

**TOWNSHIP OF HOWICK**  
**REGULAR COUNCIL MEETING**  
**TUESDAY, SEPTEMBER 1<sup>ST</sup>, 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  
Mark Farinha, Treasurer/Tax Collector

**Delegations**

Gary Davidson, Planning Consultant  
Denise Carnochan, Huron County Planner  
Peter King, Fordwich Hall Board (arrived at 8:00 pm)

**Others**

William Atton; Pauline Atton

**CALL TO ORDER**

Reeve Demaray called the Regular meeting to order at 7:03 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 Minutes of the Regular Council Meeting held August 11<sup>th</sup>, 2009 was circulated in the Council package.

<b>MOTION #251/09</b>	<b>Moved by Versteeg</b>	<b>Seconded by Scott</b>
THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on Tuesday, August 11 <sup>th</sup> , 2009, as circulated.		
		<b>CARRIED</b>

**DELEGATION**

**1. Gary Davidson, Planning Consultant – Atton Development Proposal**

Copies of the following information relating to Mr. Davidson's presentation were circulated in the Council package:

- Modified Comprehensive Review report
- Map – "Wroxeter - Atton Property Revised as of June 17, 2009"
- CLI Land Capability map
- Huron County Population Projections
- Topographic map (Wroxeter & Atton farm area)

Mr. Davidson reviewed information in his *Modified Comprehensive Review* report, explaining its purpose is to outline justification for changing the settlement area boundaries of the Village of Wroxeter in the new Howick Official Plan. The proposal would effect a "land exchange" (swap), whereby some lands now designated agriculture are to be added to the Wroxeter settlement area as residential, and other lands now designated developmental are to be removed from the Wroxeter settlement area and added to the agricultural designation.

Referring to the map entitled "*Wroxeter - Atton Property Revised as of June 17, 2009*", Mr. Davidson pointed out the two parcels to be added to the settlement area of the Village of Wroxeter and to be designated Urban, and the parcel to be removed from the settlement area and designated Agriculture. The result of the proposed exchange is that 1.457 hectares or 3.6 acres would be added to Wroxeter and 1.578 hectares or 3.9 acres would be removed.

Mr. Davidson explained that the quality of the land for farming was also considered. The northerly parcel to be added to the village is a combination of prime and non-prime agricultural lands, and the southerly parcel to be added is prime land. The lands to be removed from the settlement area are all prime lands and much easier to cultivate.

Mr. Davidson's report also included review of population projections and anticipated growth in Wroxeter, and an outline of proposed development on the lands to be added to the Village.

Mr. Davidson recommends that:

1. Howick Council include the proposed land exchange in the proposed Howick Official Plan;
2. The lands to be added to the Wroxeter settlement area be designated residential;
3. The lands to be removed from the Wroxeter settlement area be designated agriculture;
4. The northern parcel of the lands to be added to the Wroxeter settlement area be zoned HR1 in the implementing comprehensive zoning bylaw. Removal of the H would require the approval by Council of an EIS and a site plan;
5. The southern parcel of the lands to be added to the Wroxeter settlement area be zoned R1 in the implementing comprehensive zoning bylaw;
6. The parcel to be removed from the Wroxeter settlement area be zoned agriculture in the implementing comprehensive zoning bylaw; and,
7. An undertaking to be entered into between the Attons and the Municipality to re-designate some of the lands returned to agriculture, should development on the northern parcel be prohibited.

Mr. Davidson explained that, although the required Environmental Impact Study (EIS) has not been completed, the most opportune time to effect the "land swap" is now, during the Official Plan and Zoning By-Law review process. Because the EIS requires assessment over 3 seasons (spring, summer, fall), it is not possible to complete it until next summer. He outlined other ways that Council could ensure that no development occurs on the lands until such time as the EIS is submitted and approved. If Council chooses not to include the requested changes, the Attons would have to consider lodging an appeal against the Official Plan and Zoning By-law, which would delay approval and implementation.

### **Denise Carnochan, Huron County Planner – Report re. Atton Development Proposal**

Copies of the following Report were circulated in the Council package.

#### Recommendation

It is recommended that the land exchange, requested by Bill and Pauline Atton and their consultant Gary Davidson, not be incorporated in the Township of Howick Official Plan; this recommendation is owing to the fact that the required Environmental Impact Study (EIS) has not been submitted or approved.

However, the Planning Department recognizes that because the EIS has spring, summer and fall components, the proponents will be unable to fulfill this requirement prior to the completion of the Official Plan five-year review process. Should Council choose to incorporate the designation re-configuration in the absence of the EIS, the following outlines the requirements for that process:

- The lands will be placed under a restrictive Urban designation (marked by \*) in the Official Plan which will only be removed when a Environmental Impact Statement (EIS) is prepared to the satisfaction of the Township of Howick, the Maitland Valley Conservation Authority and any other regulating authorities (Note: the removal of the \* will not require an OPA); and
- The lands will be zoned Developmental (D) in the Township of Howick Zoning By-law.

#### Background

Bill and Pauline Atton have requested that the urban designation on their property be re-configured to include lands to the north and south of the current designation but to remove some of the designated lands within the current settlement boundary of Wroxeter (see attached mapping). The effect of this request would be a 1:1 ratio 'land swap or' or 'land exchange'.

