

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, JULY 17th, 2007 AT 7:00 P.M.
AT THE HOWICK TOWNSHIP COUNCIL CHAMBERS

MINUTES

Attendance:

Council Members

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

Staff

Arlene Parker, Administrator-Treasurer
Wray Wilson, Public Works Co-ordinator
Ronna Lee Johnson, Clerk

Reporter – Andrew Smith

Others: William Rognvaldson, Rosemary Rognvaldson, Marion Pfeffer, Margaret Roland,
Bart Scherpenzeel, David Dinsmore, Jean Dinsmore, Marion Feldskov

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. Councillor Henhoeffter advised of her intent to declare a pecuniary interest relative to items listed in the accounts payable.

APPROVAL OF MINUTES

Draft minutes of the June 19th Regular Council Meeting were circulated in the Council package.

MOTION #177/07

Moved by Yungblut

Seconded by Scott

THAT Howick Township Council approves the minutes of the Regular Council Meeting held on June 19th, 2007, as circulated.

CARRIED

COUNCILLOR'S ISSUES

Landscaping at Howick Community Centre

Councillor Henhoeffter thanked all who provided assistance and co-operation with the project.

Township of Minto 150th Celebration

Reeve Demaray called Council's attention to the invitation to Minto's celebration (see Clerk's Report – Correspondence) being held July 27-29, 2007, noting that he is unable to attend due to a previous commitment and asking if another Council member could attend to represent Howick. The Clerk was instructed to send regrets to the Town of Minto advising that no one from Howick is available to attend. Council agreed with a suggestion that Howick sponsor a congratulatory message in the local newspaper.

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report, as at July 16th, 2007 was provided at the meeting:

ROADS

GOUGH ROAD BRIDGE

Tenders are to be received on Tuesday August 14, 2007. Andrew Ross will be at the meeting on the 14th to review the tender documents and make a recommendation to Council. Gough Road, between Toll Gate Line and McIntosh Line, would be closed during construction and traffic will be

detoured. The project will take 6 – 7 weeks. Detour signs will be put up well in advance of commencement, and the School Bus contractors will be contacted as well.

SUMMER STORM

Several trees and limbs were blown down in the wind storm on Sunday, July 8th. Sandy, Ralph and Dean were in that night to clear trees and brush from the roads.

PAVING TENDERS

Tender documents are out for the paving in Fordwich and at the Public Works yard. Tenders are to be returned by August 14th.

GRASS/WEED CUTTING

The first round of cutting is complete. The second round will begin in mid-August.

DRAINAGE REPAIRS

Ron Williams Drainage is scheduled to begin installing the drainage system in the Public Works yard early in August. They will also install the system at the Howick Community Centre at that time. The Soccer Club has advised Mr. Wilson that they will do the drainage on the soccer field, and he gave them permission to access the outlet.

OGRA BOARD BRIEF & 'HEADS UP ALERT'

Information was enclosed regarding the recent Board meeting, and about OGRA/ROMA Conference Housing. Mr. Wilson pointed out the following items of interest:

- OGRA is working with AMO and MTO on a municipal exemption from the hours-of-service Regulation 555/06.
- The Fairmont Royal York is implementing a non-refundable cancellation fee for OGRA/ROMA Conference room reservations for the 2008 conference.

BUILDING

Building activity continues to be strong. 56 Building Permits, 15 Sewage System Permits and 2 Demolition Permits have been issued to date this year. That compares to 50 Building Permits, 8 Sewage System Permits and 4 Demolition Permits at the same time in 2006.

DRAINAGE

COUNTY ROAD NO. 28 MUNICIPAL DRAIN

Roth Drainage has completed this project. Final invoices will likely be payable at the next meeting. A partial payment is listed in the accounts for this meeting.

JENSEN MUNICIPAL DRAIN

A blockage in the tile portion of this drain was discovered last fall. We anticipated tree roots just downstream of Harriston Road. Further investigation revealed root growth (identified as alfalfa) in almost the entire section (730 feet) between Harriston Road and the outlet into the open drain. Letters were sent to the landowners involved, inviting them to a site meeting to discuss options. The site meeting was held and what is now proposed is to completely replace the section of concrete tile with smooth wall plastic pipe. It is estimated this will cost \$12,000.00. Township staff will complete this project early in August.

TILE DRAIN LOAN

An application has been submitted for a loan to drain a portion of Lot 33, Concession 9. Approval of this loan is recommended subject to funding by OMAF.

MOTION #178/07

Moved by Scott

Seconded by Versteeg

THAT Howick Township Council hereby approves the application for Tile Drainage Loan for the owner of property described as Lot 33, Concession 9, said loan not to exceed the amount of \$10,000.00. Payment of the loan is subject to the receipt of funding from the Ontario Ministry of Agriculture, Food and Rural Affairs. CARRIED

PLANNING AND DEVELOPMENT

ZONING BY-LAW NO. 22-2007 (Highland Plex Ltd.)

