

**TOWNSHIP OF HOWICK**  
**REGULAR COUNCIL MEETING**  
**TUESDAY, MAY 15th, 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**

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

**Delegation** - 7:20: Alan Reed, CA, BDO Dunwoody

**Other** - Don Adams, County of Huron Highways

**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**

Draft minutes of the May 1st Regular Council Meeting were circulated in the Council package.

<b>MOTION #128/07</b>	<b>Moved by Yungblut</b>	<b>Seconded by Versteeg</b>
THAT Howick Township Council approves and adopts the minutes of the Regular Council Meeting held on May 1 <sup>st</sup> , 2007, as presented.		
		<b>CARRIED</b>

**COURT OF REVISION**

<b>MOTION #129/07</b>	<b>Moved by Scott</b>	<b>Seconded by Yungblut</b>
THAT Howick Township Council does at this time (7:03 pm) adjourn the May 15 <sup>th</sup> , 2007 Regular Meeting of Howick Township Council, to convene the Court of Revision for the Huron County Road No. 28 Municipal Drain.		
		<b>CARRIED</b>

Chairman of the Court of Revision, Reeve Demaray, called the meeting to order at 7:03 pm, and advised that:

- The Court of Revision has the authority **only to hear appeals against assessments**, and has no authority to otherwise change the Engineer's Report.
- Should the Court decide to uphold an appeal and reduce an assessment, the amount by which the assessment is reduced must be added to another assessment(s). The **total estimated cost cannot be changed** by the Court.
- Where the Court feels that an appeal is justified, but is unwilling to impose the assessment against another property, Council should refer the Report back to the Engineer for re-consideration
- The Court has no authority to change any other provisions in the Report, such as design or allowances.

Clerk Johnson confirmed that no appeals were filed at the municipal office.

Chairman Demaray asked Mr. Adams if he wished to voice any concerns. He had none.

As no appeals have been filed, the drainage project may proceed. Chairman Demaray noted that there is 21 days to appeal the decision of the Court to the Drainage Tribunal.

**MOTION #130/07****Moved by Versteeg****Seconded by Scott**

THAT at this time (7:04 pm) the Court of Revision for the Huron County Road No. 28 Municipal Drain is now adjourned, and Howick Township Council does now re-convene the May 15<sup>th</sup>, 2007 Regular Council Meeting.

**CARRIED**

Mr. Adams left the meeting at this time.

**COUNCILLOR'S ISSUES****Bait Fishing**

Reeve Demaray reported receiving a complaint about bait fishermen. The complainant advised that neighbouring municipalities have passed by-laws banning bait fishing, and asked if Howick Township would consider doing so as well. Councillor Versteeg added that the same complainant had also attended a meeting of the Maitland Valley Conservation Authority Board of Directors seeking their assistance, and was advised that the matter is under the jurisdiction of the Ministry of Natural Resources. The Ministry issues licences for bait fishing, and it is their opinion that bait fishing does no harm. PWC Wilson reminded Council that when this issue was raised a few years ago, Council invited representatives from the bait fishing industry to attend a Council meeting to inform and answer questions. It was their recommendation that when you see someone bait fishing, you should request to see his licence. If the fisherman cannot produce a licence, he should immediately be reported to the local Ministry Officer. Another matter of concern is an existent virus that is possibly being spread around by the bait fishermen. This too is a matter for Natural Resources staff.

After some discussion about statutory authority for a municipal by-law, and the difficulties of enforcing such a by-law, it was determined that a local municipality has no authority to restrict use of waterways, and that a local by-law might address the issue of the fishermen trespassing on private land to gain access to a waterway, which is a matter already covered by Provincial legislation under the *Trespass to Property Act*. It was decided that a municipal by-law would be ineffective.

**Name Badges for Council and Staff**

The Clerk was instructed to contact the Huron County Clerk to obtain the information necessary to order magnetic name badges for Howick Council members and senior staff.

**Summer Social**

Council members agreed with Reeve Demaray's suggestion that a summer social be held for members of Council, staff and their spouses. It was decided that a week night would be preferable since everyone is busy on weekends during the summer. Deputy Reeve Yungblut graciously offered to hold the event at her residence. The Reeve and Deputy Reeve agreed to look after organizing the details.

