

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 8, 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 Jennifer Cowan, Huron County Accessibility Advisory Committee Co-ordinator
Sandra Thompson, HCAAC Committee Member
Joyce Wilson, Huron County Planner

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 December 18th, 2007 Regular Council Meeting was circulated in the Council package.

MOTION #001/08	Moved by Yungblut	Seconded by Henhoeffler
THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on December 18 th , 2007, as amended.		CARRIED

DELEGATION

Jennifer Cowan, Huron County Accessibility Advisory Committee (HCAAC) Co-ordinator

Reeve Demaray introduced and welcomed Ms. Cowan, Sandra Thompson, member of the HCAAC Committee, and Joyce Wilson, Huron County Planner.

Ms. Cowan's presentation gave Council an overview of the proposed '*Universal Design and Accessibility Guidelines for Site Plan Control*', which have been prepared by the HCAA Committee to assist municipalities in ensuring that development projects "have regard for persons with disabilities" as required under the *Planning Act* and the *Ontarians with Disabilities Act*. Adoption of these guidelines by each of the municipal Councils in Huron County will ensure that the same standards for accessibility are applied throughout the County, and will facilitate the review process for plans of development or de-development of a property.

'Site Plan Control' applies to various types of development including residential (medium and high density), commercial, industrial, institutional, recreational, parking lots, and agricultural commercial / industrial, and addresses matters such as siting of building, site design, parking and loading areas, lot servicing, grading and drainage, curbs, sidewalks, landscaping, and the *accessible* design of the facility and area. "Accessible" standards are applicable to features such as accessible routes and paths, ramps, parking, curb ramps, passenger loading zones (diagram examples were included). The Guidelines will provide an applicant with a reference to assist with drafting plans to include accessibility standards.

During discussion, Planner Wilson noted that, at present, there are no legislative provisions requiring that existing public buildings be retrofitted to meet accessibility standards. Ms. Cowan noted that adoption of the '*Universal Design and Accessibility Guidelines for Site Plan*

Control' will give Huron County a "jump start" on regulations relative to "built environment" to be implemented in the near future under the *Ontarians with Disabilities Act*.

Official Plan / Zoning By-Law Review / Strategic Plan

In response to a question about the status of Howick's review, Planner Wilson noted that she has been involved in the development of a new Official Plan for the Town of Goderich, a process which has taken a great deal more time than expected, and that she will be returning to Howick's review in the near future. She will be meeting this Friday with Clerk Johnson and PWC Wilson to discuss the next steps in the process. As well, she will check the progress of the Strategic Plan, and bring that information to the meeting on Friday.

Reeve Demaray thanked the members of the delegation for the presentation, and the three visitors left the meeting at 7:25 pm.

COUNCILLOR'S ISSUES - none reported

RECREATION REPORT - no report

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report as at January 4, 2007 was circulated in the Council package:

ROADS

SIGN REQUEST

Riverside Lawn and Garden and Wideman's Farm Service would like to place a sign on the vacant lot across from the Fordwich Hall. Information and a picture of the sign are provided. After some discussion, it was decided that further information is required as consideration must be given to other local businesses, and to the impact on neighbouring properties. Mr. Wilson will research the matter further and consult with the Fordwich Village Management Committee.

BUILDING

2007 YEAR-END BUILDING STATISTICS

Final reports summarizing building activity for 2007, with comparisons to 2005 and 2006, were provided at the meeting:

<u>Permit No. & Type</u>	<u>Issued Value</u>	<u>Permit Fees</u>
99 Building Permits	\$9,612,100.00	\$41,140.00
29 Sewage System Permits	\$ 300,000.00	\$ 8,000.00
4 Demolition Permits	\$ 0	\$ 45.00

Also included was a 'Building Permit' list detailing the type of construction for each permit. Mr. Wilson noted that this report will be provided quarterly.