One official appeal to the Ontario Municipal Board (OMB) and a letter of concern were filed on July 4th by neighbours of the subject lands. A meeting was held today (Tuesday) at 1:00 pm with those residents, Mr. McNull (another neighbour), George Oriold, Don Watson (developers), Reeve Demaray, Joyce Wilson (County Planner) and Wray Wilson, to see if there is a possible solution without going to the OMB. The concerns were addressed and a resolution of the issues was achieved, resulting in the appeals being withdrawn.

WELLINGTON COUNTY OFFICIAL PLAN

Wellington County passed a By-law to adopt their Official Plan. Information was provided and the full document was available for review.

LANDFILL

CONCRETE PAD

Public Works staff prepared the base and poured the slab for the plastic recycling material. Concrete blocks are to be installed on Wednesday. This will keep the material cleaner and facilitate pickup by the contractor.

WASTE DIVERSION ONTARIO

Howick received a cheque for \$3,756.05 from Stewardship Ontario, representing the first quarter payment for our recycling efforts.

OTHER

VACATION

Mr. Wilson was on vacation last week and will be away again next week.

ADDENDUM

Building Permit Issue

Councillor Versteeg reported receiving a complaint that a farmer was doing construction without a building permit. Mr. Wilson confirmed that a permit has been issued.

ADMINISTRATOR-TREASURER'S REPORT

The following reports were circulated in the Council package:

COMRIF Funding

Purpose: To designate signing authorities and execute funding agreement.

Background: We applied for funding from COMRIF Asset Management Program to offset costs associated with PS3150 implementation. We requested \$11,832.00 for bridge reports and software purchase. Our contribution is \$3,944.00 and the funding amount is \$7,888.00. The terms of the agreement require that we provide COMRIF with a by-law designating the signing officers and authorizing the execution of the Funding Agreement.

Alternatives: n/a

Financial

Implications: \$7,888.00 to be claimed at project end to offset PS3150 costs.

Recommendation or conclusion/summary: That Council pass By-law No. 24-2007 and the agreement be executed.

Council concurred with the recommendation.

Information Items

1. As required by the *Municipal Act* our Financial Information Return and Municipal Performance Measurements have been submitted to the Minister of Finance.
2. Brenda was successful in obtaining wage subsidy funding for three student pool staff in the amount of \$2.00 per hour. The funder is the Ministry of Agriculture, Food and Rural Affairs Rural Summer Jobs Service.
3. We will receive information on the result of our Trillium application after August 1st.
4. Brenda, Ronna Lee and I have spent quite a bit of time preparing a policy and procedures to implement Council's resolution regarding the operation of our Boards. We developed an orientation package for Boards which includes resources which we hope will help them with their administrative and governance responsibilities. I met with the proposed Treasurer for the Wroxeter Hall Board and we reviewed the financial information they will require. I provided copies of their recurring bills and account activity year to date. I encouraged Ms. Scott to feel free to speak to us anytime if she needs our assistance. Ronna Lee will be addressing the policy changes in her report.

4. Brenda and Michele attended the Huron County Clerks and Treasurers Association meeting on June 29th. They obtained valuable resources from the other participants on PS3150.

The above information was reviewed and noted.

Assessment/Tax Changes

Purpose: To request that Council authorize the Treasurer to apply revisions to assessment of and process tax adjustments for properties listed on Schedule 'A' (attached).

Background: The *Municipal Act* requires that Council authorize the Treasurer to revise individual property assessments and process the associated property tax adjustments. The assessment and tax adjustments as shown on Schedule 'A' are due to Assessment Review Board (ARB) Minutes of Settlement (MOS), supplementary assessments, and omitted assessments for 2006 and 2007. As a note, the significant change in assessments shown on Schedule 'A' were affected by class changes for some properties that had assessments change to 'residential' from 'farm'. The assessment changes on Schedule 'A' are to effect the change back to 'farm'.

Recommendation or conclusion/ Summary: That Council pass a resolution authorizing the Treasurer to apply revisions to the assessment of and tax adjustments for properties shown on Schedule 'A'.

Summary:	<u>Reduction</u>	<u>Addition</u>	<u>Net Change</u>
2006	(\$ 4,000.)		(\$ 4,000.)
2007	(\$2,743,010.)	\$2,262,060.	(\$480,950.)

It was noted that an amended Schedule 'A', with the correct Summary figures, was included in the Addenda.

MOTION #179/07	Moved by Versteeg	Seconded by Yungblut
<p>THAT Howick Township Council hereby authorizes the Treasurer to apply revisions to the assessment of and process property tax adjustments for the affected properties, as listed on Schedule 'A' attached hereto, said schedule reflecting assessment changes as follows:</p>		
<u>Minutes of Settlement / Supps / Omits</u>	<u>REDUCTIONS</u>	<u>ADDITIONS</u>
For the Year 2006	\$ 4,000.00	
For the Year 2007	<u>\$2,743,010.00</u>	<u>\$2,262,010.00</u>
	\$2,747,010.00	\$2,262,010.00
Net Change	(\$484,950.00)	CARRIED

Financial Reports

The following comparative financial reports (2005, 2006, 2007) were circulated in the Council package:

- Statement of Revenues & Expenditures – Howick Community Pool
- Statement of Revenues & Expenditures – Howick Community Centre
- Statement of Revenues & Expenditures – Township of Howick.

