

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 16th, 2008 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
Bruce Skillen, Recreation/Facilities Supervisor

Other

Murray Scholl
Steve Boyd

CALL TO ORDER

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

DECLARATION OF PECUNIARY INTEREST

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

APPROVAL OF MINUTES

A draft of the Minutes of the September 2nd, 2008 Regular Council Meeting was circulated in the Council package.

MOTION #253/08

Moved by Yungblut

Seconded by Versteeg

THAT Howick Township Council hereby approves the minutes of the Regular Council Meeting held on September 2nd, 2008, as circulated. CARRIED

COUNCILLORS' ISSUES - None at this time.

RECREATION/FACILITIES SUPERVISOR'S REPORT

The following report was circulated in the Council package.

Seasonal Arena Staff for 2008-2009 Season

Requesting permission to hire staff for the upcoming winter season for the arena and concession booth, if necessary. Mr. Skillen reported that there may be 1 Arena Attendant and 1 Booth Attendant who will not be returning to their positions this year, and he may need to advertise to fill those vacancies.

MOTION #254/08

Moved by Yungblut

Seconded by Henhoeffler

THAT Howick Township Council instructs and authorizes the Recreation/Facilities Supervisor to advertise to fill vacant positions for seasonal staff at the Howick Community Centre for the 2008 - 2009 winter season. CARRIED

Fordwich Community Hall – Alcohol Policy

Fordwich Community Hall Board is currently contemplating removing the “No Alcohol” policy for the Fordwich Hall. Would the Township have any objection to this? Mr. Skillen noted that the matter is under discussion and no decision has been made. Council members had no objections, noting that if the Board decides to make the change it will be necessary to amend the Township’s *Alcohol Policy*.

Lacrosse

Enclosed is a chart of the Lacrosse floor usage for this summer with the amount of part-time hours used to cover this time.

Mower

The equipment dealers in the area are suggesting our current park tractor is worth approximately \$4,000. - \$4,500. with another \$1,000. for the Mott mower attached.

New prices for a zero-turn mower are list \$8,500. - \$12,000. Mr. Skillen provided details and prices for mowers from several different dealers.

After some discussion, Mr. Skillen was instructed to request a quote for cutting the grass from the contractor who currently provides this service for other municipal properties.

Recreation Guide

Enclosed are price quotes from the Listowel Banner to produce a recreation guide. Mr. Skillen provided samples of similar guides from North Huron and North Perth, and a draft of the information that would be contained in the publication, such as municipal staff and facilities, community and sports organizations contacts and schedules.

Council thanked Mr. Skillen for his initiative and agreed that the guide would be a great benefit to the residents and helpful for organizations planning and scheduling events. Mr. Skillen was instructed to proceed with production of the guide, choosing Listowel Banner's "Option #3", whereby the Banner would sell advertising in the booklet to pay for its production.

Mr. Skillen left the meeting at this time (7:20 pm)

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report as at September 12th was circulated in the Council package:

ROADS

PUBLIC WORKS STAFF OPERATIONS

- 2nd round of weed/grass cutting should be completed by the end of next week.
- 1st block of construction on Malcolm Line is complete except for the re-location of a hydro pole on the north end. Work began on the 2nd block this week. Due to staff vacations, two experienced casual labourers have been hired to work on this project.
- The 1998 Ford tandem truck was picked up by Fermar Paving from Rexdale on September 11th. We received certified cheques amounting to \$43, 500.00 plus GST for the truck.

BUILDING

PLOWING MATCH

The Building Officials Association has a booth in the Bruce County tent. I have been asked to work at this booth on Thursday morning.

DRAINAGE

ADDENDUM

Tile Drainage Loan Application

An application was submitted for drainage work on Lot 5, Concession 5.

MOTION #255/08

Moved by Scott

Seconded by Versteeg

THAT Howick Township Council hereby approves the application for Tile Drainage Loan for the owner of Lot 5, Concession 5, said loan not to exceed \$22,500.00. Payment of the loan is subject to receipt of funding from the Ontario Ministry of Agriculture, Food and Rural Affairs.

CARRIED

PLANNING AND DEVELOPMENT

PROPOSED ZONING AMENDMENT

Notices for the Public Meeting to consider the application from Boyd's Farm Supply Limited have been circulated. The Public Meeting is scheduled for September 16th. Enclosed is correspondence from Huron County Highways and Huron County Planning. Joyce Wilson will not be at the meeting. (NOTE: See Minutes of Public Meeting)

SEVERANCE APPLICATION – Ralph & Debbie Metcalfe

This application is to split their existing 200 acre parcel into two 100 acre lots. A Report from Joyce Wilson is also included. An additional condition of severance should include an assessment split on the Metcalfe-Wright Municipal Drain. An Agreement detailing apportionment of the drain assessment will be presented for Council's approval at a later date.