DRAFT "SWIMMING POOL FENCING" BY-LAW

Several members from the Grey Bruce Chapter of Building Officials prepared the enclosed "Draft" by-law to provide for fencing or otherwise enclosing a swimming pool. Is this something that Council may wish to consider? The only current reference to fencing pools is in the Zoning By-law. Those sections are also enclosed. Mr. Wilson added that a permit to install a swimming pool is not required under the *Ontario Building Code* as it is not considered a "structure". Among the municipalities in the Counties represented by the Chapter there are many variations and discrepancies in regulations relating to pools and enclosures, and it was felt that this by-law would achieve some consistency.

During discussion, concerns were expressed about the method and capability of enforcement, application of retroactivity to include existing pools, and the incursion of municipal liability. It was determined that Howick Council will not adopt such a by-law at this time, but would prefer to monitor its effectiveness over the next year in other local municipalities that may implement the by-law. Council will re-consider the matter after that trial period. It was recommended that references to 'swimming pools' in the Zoning By-Law be eliminated.

DRAINAGE

LICO/DSAO CONFERENCE

The DSAO Board of Directors meeting and the joint Conference will be held from January 22nd to the 24th in London. I will not be at the next Council meeting.

2008 is the 50th Anniversary for the Land Improvement Contractors of Ontario (LICO) and the 25th Anniversary of the Drainage Superintendents Association of Ontario (DSAO). A copy of the agenda is enclosed.

BRANCH "D", BOLTON MUNICIPAL DRAIN

Andy McBride will be the engineer in charge of this project and will be assisted by Jeremy Taylor.

PLANNING AND DEVELOPMENT

OPINION ON A SEVERANCE

The current owner of Lot 28, Part Lot 29 and Part Lot 30, Concession 1 is considering severing 75 acres from the existing 240 (+ or -) acres. Before he makes his application, he is interested in Council's opinion. A sketch is provided.

It was Council's opinion that since the planned severance complies with the requirements of the Zoning By-Law, there is no reason to oppose it.

LANDFILL

TIRE REMOVAL

The tires are now removed from the site. There were 242.18 tons taken out this time.

GAS MONITOR

MOE ordered us to have a gas monitor at the Attendant's shed by the end of January. We are looking at a portable monitor that could be used at the landfill and also at the Howick Community Centre. Mr. Wilson provided a price quote for the required unit. Since there is no hydro service at the Landfill, the unit will be housed at the Community Centre, where it will be recharged and taken to the landfill each day the site is open. It was noted that it could also be taken to Belmore Community Centre for periodic checks. The unit has a computer docking station so the recorded data can be downloaded.

MOTION #002/08 **Moved by Scott** **Seconded by Yungblut**
THAT Howick Township Council authorizes and instructs the Public Works Co-ordinator to purchase a portable gas monitor from Acklands Grainger at a cost of \$2075.05 plus tax for use at the Howick Landfill Site and the Howick Community Centre, in accordance with Ministry of Environment direction.
CARRIED

RECYCLING AND LANDFILL SITE INFORMATION FLYER

Administrative Assistant Michele has prepared an information flyer to be mailed out to Township residents. A calendar indicating garbage and recycling pickup dates will also be included. Mr. Wilson noted that landfill fees were not included in this flyer as the "Fees and Charges" By-law is to be reviewed and updated.

OTHER

CORRESPONDENCE

Infrastructure Ontario - announcement of provincial grant funding to assist in improving municipal infrastructure. Mr. Wilson recommended that we get a project in place for this application.

Council directed that PWC Wilson submit an application for a road reconstruction project when the criteria and application forms become available.

Special Council Meeting - Since Mr. Wilson will be absent from the January 22nd Council meeting, it was decided that a Special Meeting will be held on January 29th to receive the report from W & U Consultants regarding the Organizational Review, and to deal with the Infrastructure grant application, and the Official Plan / Zoning By-Law review.

TREASURY REPORT

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

Office Equipment

The new photocopier has been installed and is working wonderfully. The printer has arrived and the installer will be back in the next couple days to install and configure it.

Advertising Sponsorships

There is an attached list from the Wingham Advanced times for your review, to request support for Community Pages and Community Events for the 2008 year. Prices are included.