ADDENDUM:

By-Law Enforcement Services

Purpose: To advise Council regarding efforts to replace our By-Law Enforcement employee and make recommendation for By-Law Enforcement Services.

Background: Our part time By-Law Enforcement Officer resigned in mid-May. Through an informal process, we obtained three possible resumés. Two of the people who submitted resumés have some education in Police Foundations and/or Law Enforcement Training at the college level, but no training or experience in municipal law enforcement or property standards. The third person has nine years' experience and is a Municipal Law Enforcement Officer (C) and a Certified Property Standards Officer. She presently provides By-Law Enforcement services to the municipalities of Huron East, Bluewater, Central Huron and Ashfield-Colborne-Wawanosh through a contract for service. ACW has a contract for a minimum of four hours a week and the remaining three municipalities have a joint contract for service. It is difficult to attract qualified people to do this work for only four hours per week.

Alternatives: We can obtain the services from the qualified person as an employee or by utilizing a contract for service. My preference is for the contract option; we then have no liability with respect to personal injury, the contractor provides her own vehicle, communication and office equipment and services, education and training as well as auto and liability insurance. The contract can be terminated with 60 days' notice and detailed reports will be provided to us on a bi-weekly basis.

Financial Implications Wage rates for qualified by-law enforcement officers range from \$24.08 to \$24.25 per hour with an additional cost of \$5.43 for statutory and non-statutory benefits, totaling \$29.68. The contractor is proposing an hourly rate of \$27.09 with an additional hourly contribution for equipment and insurance of \$4.08, totaling \$31.17. I believe the \$1.49 difference in hourly cost is well worth the flexibility of the contract for service. Also, we eliminate administrative and management support associated with an employee. The expected minimum annual hourly cost of \$6483.36 is well within the 2007 budget for bylaw enforcement salaries and benefits of \$7850.00.

Recommendation or conclusion/summary: That Council execute the attached agreement between The Corporation of the Township of Howick and Keppel Creek Animal Shelter/Lorna VanderPloeg.

Council concurred with the recommendation following discussion about hours of work and scheduling.

MOTION #180/07	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council received, discussed, and hereby adopts the Administrator-Treasurer's Report dated July 17, 2007 regarding By-Law Enforcement Services,		
AND FURTHER THAT Howick Council hereby concurs with the Administrator-Treasurer's recommendation that The Township enter into an Agreement with Keppel Creek Animal Shelter / Lorna VanderPloeg, Owner, for the provision of by-law enforcement services.		
		CARRIED

ADDENDUM

RECREATION/FACILITIES SUPERVISOR'S REPORT

The following report was provided at the Council meeting:

Water Testing for Fordwich Hall

Purpose: To present report on recent test results.

Background: Fordwich Hall is one of the facilities that we have been sampling and testing every 20 days. It has been a regular source of adverse samples and is in constant need of extra attention (ie. flushing, treating, re-sampling). This well is not owned by the Township, so the adverse sample results have been relayed on to the well-owners and all buildings that it serves. The well is owned by the occupants of the old CIBC building and serves that building as well as King's Home Hardware and their tenants.

In the fall of 2006 there was a boil-water advisory and do-not-drink posting placed on the hall, and we had the co-operation of the well-owners to have the well shocked. WE needed to have three clean samples taken a week apart before that notice could be lifted.

We are in that same predicament again now with the sample taken June 27 from the hall showing a reading of total coliform of 46, and e-coli of 1. An advisory gets posted at 5 parts total coliform, and automatically if e-coli is detected. The owners and residents were notified again, as well as the hall board contact, and the signs were posted. The well-owners do not seem to be concerned as they have their own way of dealing with their drinking water needs. We are at the well-owner's mercy if we would like the well shocked and water treated at the well. Based on the conversation our Administrator had with them, it does not look like this will happen.

Attached are some e-mail conversations that have been ongoing between the Ministry of Environment, Huron County Health Unit and myself. They have listed some things to look at to try and rule out some possible water-fouling, and we have done so. I believe you will read they do not feel that we can leave our hall water untreated.

During discussion, it was noted that an ultraviolet water system treatment unit would cost about \$800.00. Administrator Parker advised that she will meet with representatives of the hall board to discuss the situation and determine what their expectations are and what options may be available for solving the problem.

CLERKS REPORT

The Clerk's report as at July 13th and copies of related information were circulated in the Council package:

Council / Staff Social

On behalf of the staff, Clerk Johnson thanked Reeve Demaray and Deputy Reeve Yungblut for arranging the barbeque get-together, with special thanks to Mark and Andrea for opening their home to us for the event.

Tile Drainage Borrowing By-Law

Clerk Johnson advised that it is no longer necessary to obtain OMB approval and register the Borrowing By-Law. Council may give the by-law 3rd reading, and since the required 4-weeks notice of passing has been given, the Clerk can sign the required affidavit stipulating that no action was brought to quash the by-law, and then forward the by-law and affidavit to the Ministry of Agriculture and Food. By-Law No. 23-2007 was enclosed for 3rd reading.

