in the 2024 budget. This amount was originally to be taken from the gas tax reserve in 2024. During the 2025 budget process, we allocated the full amount of gas tax to go to the landfill project, which will not be completely used by the end of the 2025. This would leave enough money to cover this outstanding amount.

Council suggested pulling the money from a reserve fund and keeping the Gas Tax funds where it is. Council recommended pulling the funds for the outstanding invoice from the Road Construction Reserves.

Moved by: Councillor Rognvaldson
Seconded by: Councillor Grimes

That the Council of the Township of Howick approve the payment of \$15,255.65 to Theo Vandenberg Inc. from the Road Construction Reserve for the 2024 Wroxeter Bridge project.

Carried.

10.6 CAO/Clerk Caitlin Gillis

10.6.1 ADM-2025-17, New Township Banners

Deputy Clerk/Communications Coordinator Alana Dick presented the report. The current Howick Township banners were not displayed this year as they have reached the end of their life. Funding was received from the SLED grant in the amount of \$5,000.00 to cover most of the cost of purchasing new banners for the township. Staff have designed new banners which will be ordered and displayed throughout the township beginning in Spring 2026.

Staff would like to offer a banner sponsorship program for local businesses and organizations to have the opportunity to advertise their business or organization on one of our banners. Sponsorship would cover the cost of the banner, new hardware and the initial installation. Currently we only have 64 banners and lots of poles without banners. It would be nice to see these vacant spaces utilized in time for the 170th Homecoming celebrations in July 2026.

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

That the Council of the Township of Howick receive report ADM-2025-17, New Township Banners, for information;

And That Council approves the proposed design of the new Township Banners that will be displayed throughout the municipality beginning in Spring 2026;

And That Council approves the implementation of the Banner Sponsorship Program in Howick Township.

Carried.

11. Committee and Board Reports

Moved by: Deputy Reeve Gibson
Seconded by: Councillor Hargrave

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

11.1 Belmore Arena Board Meeting Minutes – July 21, 2025

11.2 Wroxeter Hall Board Minutes – August 7, 2025

Carried.

12. Correspondence

12.1 The Town of Goderich – Opposition to Bill 17, Protect Ontario by Building Faster Act, 2025

Council discussed the current issue with the infrastructure not being able to keep up the growing number of residents. Small schools and hospitals are also at maximum capacity. Council provided direction to support this resolution.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse the letter sent from the Town of Goderich to the Honourable Doug Ford, Premier of Ontario and the Honourable Rob Flack, Minister of Municipal Affairs and Housing re. the opposition to Bill 17, Protect Ontario by Building Faster Act, 2025

Carried.

12.2 The Town of Goderich- Standing Senate Committee on Agriculture and Forestry

This resolution is regarding run-off from farms and what is it doing to the land in Goderich.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse the resolution received from the Corporation of the Town of Goderich regarding the Standing Senate Committee of Agriculture and Forestry and urges the Government of Canada and the Province of Ontario to commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

Carried.

12.3 Belmore Non -Profit Housing Corporation – Support for adopting the new affordable housing property tax subclass

This is a new subclass of property tax for affordable housing. Treasurer Van Meeteren investigated it and determined that it must be implemented at the County level prior to being adopted by lower tier municipalities. Treasurer Van Meeteren reached out to Huron County Treasurer Michael Blumhagen who informed her that the County could not have it approved for 2026 before the September 30, 2025 deadline. Staff will respond to Ms. Walker's letter informing her of this information and to contact Huron County for more information.

12.4 Corporation of the Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse the resolution received from the Municipality of Tweed regarding investigate the possibility of working together with the Ontario Municipalities, Provincial and Federal Governments as well as our manufacturing partners to form a working group to ensure that our waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices so that our future generations will not suffer from our environmental mismanagement and to request support from these organizations as well as letters being sent to all municipalities in Ontario, and Premier Ford.

Carried.

12.5 The Corporation of the Township of Terrace Bay – Exemption to O.Reg. 343/22 – Firefighter Certification Requirements

Council asked the Manager of Development and Protective Services/Fire Chief to give his opinion on whether to support this resolution. Fire Chief Kestner suggests training fire fighters to a level of training that we thought necessary based on department needs. The new certification consists of 300 hours of training which is a combination of online and in-person. There is a live fire portion of the training process that requires all fire fighters to have gear that is in date and not expired which costs anywhere from \$4,000.00-\$5,000.00 per firefighter. It is unrealistic to demand that volunteer firefighters be trained to the same level of full time fire departments in urban areas. Howick had 4 recruits go through the training, with one successfully completing the training. That individual is now leaving and moving to Waterloo. Senior members of the Howick Fire Department have expressed that they will not be doing the certification which must be completed by July 2026. Fire Chief Kestner recommends supporting the resolution.

