

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 19TH, 2007 AT 7:00 P.M.
AT THE HOWICK TOWNSHIP COUNCIL CHAMBERS

MINUTES

Attendance:

Council Members

Max Demaray, Reeve
Linda Henhoeffler, Councillor
Art Versteeg, Councillor
Andrea Yungblut, Deputy Reeve
Randy Scott, Councillor

Staff

Ronna Lee Johnson, Clerk
Wray Wilson, Public Works Co-ordinator

Delegation – Carrie Sharpin, W & U Consulting Inc.

CALL TO ORDER

Reeve Demaray called the meeting to order at 7:00 pm.

DECLARATION OF PECUNIARY INTEREST

The Reeve noted that if any member wished to declare a pecuniary interest regarding any matter on the agenda, it could be done at this time, when the matter arises, or both.
None declared at this time.

APPROVAL OF MINUTES

A draft of Minutes of the February 5th, 2008 Regular Council Meeting was circulated in the Council package.

MOTION #042/08	Moved by Yungblut	Seconded by Henhoeffler
THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on February 5 th , 2008, as circulated.		
		CARRIED

DELEGATION (closed session)

Carrie Sharpin – Organizational Review

MOTION #043/08	Moved by Versteeg	Seconded by Scott
THAT Howick Township Council at this time (7:01 pm) closes this portion of the February 19 th , 2008 Regular Council meeting in accordance with the <i>Municipal Act, 2001, Section 239 (2) (b), (d), (e)</i> to deal with employee matters, employee negotiations, and/or litigation matters.		
		CARRIED

Matters Discussed in Closed Session

- Organizational Review – Remuneration Market Check Report
- Minutes of February 5th, 2008 closed session (approved by Resolution #044/08)
- Treasurer-Tax Collector position
- By-Law Enforcement

MOTION #045/08	Moved by Versteeg	Seconded by Yungblut
THAT Howick Township Council now re-opens the February 19 th , 2008 Regular Council meeting to the public at this time (8:54 pm).		
		CARRIED

COUNCILLOR'S ISSUES

OGRA/ROMA Conference

Those attending the conference discussed the time and location for registration.

Re-scheduling of March 18th Council Meeting

It was brought to Council's attention that both Reeve Demaray and Deputy Reeve Yungblut may possibly be absent for the Council meeting scheduled for March 18th. Rather than hold a meeting that may be unproductive due to lack of a quorum, it was decided it would be more efficient to re-schedule.

MOTION #046/08

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council agrees to change the March 18th, 2008 meeting to March 25th, 2008 due to the planned absence of the Reeve and the Deputy Reeve. CARRIED

The Clerk was instructed to post this information on the Township website and also place an advertisement in the local newspapers to inform residents of the change.

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report as at February 15, 2008 was circulated in the Council package:

ROADS

MUNICIPAL INFRASTRUCTURE GRANT – Malcolm Line Reconstruction

This application and supporting documentation was filed electronically on February 13, 2008.

BUILDING - NO REPORT

DRAINAGE

DRAIN MAINTENANCE GRANT

The grant application for Drain Maintenance and Drainage Superintendent is to be filed with the Ministry of Agriculture by February 29, 2008. I will be working on this application next week.

PLANNING AND DEVELOPMENT

JOYCE WILSON, Huron County Planner

Joyce worked in our office on February 4th. This gave people with planning related questions the opportunity to come in and talk directly to her. Joyce felt this was beneficial and intends to work here one day every 3 or 4 weeks. She will be back, weather permitting, on March 3rd with a backup date of March the 5th. When people call here with planning issues, Staff will let them know when Joyce will be here so they can set up a time to speak with her.

ADDENDUM

Notice of Application for Consent – Part Lots 28 & 29, Conc. 11 (Litt)

Council members received copies of the application, which Mr. Wilson reviewed explaining that the purpose is to sever a 50-acre parcel located on the south part of lots 28 and 29 on Concession 11 which will be sold to and merged on title with the adjacent 50-acre parcel to the north owned by Mr. Brubacher. The severance conforms with the Zoning By-Law as Mr. Litt will retain 150 acres and Mr. Brubacher will increase his holding to 170 acres.

PWC Wilson was instructed to respond to the Planning Department advising that Howick Council has no concerns or objections to the application.