MOTION #256/08

Moved by Scott

Seconded by Yungblut

THAT Howick Township Council has no concerns or objections to the Application for Consent (File no. B45/08) by Ralph and Deborah Metcalfe to sever 99.5 acres (40.26 h), described as the East half of Lot 1 and West half of Lot 2, Concession 18, from the adjoining 99.5 acres which shall be retained.

CARRIED

-Records remained unavailable.

-Records were then only produced after contact by the Council Member and auditors.

The auditors consider this serious, hence the letter documenting this issue. We are still facing the same issue. The January to August 2008 records have not been received by the Township. Our notes show this has been going on for many years. For fiscal 2004, we contacted BCC ten times in this regard. Yet, I understand records were only produced at the last minute sometime in 2005

Council Policy states:

-The Municipal Treasurer shall receive Board finances AT LEAST every second month.

-By January 31, records for the past years operations shall be submitted.

All other Boards give us their paperwork well within these Policy deadlines.

With BCC's co-operation in this regard we can enjoy the following benefits:

1. Staff cost saving in terms of phone calls, follow up etc.
2. Improved financial management and control
3. Audit fee saving (telephone calls, aborted visits due to unavailable records)
4. Complete, accurate and timely financial information monthly and annually
5. Elimination of audit and financial risk.
6. Township staff will not have to do 12 months work in a few days.
7. Compliance with Council Policy

I am asking for Council's assistance in improving this process.

MPAC Information Day Sep 29, 2008

Brenda and I would like to attend this session where we will be informed of recent Reassessment and Legislative Changes. Correspondence attached.

MOTION #259/08

Moved by Scott

Seconded by Henhoeffler

THAT Howick Township Council hereby authorizes the Treasurer and Deputy Treasurer to attend the Municipal Property Assessment Corporation (MPAC) Information Session being held on Monday, September 29th, 2008 in Clinton, and agrees to pay the costs of their attendance at this event.

CARRIED

CLERKS REPORT

The following report as at September 12th and copies of supporting information were circulated in the Council package:

Emergency Management Ontario (EMO)

1. Joint Emergency Preparedness Program (JEPP) Funding: Enclosed is further information about the types of eligible projects, and the funding thresholds, for JEPP funding. The cost-sharing formula is: Municipality pays 55% and JEPP pays 45%, but "maximum" limits are applied to certain projects – ie. maximum funding available for a generator is \$10,000.00. Eligible telecommunication equipment includes portable and mobile radios, towers, antennae, base stations and installation.

Discussion focused on purchase of an auxiliary power system for Community Centre facilities to enable their use as evacuation centres, and enhancement of the communication system to facilitate contact among responders in an emergency situation. PWC Wilson will further research information and costs for an appropriate system.

2. Facility Use Agreement: Morris-Turnberry has asked if Howick would enter into an Agreement for the use of the Belmore Community Centre as an Evacuation Centre. I have contacted Steve Beattie of Emergency Management Ontario for some assistance in this regard since I have not been able to find any sample Agreements.

Councillor Scott, Belmore Community Centre Board representative, will relay this request to the Community Centre Board for their discussion and comments.

Organizational Review

1. Enclosed is the 2nd draft of the "Donations & Gifts" policy, revised as discussed at the previous meeting. One thing omitted from the 1st draft was the event of "Birth of a Child" (or adoption). I have included a provision for your consideration.

MOTION #260/08

Moved by Henhoeffler

Seconded by Yungblut

THAT Howick Township Council hereby accepts the "Donations and Gifts" policy and the "Inclement Weather" policy, as presented, and instructs the Clerk to amend the Township's "Employment Policy" to add these provisions.

CARRIED

- Ms. Sharpin of W & U Consulting has advised that she has completed the Pay Equity portion of the Review, and Senior Staff and 2 Council members are scheduled to meet with her on Friday morning to review the information prior to the posting of the Plan. Ms. Sharpin has advised that no pay equity “issues” arose as a result of the process.

MOTION #261/08	Moved by Scott	Seconded by Henhoeffler
THAT Howick Township Council authorizes the attendance of the following Council members at the meeting with Carrie Sharpin of W & U Consulting to be held at the Municipal Office on Friday, September 19 th : Reeve Demaray; Councillor Henhoeffler		
		CARRIED

Well Testing in Howick

Enclosed is an update of the status of the well testing project being conducted by the Geography Department, University of Guelph, and a copy of the ‘News Release’ being circulated. Surveys will be going out this month to randomly-selected residents in Howick.