#### Comments

The Planning Department required two studies be completed in order to consider the incorporation of the requested 'land exchange' into the Township of Howick Official Plan five-year review process; an Environmental Impact Study and a modified Comprehensive Review. The following outlines the details of each requirement.

##### *1. Environmental Impact Study*

The Township of Howick Official Plan offers clear direction for the requirement for an Environmental Impact Study (EIS). Section 3.4.d.iv of the Howick Official Plan requires that an Environmental Impact Study be completed when a development is proposed to locate within 120 metres of a Provincially Significant Wetland. The entirety of the lands to be exchanged are within 120 metres of the Wroxeter Wetland Complex which is of provincial significance, thus, an EIS is required for all lands being brought into the urban designation.

The Planning Department can agree in principle to the area of the lands to be added and removed (see attached mapping), however, the appropriateness of the setbacks of the requested designation from the Provincially Significant Wetland are unknown in the absence of the Environmental Impact Study. It is for this reason, among others, why the EIS report is to be accepted and approved by the Township, Maitland Valley Conservation Authority, and other regulating authorities prior to the change in designation.

##### *2. Comprehensive Review*

The Planning Department also required the proponents prepare and submit a Comprehensive Review, a report which is designed to demonstrate the necessity and suitability of the proposed development.

This Review was modified to suit the scale and nature of the development. This report was submitted on Monday, August 24 and is under review.

**OTHERS CONSULTED**

- Nathan Garland, Maitland Valley Conservation Authority
- Scott Tousaw, Director of Planning, County of Huron

**Maitland Valley Conservation Authority (MVCA) – Report re. Atton Development**

Ms. Carnochan received the following report from Nathan Garland, MVCA Environmental Planner, copies of which were provided to all at the Council meeting.

The Conservation Authority has reviewed the proposed “Land Swap” and the suggested re-designation of lands located south of Maitland River, and west of Wroxeter Wetland Complex.

The Conservation Authority would recommend that prior to change in designation and rezoning an Environmental Impact Study (EIS) be completed to determine any possible impacts on the Wetland. The area and scope of the EIS should be focused for the 120 metres adjacent to the wetland. The submission of an EIS is in support of the wording of the municipal Official Plan and Conservation Authority Policies and Regulations.

As of this date a Terms of Reference has been provided to the applicant. However, no further comments have been received by the MVCA as to the status of the EIS, or if the EIS has been completed. Also located on the property is an area of Flood fringe and Floodway.

Therefore, it is the Conservation Authority’s recommendation that the proposed rezoning/re-designation be denied until an EIS has been submitted.

During ensuing discussion the following issues were addressed:

Ms. Carnochan noted, in regard to Mr. Davidson’s references to “comprehensive review”, that a “comprehensive review” required under the *Provincial Policy Statement (PPS)* to justify this request must provide more detail, and is different than a 5-year Official Plan and Zoning By-Law review. Mr. Davidson disagreed, disputing the applicability of that Section of the PPS on the basis that this proposal is not “adding land to the Settlement Area”, but is actually reducing it slightly.

Regarding the Attons’ right to appeal the Official Plan, Ms. Carnochan advised that since this is a request for a change to be incorporated during the Official Plan review process and is not a formal application for an amendment, they have no Right of Appeal if Council chooses not to make the requested changes at this time. Mr. Davidson disagreed.

Responding to a request for clarification of comments in the letter from MVCA, Ms. Carnochan explained that without the EIS, there is no way of knowing the development potential, particularly of the northerly parcel adjacent to the river – the study may show that no development would be permitted within that entire area. As well, the adjacent land north and east of this parcel is designated Natural Environment which allows farming as a permitted use. This may affect the feasibility residential development. Proximity of this area to the flood fringe and floodway is another factor to be considered. These are some relevant reasons why it is not appropriate to re-designate these lands in the Official Plan before the EIS has been completed and approved.

Mr. Davidson responded that the Township’s Official Plan simply states that an EIS is required, it does not stipulate that it must be done prior to changing the designation. Ms. Carnochan, quoting excerpts from the Plan, countered that it is clear that the EIS is required prior to, and in order to support and validate the requested changes.

Concern was expressed that if Council accepts the proposal and makes the changes in the Official Plan and Zoning By-Law now, and then the EIS indicates that no development would be permitted on some of those lands, how would the Township then recover or add back lands lost from the Settlement area. Mr. Davidson replied that Council can amend their Plan at any time. Ms. Carnochan felt there is no clear process on how Council could recoup the land.

Township Planning Administrator Wray Wilson asked Mr. Davidson what he proposes the lands be designated in the Zoning By-Law - Residential or Developmental? Mr. Davidson replied that he would want the lands zoned “Residential” with a ‘Holding’ designation attached, which would be removed after the EIS and a site plan are approved. Mr. Wilson disagreed, stating the appropriate zoning should be “Developmental” which would then trigger a public rezoning process prior to development. Ms. Carnochan added that removal of a “Holding” designation does not require any public notification, input, or right of appeal – the neighbours would not be aware that the change has occurred and that development will then be allowed to proceed. She expressed concern that the public cannot be expected to identify and recognize every change that occurs at the time of the Official Plan/Zoning By-Law 5-year review process, and the implications thereof.

Mr. Davidson noted that if Council approves the Official Plan without incorporating the requested proposal, the Attons could appeal Council's decision, thus holding up the whole process. He would like to avoid an appeal, and reiterated that Council can make the changes to the Plan and still have control over when and how any development will occur.