LANDFILL - NO REPORT

OTHER

HYDRO ONE – Electricity Retrofit Incentive Program

Ed Morrison from Osram Sylvania Ltd. completed the energy audit for lighting only on municipally owned buildings. A copy of his audit report is enclosed. It may be beneficial, especially for the Belmore Community Centre, to proceed with the proposed retrofit changes. The Wroxeter Hall may also be good choice. The application deadline for this Program was December 31, 2007 but Mr. Morrison believes there will be another application available in the near future.

During discussion, Council questioned the hours of lighting usage shown for determining the estimated cost savings, and the costs of replacing the existing fixtures. It was felt that the usage hours listed were good reasonable averages. Council acknowledged the value of the information contained in the energy audit, and instructed Mr. Wilson to forward the pertinent information to the Boards of those facilities audited.

CORRESPONDENCE (Information only)

Copy of the Drainage Program Statistics for Ontario – a comparative statement showing data for 2004-05, 2005-06, 2006-07 and 2007-08 to date for the following:

- Tile Drainage Loan Program
- Agricultural Tile Sales
- Agricultural Tile Drainage Installations
- Municipal Drain Maintenance & Superintendent Activity
- Municipal Drain Construction & Improvement Projects

TREASURY REPORT

Deputy Treasurer Weishar provided the following report circulated in the Council package:

Interim Tax Bills

Tax bills are here and should be out in the mail by the end of next week.

2007 Financial Statements

Financial reports are provided for December with the information that is available to us at this point. There may be a few more items to flow through yet, although I anticipate it will be very minimal.

Hydro One Grant

Power Play Grant announcement is to be released on February 22nd

Excess Weekly Hours of Work

Our renewal period is up in February 2008. This application is for Road employees and the Public Works Co-ordinator. A request was made for a 3-year duration.

2007 Audit

I continue to work on year-end items for our auditor’s visit. I am happy to say that most of the boards have their year end information to me.

PSAB Summer Student

In planning ahead for our PSAB Project, it was recommended by previous Treasurers to hire a University or College Student during the summer months to help collect, compile, and input information so we can be compliant with PSAB 3150 by the end of the 2008 year.

In discussion with PWC a student with studies in Civil Engineering/Technology, or Finance would be most beneficial. Remuneration could be based on what type of knowledge they can bring to the table, but may suggest a wage of \$12.00 - \$15.00 per hour.

MOTION #047/08	Moved by Henhoeffter	Seconded by Versteeg
THAT Howick Township Council hereby authorizes and instructs the Deputy Treasurer to proceed to advertise for a summer student to work during the summer months on compilation and input of PSAB data.		
		CARRIED

2008 Insurance

Cowan has provided the Insurance Breakdown reports enclosed for 2008 and 2007 for comparisons purposes.

CLERKS REPORT

The following report as at February 15th and copies of related information were circulated in the Council package:

Emergency Management

a. “Disaster Management is Planet Management” – enclosed for information is an interesting article forwarded by Steve Beatty, EMO Field Officer. It contains “facts, challenges and forecasts” about the global condition relative to population, economy, health, climate, environment, etc.

b. Emergency Management Training Opportunity

Ontario Association of Chiefs of Police is presenting a “Critical Infrastructure and Life Safety” training course geared to “front line workers” and “emergency response personnel”. The course will be held in Stratford on April 16th, and is a one-day session costing \$89.00. PWC Wilson noted that it would be difficult to commit staff for this training as April is a particularly busy time of year for the Public Works Department.

Municipal Services Survey

Reeve Demaray obtained the results of Morris-Turnberry's survey and a copy was enclosed separately for Council's information and further discussion.

It was decided that Council will need more time to review all the information presented before making a decision about proceeding with a survey for Howick.

At this time, Reeve Demaray asked Mr. Wilson to comment on the meeting with the County 9-1-1 Co-ordinator. One of the concerns presented by the Co-ordinator is the existence of duplicate street names in municipalities within the County, an issue for which there is no feasible solution at this time. A 9-1-1 Policy Manual, compiled by a Committee several years ago, apparently was not distributed to the lower-tier municipalities. That omission has been rectified.

Wroxeter Hall Damage Repair

The invoice for replacement of the front entrance has now been received (copy enclosed).

