

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 20, 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

Michele Bennett, Administrative Assistant
Wray Wilson, Public Works Co-ordinator

Delegation David Anderson, Mayor, Town of Minto
Chris Harrow, Minto Fire Chief
Wayne Loos, Clifford Station Chief
Barb Wilson, Clerk, Town of Minto

Others Bill Doig, Station Captain; Dale Edgar, Captain
(Wingham Area Fire Department – Gorrie Station)

CALL TO ORDER

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

DELEGATION OF CLERKS DUTIES

MOTION #332/07	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council hereby appoints Administrative Assistant Michele Bennett to assume the duties of the Clerk at this Regular Meeting of Howick Township Council.		
		CARRIED

DECLARATION OF PECUNIARY INTEREST

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

APPROVAL OF MINUTES

A draft of Minutes of the November 6, 2007 Regular Council Meeting was circulated in the Council package.

MOTION #333/07	Moved by Yungblut	Seconded by Henhoeffter
THAT Howick Township Council hereby approves, as circulated, the minutes of the Regular Council Meeting held on November 6 th , 2007.		
		CARRIED

DELEGATION

Chris Harrow, Minto Fire Chief

Mr. Harrow, Minto Fire Chief, thanked Council for the opportunity to meet, review and discuss the Fire Protection Agreement between the Township of Howick and the Town of Minto for the protection of the north east corner of the Township. Mr. Harrow noted that the agreement has not been updated since 1999.

Mr. Harrow provided a '3 Year Comparison' chart ending period Jan. 1, 2007 to Dec. 31, 2007 breaking down the number of responses for each year and the response type for the area covered by the Clifford Fire Department in the Township of Howick. The chart also provided the Response Type: Fire; Human-Perceived Emergency; Vehicle Accident; Other Medical/ Resuscitator Call; and Assistance to Other Fire Department.

Total Number of Reponses for each year:

Jan 1/07- Dec. 31/07
10

Jan 1/06 - Dec. 31/06
17

Jan 1/05 - Dec. 31/05
12

A chart was also provided detailing a '3 Year Comparison for Station Clifford' for the total number of responses and response types handled out of the Clifford Fire Station for all calls.

Mr. Harrow noted that Howick Township should appoint one Fire Chief who would accept and handle any inquiries and give direction when needed in the case of a mutual response or inquiry from the area covered by the Clifford Fire Station. When dealing with two individuals, a conflict could come into play. Should an inquiry or situation arise it is best to have one response and one decision to avoid a possible discrepancy between two different opinions or directions. One example given was that of smoke detectors. One part of the Township could be fined for non-installation of smoke detectors and the other part not. Inspections also need to be completed within the Township. This would also be the duty of the appointed Fire Chief. Under the present arrangement, fire inspections in Howick are the responsibility of the Fire Chiefs in their respective areas of coverage. Another anticipated difficulty with having agreements with multiple municipalities is determining which Fire Chief would be in charge of inspections for Howick Township. This could be addressed by designating and appointing one.

Mr. Harrow noted that it would be Council's responsibility to decide who they wish to appoint to be the one voice for the entire Township.

Reeve Demaray inquired, if one individual was appointed, what area of the Township would be serviced? Mr. Harrow responded that ultimately one Fire Chief would handle the whole Township. Further discussion considered options of dispatch and monitoring calls.

Councillor Scott asked Mr. Harrow what staff is in place now to handle inspections at this time. Mr. Harrow advised Council that unfortunately the individual who was in place to handle inspections has fallen ill and is unable to continue his role. Mr. Harrow reassured Council that other members of the fire department are contributing to make sure these inspections are still being completed. However, this is just a short term solution and they do need to look at appointing/hiring an individual to continue this work. Mr. Harrow is unsure at this time as to what the future holds for this required position.

Response time was also discussed. Mr. Harrow advised the fire department is on scene within 10 minutes. Councillor Yungblut asked Mr. Harrow the size of population the Minto Fire Department covers, as well as Minto's capabilities regarding tiered response. Mr. Harrow stated the Minto Fire Department is responsible for 10,000, and they do cover medical calls as well. He also noted that the Ambulance Station is based out of Harriston.