Mr. Wilson noted that Huron County is the approval authority for the Township's Official Plan, and expressed concern that if Howick Council accepts the proposal and recommends the changes to the Plan, but the County does not support the changes, this could put the whole Plan under appeal. Ms. Carnochan recommended that this particular section of the plan be deferred, which will allow Council to proceed with the Plan review – the maps would show this area hatched out so the public would be aware that further action is pending. The deferral would have a time limit attached, that would allow for completion of the required studies and development plans. Mr. Davidson claimed that it is not possible to defer just one section, that deferral would apply to all settlement areas in the Plan. Ms. Carnochan disagreed.

Ms. Carnochan suggested an alternative process (as outlined in para. 2 of her Report) that would have the lands placed under a restrictive Urban designation marked by an asterisk in the Official Plan, which will only be removed when the Environmental Impact Statement is prepared to the satisfaction of the Township of Howick, the Maitland Valley Conservation Authority and any other regulating authorities [Note: removal of the restrictive designation will not require an Official Plan Amendment (OPA)]; and the lands will be zoned Developmental (D) in the Township's Zoning By-law. Once all required studies have been approved and appropriate land uses determined, an application for zoning amendment would be required to designate the lands for residential development.

Mr. Davidson asserted that the southern block of agricultural land proposed to be added to the urban area is further than 120 metres from wetland area and therefore an Environmental Impact Study is not required for that section. Ms. Carnochan felt that the distances would need to be verified in order to validate that assumption.

Reeve Demaray asked Council members if they were prepared to instruct the Planner in this matter. Ms. Carnochan noted that some issues were raised that require clarification, and that she would seek further information and answers for Council to assist in making a decision. Some Council members felt that the request "makes sense" and that the changes, with restrictions, should be put into the Official Plan during this 5-year review process, and that the lands be designated "Developmental".

Clarification was requested on "deferral" versus "restriction" of the requested changes. Ms. Carnochan explained that "deferral" would have the area in question hatched out with no designation until such time as the EIS and Development Plan have been completed. "Restriction" would show the lands changed in the Plan, but with a restrictive designation that would not be removed until all required documentation is approved. Mr. Davidson again disputed that only one section can be "deferred", and asserted that he does not think Council would wish to defer all Village boundaries. Council also asked for verification that if the lands are re-designated in the Official Plan before the EIS is approved, and then the EIS prohibits residential development, the Attons potentially risk ending up with lands that they cannot develop, and the Township will have lost lands in the village that presently can be developed. It was agreed that these risks exist, but Mr. Davidson feels that Township Council could recover the development lands by changing the designation any time they wish.

Mr. Wilson noted that this late request to make changes to the Official Plan is a difficult situation that was not caused by Howick Council. The required EIS could have been completed in time if the process had been started last year when the Attons initiated the plan. However, he feels that making the changes to the Plan with restrictions could work, since Council would still have control of when and how residential development could occur. Ms. Carnochan advised that Maitland Valley Conservation Authority will be providing a more detailed report for Council.

Discussion moved to setting a date for the Public Open House. Ms. Carnochan advised that the meeting, previously planned for September 16<sup>th</sup>, will need to be re-scheduled to allow time for the Planning Department to incorporate the above-noted changes in the documents, and to give the required 30 days notification of the public meeting. The Open House was scheduled to take place on Wednesday, October 21<sup>st</sup>, 2009 at the Howick Municipal Office, during the afternoon from 3:00 – 5:00 pm and the evening 7:00 – 9:00 pm, at which time the draft Official Plan and draft Zoning By-Law will be available for viewing along with a listing of all changes incorporated into the documents, as well as a display of new mapping.

Reeve Demaray thanked Mr. Davidson, the Attons and Ms. Carnochan for their presentations, and these participants left the meeting at this time (8:10 pm).

**2. Peter King – Fordwich Community Hall**

Mr. King noted that he was representing the interests of the Fordwich Hall Board to advise Council that the facility is in immediate need of repairs, specifically, new windows, doors and insulation. The Board was unsuccessful in applying for grant funding to assist with the work, and is requesting that the Township provide an interest-free loan to enable the required repairs, much of which would be done with volunteer help.

Some fundraising initiatives have been undertaken, but the money raised is needed to cover operating costs. The Board has been attempting to identify ways to increase revenues, including uses for the downstairs area, and perhaps increasing rental fees. The Board recently voted to allow alcohol events in the facility.

Responding to a question about usage, Mr. King noted that the facility has a good number of rentals, and there seems to be interest in the village to keep it going.

Asked if Gas Tax Rebate funds could be used for this type of “energy saving” project, Treasurer Farinha responded that Gas Tax funds are specifically granted for transportation / roads projects, and as such have already been committed for road construction.

It was noted that Council has provided interest-free loans to other Boards in the past, and it was agreed to assist the Fordwich Hall Board at this time.