**DELEGATION** (7:20 pm)**Alan Reed, CA, BDO Dunwoody, Municipal Auditor**

Copies of the draft 2006 Financial Statements were circulated in the Council package.

Mr. Reed began by advising Council of regulations regarding fraud and misrepresentation of information provided for the audit, that he is required to enquire of, and to advise Council and staff that if anyone has any knowledge of actual or suspected fraud or misrepresentation they must reveal that information. No such declarations were made.

Mr. Reed also provided to the Clerk written verification that, in accordance with the *Rules of Professional Conduct of the Institute of Chartered Accountants of Ontario*, BDO Dunwoody is independent from the Township of Howick as regards financial or personal interests.

Mr. Reed provided copies of his "*Overview of 2006 Financial Statements for Presentation to Council*", and reviewed the overview in conjunction with the draft financial statements, covering the following details:

- Consolidated Statement of Financial Position (including assets, liabilities, reserves)
- Consolidated Statement of Financial Activities
- Schedule of Current Fund Operations
- Schedule of Capital Fund Operations
- Statement of Trust Funds (Cemeteries)
- Notes to Financial Statements

In "*Other Matters*", he noted that as part of the audit, accounting systems and procedures are reviewed, and deficiencies or recommendations are reported to management. Matters of a serious nature would be reported directly to Council. For 2006, some minor issues were discussed with the Deputy Treasurer.

Mr. Reed expressed thanks to the Deputy Treasurer and staff for their assistance and co-operation during the audit process.

Mr. Reed then responded to questions, noting that:

- There is no particular standard for determining what is an appropriate or adequate level of reserves – that is at the discretion of Council, but it certainly is prudent to retain a reserve to provide for future planned and unforeseen costs.
- The materiality limit for audit purposes is \$25,000.00. This will be discussed further with the new Administrator-Treasurer.

<b>MOTION #131/07</b>	<b>Moved by Scott</b>	<b>Seconded by Henhoeffler</b>
THAT Howick Township Council hereby receives and accepts the Financial Statements of the Corporation of the Township of Howick for the year 2006, as prepared by the Corporation's Auditor BDO Dunwoody and presented at this meeting by Alan Reed, CA.		
		CARRIED

Reeve Demaray thanked Mr. Reed for attending the Council meeting to present his report, and Mr. Reed left the meeting at this time (7:40 pm).

### **RECREATION/FACILITIES SUPERVISOR'S REPORT**

The following report as at April 26, 2007 was circulated in the Council package:

#### **Arena**

- Buck and doe cancelled on May 5 (the couple went their separate ways)
- Line dancing cancelled remaining dates in May and June (instructor has work commitments)
- Mass registration to be held on May 26 at arena (hockey, figure skate and swim)
- Have had discussion with library staff to combine some possible summer activities between library and recreation ie: day camps (more info to follow if we deem it feasible)
- Received a priority list from Huron County Emergency Medical Services in regards to possible placement of PADS (public access defibrillators). Neither Howick Community Centre or Gorrie Pool were on the list. I have requested the list be re-considered and at least one of our facilities be included on it. I will forward more info as it is received.

ADD: Reeve Demaray advised that he brought the matter up at County Council today, and received assurance that units will be placed at the Howick and Belmore Community Centres. The Howick arena unit will be taken to the Swimming Pool for the summer.

- Have received some info back from other municipalities regarding early/late ice and my findings thus far are attached to this report
- Attended the ORFA conference and courses last week at University of Guelph and would like to thank council for their support in my attempts to continually upgrade my education. The ultimate lesson or topic from last week's course was that recreation departments have deficits and the only ways to help offset those deficits are either through user rates or taxes. You can only subsidize the user groups so much.

#### **Pool**

- Conducted interviews with Ansley Edgar last week for the LIT positions at the pool and would recommend the following applicants be hired and placed on the wage scale at student minimum. I would recommend that Graham Scholl and Stephanie Watson be hired as Leaders in Training for the 2007 swim season at the Gorrie Pool.

