

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, JUNE 3rd, 2008 AT 7:00 P.M.
AT THE HOWICK TOWNSHIP COUNCIL CHAMBERS

MINUTES

Attendance:

Council Members

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

Staff

Ronna Lee Johnson, Clerk	Mark Farinha, Treasurer/Tax Collector
Wray Wilson, Public Works Co-ordinator	

Other

Don and Elizabeth Stobo, International Plowing Match

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 the Minutes of the May 20th, 2008 Regular Council Meeting and the Minutes of the May 27th Special Council Meeting were circulated in the Council package.

MOTION #169/08	Moved by Scott	Seconded by Versteeg
THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on May 20th, 2008, as circulated.		
		CARRIED

A draft of the Minutes of the May 13th, 2008 Special Council Meeting was circulated in the Council package.

MOTION #170/08	Moved by Yungblut	Seconded by Scott
THAT Howick Township Council hereby approves the minutes of the Special Council Meeting held on May 27th, 2008, as circulated.		
		CARRIED

DELEGATIONS

Don and Elizabeth Stobo – International Plowing Match (IPM)

Mr. and Mrs. Stobo were in attendance as representatives of the 2008 International Plowing Match, which will be held in neighbouring Bruce County on a site near the Village of Teeswater on September 16-20, 2008.

Mrs. Stobo, Secretary of the Organizing Committee, presented a copy of this year's Plowing Match Poster featuring a depiction by local artist Ken Thornburn. As well, she provided an information folder containing "10 Good Reasons to be a Partner of the 2008 International Plowing Match" and details of the benefits for various levels of contribution and support, explaining that it now costs in excess of \$2 million to stage the IPM, which is not self-supporting and thus requires assistance in the form of cash and/or in-kind donations. Mrs. Stobo noted that the last time the IPM was held in Bruce County, proceeds went to the purchase of the CT scanner at the Walkerton Hospital. The Committee has determined that any proceeds realized this year will again be directed toward filling a Health Care need in the area.

Mr. and Mrs. Stobo described some of the logistical and financial issues involved in setting up the IPM, and gave a brief overview of a few of the events and features planned for this year's event. Advance tickets are selling for \$10.00 and admission at the gate will be \$15.00. Historically, IPM's held in this area have drawn record attendance numbers and it is hoped that at least 80,000 will attend this year. The Committee has submitted applications for grant funding, and has received assistance from the Saugeen Business Development Corporation. Any assistance Council may give in helping reach the \$1 million needed to be raised would be much appreciated.

Reeve Demaray thanked Mr. and Mrs. Stobo for the presentation and information, and advised that Council will consider the request and advise of the decision as soon as possible.

COUNCILLOR'S ISSUES

Youth Activities

Councillor Scott reported on his attendance at the "Community Matters" conference held last week in Brussels, and in particular the message delivered by the speaker from the Trillium Foundation who expressed his amazement at how much is accomplished by small and rural municipalities with Trillium funds. These communities always utilize the money to its greatest advantage.

Councillor Scott asked if Howick Council has ever conducted a survey to ask the young people in the Township what they want (in the way of recreation/sports). He suggested that Council think about how such a survey might be done and initiate action to get input from the young people.

Reeve Demaray noted that Huron County Council is considering implementation of a Junior County Council to involve youth in local government.

PUBLIC WORKS CO-ORDINATOR'S REPORT

ROADS

PUBLIC WORKS STAFF OPERATIONS

- Maintenance gravel completed on Thursday
- Grading and calcium application beginning June 2nd
- Tree cleanup
- Culvert repairs and replacements

GOUGH ROAD BRIDGE CONSTRUCTION

Construction continues on this project. The contractor has experienced some difficulty drilling for the steel dowels to connect the curbs to the existing bridge due to the density of reinforcing steel. There is also an increase in the amount of material needed for the vertical patches on the edge beams. A letter (enclosed) from Andrew Ross to the contractor outlines these items. Mr. Wilson added that the contract contains a contingency allowance which should cover any added costs.