MOTION #003/08 **Moved by Versteeg** **Seconded by Scott**
THAT Howick Township Council authorizes sponsorship of the following Community pages and events in the Wingham Advance-Times during 2008: Belmore Maple Syrup Festival; Farm Safety. CARRIED

Property Taxes Outstanding

Taxes Receivable are as follows for year end:

2007	\$190,129.29
2006	\$174,604.65 (2006 includes several write-offs of vested properties)
2005	\$195,504.04

Application for Grant Funding

Requesting permission to proceed with completing applications when they become available to try and obtain funding from Canada Summer Jobs for a Summer Student (PSAB project) and Pool Staff.

MOTION #004/08 **Moved by Scott** **Seconded by Henhoeffler**
 THAT Howick Township Council hereby authorizes the Deputy Treasurer to submit applications for funding under the Canada Summer Jobs program for grant funding to support the employment of summer students. CARRIED

2008 Interim Tax Billing

I am preparing for Interim Tax bills - does Council want to send an Information insert with the tax bills as we normally do? Enclosed is the insert from last Interim bill. Suggestions are welcome!

The enclosed insert was reviewed and necessary revisions, updates and corrections noted. Reeve Demaray advised that he will provide a message to be included

Year End Financials

The next few weeks I will be working at preparing the year end functions.

Closed Session Item

An item concerning grant funding is included for discussion in closed session.

CLERKS REPORT

The Clerk's report as at January 8th and copies of related information were circulated in the Council package:

9-1-1 Civic Addressing Concerns

A meeting was held on December 17th to discuss civic address concerns throughout the County, and a copy of notes from that meeting is attached (copy of Presentation given by 9-1-1 Co-ordinator is available but not included). One of the problems discussed is duplicate street names – an issue that may affect streets in Howick's villages. I was not able to attend the meeting, but further information is to be presented at the next Huron County Clerks and Treasurers meeting.

By-Law Enforcement Officer Training

Enclosed is a copy of a request from our By-Law Enforcement Officer asking for Council's approval for payment of a portion of the cost of attending 2008 MLEO training seminar. Howick's share of the cost is \$83.00.

MOTION #005/08 **Moved by Yungblut** **Seconded by Scott**
 THAT Howick Township Council hereby authorizes payment in the amount of \$83.00 to By-Law Enforcement Officer Lorna VanderPloeg as Howick's share of the 2008 MLEO professional training course. CARRIED

OPP Costing Estimate for 2008

Enclosed is a statement provided by the OPP of the estimated costs of policing for Howick Township for the year 2008. The estimated total of \$274,232.00 is an increase of \$1,365.00 over 2007 policing costs.

Frank Cowan Insurance

Information about renewal of the Township's general insurance is enclosed. The premium for 2008 is \$79,076.00, which is \$1,955.00 less than last year. The opportunity was included to increase the Liability Limit from the current \$15,000,000. to \$20,000,000. at an additional cost of \$1,500., or to \$25,000,000. at an added premium of \$3,000. It was decided that no change was necessary.

Closed Session Items

- Minutes of the closed session held December 18th

- By-Law Enforcement Officer's report
- Organizational Review

CORRESPONDENCE Requiring Council Action

1. **Ministry of Municipal Affairs and Housing** – Long-standing Service Program to honour local elected officials with 25 or more years of service. It was determined that there are no eligible officials from Howick at this time.
2. **Federation of Canadian Municipalities** – New funding opportunity for Municipal Solid Waste Projects to support implementation of sustainable solid waste diversion projects.
Noted and discussed. Action: File
3. **Larry Adams, CAO, County of Huron** – advising that the matter of Tax Ratios and the Report from MTE will be discussed at the January Committee of the Whole meeting, and asking local Councils to give their County representatives direction in this regard. This information was discussed and decided at the last Council meeting.
4. **Kerri Herrfort, Huron County Downtown Revitalization Co-ordinator** – further information about the “Doors Open Haunted Huron” Event being planned for October 18 & 19, 2008. Kerri contacted Bruce Skillen about getting a contact from Howick to participate on the Committee, and felt that Wroxeter, as the “Ghost Town”, would be a good choice as a location to participate in the event. Council felt that further information was needed before a decision can be made about participating. Reeve Demaray will ask Ms. Herrfort for more detail when he is at the County Office tomorrow.
5. **Huron County Health Unit** – asking if each municipality has designated “heating / cooling” centers, and what are the parameters and triggers for initiating use. It was the consensus of Council that this is not a necessity in Howick Township.