<b>MOTION #132/07</b>	<b>Moved by Yungblut</b>	<b>Seconded by Versteeg</b>
THAT Howick Township Council hereby authorizes the Recreation/Facilities Supervisor to employ the following persons as Lifeguards-in-training for the 2007 swim season at the student minimum wage rate: Graham Scholl; Stephanie Watson.		
		CARRIED

- Water circulation pump is in need of some immediate repairs and Rintoul has been contacted and consulted. Parts have been ordered to be installed for startup the last week in May. The pool building and mechanics are in rough shape and a decision needs to be made on whether or not to repair/replace.
- Some facts and figures that I have been calculating since my course last week:
  - Jan. through Mar. 2007 ice season, based on an average of 42 hours ice rented, the direct costs per hour to operate the arena were \$78.93. This does not include such costs as capital, administration, depreciation, etc.
  - based on recent season hours of ice rentals per day and an averaged fuel cost, it is estimated that it costs \$2619. to operate the ice resurfer per month, \$87.30 per day and \$14.55 per resurface.

## **Information from other arenas re: early ice**

### Wingham:

Their season runs from mid-August to Mar.31 or longer depending on teams' playoff status. They startup Aug.1 and are ready for hockey schools starting Aug.13. They charge normal rates until April 1. Wingham minor hockey doesn't start until Oct.1. They have Sept. ice times available in the evenings. The staff mentioned that they had done some calling around last year and found out that Teeswater starts ice Oct.1 and Ripley starts after their fair on the 1<sup>st</sup> weekend of Oct. Wingham didn't have hard figures to report on operating costs because they have a pool involved as well but are going to track \$ this season. Have to have early ice because of the Junior team.

### Listowel:

Season is August to April or longer depending on teams' playoff status. No early ice rates but a commitment of 30 hours minimum per week must be in place. Late ice rates increase by \$15 per hour. Regular rate is \$120 per hour. Extra costs for both early and late ice would be hydro, heat, staff, fuel, and depreciation on equipment. Don't like having early ice but need to because of Junior team.

### Seaforth:

Normal ice season is August to Mar.31. August ice is \$5 more per hour and a commitment of 45 hours per week must be in place. Regular rates are \$110 adult and \$97 youth. They feel that they need \$24000 approx. in Aug. to cover costs.

### Minto:

Has 3 arenas - one starts in Sept. Regular rates apply, but they need a commitment of 40 hours per week for Sept. and 20 hours for late ice. They acknowledge the fact that 40 hours may be light and 20 hours is no where near where they need to be to cover costs but other revenues may be increased (ie: booth).

...still waiting for more municipalities to respond (Aytton, Drayton)

## **PUBLIC WORKS CO-ORDINATOR'S REPORT**

The following report, as at May 11, 2007 was circulated in the Council package:

### **ROADS**

#### **SPRING GRAVEL**

Donegan's Haulage plans to begin crushing this week and hauling the week of May 21<sup>st</sup> -25<sup>th</sup>.

#### **TREE CUTTING**

Hydro One is to be at Cam Edgar's on Wednesday to cut the tree by his driveway, weather permitting.

#### **OGRA "HEADS UP ALERT"**

- March 23<sup>rd</sup> - Few Transportation and Infrastructure Gains in Provincial Budget.
- May 8<sup>th</sup> - OGRA Seeks Member Feedback on Key Issues to be Raised during Upcoming Election.

#### **HURON COUNTY ROAD # 87 BRIDGE**

A copy was included in the Council package of a letter sent by Andrew Ross, P. Eng, to Dave Laurie (County Highways) regarding the costs involved to address the issues we raised about a detour on County Road # 87. Reeve Demaray reported that he discussed the matter with County Engineer Don Pletch, who estimates it would cost about \$40,000.00 extra to build the bridge by staged construction. The County is requesting tenders for both closed-road and staged construction, but it is probable that the cheaper method will be the choice. Council again expressed concerns about the diversion of traffic through the Village and who would assume the liability for damage to Wroxeter's streets. PWC Wilson suggested that the County place detour signage well in advance of the construction site in order to divert traffic before it reaches Wroxeter. Reeve Demaray will take the concerns and suggestions to the County.

### **BUILDING - NO REPORT**

## **DRAINAGE**

### **COUNTY ROAD NO. 28 MUNICIPAL DRAIN**

The Court of Revision for this drain was held at the beginning of this meeting. No assessment appeals were filed.