Mr. Harrow expressed that a mutual aid agreement could be considered between Howick and the Minto Fire Department. Councillor Yungblut asked if Minto has a Fire Board to which Mr. Harrow responded no. Further discussion took place between Mr. Harrow and Councillor Scott with regards to the types of trucks Minto has available and the life span of this equipment.

Mr. Harrow expressed that this is only the beginning stages of discussion, that it is not fair or obtainable at this time to put a dollar value on the service Minto provides, and that further discussion must take place to formulate a new Fire Agreement between Howick and Minto.

Reeve Demaray thanked the members of Minto Council and Fire Department for coming. He noted that further discussion would be needed to carry on forward to revise and update the Fire Protection Agreement. Members of the delegation left the meeting at 7:30 pm.

At this time Reeve Demaray asked Station Captain Doig and Captain Edgar, members from the Wingham Area Fire Department, to remain for further discussion. They were asked for suggestions and insight as to what they would find helpful with regards to a new Fire Protection Agreement. Reeve Demaray also asked for input pertaining to inspections. After some discussion, Reeve Demaray thanked Mr. Doig and Mr. Edgar for attending, and they left the meeting at 8:10 pm.

COUNCILLOR'S ISSUES

Howick Community Centre – Fence Around Landscaping

Councillor Versteeg asked if the snow fence has been removed. He noted that it was the Agricultural Society that had put the fence up. He was advised that the new Arena Supervisor had taken down the fence today.

On-line Remittances

Councillor Versteeg also commented that a family member found it quite difficult to pay property taxes on line. He did not feel it necessary to input all digits of the roll number and asked if we can simplify this. The administrative assistant will look into this further.

Wroxeter Village Management Surplus

Reeve Demaray has been approached by the Wroxeter Village Management members inquiring about distribution of a surplus. They would like to donate a portion of the surplus to the Parks Board and a portion to the Hall Board. Reeve Demaray asked Council and staff if this is a possibility. It was stated that any surplus should be kept and utilized only by the Wroxeter Village Management.

PUBLIC WORKS CO-ORDINATOR’S REPORT

The following report as of November 16, 2007 was circulated in the Council package:

ROADS

Proposal from Da-Lee Dust Control

Da-Lee is offering a renewal of the contract from last year at a reduced price. This was a joint tender with the Municipalities of South Bruce and Morris-Turnberry and the Townships of Huron-Kinloss, North Huron and Howick. Mr Wilson, Public Works Co-ordinator, would like to attend a meeting with the 4 other road managers involved to review this offer and following that meeting he could make a recommendation to Council.

Council advised Mr. Wilson to attend this meeting and report back to Council.

BUILDING

New House Construction Survey

Royal Homes completed a survey of new home construction from January 1st, 2007 to the middle of October. 31 Municipalities in south-western Ontario were asked to participate. The results, circulated in the council packages, show 1,037 permits issued including 11 in Howick Township.

Building Report

Deputy-Treasurer prepared the enclosed report detailing building activity up to November 15th, 2007 as follows, with comparison to 2006 activity:

<u>No. Issued</u>	<u>Assessed Value</u>	<u>Permit Fees</u>
99 Building Permits	\$9,612,100.	\$41,140.00
29 Sewage Permits	\$ 300,000.	\$ 8,000.00
4 Demolition Permits	\$ 0	\$ 45.00

DRAINAGE – NO REPORT

PLANNING AND DEVELOPMENT

Severance Applications

Two applications were received for consent to create four lots on the North side of Mary Street in Fordwich. Three lots will have frontage on Mary Street and the fourth will have access to Adelaide Street. All lots would meet the minimum size (1850 square metres) required by the Township Zoning By-Law.

Council agreed that the development will be good for the Township. Proceed with applications.