MALCOLM LINE RECONSTRUCTION

John Dowdall, from Gambsby & Mannerow, prepared a draft plan for our review. Dean is looking after this review and we will then meet with Mr. Dowdall on site. Our plan is to work on construction in August. Letters will be sent out to all property owners adjacent to the road advising them of the plans.

LOTS 305, 306 AND PART LOT 307, PLAN 276, RAIL LINE ROAD

This is a request to install an underground electrical service from an existing pole on the west side of Albert Street. I met with the building owner this week and decided on the exact location. The installation of this service shouldn't cause any issues with future improvements to Albert Street or Rail Line Road.

MOTION #171/08

Moved by Yungblut

Seconded by Henhoeffer

THAT Howick Township Council hereby authorizes and permits the owner of Plan 277, Lots 305, 306, Part Lot 307, Village of Gorrie (2040 Rail Line Rd) to cross Albert Street North for the purpose of installing a hydro service connection,

AND THAT the road crossing work shall be performed under the supervision of the Howick Township Public Works Department,

AND THAT all costs associated with the excavation and installation are the responsibility of the property owner, who shall be responsible for any repair to the roadway necessitated by the installation work.

CARRIED

BUILDING

BUILDING ACTIVITY

Deputy Treasurer Weishar prepared the enclosed report on building construction indicating the following activity up to May 30, 2008:

<u>Permits Issued</u>	<u>Value of Construction</u>	<u>Fees Collected</u>
Building Permits – 35	\$1,493,600.00	\$9,281.18
Septic Systems – 6	\$ 59,000.00	\$1,625.00
Demolitions – 1	\$ 8,000.00	\$ 30.00

Mr. Wilson noted that activity to date in 2008 is down somewhat compared to the same period last year.

DRAINAGE

PETITION FOR DRAINAGE – Part Lot 21, Concession 3

At this time Councillor Versteeg declared a conflict of pecuniary interest regarding this matter as he is the owner of property affected by the Drainage work.

R.J. Burnside & Associates are recommending that Council, by resolution, instruct them to prepare one Engineer’s Report for the two drainage projects. This is possible under Section 8(4) of the Drainage Act (attached).

MOTION #171/08 **Moved by Henhoeffer** **Moved by Scott**
 THAT, in accordance with Section 8(4) of the Drainage Act, and in regard to Drainage Works at Lot 21, Concession 2 and Lot 21, Concession 3, Township of Howick, Howick Township Council hereby instructs R.J. Burnside & Associates, duly appointed Engineer for said Drainage Works, to prepare one Engineer’s Report for the two drainage projects. CARRIED

MUNICIPAL DRAIN ASSESSMENT AGREEMENTS

A condition of severance for Lots 15 & 16, Plan 243 on the North side of Mary Street in Fordwich was to prepare an assessment split on the # 22 Municipal Drain. The Horst’s have prepared agreements that are satisfactory.

MOTION #173/08 **Moved by Yungblut** **Seconded by Versteeg**
 THAT Howick Township Council hereby accepts the proposed Municipal Drain Assessment Agreement relating to a parcel of land known as Lot 15, north side of Mary Street, Plan 243, Village of Fordwich, said parcel having been assessed as one parcel in the Assessment Schedule contained in By-Law No. 26-1992 for the No. 22 Municipal Drain. The Drainage assessment for said property shall be shared as follows:

<u>Part of Property</u>	<u>Area</u>	<u>Owner</u>	<u>% of Assessment</u>
East Part Lot 15	.25 ac	Timothy & David Horst	15.6% of total
West Part Lot 15	.38 ac	Timothy & David Horst	23.8% of total

CARRIED

MOTION #174/08 **Moved by Henhoeffer** **Seconded by Scott**
 THAT Howick Township Council hereby accepts the proposed Municipal Drain Assessment Agreement relating to a parcel of land known as Lot 16, north side of Mary Street, Plan 243, Village of Fordwich, said parcel having been assessed as one parcel in the Assessment Schedule contained in By-Law No. 26-1992 for the No. 22 Municipal Drain. The Drainage assessment for said property shall be shared as follows:

<u>Part of Property</u>	<u>Area</u>	<u>Owner</u>	<u>% of Assessment</u>
East Part Lot 16	.50 ac	Timothy & David Horst	31.2% of total
West Part Lot 16	.25 ac	Timothy & David Horst	15.6% of total

CARRIED

PLANNING AND DEVELOPMENT

SEVERANCE APPLICATION – 657723 Ontario Inc. and Boyd’s Farm Supply

This application is to sever 10 acres from Part Lot 21, Concession 3 and add this land to a lot that was severed in 1989 (Boyd’s). A copy of a letter from Joyce Wilson to Robert Johns is also enclosed. A written report from Planner Joyce Wilson was provided at the meeting for Council’s review. It was noted in Ms. Wilson’s report that comments on the application have not yet been received from other agencies (I.e. Conservation Authority; Health Unit; County Highways).

Responding to questions from Council, it is Mr. Wilson’s opinion that the request complies with the requirements of the Township’s Official Plan and Zoning By-Law. Council members were in agreement that they have no objections or concerns regarding the application. PWC Wilson will convey that information to the Planner.

LANDFILL – No Report

OTHER – No Report

CORRESPONDENCE (Information only)

- **County of Huron** - notice of their Municipal Auction on September 27th at the Auburn Garage.

TREASURER’S REPORT

The following report was circulated in the Council package:

2008 Budget

Council discussed the Budget on May 27th, 2008. There were no changes. The Levy Requirement remained at \$1,177,994. The required By-Laws have been prepared for the June 3rd meeting.

Training Courses

Both Brenda and I will be away June 4, 5, 18 and 19 attending the Employment Law and HR Certificate Program. This will be held at the Elma Community Centre in Atwood. Council has already approved our attendance and the Township pays the course fees.

Other Meetings

Brenda and I will be away:

- June 6th, in Goderich, for the Benefits Plan Provider Meeting. Meeting starts at 10 am. I shall return to the office if the meeting adjourns in a timely manner.
- June 19th for the County Treasurer’s meeting in Seaforth.

MOTION #175/08	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council hereby authorizes the Treasurer and Deputy Treasurer to attend the following County meetings, and agrees to pay the costs associated with their attendance at these events:		
	June 6 th , 2008 Benefits Plan Provider Meeting	
	June 19 th , 2008	Huron County Clerks & Treasurers Meeting
		CARRIED

Professional Association Fees

The Treasurer belongs to the following professional associations and holds their designations:

- Certified General Accountant (CGA)
- Certified Management Accountant (CMA)
- AMCT

Annual member dues are approximately \$700 each for the CGA and CMA and \$300 for the AMCT. Annual total \$1,700 approximately. The Township presently pays professional dues for other senior staff in it’s employ. My past employers have paid these fees on my behalf. Can I get Council’s authorization to cover these professional membership dues?

MOTION #176/08	Moved by Yungblut	Seconded by Versteeg
THAT Howick Township Council hereby agrees to pay, on behalf of the Treasurer, membership fees for the following professional associations:		
<ul style="list-style-type: none"> • Certified General Accountant (CGA) • Certified Management Accountant (CMA) • Association of Municipal Managers, Clerks & Treasurers Association of Ontario (AMCT) 		
		CARRIED

OPP Business Plan

The OPP gave us a copy of their business plan, copies of which have been forwarded to Council. No action is required on our part other than to familiarize ourselves with their plans. The 2008 Budget includes \$272,000. for Policing.

New Salary Grid

In regards to the new Salary Grid # 09-2008, the Deputy Treasurer requires Council’s decision regarding placement of each employee on the new grid to prepare a statement of anticipated costs associated to it. The Clerk noted that this has been included in the list of matters to be discussed during the Closed Session.