MOTION #048/08

Moved by Versteeg

Seconded by Yungblut

THAT Howick Township Council hereby authorizes payment of invoice #2685 dated Jan. 28, 2008 from Howick Homes Ltd. in the amount of \$438.20 charged for repairing damages at the Wroxeter Community Hall resulting from a break-in at that facility, AND THAT this expense be charged to the Township's Insurance Reserve Fund. CARRIED

Aerial Photo – Howick Township Office / Garage

A gentleman visited the office recently with a framed aerial photo of this property, asking if we would be interested in purchasing a copy. The colour photo, approximately 11" x 14", was taken last summer/fall. Cost of a framed print ranges from \$200.- \$270. depending on choice of frame. Photo without frame is \$165.00. Council agreed that they are not interested in making such a purchase.

Closed Session Items

- Organizational Review
- Minutes of the closed session held February 5th
- By-Law Enforcement Officer's Report

CORRESPONDENCE Requiring Council Action

1. **Association of Municipalities of Ontario (AMO)** – information regarding room bookings for the 2008 AMO conference (August 24-27) in Ottawa. Noted & discussed. Action: File
2. **Canadian Red Cross** – notification of Provincial Raffle Lottery. Note and File.
3. **Pitch-In Canada** – 2008 "Clean Sweep" campaign, April 21-27. Registration \$275.00. Noted & discussed. Action: File
4. **Toronto Mayor David Miller** – Inviting participation in "Earth Hour" on March 29th when lights will be turned off from 8:00 pm to 9:00 pm.
Council instructed Clerk Johnson to refer to the "Earth Hour" web link to get more detail about what is required for municipalities to participate, and to post the information on the Township web site.
5. **Belmore Curling Club** – request for "Community Festival" designation for fundraising bonspiel to be held March 24th to 30th.

MOTION #049/08

Moved by Henhoeffler

Seconded by Yungblut

THAT Howick Township Council has received notification that the Belmore Curling Club will host the annual Gay Lea Curling Bonspiel on March 24th to 30th, 2008 at the Belmore Community Centre, and Howick Council hereby declares this event to be a community festival. CARRIED

MUNICIPAL RESOLUTIONS

1. **Galway-Cavendish & Harvey, Township of** – requesting the Federal and Provincial governments to ban the ownership of handguns. Noted & discussed. Action: File
2. **Greater Madawaska, Township of** – asking the Province to establish a system whereby revenue from stumpage fees paid to the province by logging companies is used to compensate municipalities for damages resulting from logging. Noted & discussed. Action: File

3. **Northeastern Manitoulin & the Islands, Town of** – requesting that the Province assume ownership of and responsibility for all municipal drinking water systems.

Noted & discussed. Action: File

4. **Western Ontario Wardens' Caucus** – petitioning the Province to provide compensating revenue to municipalities negatively impacted by the change from Farm Tax Rebate Program to Agricultural Property Tax Rate Reduction Program.

MOTION #050/08	Moved by Henhoeffer	Seconded by Versteeg
THAT Howick Township Council received and discussed at this meeting the resolution from the Western Ontario Wardens' Caucus petitioning the Province to provide compensating revenue to municipalities negatively impacted by the change from Farm Tax Rebate Program to Agricultural Property Tax Rate Reduction Program, and Howick Council hereby resolves to SUPPORT the resolution from the Western Ontario Wardens' Caucus.		
		CARRIED

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for February 19, 2008 was circulated in the Council package.

MOTION #051/08	Moved by Henhoeffer	Seconded by Scott
THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$181,288.75 under date February 19 th , 2008 as cheques #6666 to #6715 inclusive, as presented and discussed at the Regular Council meeting held February 19, 2008.		
		CARRIED

BY-LAWS - none

COMMITTEE REPORTS

Belmore Community Centre Board - No Report

County of Huron

Reeve Demaray reported that:

- The County Council Restructuring Working Group will meet tomorrow (Feb. 20) to discuss the possibilities of the restructuring of County Council, and he requested Howick Council's input and direction in this regard.
Howick Council members referred to background information provided, which included:
 - an outline of the present County Council structure
 - the process and timeframes for implementing change
 - provisions in the Municipal Act regarding composition of upper-tier Council
 - a variety of restructuring options
 - a comparative chart detailing the Council composition of surrounding CountiesDuring discussion it was generally agreed that it would be beneficial to reduce the size of County Council from 20 members to a body comprised of 1 representative per municipality (9) with weighted votes based on population.
- The Gorrie bridge construction project has been removed from the County budget for this year. The report to County Council from County Engineer Don Pletch noted the following reasons for his recommendation to withdraw the project:
 - based on hydrologic and hydraulic reports, MVCA design calculations indicate the span of the structure must be increased from 36 m to 48 m, which will necessitate the acquisition of property.
 - Howick Township "*filed an objection under the Municipal Class Environmental Assessment process citing detours, safety, etc. as issues*".PSC Wilson pointed out that the Township's letter of response to the project Engineering firm, Totten Sims Hubicki Associates, was a statement outlining concerns that need to be addressed, not an "objection".
- County budget discussions continue. At present, the increase stands at about 6.9%. Funding for the Gorrie bridge was taken out, but reserve funding has been added for Fordwich road construction to be undertaken next year, and \$500,000. added to be donated to the purchase of a CT scanner for the Goderich Hospital. Other items include Museum expansion, paving Wingham patrol yard, purchase of an ATV for Emergency Services.

Huron County Farm and Home Safety

Councillor Versteeg reported:

- The Committee will sponsor the Children's colouring contest again this year
- Plans are underway for the Agriculture and Water Festival, which will be advertised in the Huron County 'Focus' and in the schools. It is a concern that the schools may not attend this year due to the number of school days lost due to storms.

Maitland Valley Conservation Authority (MVCA)

An invitation to the Annual meeting and the agenda were circulated in the Council package.

Councillor Versteeg reported:

- At the last meeting the Board received the report from the Human Resources Consultant, which indicates the Authority is severely underpaying staff, particularly Senior Management positions. Implementing recommendations in the report will result in a larger than anticipated budget increase this year but, within the context of the 5-year plan, the budget increase will not exceed overall projected expenses since previous years' budgets were under target.

Road Watch Huron

Councillor Henhoeffter reported the Committee will meet tomorrow evening (Feb. 20) at which time they will receive the Evaluation Report.

Saugeen Valley Conservation Authority (SVCA)

The following information was included in the Council package:

- Draft Minutes of the Jan. 18/08 Board Meeting,
- 2008 Flood Contingency Plan

Source Water Protection (SWP)

Ausable Bayfield Maitland Valley

Deputy Reeve Yungblut's report on the Municipal Sub-Committee Meeting held February 8th was circulated in the Council package. Matters covered at the meeting include:

- Outline of legislated actions for achieving source water protection
- Time frames for actions and products to be achieved by the Committee
- Identification of types of "vulnerable areas" to be the focus of Committee actions
- Report from Chair Larry Brown outlining plan of action for Committee
- Description of Source Water Protection Plans – to be based on "best science"

Ms. Yungblut advised that the SWP meeting to be held March 6th in Clinton will be a repeat of the above meeting, and it would be redundant for her to attend. In view of the fact that Howick is represented on both the *SWP Municipal Sub-Committee* and the *Municipal Working Group*, Council agreed that it would not be necessary for anyone from Howick to attend the March 6th meeting.

Wheels Away

Councillor Scott reported:

- Wheels Away will be requesting an opportunity to send a representative to a Council meeting in the near future.
- Participation on the Board has been poor lately and more members are needed. At times there is barely a quorum in attendance at meetings.
- Advertising the expanded range of services they offer has not resulted in any increase in riders and revenues. It is felt this is due to the presence of a competing agency, which does not operate under the same overhead burden.
- It is recognized that the enterprise cannot continue to operate at a deficit, and there was discussion that a year-end deadline be imposed during which time improvement must be evident in order to continue operation.
- The Board is seeking clarification from the auditor about the amount of depreciation being recorded for the vehicles.

Wingham Area Fire Board

Copies of the following were circulated in the Council package:

- Minutes of the January 9th Board Meeting;
- A copy of a letter from the Fire Board to County Engineer Don Pletch expressing concerns about closing the Gorrie bridge;
- Chief's Report and List of Fire Calls for January;
- Draft 2008 Budget

The draft 2008 budget was reviewed, with no changes proposed. It was noted that the 2007 surplus of \$21,865.88 would be applied to offset 2008 expenses.

