

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 20th, 2009 AT 7:00 P.M.
AT THE HOWICK TOWNSHIP COUNCIL CHAMBERS

MINUTES

Attendance:

Council Members

Max Demaray, Reeve
Linda Henhoeffler, Councillor
Art Versteeg, Councillor

Andrea Yungblut, Deputy Reeve
Randy Scott, Councillor

Staff

Ronna Lee Johnson, Clerk
Wray Wilson, Public Works Co-ordinator
Bill Doig, Fire Chief

Mark Farinha, Treasurer/Tax Collector
Bruce Skillen, Recreation/Facilities Supervisor

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

Copies of draft Minutes of the Regular Council Meeting held October 6th, 2009 were circulated in the Council package.

MOTION #301/09	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on Tuesday, October 6th, 2009, as circulated.		
		CARRIED

RECREATION/FACILITIES SUPERVISOR'S REPORT

Howick Community Centre

Mr. Skillen reported that the compressor was started on Sunday following the Fall Fair, the ice is in and hockey begins this evening. A good number of rentals are in place, and more are expected (possibly broomball).

The compressor has about 7,000 hours, and will require monitoring, maintenance and perhaps an overhaul.

Gabel's have been in to check and correct problems with the HVAC system and it seems to be working well now. If it malfunctions again, Mr. Skillen will contact the manufacturer.

Seasonal Staff

Mr. Skillen presented the names of 2009-10 seasonal staff and their recommended wage levels for Council approval.

MOTION #302/09	Moved by Scott	Seconded by Versteeg
THAT Howick Township Council hereby authorizes the Recreation/Facilities Supervisor to hire the following seasonal arena staff for the 2009-2010 season at the specified rates of remuneration on the 2009 Pay Grid:		
Arena Assistants:	Fred Roy	- Step 9
	Dale Hunt	- Step 7
	Curtis Harding	- Step 3
Booth Supervisor:	Lynn Hunt	- Step 8
Booth Assistants:	Kelsie Brown	- Current Student Minimum Wage
	Colleen Hussey	- Current Student Minimum Wage
		CARRIED

Mr. Skillen thanked Council, and left the meeting at this time (7:05 pm).

per the attached schedule. The resolution also stated equipment and cash will be distributed on or before December 31, 2009.

The vote to pass the resolution was unanimous! My sincere thanks to the Reeve and Deputy Reeve for their assistance with this transaction.

Deputy Reeve Yungblut acknowledged and thanked Howick staff for the information package that was prepared and sent out to all members of the Councils of North Huron and Morris-Turnberry prior to the Fire Board meeting. This information was instrumental in clarifying in a way that Board members understood the issues, enabling them to make the necessary decisions.

LAS Electricity Savings

The attached schedule shows we saved \$9K for the period June 2008 to May 2009.

ADDENDUM

Property Assessment Adjustments

Council received a listing of adjustments resulting from Minutes of Settlement for properties that had reverted from 'Farm Land' to 'Residential' on the 2009 Assessment roll, and have now been corrected.

MOTION #305/09	Moved by Scott	Seconded by Henhoeffer		
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 Minutes of Settlement amending property assessments as follows:				
	<u>Reductions</u>	<u>Additions</u>	<u>Net Adjustment</u>	
For the Year 2009	\$6,251,037.	\$6,231,793.	(\$ 19,244.00)	CARRIED

Accounts Payable

The attached Accounts are presented for Council's review and approval.

MOTION #306/09	Moved by Scott	Seconded by Versteeg		
THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$202,046.10 under date October 20 th , 2009 as cheques #8526 to #8572 inclusive, as presented and discussed at the Regular Council meeting held October 20 th , 2009.				
				CARRIED

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report as at October 16th and supporting documentation were circulated in the Council package:

ROADS

PUBLIC WORKS STAFF OPERATIONS

- Construction on Gough Road
- Grading
- Plow Equipment will be installed on the truck next week

FORDWICH STREET CONSTRUCTION

The sidewalks and curbs are complete. Driveways, boulevards, lawn restoration, etc. is progressing slowly. Sod laying was carried out during the past couple of days.

GOUGH ROAD CONSTRUCTION

Construction started on September 30th. If the weather co-operates, work should be substantially complete by the end of next week. The 'A' gravel is being put down today.