**MOTION #252/09**

**Moved by Versteeg**

**Seconded by Scott**

THAT Howick Township Council hereby authorizes the advancement of an interest free loan of \$5,000.00 to the Fordwich Hall Board for the purpose of effecting required renovations and repairs, for a term of 5 years. CARRIED

**TREASURER’S REPORT**

The following report and supporting information were circulated in the Council package:

**Howick Pool Renovation**

Attached is an analysis of the cost of the pool (\$219,242.15) and how it was funded (Tax Levy \$98,819.: Reserves \$52,500.: Grant \$42,500.: Donations \$25,000.) There is a small unfunded balance of \$422.90 from 2009 work. I would like to cover this by a transfer from the Arena Reserve a/c 01-00-0000-33371 which has a balance of \$58K

**MOTION #253/09**

**Moved by Scott**

**Seconded by Yungblut**

THAT Howick Township Council hereby authorizes the Treasurer to transfer the amount of \$422.90 to ‘Capital’ from ‘Reserve - Arena’ to fund the balance of expenditures for the Howick Community Pool Renovation Project. CARRIED

**Tax Implication for Farms which reverted to Residential Class**

The attached list of Farm properties reverted back to the Residential Class. The paperwork for correction back to the Farm Class is presently being processed by OMAFRA & MPAC. This problem which is Province wide is expected to be corrected in the next few weeks.

Because they are presently classified as Residential, property taxes are higher which is somewhat unfair in the short term to Howick’s taxpayers. That said it should be noted that some taxpayers do not submit the required paperwork to OMAFRA on time.

There is no issue with taxpayers who pay in full and are prepared to receive a credit later on. I am asking Council though, to waive interest charges for those taxpayers who wish to pay a lesser amount in the meantime, pending the adjustments from OMAFRA/MPAC.

**MOTION #254/09**

**Moved by Scott**

**Seconded by Yungblut**

WHEREAS certain ‘Farm Land’ properties in the Township of Howick - said properties listed on the attached Schedule ‘A’ - were improperly classified on the 2009 Property Assessment Roll as ‘Residential’ class,  
AND WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Municipal Property Assessment Corporation (MPAC) are undertaking corrections to rectify the classifications on the listed properties,  
AND WHEREAS the anticipated corrections were not processed in a timely manner, which has necessitated processing the Township’s Final 2009 Property Tax billing without benefit of the corrected data,  
NOW THEREFORE Howick Township Council hereby authorizes and instructs the Treasurer to waive any penalty and interest charges accruing on unpaid tax balances for those affected ‘Farm Land’ property owners who choose not to pay the excess taxes levied during the interim until the necessary corrections have been processed. CARRIED

**Recreation Department - Events Booking Software**

Council approved \$5,000 in the 2009 Budget to purchase this software. The program has now been purchased and Bruce Skillen has trained on it for the past week or so. The cost was actually \$5, 900, the cost overrun due to \$1,000 charged by the provider for training. I would like to cover this differential from the Arena Reserve.

**MOTION #255/09**                      **Moved by Scott**                      **Seconded by Yungblut**  
THAT Howick Township Council hereby authorizes the Treasurer to transfer the amount of \$900.00 to 'Capital' from 'Reserve - Arena' to fund the balance of the cost of purchase of computer software program and training. CARRIED

**PSAB-State of completion Province wide**

It seems 75% of Ontario's Municipalities will be non-compliant at January 1st, 2010 as they have either done nothing or so little it is impossible to catch up by the deadline. 12% are half completed and may be able to catch up if they work at it diligently.

Non-compliance means external auditors will have to issue a qualified opinion which will affect those Municipalities relationships with their banks. Possible curtailment of Government funding may also be a consequence.

The remaining Municipalities still have some work to do and will attain the deadline.

Interestingly enough, Howick is done. Matt Betik of KPMG is doing a final review of our data. Matt should be presenting to Council in October.

**Presentation of Accounts Payable**

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

**MOTION #256/09**                      **Moved by Scott**                      **Seconded by Yungblut**  
THAT Howick Township Council hereby authorizes payment of accounts in the amount of **\$295,546.29** under date September 1, 2009 as cheques #8371 to #8424 inclusive, as presented and discussed at the Regular Council meeting held September 1<sup>st</sup>, 2009. CARRIED

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

The following report as at August 28<sup>th</sup> and related information were circulated in the Council package:

**ROADS**

**PUBLIC WORKS STAFF OPERATIONS**

- Second round of grass cutting continues
- Replacement of culverts
- Staff holidays

**PROVINCIAL TRUCK SAFETY ROADEO**

As you will recall, Doug Chapman won the rodeo for Huron County. He has the opportunity to represent Huron County at the Provincial Rodeo on Wednesday September 9<sup>th</sup> at Simcoe. There is no entry fee. Request Council authorize Doug's attendance and pay for his expenses.

**MOTION #257/09**                      **Moved by Scott**                      **Seconded by Henhoeffer**  
THAT Howick Township Council hereby authorizes the attendance of Public Works employee Doug Chapman at the Provincial Rodeo competition being held in Simcoe on Sept. 9<sup>th</sup>, 2009, and agrees to pay the cost of expenses associated with his attendance at this event. CARRIED

**FORDWICH STREET CONSTRUCTION**

Work is progressing well although the contractor is still behind. It is my understanding that the missing pipe for the crossing on Patrick Street will be here on Monday and the crossing will be done on Tuesday. The paving crew should be in again next week to pave Old Mill and Louisa Street East.

Mr. Wilson added that County is in the process of installing the large culvert at the corner of Patrick and Victoria Street. Regarding the pond at that site, it is reported that the pond will not be permitted, and the property owner was contacted about accessing the readily-available fill during road construction.