Tenders for construction closed on Friday, May 11<sup>th</sup> at 12 noon. The Contract could be awarded at this meeting, but would be conditional on no further appeals under the Drainage Act. PWC Wilson noted that 14 tenders were sent out, and only 4 returned, as shown on the following report provided at the meeting:

	Engineer's Estimate: \$60,400.00 + GST					
	CONTRACTOR	START DATE	END DATE	CERTIFIED CHEQUE	CONSTRUCT COSTS	TOTAL TENDER
1	MRH Construction Ltd	Aug 1, 2007	Sept 1, 2007	\$ 3,420.00	\$ 56,361.00	\$ 59,742.00
2	Roth Drainage Limited	Jun 15, 2007	Aug. 31, 2007	5,849.50	58,495.00	62,004.70
3	A.G. Hayter Contracting Ltd	July 1, 2007	Aug. 15, 2007	6,650.00	62,650.00	66,409.00
4	H. Kerr Construction Limited	May 22, 2007	June 5, 2007	11,000.00	100,035.00	106,037.10

At this time, Councillor Scott declared a conflict of pecuniary interest due to an association with H. Kerr Construction Limited.

PWC Wilson advised that the tender document from MRH Construction Ltd. was incomplete, and that the certified cheque accompanying the bid was incorrect. Council agreed that the tender from MRH Construction be rejected.

#### **MOTION \$133/07**

**Moved by Yungblut**

**Seconded by Henhoeffler**

THAT Howick Township Council hereby accepts the tender for construction of the Huron County Road No. 28 Municipal Drain from the firm of Roth Drainage Limited at the total estimated tendered price of \$62,004.70, and hereby authorizes the Reeve and the Clerk to sign the contract on behalf of the Corporation, subject to no further appeals under the Drainage Act.

CARRIED

#### ADDENDA:

#### **Drainage Superintendents Association of Ontario – Clean Water Act**

Mr. Wilson provided copies of DSAO's response to the Ministry of Environment outlining concerns with proposed regulations under the Clean Water Act.

#### **Application for Tile Drainage Loan**

A copy of the application was provided.

#### **MOTION #134/07**

**Moved by Scott**

**Seconded by Yungblut**

THAT Howick Township Council hereby approves the application for a Tile Drainage Loan in an amount not to exceed \$40,500.00 for the owner of property described as the south parts of Lots 29 and 30 on Concession 2 in the Township of Howick, payment of said loan subject to the receipt of funding from the Ministry of Agriculture, Food and Rural Affairs.

CARRIED

## **PLANNING AND DEVELOPMENT**

### **APPLICATION FOR ZONE AMENDMENT –Highland Plex Ltd.**

An application was originally filed in January, 2005 to change the zoning on Part Park Lots 12-16, Plan 316, North Side of Fralick Street (Harriston Road) (sketch enclosed). A Public meeting was held on September 20, 2005 but no decision was made on this application because Huron County Highways would not grant permits for entrances to the lots. This company would now like to amend their application for Lots 12, 13 & 14 only. A copy of this letter was sent to Joyce Wilson, Huron County Planner, who suggested that another Public Meeting should be held. Notice has been sent out indicating the Public Meeting will be held at 7:00 pm on June the 5<sup>th</sup>. Discussion ensued regarding the difficulties encountered in obtaining entrance permits on County Roads. It was suggested that if the County Engineer denies an entrance permit relative to this zoning application, he be requested to attend a Howick Council meeting to answer questions and explain his rationale.

### **PROPOSED ZONING AMENDMENT – Minimum Separation Distance**

The Public Meeting to consider the revisions to the zoning by-law regarding Minimum Distance Separation (MDS) will also be on June 5<sup>th</sup>.

### **PROPOSED OFFICIAL PLAN (OP) AND ZONING BY-LAW REVIEW**

The Public Meeting and Open House to receive public comment on the Official Plan will be held on Tuesday, June 26<sup>th</sup>, at 7:30 pm at the Howick Council Chambers. Information available will include: An overview of changes under the new Provincial Planning Policies; Conservation

Authority mapping of 'Regulated Areas'; Planning Department's 'Aggregate Area' mapping; GIS mapping.