MUNICIPAL GARAGE ADDITION

Tenders closed on October 15th at 1:00 p.m. Nelson Dawley, P. Eng., Brenda Weishar and I opened the tenders. A list of the bidders and the quotes is enclosed. I am recommending that we accept the bid from Heritage Builders Limited for the following:

• Base Tender Price	\$174,216.00
• Option (c) Crane	28,350.00
• Option (d) HRV's	11,000.00
• Option (e) Refinish Office	6,420.00
Total Building Cost	\$219,986.00
Engineering	13,000.00
Signage, miscellaneous	5,000.00
Total	\$237,986.00

Although the project total is About \$20,000.00 higher than anticipated, Treasurer Mark and I have discussed the financing and the funding is in place. Work will begin on October 26th.

MOTION #307/09**Moved by Henhoeffler****Seconded by Scott**

THAT Howick Township Council hereby accepts the tender for the Municipal Works Garage Addition project from Heritage Builders Ltd. at the bid price of **\$219,986.00 plus GST.** **CARRIED**

BUILDING**ANNUAL CONFERENCE**

The Ontario Building Officials Association (OBOA) Conference and Training Sessions in Huntsville from October 4th - 7th was extremely well-attended. Approximately 500 delegates participated in training sessions and other functions. Next year the conference is in the Town of Blue Mountains (Collingwood) and will be hosted by the Simcoe and Bluewater (formerly Grey-Bruce) Chapters of OBOA, which includes Howick, so Council may anticipate a request for assistance next year.

As an aside, Mr. Wilson noted that the Mayor of Huntsville, speaking at the conference, revealed that in preparation for the G-8 Conference, the area has been the recipient of a great deal of government funding for various infrastructure projects.

DRAINAGE**BOLTON MUNICIPAL DRAIN**

Work is substantially complete, with some tidying up still to be done.

PLANNING AND DEVELOPMENT**TOWNSHIP OFFICIAL PLAN & ZONING BY-LAW**

Denise Carnochan is concerned that the Mennonite community may not be aware of the proposed changes to our planning documents. At the Public Meeting last December, a suggestion was made that we should be posting notices of the meetings. Would Council like us to post notices and mail information to all the Mennonites and non-resident landowners? Council directed that posters be erected around the Township.

LANDFILL**TIRES**

We have received a substantial number of tires since the new program came into place on September 1st. I have contacted the same hauler we have used for the past couple of years to remove them before winter.

Further discussion addressed issues such as the condition, storage and disposition tires. Concern was expressed that haulers will not pick up "dirty" tires, that processors can reject tires they deem unsuitable, and what is to be done with rejected tires. There are many unresolved questions and issues relating to the new tire program.

ADDENDUM**PLASTIC CONTAINERS**

Mr. Wilson reported that the City of London has eliminated one type of clear plastic container from the recycle stream (ie. baked goods containers). Even though some of these containers carry the #1 recycle symbol, it has been deemed non-recyclable and is contaminating the processing.

CORRESPONDENCE (Information only)

- OGRA – Information from the nominating committee regarding the 2010-2011 year. Note a vacancy exists for the Southwest Zone if anyone is interested
- Stewardship Ontario – Information on the 2009 Blue Box Program. We received a cheque for \$6,262.12 representing our second quarterly payment
- LICO "In The Trenches" – An article from McLeans, September 2009, about the late Murray Nesbitt

CLERKS REPORT

The following report as at Oct. 16th and copies of supporting information were circulated in the Council package:

EMERGENCY MANAGEMENT**1. Appointment of Alternate CEMC**

Bill Doig and Dale Edgar completed the Basic Emergency Management Course in September, and Bill has agreed to be appointed as Alternate Community Emergency Management Co-ordinator. A resolution of Council is required to authorize the appointment.

MOTION #308/09**Moved by Scott****Seconded by Versteeg**

THAT Howick Township Council hereby appoints Fire Chief Bill Doig as Alternate Community Emergency Management Co-ordinator for the Township of Howick.

CARRIED**2. Emergency Management Program Consultation**

A comprehensive report (93 pages) has now been released detailing results of a questionnaire completed by Community Emergency Management Co-ordinators. Of 445 Ontario municipalities, 305 CEMC's (69%) responded to the survey asking for input on the following:

- 1) Are the tools to support the current program adequate, and if not, where should priorities be placed to close the gaps?
- 2) Should the province issue voluntary emergency management program goals that exceed the current legislated program?
- 3) Should the province provide materials (e.g., guidelines, training) to support the implementation of elements not currently reflected in the legislated program requirements, and if yes, where should priorities be placed?