**BUILDING** - NO REPORT

## **DRAINAGE**

### **BOLTON MUNICIPAL DRAIN**

Work on the culvert started last week and is progressing. The heavy rain on August 20<sup>th</sup> caused some problems for contractor. The contractors doing the tile portion and the upstream open portion plan on starting early in September.

## **PLANNING AND DEVELOPMENT**

### **APPLICATION FOR ZONING AMENDMENT – Howick Apartments Ltd.**

Information related to this proposed amendment as well as the Planning Report is provided to assist in your deliberations.

NB. See Minutes of Public Meeting

See Clerk's Report for By-Law No. 20-2009 to adopt the zone amendment.

## **LANDFILL**

### **TIRES**

Our current fees and charges by-law has a section for charging a fee for dropping tires off at the Landfill. With implementation of the Ontario Tire Stewardship (OTS) program, we are no longer allowed to charge a fee for collecting tires. Instead we receive a fee from OTS for each tire we ship out. A resolution is required to delete tire charges at the landfill site.

Mr. Wilson noted that more details about the new Tire Program are being received, and it is possible that we may be required to store the tire under cover. Regarding tires with rims, Mr. Wilson was informed by one of the contractors that he will accept tires with rims.

Clerk Johnson noted that a request was received recently at the office for a refund of fees paid for tire tokens previously purchased, and requested Council authorization to process such refunds.

### **MOTION #258/09**

**Moved by Yungblut**

**Seconded by Henhoeffler**

THAT Howick Township Council hereby authorizes and instructs the Treasurer to delete all Tire Disposal fees from the "Fees and Charges" schedule, to be effective September 1, 2009, AND FURTHER THAT Council hereby authorizes the Treasurer to issue a refund to any resident who has previously purchased tire tokens and returns them to the municipal office for redemption. CARRIED

## **ADDENDUM**

### **Landscaping at Howick Community Centre**

Councillor Henhoeffler thanked PWC Wilson and Public Works Department for the good job on the sidewalk extension in front of the library. She advised that the Garden Club would like to proceed with the flower bed, and asked if there are hydro or telephone wires in that location. Mr. Wilson advised that both are present – the hydro cable located where the box is attached to the building, but he is not certain what direction the wires run underground, and whether or not they are encased in conduit. The telephone company will do a cable locate at no charge.

Clerk Johnson reported that a representative of the Howick Agricultural Society was in today to ask if the Public Works Department would provide use of the backhoe, man power, and gravel to assist with placing the rock (see Clerk's Report – Correspondence) to be incorporated in the landscaping on the boulevard beside the highway.

Mr. Wilson advised that this would need to be arranged in advance (2 days notice) with Mr. Chapman to determine if and when a man and machine would be available. Council agreed that the costs of machine, time and materials will be charged to the Agricultural Society.

PWC Wilson left the meeting at this time (9:10 pm)

## **CLERKS REPORT**

The following report as at August 7th and copies of supporting information were circulated in the Council package:

### **ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA)**

#### **Customer Service Training**

The AODA Working Group met on Sept. 26<sup>th</sup> with County Director of Human Resources Darcy Michaud and the new AODA Co-ordinator Sarah Clemons. Ms. Clemons gave us an update of her activities since coming to Huron, including: working with IT to upgrade the County website with respect to Accessibility information and resources; planning an Open House (co-ordinating with National Awareness Week) to be held December 3<sup>rd</sup>, 2009; and completing the Customer Service training presentation.

The 'Customer Service' "awareness level" training course is expected to be about an hour, and the County's Training Schedule has been established (copy attached) with 27 work day morning

sessions to be held in either Goderich or Clinton. Information was provided about projected costs (to be billed on a cost-recovery basis) for the course - \$6.00 per person to attend a County session; \$130.00 for a day session or \$200.00 for an evening, plus mileage, for the Co-ordinator to hold the course at local venues. Based on discussion about who requires the training, all Howick employees, fire fighters, representatives of local boards, By-Law Enforcement Officer, etc., will need to be trained. It was suggested that municipalities could partner to hold session(s) locally, and perhaps incorporate a course into one of the firefighters' regular training nights. I have contacted North Huron and Morris-Turnberry about this, and hope to hear back soon about their intentions.

**Submitting Building Plans to Accessibility Advisory Committee**

Attached is a copy of the new "Process for Submitting Building Plans to the Huron County Accessibility Advisory Committee for Review".

**EMERGENCY MANAGEMENT**

**Program Development**

Enclosed is a newsletter update on Provincial Program Development activities, and a schedule of upcoming fall training sessions. Both Bill Doig and Dale Edgar are registered for the Basic Emergency Management (BEM) course in London.

**PRISM-911**

A notice will appear in the September issue of "What's Happening in Howick" informing residents about the PRISM system and encouraging them to complete and submit the data form. The forms will be mailed out at the same time as the newsletter.

Enclosed is notice from the County regarding the PRISM 911 data collection forms, advising that they are working diligently to have the on-line form available as soon as possible.

Residents can check the County website at [www.huroncounty.ca/PRISM](http://www.huroncounty.ca/PRISM) and submit the form on line when it becomes available.

Clerk Johnson requested authorization to send payment to Ms. Feldskov for placing the article in the Newsletter. Council agreed that such payments were authorized at a previous meeting.