**LANDFILL** - NO REPORT

In response to a question, PWC Wilson stated the life-expectancy of the current operating site is about 22 years. There is additional land there and it is possible to expand the operating area, but the process is very costly. Councillor Versteeg commented that he recently paid a visit to another landfill site in this area, and that in comparison, Howick's site is very well run – organized, clean and tidy. He commends the staff for their good work. The new Administrator-Treasurer, who resides in another municipality, agreed with Mr. Versteeg's assessment of Howick's site.

**OTHER**

**HOWICK POOL**

Lori Gollan prepared amended plans for the pool and they were submitted electronically to Trillium Foundation. Word on the application for funding should be received soon.

**TREASURY REPORT**

The following report prepared by Deputy Treasurer Weishar was circulated in the Council package:

**2007 Financial Statements**

Financial Reports were enclosed for the General Fund, with comparables for last 3 years, for the period ending April 30<sup>th</sup> 2007. Also included was a 3-year operating comparable for the Howick Community Centre.

**AgriSpirit Fund**

Funding is available through the Farm Credit Corporation (FCC) AgriSprit Fund and is open for applications again with funding of \$5,000 to \$25,000 available for projects. The deadline is June 15, 2007. In reviewing the previous application, it is suggested that information be updated with new estimates and focus on improved accessibility of the plans.

<b>MOTION #135/07</b>	<b>Moved by Scott</b>	<b>Seconded by Yungblut</b>
THAT Howick Township Council hereby instructs the Treasurer to submit an application for funding to the "Farm Credit Canada AgriSpirit Fund" to seek funding assistance for the renovation project at the Howick Community Pool.		
		<b>CARRIED</b>

**2006 Financial Statements**

Draft Statements, received from BDO last week, were included in the Council package. Alan Reed, CA attended the meeting to review these with Council (see report under "Delegation"). As previously discussed with the former Administrator-Treasurer, the deficit amount reflected in the 2006 Financial Statement is to be accounted for in the 2007 budget by transfer from general reserves.

<b>MOTION #136/07</b>	<b>Moved by Scott</b>	<b>Seconded by Yungblut</b>
THAT Howick Township Council hereby instructs the Administrator-Treasurer to transfer from General Reserves to the General Operating Fund for 2007 the amount of \$47,506.00 to offset the operating deficit reflected in the 2006 Financial Statements.		
		<b>CARRIED</b>

**Provincial Reporting Requirements**

Financial Information Return (FIR) and Municipal Performance Measurers Program (MPMP) reports will need to be completed this month as per requirements.

**Public Sector Accounting**

Ms. Weishar attended PSAB Training on April 26<sup>th</sup> in Owen Sound, and received relevant information along with reports from Pilot Projects in Ontario, which will be quite useful as we move forward in preparing our own Asset Management plan.

**2007 Interim Tax Installment**

Our next Tax due date is Friday, May 18<sup>th</sup>, being the second Interim payment for 2007.

**ADDENDUM**

**Association of Municipal Treasurers and Tax Collectors of Ontario (AMTCO)**

Administrator-Treasurer Parker requested authorization to remit membership fees to the Association for herself and Deputy Treasurer Weishar.

**MOTION #137/06****Moved by Versteeg****Seconded by Yungblut**

THAT Howick Township Council hereby authorizes the Administrator-Treasurer to remit to the Association of Municipal Tax Collectors of Ontario (AMTCO) 2007 membership fees in the amount of \$164.30 each for the Administrator-Treasurer-Tax Collector and the Deputy Treasurer of the Township of Howick.

**CARRIED****CLERKS REPORT**

The following report as at May 11th and copies of related information were circulated in the Council package:

**Administrator-Treasurer-Tax Collector Position**

Ms. Arlene Parker has accepted the position, and commenced duties on Monday, May 14<sup>th</sup>. Draft By-Law No. 15-2007, to appoint an Administrator-Treasurer-Tax Collector was enclosed for Council's review. Schedule 'A' outlining the terms of employment and draft 'Employment Agreement' were provided in the Addenda. This matter will be discussed in closed session.