Complaint – Horse Manure on Village Streets

Two gentlemen from the Mennonite community visited my office to discuss the problem, and offered a suggestion that it would be helpful if there was a hitching rail and a manure barrel situated in an appropriate place in the villages where horses could be tied, as is done in other municipalities (ie. Listowel, Wingham). They would ask their people to ensure that manure is put into the barrel, and that the barrel is emptied regularly. They advised that it is difficult and dangerous to try to stop and clean up horse droppings while traveling on the streets if a person is driving alone and there is no place to tie up.

A good deal of discussion ensued, including questions as to who would supply and pay for the hitching posts and manure barrels and where would they be located in the villages, who would empty the barrels, and how to prevent the barrels from being vandalized or stolen. Councillor Scott advised that the Mennonites recently installed hitching posts at the Belmore Community Centre. The general consensus was that the Mennonite community would be responsible to provide and maintain the hitching posts and barrels. The Clerk was instructed to contact the Village Management Boards in the villages to determine if they are willing to accommodate this plan, and to get suggestions for an appropriate location in each village.

Howick Agricultural Society (HAS) 'Facility Use Agreement'

The Agreement for use of the Howick Community Centre has not been reviewed and updated since 2005. In view of decisions resulting from the "Early Ice" Committee discussions, changes to the Agreement will be necessary. (Enclosed: copy of current Agreement; copy of HAS 2006 Financial Statement)

It was decided that a Committee of Council be established to review and discuss the Agreement with representatives of the Howick Agricultural Society. Council agreed that it would be appropriate for Reeve Demaray and Councillor Scott to represent Council's interests in this capacity, and the Clerk was instructed to contact the Howick Agricultural Society to arrange a meeting.

By way of direction for the Committee, the following comments were offered:

- Clause 2 of the Agreement will be changed to reflect that the Agricultural Society has use of the facility "until 10:00 pm on Saturday, the day of the fair".
- The fee for hydro usage should be reviewed given the increase in hydro costs.
- The rental fee should be raised to a more realistic level.
- The rental fee should not be such as to put an undue burden on the Fall Fair – it is a community celebration and should be supported.

Policies for Municipal Service Boards and Committees

A draft of the Policy, amended to incorporate changes discussed at the last Council meeting, was forwarded by e-mail to each Council member on July 5th, along with a few questions on points the require some clarification:

1. Will there be a *municipal* signing authority on Board bank accounts (as with Belmore)?
2. How are current Board bank balances to be dealt with?
3. What do we do with Boards that are in a deficit position?
4. Regarding prior year-end equity balances, the recommendation would be to retain and apply against current year-end deficit (ie. Hall Boards consistently have year-end deficit).

During further discussion, it was pointed out that there are two letters included in the correspondence from Local Boards expressing that they are not in favour of changing the present financial process with the Township. It was agreed that any Board wishing to, may continue to operate by the present procedures.

MOTION #181/07**Moved by Versteeg****Seconded by Scott**

THAT Howick Township Council hereby recommends and endorses the following changes to the draft *'Policies for Municipal Service Boards and Committees'* presented at this meeting for review and discussion:

1. That current bank balances due to Boards be returned to the individual Boards wishing to establish their own bank account, at a point in time after all current accounts have been cleared through the Township.
2. That the Boards wishing to establish their own bank account do not require a municipal signatory.
3. That clause A-2.4, Sec. 8 be modified to read that the cost of audit fees for each Board will be apportioned at the discretion of Council.

CARRIED**Municipal Fire Protection Information Survey (MFPIS)**

Last week information was received in the mail, and on the same day Clerk Johnson met with Mr. O'Halloran, Fire Protection Specialist from the Office of the Fire Marshall, who outlined requirements under the *Fire Protection and Prevention Act*, which states every municipality shall *"establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention"*.

Enclosed information includes a listing of documents we are required to provide for the survey. Once the information has been gathered, the Fire Marshall's Office will assess our "level of compliance" and then assist us in doing what is necessary to gain compliance.

By-Law No. 14-2007 AMENDED

The amended by-law *"To appoint members to Township Municipal Service Boards and Committees"* was enclosed, with the following changes:

- 'Wroxeter Recreation Board' removed.
- Appoint members to new 'Wroxeter Hall Board'
- Appoint members to new 'Wroxeter Park Board'

Saugeen-Maitland Girls' Hockey

Reeve Demaray presented a letter from Saugeen-Maitland Girls' Hockey requesting support in the form of sponsorship in their seasonal program book and/or donation of ice time. Four Howick girls are players in this hockey league, and the league uses Howick Community Centre as their home base, contributing a significant amount of revenue to the facility.

MOTION #182/07**Moved by Yungblut****Seconded by Scott**

THAT Howick Township Council hereby authorizes the purchase of a 1/4-page advertisement in the Program Book of the Saugeen-Maitland Girls' Hockey League, at a cost of \$100.00. **CARRIED**

USTI UserForum

The annual USTI software UserForum Conference is scheduled for October 18-19, 2007 in London (information attached). Costs would include early registration of \$312.70 (tax included), 2 nights hotel accommodation, and travel expense. Deputy Treasurer Weishar respectfully requests authorization to attend this event.