Canada Summer Jobs

Deputy Treasurer Weishar received notice last week from Service Canada that our application for funding to offset costs for the Summer PSAB Student has been declined. Treasurer Farinha requested confirmation that Council still wishes to proceed with hiring a summer student for this purpose. He noted that there is money in 'General Reserves' which could be utilized to cover the cost.

MOTION #177/08 **Moved by Yungblut** **Seconded by Scott**
THAT Howick Township Council hereby authorizes the Treasurer to proceed with the hiring of a summer student to assist with implementation of the PSAB 3150 requirements. CARRIED

Rural Summer Jobs Service

This week the Deputy Treasurer received approval from the Rural Summer Jobs Program that we received approval for 4 positions at the pool. Funding is \$2.00 per hour up to a maximum of 35 hours per week for 16 weeks. Previous years we have been able to secure approval for only 3 positions. I estimate funding should equate to \$2200.00

KPMG - PSAB 3150

Deputy Treasurer Weishar spoke with Matthew Betik in regards to setting up a meeting to establish a base plan of action. It has been set tentatively for June 16th. I will be contacting the various departments for their involvement in this project.

CLERKS REPORT

Due to the Clerk's absence for holidays last week, the following report as at June 3rd and copies of related information were provided at the meeting:

Fire Protection and Prevention

Mr. O'Halloran, Fire Protection Specialist, Office of the Fire Marshall, has confirmed (see letter attached) that Howick Township is now in compliance with the public fire safety education and fire prevention requirements of the *Fire Protection and Prevention Act*. If Council wishes, Mr. O'Halloran would come to a Council meeting to present the Compliance Certificate. Council indicated that they would like an official presentation, and instructed the Clerk to also invite Fire Chief's Gaunt and Harrow, and Fire Captain Bill Doig, once a date has been arranged with Mr. O'Halloran.

Request for Donation – Minor Baseball

Further discussion is required to come to a decision regarding the presentation and request made by Mr. King at the last Regular Council meeting.

MOTION #178/08 **Moved by Versteeg** **Seconded by Yungblut**

THAT Howick Township Council hereby authorizes and instructs the Treasurer to donate to the Howick Minor Baseball organization the amount of \$500.00.

After further discussion, the mover and second agreed to withdraw Motion #178/08.

MOTION #179/08 **Moved by Yungblut** **Seconded by Henhoeffter**
THAT Howick Township Council hereby authorizes and instructs the Treasurer to donate to the Howick Minor Baseball organization the amount of \$1,000.00. CARRIED

Councillor Henhoeffter suggested that Council consider including an amount in the budget annually to provide for donation requests from local organizations, and that they be made aware that requests must be submitted early in the year prior to budget deliberations. Clerk Johnson advised that there is such a policy in place, and there is an amount in the budget for miscellaneous donations.

Howick Central School Graduation

Clerk Johnson advised that 38 students will graduate this year, and asked if Council wishes to again donate Howick History Books to the graduates.

MOTION #180/08 **Moved by Scott** **Seconded by Henhoeffter**
THAT Howick Township Council hereby authorizes the donation of 1 set of "Lines of Howick" history books to each of the 38 Howick Central School 2008 graduating students. CARRIED

Closed Session Items

- Minutes of the closed session held May 20, 2008
- Organizational Review – Pay Grid Placements
- By-Law Enforcement Officer’s Report