**Minutes of Closed Meeting**

Minutes of the closed session held May 1<sup>st</sup>, 2007 were provided at the meeting for Council's perusal, to be considered in closed session

**Sale of Property**

A matter regarding sale of Township property will be discussed during closed session.

**Wroxeter Community Hall**

As instructed, a letter was sent to the members of Wroxeter Village Management asking that they organize a public meeting to inform the residents about the situation with the Hall. To date, no response has been received. The Clerk was instructed to again contact the Village Management to elicit a response.

**Appointment of Board / Committee Members**

By-Law No. 14-2007 has been prepared to appoint the members of Township Boards and Committees for the year 2007. Since we have been unable to get a response to our requests for information from the Belmore Community Centre Board, appointments to that Board will remain the same as last year. In the interest of risk management, there should be no further delay in officially appointing all other Board members.

**CORRESPONDENCE Requiring Council Action**

1. **Inky Mark, MP** – requesting a resolution from Council supporting his Bill C-147, *The Canadian Soldiers' and Peacekeepers' Memorial Wall Act*. As requested, additional information about the memorial wall is enclosed. Noted and discussed. Action: File  
Council expressed concerns about the costs of such a project.
2. **Municipality of Central Huron** – requesting the attendance of a municipal representative at a meeting to discuss a joint servicing agreement for provision of Police Services. RSVP by May 16. The Clerk was instructed to contact Central Huron to advise that Howick Council is interested in participating in these discussions.
3. **Huron "Community Matters" Conference** – further information. Registration deadline May 18<sup>th</sup>. Noted and discussed. Action: File

**ADDENDA**

4. **By-Law Enforcement Officer** – letter of resignation effective May 24<sup>th</sup>, 2007 due to increased workload at North Perth.

The Clerk was instructed to investigate possibilities for finding a replacement, and to send a letter of thanks to Ms. Kovacs and advise that Council accepts her resignation with regret.

5. **Rosemary Rognvaldson** – advising that the 'Evergreen Foundation' grant application was successful and funds of \$2,000.00 are forthcoming. Plans for landscaping project at the Howick Community Centre are being finalized.

Since it is intended that this funding be administered through the Township's accounting system, it was suggested that Ms. Rognvaldson discuss the details of the process with the Deputy Treasurer.

6. **Huron County Historical Society**

- i. Invitation to Reeve and Council to attend the unveiling of a commemorative plaque honouring J. Herbert Neill, taking place at the Wroxeter Cemetery on Sunday, June 10<sup>th</sup> at 2:00 pm.
- ii. Historical Society Newsletter.

**MUNICIPAL RESOLUTIONS** - none

## **PRESENTATION OF ACCOUNTS**

The listing of Accounts Payable for May 15th was circulated in the Council package. Deputy Treasurer Weishar noted that the accounts listing must be amended, as it was necessary to cancel cheque #5772 in the amount of \$266.44. The vendor and amount were stricken from the list and the Expenditure Total revised accordingly.

### **MOTION #138/07**

**Moved by Scott**

**Seconded by Versteeg**

THAT Howick Township Council hereby authorizes payment of accounts in the amount of **\$52,195.00** under date May 15, 2007 as cheques #5760 to #5798 inclusive, as presented and discussed at the Regular Council meeting held May 15<sup>th</sup>, 2007, and amended: Cheque #5772 cancelled (\$266.44).

CARRIED

## **BY-LAWS**

Clerk Johnson advised that proposed by-laws will be considered later in the meeting following the closed session, to first allow Council the opportunity to review and discuss the terms of employment for the new Administrator-Treasurer during the closed session.

## **COMMITTEE REPORTS**

### **Avon Maitland District School Board**

The following were circulated in the Council package:

- April 24<sup>th</sup> Board Meeting Highlights
- May 8<sup>th</sup> Board Meeting Highlights

### **Belmore Community Centre Board** - next meeting May 21<sup>st</sup>

### **County of Huron**

Reeve Demaray reported:

- He discussed the matter of Howick being omitted from the list of arenas receiving defibrillator units. Mr. Lew agreed to provide units for both Howick and Belmore arenas.
- As previously noted (see Public Works Co-ordinator's Report) he discussed with Don Pletch the problems regarding the bridge construction and detour at Wroxeter.
- Spoke with Mr. Pletch about the complaint from Mr. Findlay regarding his pond in Fordwich. Mr. Pletch advised that he did respond to Mr. Findlay's e-mails, and Mr. Laurie confirmed that he spoke with Mr. Findlay by telephone.
- The County is investigating the GEM Canada waste incinerator as part of the Waste Management Study.
- The County is conducting a study of Tax Ratios (Residential / Commercial) similar to that undertaken by the Town of Goderich.