MOTION #183/07**Moved by Scott****Seconded by Yungblut**

THAT Howick Township Council hereby authorizes Deputy Treasurer Weishar to attend the USTI 2007 UserForum in London on October 18th and 19th, 2007, and agrees to pay the Registration Fee of \$312.70 (tax included), and all other costs associated with her attendance at this event. **CARRIED**

Huron County Clerks & Treasurers Association (HCCTA)

Howick has volunteered to host the October, 2007 meeting of the HCCTA. It will be held here at the office, probably Friday, Oct. 26th, with 15 - 20 attending. The County of Huron will pay the lunch expenses – we just need to organize it.

Closed Session

- Minutes of the closed session held June 19th, 2007 were provided for Council's perusal.
- There is a land disposition matter to be dealt with in closed session.

CORRESPONDENCE Requiring Council Action

1. **Brussels 135th Homecoming** – July 27th-29th - Invitation to enter a float in the parade. Reeve Demaray advised that he will be attending this event, and will be participating in the parade.

2. **Town of Minto 150th Celebration** – July 27th-29th – Invitation to attend. RSVP requested. Note: This matter was dealt with earlier in the meeting – see ‘Councillor Issues’.

3. **Municipality of Central Huron** – Follow-up from Policing meeting held June 22nd, asking that Council consider passing a motion requesting the Ministry of Community Safety and Correctional Services to advise of ability and cost for policing Howick Township (under a broad group contract).

MOTION #184/07	Moved by Yungblut	Seconded by Scott
THAT Howick Township Council hereby requests the Ministry of Community Safety and Correctional Services to advise of the ability and cost for policing the Township of Howick by the Ontario Provincial Police, as part of a Group Contract, AND FURTHER THAT this advice shall be provided to the Municipality at no cost or obligation.		
		CARRIED

4. **Wingham Area Fire Board** – response to our letter concerning billing for a fire call. Council authorization to pay the billing is requested.

MOTION #185/07	Moved by Versteeg	Seconded by Scott
THAT Howick Township Council hereby authorizes payment of a fire call billing for services provided by the Wingham and Area Fire Department in response to a call from the Ontario Provincial Police to attend for the purpose of washing a portion of Huron County Road No. 87 following an auto incident on that road on April 14, 2007.		
		CARRIED

5. **Drinking Water Source Protection** – Information about regional groups, and request for a Council resolution supporting the municipal candidates for the East region.

MOTION #186/07	Moved by Scott	Seconded by Yungblut
THAT, at the meeting of Howick Township Council on July 17 th , 2007, Council received and discussed the final list of municipal candidates for the Source Water Protection Committee to represent the East regional municipal group, AND FURTHER, THAT Council instructs that a letter be sent to the Ausable Bayfield and Maitland Valley Drinking Water Source Protection Project expressing support of the candidates nominated to serve on the Source Protection Committee for the East Regional municipal group.		
		CARRIED

6. **Pitch-In Ontario** – One-day Municipal Conference to be held Sept. or Oct. in Hamilton
Noted and discussed. Action: File

MUNICIPAL RESOLUTIONS

1. **United Counties of Stormont, Dundas and Glengarry** – requesting the Ontario Government to remove the Farm Tax Rebate Program from OMPF and establish a separate funding program with 100% reimbursement to municipalities for lost property tax revenue on farmland/managed forest properties.

MOTION #187/07	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council received and discussed at this meeting the resolution from the United Counties of Stormont, Dundas and Glengarry requesting the Ontario Government to remove the Farm Tax Rebate Program from OMPF and establish a separate funding program with 100% reimbursement to municipalities for lost property tax revenue on farmland/managed forest properties, and Howick Council hereby resolves to SUPPORT the resolution from the United Counties of Stormont, Dundas and Glengarry.		
		CARRIED

2. **City of Greater Sudbury** – seeking support for their resolution which endorses and requests the provincial government to enact Private Member’s Bill 150 to increase Ontario’s minimum wage to \$10.00 per hour. Noted and discussed. Action: File

3. **City of Owen Sound** – requesting that the provincial government pay 100% of court security costs. Noted and discussed. Action: File

ADDENDA

Emergency Preparedness Exercise

Information was provided outlining the exercise carried out in Seaforth on July 12th, which Clerk Johnson attended as an observer. Also enclosed was a copy of the ‘Emergency

Management Program Standards' outlining the annual requirements for maintaining compliance, which includes conducting an annual exercise to test the Emergency Plan. Clerk Johnson reported on discussions with two neighbouring municipalities regarding their plans for an emergency exercise and if they might consider a joint project. This will be discussed further in the fall.

Correspondence (time-sensitive)

1. **Paul Carroll** – stating his opinion that County Council erred in not providing financial support to purchase a scanner for the Goderich hospital, and urging the Mayors/Reeves to reconsider that decision.

Reeve Demaray advised that this matter will be presented at County Council, and requested input and direction. The consensus was that it is too late to add this expense to the County budget at this time.