According to the report, in general, the quantitative results indicate that CEMCs are divided almost equally on the matter of issuing additional program goals. Nevertheless, a large majority (85%) support the development of program resources to support municipal implementation of elements not in the current legislated program. CEMC opinions related to which of these additional program elements should be supported, and in what priority, are contained in Section 4. At the same time, another significant majority (75%) indicated the need for the development of additional and/or improved resources to support the current program.

Based on the results of the consultation, the following next steps are proposed:

- 1) Distribute this report to Community Emergency Management Coordinators and other affected stakeholders.
- 2) Identify and create an inventory of EMO resources/tools that support the current legislated program or that may allow municipalities to voluntarily expand their programs and distribute to Community Emergency Management Coordinators.
- 3) Conduct a gap analysis of further resources/tools that are needed to support the current legislated program.
- 4) Create a work plan, and, in collaboration with CEMCs, develop additional resources that:
 - a. Support the current legislated program; and,
 - b. Assist municipalities to voluntarily expand their programs.
- 5) Present a summary of this report and next steps to senior officials at the municipal level (through the Association of Municipalities of Ontario) and provincial level.

As a result, I think we can anticipate future escalation of requirements and workload associated with Emergency Management at the municipal level. The full report is available.

Freedom of Information and Protection of Privacy Workshop

A workshop "A Basic Orientation" will be held on November 16th in Mitchell. Registration is \$20.00 per person. Council members are encouraged to attend.

It was noted that this is similar to a workshop attended by the Clerk and Council members earlier this year in Mildmay.

Correspondence E-Mailed to Council

I have received some feedback from one Council member concerning the items being forwarded via e-mail. I would appreciate further discussion and direction about this matter. Council members generally agreed that the Clerk should filter out such things as advertising from private enterprises, but all material relating to municipal business, including notices from the Huron Tourism Association, should be forwarded, and will be screened at their discretion.

CORRESPONDENCE REQUIRING COUNCIL ACTION - none**MUNICIPAL RESOLUTIONS** - None**BY-LAWS** - draft by-law to appoint Fire Chief and enter into Employment Agreement**MOTION #309/09****Moved by Scott****Seconded by Yungblut**

THAT Howick Township Council gives first, second and third and final reading to By-Law No. 23-2009, being a by-law to appoint a Fire Chief for the Township of Howick.

CARRIED**CLOSED SESSION ITEMS**

- Minutes of the closed session held October 6th, 2009
- By-Law Enforcement Officer's Reports
- Legal Matter – Statement of Claim

COMMITTEE REPORTS

Belmore Community Centre Board

Councillor Scott reported from the October 19th Board Meeting:

- Ice surface in and ready by about October 15th
- Not many rentals to date – Figure Skating, Curling and 1 or 2 Hockey teams.
- It was suggested that decreasing rental rates may result in more bookings. The drawback with that is it is difficult to get enough help as it is.
- The Board may consider holding a public meeting to discuss the feasibility of putting ice in next year, or perhaps shorten the ice season.
- The netting has been installed, but needs to be changed where it has been fastened to the outside of the boards.
- The snowblowing contract has been awarded again this year to Mr. Kennedy of Teeswater.
- A member noted at the Board meeting that, while attending licenced functions in other Township facilities, it was observed that these facilities were not adhering to a requirement under the Township's Alcohol Policy that beer is to be served in plastic cups. Council instructed the Clerk to send a memo to all Boards reminding them to follow the requirements of the Policy.

Coalition for Huron Injury Prevention (CHIP) - next meeting Oct. 21st

Copies of the following were provided to Council at the meeting as Addenda:

- Minutes of September 9th CHIP Meeting
- Agenda for October 21st meeting
- Copy of letter to OFATV re. Feedback from the ATV Master Training

Councillor Henhoeffler noted that a CHIP representative visited North Huron Council to offer regrets regarding the sudden passing of Councillor Murray Nesbitt, and to encourage Council to appoint a replacement to the CHIP committee. She also noted that member Alison Lobb had recently been involved in an accident with a bulldozer.

County of Huron

Reeve Demaray reported:

- During two days of meetings, Council received operational reports from Department Heads.
- Next step in the process is to receive recommendations for cost savings/budget cuts.
- Howick Librarian Marion Feldskov received recognition for 25 years of service.
- Howick resident Theron Riley received an award for EMS Service
- County Councillors will attend Accessibility Training next week.
- Although opposed by Huron County Highways Department, County Council approved a controversial application to sever a residence located north of Hensall.

Huron Bruce Transit - Next meeting October 26th

Huron County Farm and Home Safety - no report

Councillor Versteeg enquired about the annual support grant from Howick. Treasurer Farinha will ensure that payment is forwarded.