CORRESPONDENCE Requiring Council Action

1. **Huron County Child Abuse Prevention Committee** – requesting financial support for the 2008 *Kinderoo - School Readiness Program* (information attached). Noted & discussed. Action: File
2. **“Doors Open Haunted Huron” Steering Committee** – requesting funding assistance (see information attached). “Doors Open Ontario 2008” publication, listing a calendar of events in all Ontario locations participating in the Doors Open initiative, is also available for viewing. Questions arose about the information provided, which lists Wroxeter Town Hall as a participant, whereas Council received a letter from the Wroxeter Hall Board stating that they will not be participating. The Doll Museum is also listed, but is no longer in operation. Reeve Demaray advised that he had been asked about someone renting the Community Hall for the event for the use of Ron Brown, author of “Ghost Towns of Ontario”. The Reeve will contact Kerri Herrfort to try to clarify some of these issues. Council declined to provide funding.
3. **Wroxeter Hall Board** – advising that they will not be participating in the “Doors Open Haunted Huron” event.
4. **Howick Central School Playground Project** – asking that the Township “partner” with the Playground Project Committee to receive funding from the Farm Credit Canada fund.

MOTION #181/08	Moved by Yungblut	Seconded by Henhoeffler
THAT Howick Township Council hereby authorizes the Treasurer to work in collaboration with and assist the Howick Central School Playground Project Committee to apply for funding through the ‘Farm Credit Canada’ funding program.		
		CARRIED

MUNICIPAL RESOLUTIONS

1. **Belleville, City of** – petitioning the Provincial government to provide municipalities with additional powers to raise revenues needed to finance infrastructure upgrades, and the opportunity to levy carbon taxes for funds to be devoted to environmental projects.
Noted and discussed. Action: File
2. **Saugeen Shores, Town of** – declaring support for building ‘Bruce C’ nuclear power development in Bruce County, and seeking support from surrounding municipalities for the proposed project. (see attached information about “Citizens for Bruce C” steering committee).
Noted and discussed. Action: File

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for June 3, 2008 was circulated in the Council package.

MOTION #182/08	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$130,747.93 under date June 3rd, 2008 as cheques #6975 to #7033 inclusive, as presented and discussed at the Regular Council meeting held June 3rd, 2008.		
		CARRIED

BY-LAWS

By-Law No. 13-2008 – To Adopt Estimates and Establish Tax Rates

MOTION #183/08	Moved by Scott	Seconded by Henhoeffler
THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 13-2008, being a by-law to adopt estimates for sums required during the year 2008 for municipal purposes, and to establish rates of taxation to be levied, and provide for penalty and interest.		
		CARRIED

By-Law No. 14-2008 – To Adopt Special Area Rates

MOTION #184/08

Moved by Yungblut

Seconded by Scott

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 14-2008, being a by-law to adopt estimates for sums required during the year 2008, and for the levying of and collecting rates for various purposes, and to provide for the payment of such taxes, and for penalty and interest (Special Area Rates).

CARRIED

COMMITTEE REPORTS

Belmore Community Centre Board - next meeting June 16th

County of Huron - next meeting June 4th

Huron County Farm and Home Safety - next meeting September

Maitland Valley Conservation Authority (MVCA)

The following were circulated in the Council package:

- Minutes of Board Meeting #4
- Minutes of Board Hearing #2

Road Watch Huron

The following were circulated in the Council package:

- Minutes of May 14th Meeting
- Terms of Reference – Huron Road Safety Committee (Interim Name)
- Speeding Logic Model
- ATV Logic Model

Saugeen Valley Conservation Authority (SVCA) - No report

MVCA Source Water Protection (SWP) - next meeting June 6th

Minutes of April 2nd, 2008 Meeting #2 circulated in Council package.

SVCA Source Water Protection

Minutes of April 22nd, 2008 Meeting #4 circulated in Council package.

Wheels Away

Councillor Scott reported:

- Morris-Turnberry is now the host municipality for receiving Gas Tax Funding
- Clerk-Treasurer Michie is very co-operative and knowledgeable about use of funds
- The Committee is looking at buying a new vehicle
- Ridership remains the same
- There are 8 - 10 users in Howick
- Attempting to get guidelines from MTO regarding patient transfers
- Changes to Board membership will be discussed

Wingham Area Fire Board

Reeve Demaray commented on the report in a local newspaper concerning a meeting of Fire Chiefs from the municipalities of Huron East, Blyth and North Huron to discuss changes to the boundaries of fire service coverage. Discussions at that meeting suggest that the existing Fire Board may be disbanded and neighbouring municipalities would be required to purchase fire protection from North Huron.