2. **Huron Tourism** – Blyth Festival presenting tribute to Canadian Folk Artist Maud Lewis –
 Previews Aug. 1st & 2nd, opens Aug. 3rd. Note and File.

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for July 17th was circulated in the Council package Councillor Henhoeffter declared a pecuniary interest regarding account #5949 and 5950 payable to her husband, Ron Henhoeffter.

The billing for the 2006 Municipal Audit prompted some discussion, and the Treasurer was instructed to survey other area municipalities for an overview of what they are paying for audit services. It was noted that accounting for Howick's many volunteer boards adds time and cost to the audit process.

MOTION #188/07	Moved by Scott	Seconded by Yungblut
<p>THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$382,138.60 under date July 17, 2007 as cheques #5909 to #6006 (with cheques #5967-5986 cancelled), as presented and discussed at the Regular Council meeting held July 17th, 2007. CARRIED</p>		

BY-LAWS

By-Law No. 14-2007 Amended – To Appoint Members to Boards & Committees

MOTION #189/07	Moved by Scott	Seconded by Yungblut
<p>THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 14-2007 AMENDED, being a By-Law to appoint members to the Township's Municipal Service Boards and Committees. CARRIED</p>		

By-Law No. 23-2007 – Tile Drainage Borrowing

MOTION #190/07	Moved by Versteeg	Seconded by Henhoeffter
<p>THAT Howick Township Council gives third reading, and finally adopts By-Law No. 23-2007, being a Borrowing By-Law to raise money to aid in the construction of drainage works under the Tile Drainage Act. CARRIED</p>		

By-Law No. 24-2007 – COMRIF Funding Agreement

MOTION #191/07	Moved by Scott	Seconded by Versteeg
<p>THAT Howick Township Council gives first, second and third and final reading to By-Law No. 24-2007, being a By-Law to authorize entering into a Funding Agreement for the COMRIF Asset Management Program (AMP) Project. CARRIED</p>		

By-Law No. 25-2007 – Agreement for By-Law Enforcement Services

MOTION #192/07

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 25-2007, being a By-Law to authorized entering into an Agreement with Keppel Creek Animal Shelter, Lorna VanderPloeg /Owner, for the provision of by-law enforcement services.

CARRIED

COMMITTEE REPORTS

Avon Maitland District School Board - no report

Belmore Community Centre Board

Councillor Scott reported:

- Installation of the new flooring will begin today or tomorrow (cost @ \$36,251.00 + GST)
- Received 3 bids for a new condenser unit: one bid of \$32,400. included mounting on the existing stand. CIMCO's bid for the unit was lower, but included an additional \$20,000. for a new stand. The Board will retain an Engineer to assess, and hopefully approve the condition of the existing stand. The preference would be to deal with CIMCO as they provide the ongoing maintenance and support work.
- An adverse water test (8 coliform) was recorded recently, and a boil-water advisory is being followed. The well was disinfected and results of a re-test are pending.
- Saugeen-Maitland Girls' Hockey approached Belmore requesting early ice time, committing to 12-15 hours use per week, and hockey groups from Wingham and Walkerton have made similar requests. The Board has decided to try installing early ice this season, starting the compressor mid-September to have ice by October 1st.
- The rental rate for ice time this season will be \$90.00 per hour.

In response to Treasurer Parker's question regarding ownership of assets at the Belmore Community Centre, Councillor Scott advised that the facility is owned by the Township, but the inventory belongs to the Belmore Chamber of Commerce and they insure it. In accordance with the new *PSAB 'Asset Management'* requirements, the Treasurer is seeking documentation that will provide legal proof of ownership. Councillor Scott will attempt to find out the location of the records.

County of Huron

Reeve Demaray reported:

- The County is developing a new salary grid which will comprise 25 classes.
- Senior Management positions will be classed separately.
- A study is underway to examine the practice of 24-hour work shifts for ambulance attendants. Accidents could occur as a result of this practice, resulting in lawsuits against the County.
- The County will be employing a Plumbing Inspector.

Howick "Early Ice" Committee

Draft minutes of the July 10th meeting were circulated in the Council package.

Reeve Demaray and Councillor Scott summarized the results of the Committee meeting, noting that the Howick Agricultural Society has agreed to vacate the premises by 10:00 pm on the Saturday of the Fall Fair, in order to allow the ice surface to be cleaned and scrubbed, and the compressor will be started on Saturday to commence ice-making. The Agricultural Society was adamantly opposed to making any other changes.

Huron County Farm & Home Safety Association – no report

Maitland Valley Conservation Authority (MVCA)

Minutes of the Board of Directors Meeting #5/07 and Board Hearing #4/07, were circulated in the Council package.

Councillor Versteeg reported:

- The Board has implemented a fee to cover the costs of special meetings or hearings that are required to consider an application to construct in a no-build zone. The Board has attempted to expedite the application process by giving staff authority to approve those applications that are straightforward.
- The Board members toured the Falls Reserve during the last meeting. This facility is now paying its own way.
- A ground-source heat pump system is being installed at the Headquarters in Wroxeter.
- The next meeting will be held June 18th, during which the Board members will be touring source water intake protection zones.