Maitland Valley Conservation Authority (MVCA) - no report

Further to discussion initiated at last Council meeting regarding conservation and tree cover, Councillor Versteeg advised that the tree cover in Howick Township is 21.5%, compared to 16.8% overall in the Maitland watershed. The Authority is aiming for 25% cover, and 30% would be ideal.

Saugeen Valley Conservation Authority (SVCA) - no report

MVCA Source Water Protection (SWP)

The following information was circulated in the Council package:

- Schedule of meetings to be held to review the pre-draft Assessment Report Outline
- Copy of the pre-draft Assessment Report Outline

Deputy Reeve Yungblut advised that she will attend the session on October 21st in Wingham.

SVCA Source Water Protection

Council received copies of the following addendum at the meeting:

- SVCA 'Profile' Bulletin, October, 2009

Wingham Area Fire Board (WAFB)

Copies of the following were circulated in the Council package:

- Agenda for October 14th WAFB meeting
- Minutes of WAFB September 9th Meeting
- Chief's Report to September 30th

NB – See ‘Treasurer’s Report’ for discussion re WAFB October 14th meeting.

COUNCILLORS ISSUES

Huron County Federation of Agriculture

Reeve Demaray noted he has received an invitation to attend the Huron Federation of Agriculture Annual Meeting and Banquet. No one from Howick Council is able to attend.

PROVISION OF FIRE SERVICES TO MUNICIPALITY OF MORRIS-TURNBERRY

Having confirmed with Chief Doig the services to be provided and the area to be covered by Howick, Council discussed and agreed that a proposal will be submitted for a one-year contract to provide the specified fire services at a retainer fee of \$14,000.00 for the year. It was noted that any fees or charges levied by the dispatch service for changing Howick’s coverage area, would be charged to Morris-Turnberry in addition. Such details will be stipulated in the contract if and when Howick’s proposal is accepted.

MOTION #310/09

Moved by Versteeg

Seconded by Scott

WHEREAS the Municipality of Morris-Turnberry has forwarded a ‘Request for Proposal’ for Fire Emergency Protection Services,

AND WHEREAS the Township of Howick desires to submit a proposal to the Municipality of Morris-Turnberry in response to their request,

NOW THEREFORE Howick Township Council proposes that the Howick Township Fire Department will provide Fire Protection Services in the following described areas of the Municipality of Morris-Turnberry:

In a portion of Turnberry Ward, including:

1. Concession ‘C’, Lots 1 through 34 inclusive, including the Hamlet of Belmore
2. Concession ‘A’, Lots 1 through 10 inclusive
3. Concessions 3 through 12, Lots 1 through 5 inclusive, and Lot 6 adjacent to Schiestel Line and Kieffer Line
4. Concession 3, Lots 7 through 8 inclusive
5. Concession 2, Lots 1 through 8 inclusive
6. Concession 1, Lots 50 through 60 inclusive.

AND FURTHER THAT the Howick Township Fire Department will provide the following level of Fire and Emergency Protection Services to the areas of the Municipality of Morris-Turnberry above-described:

1. Interior structural firefighting including rescue
2. Vehicle firefighting
3. Grass, brush forestry firefighting
4. Mutual Aid
5. Hazardous Materials – awareness level response
6. Vehicle Accident response
7. Vehicle Extrication – manual only
8. Transportation incidents involving vehicles
9. Water and Ice – shore-based only
10. Public Assistance
11. Police Assistance
12. Public Utilities Assistance
13. High Angle rescue – awareness level only
14. Confined Space rescue – awareness level only
15. Farm / Silo rescue

AND FURTHER THAT Howick Township will provide the following requested documentation upon its availability as noted:

1. Copy of Insurance Certificate for the Fire Department – to be in effect January 1, 2010
2. Proof of training or plan for training under the Accessibility Act
3. Workplace Safety and Insurance Board (WSIB) clearance certificate.