LANDFILL

MINISTRY OF THE ENVIROMENT (MOE) INSPECTION

We received our ‘Official Report’ from Randy Brown from the Ministry. The issues requiring action were enclosed in the council package. Mr. Wilson contacted Burnside Engineering regarding an estimate for the preparation and submission of an amendment to the Plan of Operation (Action Item #3). If the cost for the preparation of the amendment is excessive, it may be better to reduce the number of tires to less than 5,000. The cost for Burnside Engineering to amend the Plan of Operation is \$3500.00. The fee required for the Ministry of Environment is \$1200.00. This is without public notification. If the MOE instructs that public notification is required to allow the Township to acquire more than 5000 tires at our Landfill site then the cost would be greater. Work has been completed for removal of 200 ton of tires to date.

Mr. Wilson was instructed by Council after discussion to send a response within the required 20 days stating we will either remove the tires from the landfill site to meet the maximum requirement or submit an amended Plan of Operation.

BESTER FOREST PRODUCTS

The logs at the landfill site are all cut. Bester expects to have them removed within the next week to ten days.

OTHER

SWIMMING POOL RENOVATION

As discussed at the last Council meeting with regards to the extent of work to be completed at the pool, Mr. Wilson noted that the specifications require more detail in order for contractors to bid accurately and this problem should be rectified before tenders are called again. Lori Gollan was to contact someone who could prepare detailed specifications and bidding requirements for the pool project. A proposal from archiTEXT Consulting was enclosed for review. Council agreed to accept the proposal from archiTEXT Consulting.

MOTION #334/07 **Moved by Scott** **Seconded by Yungblut**
THAT Howick Township Council hereby accepts the proposal from archiTEXT Consulting to provide services in preparing detailed specifications and bidding requirements for the Howick Community Pool renovation project, said services to be provided for the estimated fee of \$1,875.00 (plus GST)
CARRIED

CORRESPONDENCE

Invitations have been received to attend an Open House in honour of Allen Hamilton’s retirement from Hanna & Hamilton Construction Co. Ltd., and to join a Source Water Protection Working Group.

CLOSED SESSION

No closed session held at this time.

RECREATION REPORT – NO REPORT

Addendum: Letter of appreciation from Bruce Skillen thanking Council for accepting him to the position of Recreation/Facilities Supervisor, and commending staff and former Supervisor Brad Watt for their assistance, and the public for the warm welcome.

TREASURY REPORT

The following report and Financial Statements as at October 31, 2007, prepared by Deputy Treasurer Weishar, were circulated in the Council package:

Federal Gas Tax

Federal Gas Tax money was received here on November 16th, 2007 in the amount of \$24,559.95. We currently have a balance in the Gas Tax Account of \$127,790.37.

Power Play Grants

Power Play Grants for both Wroxeter Playground and the Howick Pool were submitted on the deadline.

Boards & Village Managers

Letters and Financial Reports have been sent to all Boards and Village Managers requesting they prepare their 2008 Budgets, as well as submit a members list for the 2008 year.

Final Tax Installment

Tax payments are due this week on the 23rd. We anticipate lots of visitors to the office.

CLERKS REPORT

The Clerk’s report as at November 20th and copies of related information were circulated in the Council package:

Emergency Management (EM) Training

Clerk Johnson will be away the week of November 19th – November 23rd attending the 3½ day CEMC training course in Peterborough.

Completion of EM ‘Essential Level’ Program

The EM Program Committee should meet as soon as possible to review and revise the EM Program By-Law and review the Critical Infrastructure Identification and Community Risk Profile. These components must be completed by year-end in order to be compliant. Reeve Demaray and Deputy Reeve Yungblut will be in touch with Clerk Johnson to set up a meeting.

Flood Emergency Plan

Phil Beard, MVCA, forwarded a copy of the Town of Minto’s Flood Plan and offered to assist us with an exercise related to flooding. Council did not make a decision to follow through with a Flood Plan at this time. Council will consider at a later date.

Closed Session Matters

No closed session held.