### **Howick "Early Ice" Committee** - no report

Council will await the complete report of data being collected by Recreation-Facilities Supervisor Watt from local area arenas, including costs, revenues and other information relative to installing "early ice".

### **Huron County Farm & Safety Association**

ADDENDUM

Councillor Versteeg provided draft minutes of the May 10<sup>th</sup> meeting:

- Election of Officers.
- Report on the 2-day Agriculture and Water Festival.
- Poster Contest report – only 3 schools participated
- Treasurer's Report listing donations received to date.
- Director's Report stressed importance of WSIB coverage, and explaining and documenting information for new employees.
- Safety Consultant's Report stressing importance of registering with WSIB, and advising that Ministry of Labour could visit anyone at any time.
- Discussion about possibilities for a new project.
- Next meeting September 13<sup>th</sup> at Huron View in Clinton.

### **Maitland Valley Conservation Authority** - next meeting May 16<sup>th</sup>

**Road Watch Huron** – next meeting 7:30 pm, May 16<sup>th</sup> in Blyth

### **Saugeen Valley Conservation Authority**

Minutes of the February 15<sup>th</sup> Board meeting, and Program Report #6b, were circulated in the Council package.

### **Source Water Protection**

The following were circulated in the Council package:

- Letter dated May 2, 2007 from Cathie Brown, Project Manager concerning selection of SWP Committee members
- Minutes of the March 28<sup>th</sup> Source Protection Municipal Meeting
- Job Description (draft) for Source Protection Committee Member
- Source Protection Committee Nominee Assessment form

The Nominee Assessment form was given to Deputy Reeve Yungblut (nominee) for her completion and submission to the SWP Project Manager.

### **Wheels Away**

Councillor Scott reported:

- The Committee is looking for more volunteers
- Compiling information to tender for a new van
- Looking into recent billings for van repairs from a local business – repairs and charges seem inordinately high since the van undergoes regular monthly maintenance checks and service by the same business.

### **Wingham Area Fire Board**

Reeve Demaray reported:

- He attended the Fire Chief's Convention in Toronto last week.
- Spoke to local suppliers who are unaware that Wingham has called for tenders.
- Left a copy of Wingham's Pumper specifications with a friend who is a Fire Chief.
- A copy of the Pumper specs was also forwarded to another area Fire Chief.
- According to reports from these sources, the specifications call for many features that are unnecessary and will add about \$75,000.00 to the cost.
- A municipality that purchased a vehicle last year received 17 tenders.

During further discussion, concerns were expressed that the specifications are for a U.S. truck rather than Canadian, that too few suppliers were contacted to tender, that the specifications may be too narrow for some suppliers to be able to comply, that the specs call for a "deluxe" vehicle with features that are unnecessary for a Fire Department of this size.

Since the tenders have been circulated and are due to be returned by May 31<sup>st</sup>, Council agreed that Reeve Demaray should send a letter to the Fire Board requesting a meeting of the Board as soon as possible to discuss these issues and answer such questions as where did the Fire Chief advertise the tenders, how many tenders were sent out and to whom. These matters should be addressed before the Board receives and considers the tender returns.

### **CLOSED SESSION**

#### **MOTION #139/07**

**Moved by Scott**

**Seconded by Henhoeffer**

THAT Howick Township Council now closes this portion of the May 15<sup>th</sup>, 2007 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 Closed Meeting:**  
Minutes of the May 1st closed session were provided for Council's review.  
Minutes were approved by Resolution #140/07.
- **Administrator-Treasurer-Tax Collector** - Terms of employment
- **Sale of Land**
- **Charges under the Building Code Act**

#### **MOTION #141/07**

**Moved by Scott**

**Seconded by Versteeg**

THAT Howick Township Council now re-opens the May 15<sup>th</sup>, 2007 Regular Council Meeting to the Public. CARRIED

### **By-Law No. 14-2007 – To Appoint Members to Municipal Service Boards**

The lists of Board members were reviewed and corrections and additions made as needed.