MUNICIPAL RESOLUTIONS

1. **Brock, Township of** – expressing interest and concern regarding the proposed changes to the regulatory framework for Non-agricultural Source Material (NASM). Action: File
2. **Durham, Regional Municipality of** – requesting that the Federal Government revamp the criteria for Employment Insurance to ensure that it is a program to assist during periods of unemployment, and that the Premier of Ontario advocate on behalf of this province to ensure that Ontario workers are eligible for benefits under the EI program. Action: File
3. **Waterloo, City of** – requesting the Province of Ontario to fully exempt Ontario municipalities from paying Provincial Sales Tax, with the understanding that the savings realized be mandated to fund existing infrastructure renewal. Action: File
4. **Waterloo, City of** – calling on the Provincial and Federal governments to re-examine how municipalities are funded in regards to infrastructure, and work to provide long term and sustainable infrastructure funding programs. Action: File

ADDENDUM

5. **Ottawa, City of** – petitioning the Province for authority to create a hotel room tax. Action: File

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for January 8th, 2008 was circulated in the Council package:

MOTION #006/08	Moved by Scott	Seconded by Versteeg
THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$200,936.24 under date January 8 th , 2008 as cheques #6475 to #6529 inclusive, as presented and discussed at the Regular Council meeting held January 8, 2008.		
		CARRIED

BY-LAWS

By-Law No. 01-2008 – Borrowing By-Law

A copy of By-Law 01-2008 was circulated. It was determined that it will not be necessary to increase the borrowing limit.

MOTION #007/08**Moved by Versteeg****Seconded by Yungblut**

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 01-2008, being a by-law to authorize the borrowing of money to meet current expenditures for the Township of Howick.

CARRIED**COMMITTEE REPORTS****Belmore Community Centre Board** - Next meeting January 14th**County of Huron**

Reeve Demaray reported:

- Budget was the focus at the meeting held yesterday January 7th. The projected increase now stands at 6.9%, but they are aiming to get it down to 5%.
- A motion to remove two bridge construction projects was defeated. The Gorrie Bridge and the Ethel Bridge are both in poor condition and must be reconstructed as soon as possible.
- Many budget items are yet to be considered for reduction or removal.
- 83% of the budget is salaries, wages and benefits.
- It is estimated that the new "Family Day" statutory holiday will add a cost of \$100,000.
- County Council will meet again January 9th to continue budget talks, and budget meetings will be held again in Wingham and Exeter.
- Reeve Demaray has contacted MP Paul Steckle about the issue of closing the only through-road in Gorrie during the bridge construction. When the County Highway Department confirms that it is their intention to close the road, Howick Township will also send a letter to the Fire Marshall's Office requesting assistance.

Huron County Farm and Home Safety – no report**Maitland Valley Conservation Authority (MVCA)**

Minutes of MVCA Board Meeting #11/07 were circulated in the Council package.

Councillor Versteeg reported:

- Temporary repairs have been completed on the Gorrie dam.
- No decision has been made about repairs to the roof of the Gorrie mill.

Road Watch Huron – notice that the January 9th meeting has been cancelled. The next meeting is scheduled for February 13th in Bluewater.**Saugeen Valley Conservation Authority (SVCA)****MOTION #008/08****Moved by Scott****Seconded by Versteeg**

THAT Howick Township Council hereby appoints Carl Zettel as Howick Township's representative on the Saugeen Valley Conservation Authority for the year 2008.

CARRIED**ADDENDUM**

An invitation to attend the SVCA Annual Meeting on Friday, January 18th, 2008 at 1:00 pm. RSVP is requested by January 11th. No one from Howick Council will attend.