**ADDENDUM**

**Huron County Emergency Management**

CEMC's have been invited to attend a presentation by the Huron County Health Unit about pandemic planning at the Museum in Goderich on September 9, 2009 at 9:30 am. Clerk / CEMC Johnson advised that she plans to attend.

**MUNICIPAL ALCOHOL POLICY**

Enclosed is a copy of the revised Policy, and a draft by-law (No.21-2009) to adopt the new version has been prepared for enactment at this meeting, if all is in order. The information pamphlet has also been revised accordingly (copy enclosed). Copies of the amended Policy and pamphlets will be sent to the local boards, along with the information about the Smart Serve training.

The Smart Serve training has been confirmed with Mr. Nelemans, and a fee of \$100.00 is proposed to reimburse him for his time and travel.

**MOTION #259/09**

**Moved by Versteeg**

**Seconded by Henhoeffter**

THAT Howick Township Council hereby authorizes the following payment to Mr. Jim Nelemans as reimbursement for his time and expenses incurred in presenting the 'Smart Serve' training course at the Howick Community Centre on September 16<sup>th</sup>, 2009: \$100.00 CARRIED

**Howick Lions Club – Fundraising Initiative**

Enclosed is a letter dated Aug. 26, 2009 from Dave Laurie, Huron County Director of Public Works, advising that "The County is satisfied that this fundraising event meets our interpretation of the "Safe Streets Act". Mr. Laurie has advised the Lions Club of conditions for conducting the event. Also enclosed is a letter dated Aug. 20, 2009 from the Howick Lions Club, providing details of the date and time of the event - Friday, September 4<sup>th</sup>, 2009 from 4:00 pm to 7:00 pm - and the locations - Patrick Street, Fordwich (County Road 30) and Howick Street, Belmore (County Road 12).

**CORRESPONDENCE REQUIRING COUNCIL ACTION**

1. **Howick Agricultural Society** – providing a revised plan of the proposed landscaping project at the Howick Community Centre, advising that a large rock will now be added. NB – See PWC Report for discussion of this matter.
2. **Wroxeter Park Board** – advising that new members have been added to the Board. A resolution is required to amend the Appointment By-Law.

<b>MOTION #260/09</b>	<b>Moved by Scott</b>	<b>Seconded by Henhoeffler</b>	
THAT Howick Township Council hereby amends By-Law No. 13-2009, being the by-law to appoint members to Township Boards and Committees, to add the following persons as members of the Wroxeter Park Board:			
Charlene Gallaher (Secretary)		Jennifer Weltz	
Krissy Hope		Shawn Engel	
Bryan Hope		Luke Quipp	
Matthew Rozendal		Mitchell Hunt	CARRIED

**3. Wroxeter Park Board** – requesting permission to allow minors to work as volunteers at the Recreation Co-ed Ball Tournament to be held Sept. 25-27, 2009.

The Clerk was instructed to send a letter advising that Council deems this event to be a 'Community Festival', and informing the Park Board that, in accordance with new provisions in the *Revised Municipal Alcohol Policy*, minors are now permitted to provide volunteer services for the Board, and it will no longer be necessary to submit such requests to Council.

**ADDENDA**

**4. Maitland Valley Conservation Authority/Conservation Foundation** – invitation to attend a barbeque at the Wawanosh Nature Centre on Wed., Sept. 9<sup>th</sup> at 6:00 pm. Those planning to attend are asked to RSVP.

**5. Huron Tourism Association** – invitation to General Meeting at 7:00 pm on Wed. Sept. 9<sup>th</sup> at the Regional Equine & Agricultural Centre of Huron (REACH) in Clinton. A copy of the revised Constitution was also provided.

**MUNICIPAL RESOLUTIONS**

**1. Madawaska Valley, Township of** - requesting a funding increase from the Ministry of Health and Long Term Care for additional Personal Support Workers to provide home care. Noted and discussed. Action: File

**2. New Tecumseth, Town of** – requesting that the provincial government exclude from the HST any items, goods or services that currently are subject to only one tax. Noted and discussed. Action: File

**BY-LAWS**

**By-Law No. 20-2009 – Zoning Amendment (Howick Apartments)**

<b>MOTION #261/09</b>	<b>Moved by Versteeg</b>	<b>Seconded by Yungblut</b>	
THAT Howick Township Council gives first, second and third and final reading to By-Law No. 20-2009, being a by-law to amend Zoning By-Law No. 23-1984 (Howick Apartments).			CARRIED

**By-Law No. 21-2009 – To Adopt Revised Municipal Alcohol Policy**

<b>MOTION #262/09</b>	<b>Moved by Scott</b>	<b>Seconded by Yungblut</b>	
THAT Howick Township Council gives first, second and third and final reading to By-Law No. 21-2009, being a by-law to adopt a Revised Municipal Alcohol Policy.			CARRIED

**CLOSED SESSION ITEMS**

- Minutes of the closed session held August 11<sup>th</sup>, 2009
- By-Law Enforcement Officer's Reports
- Legal Matter – Statement of Claim

**COMMITTEE REPORTS**

**Belmore Community Centre Board** - no report

**Coalition for Huron Injury Prevention (CHIP)**

The following were circulated in the County package:

- Information on Southwest Injury Prevention Conference
- Obituary re. Murray Nesbitt, North Huron Councillor and CHIP member

A sympathy card will be sent to the family from Howick Township Council and Staff.