#### **MOTION #142/07**

**Moved by Versteeg**

**Seconded by Yungblut**

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 14-2007, being a by-law to appoint members to the Township's Municipal Service Boards and Committees for the year 2007. CARRIED

**By-Law No. 15-2007 – To Appoint an Administrator-Treasurer-Tax Collector**

**MOTION #143/07**

**Moved by Scott**

**Seconded by Yungblut**

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 15-2007, being a by-law to appoint an Administrator-Treasurer-Tax Collector for the Township of Howick.

**CARRIED**

**CORRESPONDENCE FOR INFORMATION ONLY** (copies attached)

- a. **Association of Municipalities of Ontario (AMO)**
  - i. 'Alert' No. 07/027 – Government introduces Fire Services Cancer Bill
- b. **Federation of Canadian Municipalities** – advising that applications for 'Green Municipal Funds' grants are temporarily suspended from May 22, 2007 to January 2, 2008.
- c. **Minister Responsible for Seniors**
  - i. Seniors' month June, 2007 theme is **Active Living: Share your Experience**
  - ii. Information re. 'Senior Achievement Awards'
- d. **Municipal Property Assessment Corporation** – announcing significant changes to Property Assessment in Ontario.
- e. **Citizens With Disabilities** – Accessibility News, May 5, 2007 Update: Tips for Interacting With People Who Are Blind: Lawyer warns PDF documents on websites not accessible.
- f. **WinterLights Celebrations** – invitation to workshop in Stratford on June 7<sup>th</sup>.
- g. **Ontario Federation of Anglers & Hunters** – Ontario Family Fishing Weekend July 1-8/07
- h. **Huron Planning & Development**
  - i. Notes of Warden's Economic Development Meeting April 27, 2007
  - ii. Resolution to Support Southwest Economic Assembly (SWEA)
  - iii. Appendices: Structure and Governance; Terms of Reference
- i. **Rural Response for Healthy Children**
  - i. "Families First" Community Forum, June 7 – 8, 2007 at Vanastra
  - ii. "Kinderoo" School Readiness Program information
- j. **Huron Tourism Association**
  - i. Website for listing business, organization, events, etc. for free.
  - ii. Student Art Exhibition at Blyth Festival, May 10 – 25, 2007
  - iii. Goderich BIA announces launch of public wireless internet access
  - iv. Drinking Water Source Protection hosting coffee shop meeting at Huron Family Restaurant in Exeter on May 22<sup>nd</sup>, 10:00 – 11:30 am.
  - v. Blyth Festival holding Annual Used Book Sale June 1-2 at Blyth Memorial Hall
  - vi. Blyth Festival 'Orientation Day for Volunteers', May 14<sup>th</sup> at Blyth Memorial Hall
- k. **Huron Business Development Corp** – Better Business Seminar "Holistic Health Care for Entrepreneurs", Thurs. May 17<sup>th</sup> in Clinton
- l. **Carol Mitchell, MPP** – Media Release / Backgrounder re. Compensation for Firefighter Occupational Diseases.
- m. **Association of Municipal Managers, Clerks & Treasurers** – May 7<sup>th</sup> Legislative Update.
- n. **Parks & Recreation Ontario** – information re. "SummerActive" physical activity program

**CORRESPONDENCE - No Copies Provided**

- o. **Huron Business Development Corp** – 'Small Business Success' publication May, 2007
- p. **Municipal Property Assessment Corp** – 2006 Annual Report
- q. **OMERS** – 2006 Annual Report

ADDENDA:

**CORRESPONDENCE FOR INFORMATION**

- a) **Huron Tourism Association:**
  - i. **Goderich & District Chamber of Commerce** – Bell Aliant's "Business After 5" telecommunications information session, 5:30 pm on May 17th in Goderich.
  - ii. **Centre for Applied Renewable Energy** – "Energy Efficient Landscaping" at Brussels-Morris-Grey Community Centre on May 24<sup>th</sup> at 7:00 pm.