Road Watch Huron

Draft Minutes of the June 13th meeting, the Agenda for the July 11th meeting, and a Draft Road Watch Huron "Evaluation Plan" were provided in the addenda package. Councillor Henhoeffler reviewed the Evaluation Plan, which is designed to assess the effectiveness of the organization's programs.

PWC Wilson advised that he had received a call from a Fordwich resident expressing concerns about vehicles speeding on Louisa Street, and asking for the erection of "Caution, Children Playing" signs in the area. He asked if Road Watch has such signs. Ms. Henhoeffler will contact the resident to discuss the situation.

Mr. Wilson also enquired if Road Watch still has a radar unit with a sign that records the speed at which a vehicle is traveling, and if we might have the use of this equipment.

Saugeen Valley Conservation Authority

Minutes and Program Report of the May 10th meeting were circulated in the Council package.

Source Water Protection

Note: Dealt with earlier - see Clerk's Report

Wheels Away

The following report from the July 11th meeting, submitted by Councillor Scott, was circulated in the Council package:

- Discussion on increasing the insurance level from \$5,000,000. to \$10,000,000. (Cost \$415.00);
- Increasing from \$5,000. to \$10,000. for employee theft;
- \$2,500. deductible;
- Total premium is \$6,009.10;
- Board is looking at direction of Wheels Away, to open up borders, and also open up to seniors groups for day trips; also, opening up different ways to generate more rides and revenue. There will be a special meeting July 25/07 for more discussion and ideas. If anyone has any suggestions let me know.
- Discussion on wages of employees; Committee to bring information to next meeting.
- Spaghetti dinner September 26/07; will have tickets and more info next month.

Asked if Wheels Away had considered partnering with Town & Country Services, Mr. Scott advised that there had been discussion with them, but no results. Another query was whether Wheels Away would be allowed to compete with private enterprise such as local taxi services.

Wingham Area Fire Board

The following copies were included in the Council package:

- Minutes of the June 13th Board meeting
- Chief's Report dated June 30, 2007

Reeve Demaray and Deputy Reeve Yungblut reported:

- The Board accepted a bid for the purchase of a new pumper at \$375,800.
- Received only 2 bids, and the successful bidder was the same company that had submitted the only bid received on the first call for tenders.
- The 2nd bid was for \$334,000. but Chief Gaunt claimed it did not meet the specifications.
- Reasons that other companies did not submit bids: couldn't meet the specifications which were too narrow and specific; not given enough time.
- Bids were due July 9th, to be considered at the Board meeting on July 11th. Chief Gaunt opened the bids the day received and reviewed them with Mr. M. Scott and Mr. L. Hoy prior to the Board meeting.
- In discussions with Fire Officials from other municipalities, our Board Representatives have learned that:
 - When purchase of a fire truck was planned, all officers were called in to assist in formulating the specifications;
 - Similar vehicles purchased by nearby municipalities do not have the extra horsepower and other features and fancy equipment listed in Chief Gaunt's specifications.
 - The company whose tender was accepted by the Wingham Board was not considered nor included on lists of potential bidders used by other local municipalities.
- The Board generally agreed that a general review of fire services would be beneficial.

Further discussion focused on the need for having an independent consultant perform a review of the Wingham Area Fire Board and the services it provides, similar to what was done in Brockton at a cost of \$6,000.00.

Since the Fire Board is not scheduled to meet again until September, Reeve Demaray advised that he will request a special meeting in order to initiate the review process and retain a consultant as soon as possible.

OTHER

Complaint – Wroxeter Sidewalk

Councillor Scott reported a complaint about a section of sidewalk that has heaved up and now has a large nest of wasps under it. Recently, a child tripped on this section and fell, consequently receiving several wasp stings. PWC Wilson will investigate.

Letter of Complaint to Reeve

Reeve Demaray and each Council member were the recipients of a letter from a Wroxeter resident accusing the Reeve of “abusing public trust” by discussing this person’s personal business in public. The letter did not detail the specifics of the complaint, but Reeve Demaray explained an incident that he thought might be the subject of the letter. The matter concerned revealing the name of the owner of a property. Since this information is a matter of public record, Council did not feel that the Reeve had committed any breach of trust.

Complaints – Wroxeter Bridge Construction Traffic Detour

Councillor Scott reported a complaint from a business operator in the Village stating that barricades erected at the entrances to the village are diverting traffic from the businesses. The validity of this claim was debated, as it was the opinion that the purpose and effect of the barricades is to divert the large truck traffic – other vehicles and local traffic drive around the barricades and enter the village unimpeded.