Reeve Demaray and Deputy Reeve Yungblut reported on the Council's tour of the Gorrie Fire Station to view the renovations and meet with the local firefighters. During discussion, it was learned that there seems to be a communication problem between the Gorrie Station and the Fire Board. It was suggested that a Gorrie Fire Captain attend the Fire Board meetings to improve communications. Council members agreed that the visit was worthwhile and the firefighters appreciated the opportunity to have some input.

The Fire Board has requested confirmation from Field Officer Jamie Zimmerman that the Gorrie Station "Captain" positions should be changed to reflect a "Chief" designation, such as Deputy or Assistant Chief.

The Fire Board looked at sample Joint Fire Protection Agreements available in a guide from the Office of the Fire Marshall, and one was chosen that appears adaptable to the needs of this Board. Clerk Johnson was asked to provide copies of this sample agreement for the next meeting of Howick Council for further discussion. It was suggested that Howick Council seek the assistance of Field Officer Zimmerman to research other options and costs for providing fire protection.

Motion to Continue Past Curfew

MOTION #052/08

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council continue the Feb. 19th, 2008 Regular Council meeting beyond the curfew time of 11:00 pm to finish the business on the agenda.

CARRIED

OTHER

ADDENDUM

Wroxeter Hall Board – Request to Waive Landfill Fees

A letter from the Wroxeter Hall Board was delivered to Council at the beginning of the meeting and the Clerk was requested to include it on this agenda.

The Board requests that Council "consider not charging the usual fee for disposing of our garbage".

During discussion, it was pointed out that there would be problems of perception and control to have people arriving at the landfill site with untagged garbage bags. Other methods of somehow reimbursing the Board were discussed, and it was noted that the same concessions would need to be provided to the other Township Boards, and it may be problematic to arrive at an equitable method of doing that.

Councillor Scott noted that when the new Hall Board took over operation of the hall, a great deal of clean-up needed to be done, and the Board felt it unfair that they had to pay the cost of taking several truck loads of material to the landfill site.

Council agreed to reimburse the Board for the cost of the truck loads – Councillor Scott will bring in the receipts for the expenses to be repaid. At this time, the Board will be required to continue putting bag tags on the bags, and Council will give further consideration during budget discussions as to how Local Boards might be reimbursed for landfill fees.

CORRESPONDENCE FOR INFORMATION ONLY

- a) **Association of Municipalities of Ontario (AMO)**
 - i. Alert #08-003 – Report from January 2008 Board Meeting
 - ii. ROMA – Report from January 2008 Board Meeting
 - iii. OGRA/ROMA Conference – Companions' Program Highlights
- b) **Paul Steckle, MP** - response to resolution from Ashfield-Colborne-Wawanosh regarding infrastructure funding.
- c) **Ministry of Citizenship & Immigration** – Now accepting nominations for the "Newcomer Champion Awards" for contribution to promotion of cultural diversity.
- d) **Ministry of Municipal Affairs & Housing** – Public consultation/information sessions to be held regarding Building Code changes that will require fire sprinkler systems in newly constructed multiple-unit residential buildings higher than 3 storeys.
- e) **Town of Fort Erie** – Ombudsman rules in Town's favour re. "secret meeting" complaints.
- f) **Town of Minto** – Feb. 6th Zoning By-Law Amendments Public Meeting re-scheduled to
March 5th

g) **Huron Business Development Corp**

- i. 'Small Business Success' February Newsletter
- ii. Brussels Centre for Applied Renewable Energy hosting Huron County 'Environment and Land Stewardship' workshop on Feb. 28th
- iii. 'Leadership Survival Series for Rural Leaders' training sessions
- iv. Huron Women in Networking dinner in Holmesville on March 27th

h) **Huron Tourism**

- i. Goderich Little Theatre presentations during February and March
- ii. Huron's High-speed Internet – information and training sessions
- iii. "72-Hour Party People" – trend toward shorter, more frequent vacation trips
- iv. Stratford Area Bed & Breakfast Association "Hospitality Trade Show" April 13th

i) **Marley Duffield** – note of thanks and praise for Howick's web site

The above correspondence was noted. Action: File

ADJOURNMENT

MOTION #053/08

Moved by Henhoeffter

Seconded by Versteeg

THAT Howick Township Council now adjourns the February 19th, 2008 Regular Meeting of Howick Township Council at 11:20 p.m., with Council to meet again at the Regular Meeting scheduled for March 4th, 2008 at 7:00 p.m., or at the call of the Chair.

CARRIED

REEVE

CLERK