Councillor Henhoeffler confirmed that the electronic speed sign had been set up in Howick (located at the Henhoeffler farm) on Sat., August 22<sup>nd</sup>.

The next CHIP meeting will be held September 9<sup>th</sup>

**County of Huron** – next meeting September 2nd

**Huron Bruce Transit**

Councillor Scott reported from the August 31<sup>st</sup> meeting:

- The new Co-ordinator for Grey-Bruce Transit attended, and reports they are experiencing similar financial problems.
- Grey-Bruce Transit and Huron-Bruce Transit will collaborate on a submission to the Province regarding funding concerns.
- There has been an increase in ridership this summer, perhaps due to the competitor's shortage of volunteer drivers.
- The Board has obtained information on new vehicles, but no immediate action is anticipated given the continued operational deficit.

**Huron County Farm and Home Safety** - no report

**Maitland Valley Conservation Authority (MVCA)** - no report

The following were included in the Council package:

- Minutes of Board Meeting #6/09 June 17<sup>th</sup>
- Low Flow Bulletin issued for Maitland watershed August 21, 2009

**Saugeen Valley Conservation Authority (SVCA)** - no report

**MVCA Source Water Protection (SWP)** - no report

**SVCA Source Water Protection** - no report

**Wingham Area Fire Board (WAFB)**

Reeve Demaray and Deputy Reeve Yungblut reported from the August 12<sup>th</sup> meeting:

- North Huron presented an "Asset Adjustment List" detailing changes to Wingham Area Fire Board asset valuations, to reflect the division of certain equipment between Wingham and Gorrie fire stations, appropriately apportioning the values thereof, and removing the value of the pumper with Quint which will be sold. The report notes *"The use of the WAFB 'Asset Adjustment List' results in a lowering of the asset division to Wingham by \$34,853.00 and an increase to Howick Township by \$12,068.00. It should be noted that the adjustment of the value of Bunker Suits and Helmets (Items 3, 4, 37 and 38) to be uniform results in a net loss to the total value of the WAFB of \$5,205.00."*

Council agreed that, since Station Chief Bill Doig was unable to attend that meeting, this list should be forwarded to him to be checked and verified.

A Special closed session of WAFB was held last week and matters discussed will be raised in our closed session.

The next meeting of the Wingham Area Fire Board will be September 9<sup>th</sup>.

**COUNCILLORS ISSUES**

**2009 AMO Conference**

Councillor Versteeg's detailed report from the conference was circulated in the Council package. He noted that he found the conference very valuable, and he appreciates the opportunity to attend.

**Fordwich Cemetery**

Councillor Versteeg noted he has had further complaints that the repairs at the Fordwich Cemetery have not been done. Clerk Johnson reported having discussion about the matter with Steve Espensen who is a member of the Cemetery Board. He noted that some of the work has been done but expressed concern that the Board does not have the funds to pay for sufficient topsoil to do the whole cemetery. He was also seeking direction as to how the Board can raise funds to cover costs of operation.

Council instructed that the Board be notified that the Township will assist by paying for more topsoil if necessary.

It was suggested that Council may need to consider establishing a reserve fund to be used for cemetery maintenance in view of the fact that the Boards' revenues come from interest earned on investment of the Perpetual Care and Monument Care funds.

**Huron County 'Emergency Worker Appreciation & Recognition' Service**

Reeve Demaray informed Council that a special service honouring Emergency Workers will be held at the Gorrie United Church at 9:45 am on Sunday, September 27<sup>th</sup>.

### **Property Standards Concern**

The Clerk was instructed to request the Property Standards Officer to inspect the property located at the northwest corner of Highway 87 and County Road 12 (Belmore Line).

### **Council / Staff Christmas Social**

Reeve Demaray requested input and suggestions for this year's Christmas social and asked for a volunteer to organize it. It was generally agreed that last year's event was enjoyable and that something similar would be acceptable for this year. Reeve Demaray volunteered to consult with Administrative Assistant Bennett to come up with a plan.

### **CLOSED SESSION**

#### **MOTION #263/09**

**Moved by Scott**

**Seconded by Versteeg**

THAT Howick Township Council at this time (10:16 pm) closes this portion of the September 1st, 2009 Regular Meeting of Howick Township Council in accordance with the *Municipal Act, 2001, Section 239(2)(a),(b),(c),(d),(e)*, to deal with personal and legal matters.

CARRIED

### **Matters Discussed in Closed Session**

- Minutes of Closed Session of August 11<sup>th</sup>, 2009 (approved by Resolution #264/09)
- Property Standards and By-Law Enforcement
- Legal Matter – Statement of Claim

#### **MOTION #265/09**

**Moved by Scott**

**Seconded by Yungblut**

THAT Howick Township Council now re-opens the September 1st, 2009 Regular Council meeting to the public at this time (10:52 pm).