CLOSED SESSION

MOTION #193/07	Moved by Versteeg	Seconded by Yungblut
THAT Howick Township Council at this time (10:08 pm) closes this portion of the July 17 th , 2007 Regular Council Meeting in accordance with the <i>Municipal Act, 2001, Section 239 (2)(a), (b), (c), (d), (e)</i> to deal with employee matters, employee negotiations, litigation matters, and/or land acquisition or land disposition.		
CARRIED		

Matters discussed in Closed Session:

- ***Minutes of Closed Meeting:***
Minutes of the June 19th closed session were provided for Council’s review.
Minutes were approved by Resolution #194/07.
- ***Agreement for Funding***
- ***Potential Sale of Land.***

MOTION #195/07	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council now re-opens the June 19 th , 2007 Regular Council Meeting to the public at this time (10:32 pm).		
CARRIED		

Agreement for Funding

MOTION #196/07	Moved by Versteeg	Seconded by Scott
THAT Howick Township Council hereby authorizes the Reeve and the Administrator-Treasurer to sign, on behalf of the Corporation, the Letter of Agreement (LOA) between the Ontario Trillium Foundation and the Corporation of the Township of Howick, to ratify an Agreement for funding under Request ID No. 9980321.		
CARRIED		

CORRESPONDENCE FOR INFORMATION ONLY (copies attached)

- a. **Association of Municipalities of Ontario (AMO)**
 - i. 'Alert' No. 07/035 – “Move Ontario 2020” Rapid Transit Action Plan.
 - ii. 'Alert' No. 07/036 – June 2007 Board Meeting Highlights.
 - iii. 'Alert' No. 07/037 – AMO encourages municipalities to review proposed standards for accessible transportation, consider local impact and submit a response.
 - iv. 'Alert' No. 07/039 – *Clean Water Act* and regulations now in force, requiring preparation of Source Protection Plans.
 - v. 'Alert' No. 07/040 – Federal Government to conclude agreements on new funding programs including the Building Canada Fund.

- vi. 'Alert' No. 07/041 – Ministry of Community and Social Services announcement on public review of Transportation Standard.
 - vii. 'FYI' No. 07-010 – 25 Municipalities bulk purchasing electricity through LAS.
 - viii. 'FYI' No. 07-011 – AMO President's letter to the Editor of the Toronto Star re. Provincial downloading.
 - ix. 'FYI' No. 07-012 – AMO/LAS proceeding with Closed Meetings Investigator program.
 - x. 'FYI' No. 07-013 – AMO Board approves the Extended Producer Responsibility discussion paper.
 - xi. 'FYI' No. 07-014 – AMO/AMRC response to MHSW
 - xii. AMO Conference:
 - Leaders of Ontario's 3 main political parties speaking at conference Wednesday morning, August 22nd.
 - Nominations Report on candidates for Board of Directors (Election Tues. Aug. 21st)
 - Municipal Property Assessment Corporation presenting a session on Tues. Aug. 21st to update, and to review recent assessment policy changes
- b. Canada/Ontario Affordable Housing Projects**
- i. Genesis Court, St. Catharines – 40 units for singles and families.
 - ii. Blue Willow Terrace, Vaughan – 60 apartments for low-income seniors.
- c. Ministry of Citizenship and Immigration** – Now accepting nominations for the 'Ontario Medal for Good Citizenship'.
- d. Ministry of Culture** – new guidance materials for the Ontario Heritage Tool Kit.
- e. Ministry of Municipal Affairs and Housing**
- i. Certified Local Farmers' Markets open in Toronto, celebrating 'Greenbelt' bounty.
 - ii. Introducing new *Municipal Performance Measurement Program (MPMP) Handbook* (handbook available, copies not included)
- f. Carol Mitchell, MPP** – Spring Report 2007 – Huron-Bruce projects funded
- g. Association of Municipal Managers, Clerks & Treasurers of Ontario (AMCTO)**
- i. Achieving results through Zone participation.
 - ii. Legislative Updates: June 26th, July 4th
- h. Ontario Good Roads Association** - Board Brief June 15, 2007
- i. Ontario Provincial Police** – Penalties for impaired boating.
- j. Municipal Engineers Association** – Notice of filing of Environmental Study Report re. major amendment of Municipal Class EA Document to include transit projects.
- k. County of Huron Highways** – Erection of Election signs on County Roads
- l. Huron County Health Unit**
- i. Respiratory Illness Bulletin, May 31, 2007
 - ii. The Pandemic Planner, June, 2007
- m. Huron Tourism Association**
- i. Hensall by Design Art Show, July 14 – 20, 2007
 - ii. Bluewater Heritage Properties Recognition Day, Sunday, July 22, 2007
 - iii. Lake Huron Coastline Stewardship Guide and Workshops.
 - iv. Better Business Seminar – Marketing Products & Services for People with Disabilities Thurs., July 19th at Clinton OMAFRA office.
- n. Hector Macmillan, Mayor, Municipality of Trent Hills** – encouraging support of the efforts of Canadian Advocates for Tax Awareness (CAFTA).
- o. Michael Harding, Mayor, City of Woodstock** – challenging municipalities to reduce power consumption on August 14, 2007.
- p. Jean Price, Secretary-Treasurer, Gorrie Cemetery Board** – not in favour of changing the Board's present financial procedures.
- q. Wroxeter Park Board** – not in favour of changing the Board's present voucher system.
- r. Centre for Employment & Learning** – 'English as Second Language' classes now available in Exeter, Clinton and Seaforth Centres for Employment and Learning.

The above correspondence was noted. Action: File