AND FURTHER THAT the Township of Howick will enter into a contract to provide the above-described services for a term of **one (1) year** for a retainer fee of **\$14,000.00**. CARRIED

CLOSED SESSION

MOTION #311/09

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council at this time (9:16 pm) closes this portion of the October 20th, 2009 Regular Meeting of Howick Township Council in accordance with the *Municipal Act, 2001, Section 239(2)(b),(d),(e),(f)*, to deal with personnel, personal and legal matters. CARRIED

Matters Discussed in Closed Session

- Minutes of Closed Session of October 6th, 2009 (approved by Resolution #312/09)
- Property Standards and By-Law Enforcement
- Legal Matter – Statement of Claim

MOTION #313/09**Moved by Versteeg****Seconded by Henhoeffter**

THAT Howick Township Council now re-opens the October 20th, 2009 Regular Council meeting to the public at this time (9:31 pm). CARRIED

CORRESPONDENCE (FOR INFORMATION ONLY) (copies attached)

- a) **Ontario Ombudsman** – Ministry restriction of cancer drug “verges on cruelty”
- b) **Ontario Federation of Labour** – Nov. 6, 2009 is recognition day for Social Services Workers
- c) **Historica-Dominion Institute** – Veteran Appreciation Days Toolkit and Planning Guide
- d) **Howick & District Lions Club** – Thank you to Council for enabling the Road Toll event.

CORRESPONDENCE forwarded via E-Mail (Oct. 5 – Oct. 16 2009) (No copies attached)

- a) **Association of Municipalities of Ontario**
 - Alert No. 09/068 – Southern Ontario Municipalities invited to submit funding requests under ‘Southern Ontario Development Program’ (SODP). Deadline December 1st, 2009.
 - Alert No. 09/069 – AMO Report on September 2009 Board meeting.
 - AMO energy newsflash – Issue 05, October 2009
 - AMO/LAS Connections – Energy Symposium Nov. 16 & 17, 2009 update.
- b) **Ministry of Environment/Agriculture & Food** – introducing OMAFRA Connects e-bulletin.
- c) **Ministry of Municipal Affairs & Housing**
 - a. article in Toronto Star re. possible election reform.
 - b. PPP Canada Crown Corp. established to fund infrastructure projects. Deadline for Round One submissions in Oct. 30, 2009.
 - FedDev Ontario accepting applications under Southern Ontario Development Program.
- d) **College of Physicians & Surgeons Ontario** – ‘Noteworthy’ newsletter Sept. 2009
- e) **South West Local Health Integration Network** – Board of Directors Sept. Meeting Highlights
- f) **Federation of Canadian Municipalities** – Update on Canadian response to “Buy American”
- g) **Municipal World** – electronic November issue of *Municipal World* magazine.
- h) **Municipal Monitor** – electronic Nov./Dec. edition
- i) **Middlesex London Health Unit** – Pandemic H1N1 2009 Influenza Surveillance Report Oct. 9th
- j) **Doug Reycraft, Community Schools Alliance** – request contact MPP in support of “Smart Moratorium” on school closures.
- k) **Communities in Bloom** – participate in WinterLights 2009-2010 celebrations.
- l) **David Miller, City of Toronto Mayor** – “CitiesAlive” World Green Roof Infrastructure Congress to be held in Toronto Oct. 19-21, 2009.
- m) **MV Power Systems** – information for discussion at Warden’s Task Force meeting
- n) **Scott Tousaw, Huron County Planning Dept.** – Warden’s Economic Development Task Force October 8, 2009 meeting notes.
- o) **Huron Business Development Corp**
 - Next “Better Business” Seminar “*The Way of the ‘Bay: Selling All on E-Bay*”, Oct. 22 in Clinton
 - ‘Small Business Success’ July 2009 issue; August 2009 issue; Sept. 2009 issue
 - Leadership Survival Series for Rural Leadership starting Oct. 20th
 - Winners of “Great Gitomer” Giveaway
- p) **Huron Tourism**
 - Ministry of Tourism announces applications for ‘Celebrate Ontario 2010’ now being accepted.
 - The Livery presents *Betty Byleorski Finds a Home* beginning Oct. 22nd
 - Marten Arts Gallery presents Robert Bateman and Robert Kelly exhibitions Oct 2 – 30.
 - Blyth Gallery seeks artists
 - The Livery – Heritage and Culture Partnerships presents Issa aka Jane Siberry Nov. 5th
 - South Huron Chamber of Commerce announces workshop series “Business Documentation Made SIMPLE (Straightforward Instruction Materials People Learn Easily) Oct. 15th.
 - IceCulture Inc. wins Ontario Business Award
 - Huron County Historical Society Meeting Oct. 21st.

ADJOURNMENT**MOTION #314/09****Moved by Yungblut****Seconded by Versteeg**

THAT Howick Township Council now adjourns the October 20th, 2009 Regular Meeting of Howick Township Council at 9:32 pm, with Council to meet again at the Regular Council Meeting scheduled for Tuesday, November 3rd, 2009 at 7:00 p.m., or at the call of the Chair. CARRIED

REEVE_____
CLERK