CARRIED

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

- Association of Municipalities of Ontario (AMO)**
  - Alert No. 09/059 – inviting municipal and stakeholder consultations on “*Proposal Paper: Stewardship-Leadership-Accountability: Safeguarding and Sustaining Ontario’s Water Resources for Future Generations*” (on EBR #010-6350)
  - County, Regions & Single Tier (CRST) Conference – Oct. 16-19 in Ajax
- Ministry of Municipal Affairs & Housing** – Provincial-Municipal Fiscal and Service Delivery Review Update – uploading of costs from municipalities to Province
- Carol Mitchell MPP** – acknowledging receipt of resolution re. Giant Hogweed
- Ontario Medical Assoc.** – encouraging municipal Councils to support legislation that would require school cafeterias and chain restaurants to post calorie counts on menus.
- South West Local Health Integration Network** – Summer 2009 Newsletter
- Ontario Municipal Board** – Information sheet re. Ward Boundary Appeals/Petitions
- Huron OPP** – think about School Safety
- Municipal Law Enforcement Officers’ Assoc.** – “Who We Are and What We Do”, and membership information
- Boost Child Abuse Prevention & Intervention** – 5<sup>th</sup> Annual “Go Purple for Prevention” campaign. Request to declare October as ‘Child Abuse & Neglect Prevention Month’.
- Joy Russell** – update re. stopping closure of Fort Erie hospital.
- Jack McLaren, P.Eng.** – providing a report (on CD) “*The Provincial Government’s Vision: Placing Small, Rural and Remote Communities at Risk*”.

### **CORRESPONDENCE forwarded via E-Mail (August 10 – 28, 2009) (No copies attached)**

- Association of Municipalities of Ontario**
  - Alert No. 09/060 – AMO welcomes decision on Toronto Bank Tower Assessment
  - Alert No. 09/061 – Waste Electronics & Electrical Equipment (WEEE) Phase 2 of Plan approved
  - FYI No. 09-011 – Infrastructure Canada releases e-newsletter *Creating Jobs: Delivery Results*
  - FYI No. 09-012 – Ontario Tire Stewardship information sessions schedule
  - AMO Conference 2009 - Sample Media Advisory re. Delegates attending sessions
    - Huron County Warden to meet with OMAFRA Minister Dombrowsky
    - Tim Hudak Speech to AMO Conference
- Ben Lobb, MP** – Federal Economic Development Agency for Southern Ontario (FedDev Ontario) launched Aug. 13<sup>th</sup> – to deliver programs tailored to needs of Southern Ontario.
- Ministry of Culture** – introducing *Creative Communities Prosperity Fund* to help develop culture.
- Ministry of Health** – thehealthline.ca August 18<sup>th</sup> e-bulletin
- Ministry of Municipal Affairs & Housing** - Minister’s Update, Summer 2009
- Ontario Ombudsman** – urges stricter controls on Colleges.
- Ontario Provincial Police** – seeking owner of truck & trailer seen in area of fatal hit & run
- Municipal Property Assessment Corp.** – Enumeration Newsletter, Summer 2009
- Municipal World** – September Issue

- j) **Citizens With Disabilities Ontario** – August 8<sup>th</sup> Update
- k) **Doug Raycraft, Community Schools Alliance** – invitation to Inaugural Meeting Aug. 17<sup>th</sup>: Thank you to those who supported of resolution calling for “smart moratorium” on school closings.
- l) **Southwest Economic Alliance (SWEA)** – 2009 Conference Sept, 17-18 in Chatham
- m) **Salvation Army Emergency Services, London** – invitation to attend launch and dedication of new Community Response Unit, and remembrance of World Trade Centre, Sept. 11<sup>th</sup> at 9:00 am.
- n) **Hadley Archer, WWF Canada** – 4<sup>th</sup> Annual “Business of Climate Change” conference Sept. 29<sup>th</sup> in Toronto
- o) **Brian Jones** – author of “*Thoughts of Our Canadian Soldiers at War (2008 Edition)*”
- p) **Dave Palmer** – promoting and seeking support for a Volunteer Service Medal for veterans.
- q) **Eye-Zon** – supporting Rodney Stafford cycling to raise funds and awareness for ‘Child Find’.
- r) **Huron Business Development Corp**
  - Next “Better Business” Seminar – ‘Selling Non-Stop: Live It & Love It” Sept. 2<sup>nd</sup> in Clinton
  - ‘Business and Work in Huron County’ Newsletter August 2009
- s) **Huron Tourism**
  - Port Albert Inn contact information
  - Goderich BIA sponsors free concerts at Court House Park
    - Howlin’ Dog Vintage Jazz Band Aug. 13<sup>th</sup>
    - Finola MacGinty and Friends Aug. 27<sup>th</sup>
  - Walton Motocross August 12-16
  - Huron County “Celebration of First Nations” presents Buffy Sainte-Marie at the Blyth Festival Theatre on Oct. 3<sup>rd</sup> at 7:00 pm
  - Goderich Co-op Gallery presents Jerry & Carol McDonnell “Images of Tunisia” Sept. 17<sup>th</sup>
  - Huron County’s harvest “Taste of Huron” culinary event Aug. 24-30
  - West Coast Blues Weekend Festival Sept. 4<sup>th</sup> & 5<sup>th</sup> at the Court House Park in Goderich
  - Village Market in Bayfield showcasing local produce Aug. 29<sup>th</sup> 12 n – 4:00 – free sampling

## **ADJOURNMENT**

### **MOTION #266/09**

**Moved by Versteeg**

**Seconded by Scott**

THAT Howick Township Council now adjourns the September 1st, 2009 Regular Meeting of Howick Township Council at 10:53 pm, with Council to meet again at the Regular Council Meeting scheduled for Tuesday, September 15th, 2009 at 7:00 p.m., or at the call of the Chair. CARRIED

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REEVE

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CLERK