CORRESPONDENCE Requiring Council Action

Town of Minto – Invitation to Employer Recognition Evening – Thank you for helping Volunteer Fire Fighters; Dec. 11th at 7:30 pm; RSVP by Dec. 4th.

Optimist Club of Wingham & District – request to participate in Santa Claus Parade on November 24th. Unfortunately Council will not be available to attend.

Saugeen Grey Sauble Source Protection Committee – invitation to attend the Inaugural Meeting of the Committee in Owen Sound on Nov. 27th, Business meeting 9:30 am; Meet & Greet Session 1:00 – 3:00 pm. Council will RSVP if able to attend.

Ausable Bayfield Maitland Source Protection – seeking nominations to the ‘Municipal Subcommittee and the Multi-stakeholder Working Groups.

MOTION #335/07 **Moved by Versteeg** **Seconded by Scott**
THAT Howick Township Council hereby nominates and authorizes Deputy Reeve Andrea Yungblut to serve on the ‘Municipal Subcommittee’ for the Ausable Bayfield-Maitland Valley Source Protection Region. CARRIED

MOTION #336/07 **Moved by Yungblut** **Seconded by Versteeg**
THAT Howick Township Council hereby nominates and authorizes Public Works Co-ordinator Wray Wilson to serve on the ‘Multi-stakeholder Working Group’ for the Ausable Bayfield-Maitland Valley Source Protection Region. CARRIED

Huron Heritage & Culture Partnership – seeking municipal representatives to serve on an organizing committee to plan a “Doors Open” event for all of the County in 2008. First meeting of the committee to be held in Clinton on Dec. 10th at 10:00am Noted and discussed. Action: File

Huron County Clerk – Invitation to Clerk and Council to attend the 2008 Warden’s Election, Inaugural Session of County Council, and Reception on Dec. 5th at 1:00 pm. Noted and discussed. Action: File

Shannon Campeau, OMAFRA – Biosolids Recycling Seminar in London on Dec. 12th at 8:30 am – 4:30 pm; Registration \$85.00 Noted and discussed. Action: File

AMO/LAS – Municipal Energy Management Workshops in London Jan 15th & 16th, 2008. Registration \$275.00 each or both for \$500.00 Noted and discussed. Action: File

MUNICIPAL RESOLUTIONS

Morris-Turnberry, Municipality of – requesting the province to develop a program to provide a rebate for tire disposal.

MOTION #337/07 **Moved by Scott** **Seconded by Yungblut**
THAT Howick Township Council received and discussed at this meeting the resolution from the Township of Morris-Turnberry requesting the province to develop a program to provide a rebate for tire disposal, and Howick Township Council hereby resolves to SUPPORT the resolution from the Township of Morris-Turnberry. CARRIED

Waterloo, City of – requesting that:

- a) the Federal government review and confirm the safety and efficacy of chemical pesticides that have been approved federally;
- b) the Provincial government review and confirm the safety and efficacy of chemical pesticides that have been approved provincially;
- c) the Provincial government be reminded of its promise to legislate on the use and sale of cosmetic chemical pesticides. Noted and discussed. Action: File

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for November 20th was circulated in the Council package. The Deputy Treasurer noted that subsequent to last meeting it was necessary to cancel cheque #6306, and the motion to pay November 6th accounts must be amended.

MOTION #338/07

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council hereby amends Motion #325/07 authorizing payment of accounts in the amount of \$184,395.93 under date November 6, 2007 as cheques #6253 to #6312 inclusive, to reflect cancellation of cheque #6306 in the amount of \$37.10,
AND THAT Howick Council does hereby authorize payment of accounts under date Nov. 6, 2007 in the amended amount of **\$184,358.83** CARRIED

MOTION #339/07

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council hereby authorizes payment of accounts in the amount of **\$105,881.41** under date November 20th, 2007 as cheques #6313 to #6359 inclusive, as presented and discussed at the Regular Council meeting held November 20, 2007. CARRIED