Moved by: Councillor Rognvaldson
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse the resolution received from the Corporation of the Township of Terrace Bay regarding formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

And that this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP Lise Vaugeois, the Fire Marshal, AMO, FONOM, and NOMA.

Carried.

12.6 Municipality of Central Huron – Elect Respect Pledge

12.7 The Municipality of Strathroy-Caradoc – Blue Box Producers

Moved by: Councillor Rognvaldson

Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick endorse the resolution received from the Municipality of Strathroy-Caradoc regarding the Blue Box Producers and request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling product from all sources;

And that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Todd McCarthy, Minister of the Environment, Conservation, and Parks, Mike Harris, Minister of Natural Resources and Forestry, Ric Bresse, Member of Provincial Parliament for Hastings-Lennox and Addington, Minister of Affairs and Housing, Rob Flack and all Ontario Municipalities

Carried.

12.8 Ministry of Municipal Affairs and Housing – Proposed Updated to the Projection Methodology Guideline

12.9 Ministry of Municipal Affairs and Housing – Updated to the Housing and Homelessness Services in the 2026 FIR

12.10 Ministry of Natural Resources – Proposed regulations to support the implementation of the proposed Geologic Carbon Storage Act

12.11 Huron Chamber of Commerce – Invitation to Inaugural Huron Marine & Economic Forum

12.12 Ministry of Natural Resources – Proposed updated to certain operational policies under the Aggregates Resource Act

12.13 United Way Perth-Huron – Join United Way Perth-Huron's Social Research & Planning Council

12.14 Ministry of Environment – Updated to Ministry of the Environment, Conservation and Parks' Compliance Policy

12.15 Perth County – 2025 Comprehensive Zoning By-Law Review Notice of Project Initiation

12.16 United Way – Built for Good Report, Building the Housing Ontario Needs

12.17 Resident Complaint – Roadside Maintenance

Acting Manager of Public Works Scott Price explained that at the beginning of the month, the Vortex rental flail mower was received and staff have been working in the northwest corner of the township cutting to the fence. Staff suggested relocating money spent on spring spraying and hiring a contractor with a heavy mulcher to mulch the ditches in the areas where there is large mature overgrowth. Staff suggest maybe a 2-3 year rotation with mulching and spraying. Mulching head unit would make quick work of the job as opposed to spraying which wilts the leaves but isn't preventing overgrowth.

A member of Council felt maintaining the ditches to the fence is the key. The rental machine is doing a good job because it has been taking care of the 2–3-year-old growth without any issue. Council would like to see staff contact neighboring municipalities to see if they would like to tackle the problem jointly. Research Howick buying a machine and contracting us out to neighboring municipalities who are in the same situation for additional revenue.

13. Unfinished Business

14. Council Reports

14.1 Council Member Reports

Reeve's Verbal Update from County Council

Mayne Corners will be getting a four-way stop, not a stop light. This was passed at County Council. Photo radar was also proposed but shot down. Photo radar at the municipal level can only be within a community safety zone, which means it can only be within a specified proximity to a school.

Gravel pits getting a lot more attention across the Province and it is easier to get a licence. They are very supportive of the villages and settlement areas.

Huron View Demo Farm in Huron County just south of Clinton has been rented by HSCIA (Huron Soil and Crop Improvement Association) who demonstrate sustainability in action. They are transitioning to a no-till system and planted cover crops over winter to keep soil in place until planting, reducing erosion and nutrient loss to the Bayfield River and Lake Huron. They are also working on a controlled drainage project which is underground control gates that regulate the outflow from the tile and the water levels in the soil.

Verbal Update from Council Members

14.2 Requests by Members

14.3 Notice of Motions

14.4 Announcements

15. Other Business

16. Enactment of By-laws – Third and Final Reading

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

16.1 By-Law-46-2025

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 46-2025;

Being a by-law to Authorize the Entering into and Execution of an Agreement between the Corporation of the Township of Howick and Jaydens Mechanical Inc. for the Supply, Delivery and Installation of Two (2) Rooftop HVAC Units for the Howick Community Centre as outlined in RFP REC-2025-02

Carried.

17. Confirming By-law

17.1 By-law 47-2025

Moved by: Councillor Grimes
Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick give first, second, third and final reading to By-law 47-2025;

Being a By-law to Confirm the Proceedings of the Council meeting held on September 9, 2025.

Carried.

18. Adjournment

Moved by: Councillor Hargrave
Seconded by: Deputy Reeve Gibson

That the Council of the Township of Howick adjourn the September 9, 2025 Council meeting at 8:18 p.m.

Carried.

Reeve, Doug Harding

CAO/Clerk Caitlin Gillis