Reeve Demaray suggested, in the interest of researching options, that Council visit the Fire Department in Teeswater to get insight into what they have and how they operate. As all Council members agreed this would be beneficial, Reeve Demaray will arrange a date and time for the tour.

OTHER BUSINESS

International Plowing Match (IPM) – Request for Donation

Council discussed further the request for donation and reviewed the contributor information contained in the folder. Members were somewhat ambivalent about whether a financial donation to the event was a wise use of tax dollars. Although it was agreed that directing any proceeds from the IPM to an “area Health Care project” might be worthwhile, some Council members stated a preference that Howick tax dollars be used to benefit Howick residents directly. It was felt that the event should be self-sustaining, although it was acknowledged that circumstances such as inclement weather and high fuel costs will affect attendance. Asked if

Huron County will be providing funding, Reeve Demaray replied that he is not aware that the County has received a request.

It was agreed that a financial donation from the Township imposes an “involuntary contribution” on taxpayers, and that any Howick residents wishing to will voluntarily support the event by paying admission to attend. The Township will assist with advertising the event by displaying the promotional material and posting information on the Township web-site.

CLOSED SESSION

MOTION #185/08	Moved by Scott	Seconded by Henhoeffler
THAT Howick Township Council at this time (9:03 pm) closes this portion of the June 3 rd , 2008 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.		
		CARRIED

Matters Discussed in Closed Session

- Minutes of May 20th, 2008 Closed Session (approved by Resolution #186/08)
- Organizational Review - Pay Grid Placements
- By-Law Enforcement Officer's Report

MOTION #187/08	Moved by Scott	Seconded by Henhoeffler
THAT Howick Township Council now re-opens the June 3rd, 2008 Regular Council meeting to the public at this time (9:40 pm).		
		CARRIED

CORRESPONDENCE FOR INFORMATION ONLY

- Association of Municipalities of Ontario**
 - AMO Annual Conference 2008
 - 2008 AMO/LAS Energy Management Workshops
 - Alert No. 08/023
- Ministry of Citizenship and Immigration**
 - Ontario Medal for Good Citizenship
- Minister Responsible for Seniors**
 - 2008 Senior Achievement Award Program
- Ontario Provincial Police**
 - 2008 Business Plan (located at Township Office for viewing)
- Huron County Tourism**
 - A celebration of Community Exhibits-Thursdays June 5th 2008
- Health Force Ontario**
 - Community Partnership Program (CPP)

CORRESPONDENCE forwarded via E-Mail (May 16 - 30) (No copies attached)

Association of Ontario Road Supervisors

- Municipal Trade Show on June 4th and 5th in Walkerton

Association of Municipal Managers, Clerks & Treasurers (AMCTO)

- AMCTO Express May 26th, 2008 – Voting by Proxy
- AMCTO Conference Express #4 May 26, 2008 – 70th Annual General Meeting
- AMCTO Express May 30th, 2008 – Legislative Update

Health Card Services

- Health Card Days – Listowel – July 2008

Huron Business Development Corp.

- ‘Small Business Success’ newsletter

Huron County Planning & Development

- 2008 Hazardous Waste Days
PWC Wilson pointed out that the collection day will be held in Wingham on Sept. 27th, 2008. Council agreed with his suggestion that an information flyer be sent out to Howick residents and that the information also be posted on the Township web-site.

The above correspondence was noted. Action: File

ADJOURNMENT

MOTION #188/08

Moved by Henhoeffer

Seconded by Versteeg

THAT Howick Township Council now adjourns the June 3rd, 2008 Regular Meeting of Howick Township Council at 9:45 p.m., with Council to meet again at the Regular Council Meeting scheduled for June 17th, 2008 at 7:00 p.m., or at the call of the Chair.

CARRIED

REEVE

CLERK