BY-LAWS

By-Law No. 37-2007 – Howick Facility Use Agreement

MOTION #340/07

Moved by Versteeg

Seconded by Scott

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 37-2007, being a by-law to authorize entering into a Facility Use Agreement with the Howick Agricultural Society. CARRIED

COMMITTEE REPORTS

Belmore Community Centre Board - Councillor Scott reported:

- Defibrillator training was provided. Mr. Scott attended and was very pleased with the efficiency and accuracy. He also noted that the cost of such a machine has gone down substantially.
- A condenser has been purchased for \$37,000.00
- Westskate is booked with the Belmore Arena Jan 25th, 26th, & 27th. Meal organization for this event has been completed.
- At the last Board meeting, lack of availability of Police to adhere to the Alcohol Policy was still a concern. It is hoped that perhaps Security Guards can be used as a replacement to hiring of Police Officers when events are held. Reeve Demaray stated he learned at County Council that 9 new officers have been hired recently, and hopes that this might provide assistance to events and other areas of concern.
- Snow removal at the Community Centre is at a rate of \$80.00 per hour.

County of Huron - Reeve Demaray reported:

- A meeting was held with County Eng. Don Pletch., Warden Deb Shewfelt, Reeve Demaray and Public Works Co-ordinator Wray Wilson, to discuss obtaining entrance permits from the County Highways Department. Reeve Demaray had previously reported that a proposed highway commercial development project in Howick has now been cancelled due to delays and problems with obtaining an entrance permit from the County.
- As previously mentioned 9 new OPP Officers have been hired.
- A second draft of the County Budget was presented showing an increase of 6.9%. This was sent back for revision to lower the increase.
- At the County Council meeting it was decided that appointment of a Meeting Investigator at the County level would not be approved. Each individual Municipality will take responsibility.
- Work is to be completed on the Gorrie Bridge. However, further discussion must take place regarding timeframe and work involved. No decisions have been made at this time.

Maitland Valley Conservation Authority (MVCA) - Next meeting, November 21st

Councillor Versteeg reported:

- Conservation Authority is working to solve problems with the Gorrie Dam. The retaining wall is damaged. Investigation into solutions for fixing the dam is underway.
- The Mill in Gorrie requires a new roof. Discussions at this time consider replacement of the roof or removal of the Mill itself.

Saugeen Valley Conservation Authority (SVCA)

Minutes of the October 25, 2007 Board of Directors meeting were circulated in the Council package. Also included was a letter from Les Nichols, Municipality of South Bruce, expressing thanks for the opportunity to represent the Group 3 municipalities on the Saugeen, Grey Sauble and North Bruce Peninsula Source Water Protection Committee.

Road Watch Huron - Next meeting November 28th

Wingham Area Fire Board

The Fire Chief's Report for October was circulated in the Council package:

CORRESPONDENCE FOR INFORMATION ONLY (copies attached)

- Ministry of Municipal Affairs and Housing** - 25-year Service Award presented to Chatham-Kent Councillor.
- Ontario Property & Environmental Rights Alliance** – comments on Bill 136 *Places to Grow Act*
- Frank Cowan Company** – 'News & Views' Fall 2007 edition
- Huron Business Development Corp**
Better Business Seminar – Succession Planning for Small Business Operators
- Huron Tourism**
"A Stitch in Time" – Quilt show at Huron County Museum Nov.2007 - Mar.2008
- Huron County Social Services** – information on the "Water Filter Fund" to provide financial assistance for low-income families to obtain water filters that will remove lead from drinking water.

OTHER

Reeve Demaray and Council thanked Administrative Assistant Michele Bennett for organizing this year's Christmas Party. It was a successful event and enjoyable for all who attended.

ADJOURNMENT

MOTION #341/07

Moved by Yungblut

Seconded by Versteeg

THAT Howick Township Council now adjourns the November 20th, 2007 Regular Meeting of Howick Township Council at 9:55 p.m., with Council to meet again at the Regular Meeting scheduled for December 4th, 2007 at 7:00 p.m., or at the call of the Chair.

CARRIED

REEVE

ACTING CLERK