Source Water Protection

MVCA – Clerk Johnson reported that the issue regarding Art Versteeg's appointment to the Multi-stakeholder Working Group has been resolved. Mr. Versteeg will be permitted to represent the Agriculture sector on the Working Group, but is requested to "leave his Municipal Councillor hat at home".

ADDENDUM

Minutes of Source Protection Committee meeting #3/07 were circulated at the meeting.

SVCA - no report**Wheels Away** – next meeting January 9th**Wingham Area Fire Board** - next meeting January 9th**ADDENDA**

Minutes of the December 12th Board Meeting: Listing of December Fire Calls; Chief's Report to December 31, 2007: Fire Prevention & Public Education report for 2007.

CLOSED SESSION

MOTION #009/08**Moved by Scott****Seconded by Yungblut**

THAT Howick Township Council at this time (9:55 pm) closes this portion of the January 8th, 2008 Regular Council meeting in accordance with the *Municipal Act, 2001, Section 239 (2) (a), (b), (c), (d), (e)* to deal with employee matters, employee negotiations, litigation matters, and/or land acquisition or land disposition. CARRIED

Matters Discussed in Closed Session

- Minutes of December 18th closed session (approved by Motion #010/08)
- Potential Litigation matter
- Organizational Review
- By-Law Enforcement Officer's Report
- Funding Application

MOTION #011/08**Moved by Scott****Seconded by Versteeg**

THAT Howick Township Council now re-opens the January 8th, 2008 Regular Council meeting to the public at this time (10:22 pm). CARRIED

CORRESPONDENCE FOR INFORMATION ONLY

- a) **Association of Municipalities of Ontario (AMO)**
 - i. Alert No. 07/058 – Funding for Municipal Infrastructure and Transit
 - ii. Alert No. 07/059 – Permanent Federal Gas Tax Funding for Municipalities
 - iii. Alert No. 07/061 – Municipal Infrastructure Investment Initiative
- b) **Ministry of Finance** – Ontario Municipal Partnership Funds (OMPF) 2008 allocations
- c) **Ministry of Municipal Affairs and Housing**
 - i. Reporting requirements for 2007 *Municipal Performance Measurement Program (MPMP)*
 - ii. McGuinty Government actions benefit Ontario municipalities
- d) **Infrastructure Ontario** – Season's Greetings, 2008 calendar, note about expansion of OSIFA
- e) **Play Works: Ontario Partnership for Active Youth** – Youth Friendly Community Recognition Program (Project Report available – not included)
- f) **Hydro One**
 - i. Status Report "*Directions 2007*" (Report available – not included)
 - ii. Placement of attachments and working on attachments on poles containing porcelain and restricted insulators
- g) **Mosey & Mosey, Benefit Plan Consultants** – Experience Update and Renewal Projection
- h) **Frank Cowan Company** – '*News & Views*' - Winter, 2007
- i) **Mid-Huron Landfill Site Board** – notice that only clear plastic bags will be accepted at the site
- j) **County of Huron** – invitation to attend unveiling of new logo, brand and website on January 9th
- k) **Huron County Health Unit** – Respiratory Illness Bulletin as of August 31, 2007
- l) **Huron Tourism**
 - i. Information about Ministry of Tourism "*Celebrate Ontario 2008 Enhancing our Festivals and Events*" funding initiative, and reminder about new "Family Day" statutory holiday.
 - ii. 2008 Season at the Huron Country Playhouse.

Correspondence – no copies included

- m) **Huron-Perth Catholic Schools** – Community Newsletter - Fall, 2007

The above correspondence was noted. Action: File

ADJOURNMENT

MOTION #012/08**Moved by Henhoeffter****Seconded by Scott**

THAT Howick Township Council now adjourns the January 8th, 2008 Regular Meeting of Howick Township Council at 10:26 p.m., with Council to meet again at the Regular Meeting scheduled for January 22nd, 2008 at 7:00 p.m., or at the call of the Chair. CARRIED

REEVE

CLERK