CORRESPONDENCE Requiring Council Action

- AMO / LAS Town Hall Sessions** – offering information about AMO/LAS services. Noted and discussed. Action: File
- AMO / LAS “Meet & Greet” Sessions** – to learn about ONE Funds Municipal Investment Program. Noted and discussed. Action: File
- Ministry of Municipal Affairs**
 - 2008 Ontario West Municipal Conference, Fri. Nov. 7th in London
 - Nov. 6th Workshops – Brownfield revitalization & Climate Change: Municipal Impacts

MOTION #262/08	Moved by Scott	Seconded by Versteeg
THAT Howick Township Council hereby authorizes the following to attend the Ministry of Municipal Affairs and Housing 2008 Ontario West Municipal Conference being held in London on Friday, November 7 th , and agrees to pay the registration fee of \$175.00 for each, and any other costs associated with attendance at this event: Reeve Demaray		
		CARRIED

- Ministry of Natural Resources** – conducting a “Tourism Competitiveness Study” and inviting input on how to promote more nature-based tourism.
- Gateway Rural Health Research Institute** – Invitation to attend the Project Launch on Sept. 26th, 4:00 - 6:00 pm, at the Seaforth Hospital. RSVP by Sept. 19th.
Reeve Demaray advised that he had received an invitation, and plans to attend.
- Avon Maitland District School Board** – The Citizenship Committee is seeking stories and nominations about individuals who exhibit good character attributes (as listed).

MUNICIPAL RESOLUTIONS

- Elizabethtown-Kitley, Township of** – requesting that the Minister of Finance amend the *Assessment Act* to exempt from taxation all municipally-owned property located in neighbouring municipalities. Noted and discussed. Action: File
- Innisfil, Town of** – asking that the Association of Municipalities of Ontario intervene to request that the Ontario Energy Board (OEB) review/reduce the distribution charges/rates for street-light distribution costs. Noted and discussed. Action: File
- Orillia, City of** – requesting that the Provincial Government not shut down four coal generation plants, and to limit natural gas generation. Noted and discussed. Action: File

ADDENDA

- Tweed, Municipality of** – requesting Federal and Provincial governments to reduce taxes on petroleum products. Noted and discussed. Action: File

Information Items

- Huron County Clerks and Treasurers Association** - It is Howick’s turn to host the meeting to be held Friday, October 3rd. A cheque will be required to pay the caterer, and costs are then submitted to the County for reimbursement.
- Sale of Lot in Gorrie** - although the transaction has not yet been completed, the purchaser is requesting permission to use the lot.

In light of the recent incidents of vandalism in the Township, Council expressed concern about liability for damages to property belonging to the purchaser while situated on Township property, and felt it would be prudent to deny the request. The Clerk was instructed to contact the Township's solicitor to ensure the property transaction is processed promptly.

3. Vandalism at Municipal Office – photos were provided of damage to the front entrance and windows on the east side of the office, which was perpetrated during the night of Sept. 4th. The front entrance was repaired the next day, but the windows required special order, and will be repaired at the end of this week.

Closed Session Items

- Minutes of the closed session held August 12th, 2008
- Sale of Land
- Employee Matters
- By-Law Enforcement Officer's Report

PUBLIC WORKS CO-ORDINATOR

Pool Project – Acceptance of Tender

At this time, Mr. Wilson presented Council with the amounts tendered by the contractors excluding taxes.

MOTION #263/08	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council accepts the tender bid in the amount of \$91,185.00 plus GST from the firm of Heritage Builders Ltd. for the Howick Community Swimming Pool Renovation Project, and hereby authorizes the Reeve and the Clerk to sign the Contract documents on behalf of the Corporation.		
		CARRIED

MOTION #264/08	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council accepts the tender bid in the amount of \$90,369.69 plus GST from the firm of Rintoul's Pools & Spas Ltd. for the Howick Community Swimming Pool Renovation Project, and hereby authorizes the Reeve and the Clerk to sign the Contract documents on behalf of the Corporation.		
		CARRIED

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable for September 16, 2008 was circulated in the Council package.

MOTION #265/08	Moved by Scott	Seconded by Yungblut
THAT Howick Township Council hereby authorizes payment of accounts in the amount of \$275,189.03 under date September 16, 2008 as cheques #7281 to #7330 inclusive, as presented and discussed at the Regular Council meeting held September 16, 2008.		
		CARRIED

BY-LAWS

By-Law No. 19-2008 – Site Plan Control By-Law (Boyd's Farm Supply)

MOTION #266/08	Moved by Yungblut	Seconded by Versteeg
THAT Howick Township Council gives first, second and third and final reading to By-Law No. 19-2008, being a Site Plan Control By-Law designating Part Lot 21, Concession 3 as a site plan control area (Boyd's Farm Supply Ltd.).		
		CARRIED

By-Law No. 20-2008 – Zoning By-Law Amendment (Boyd's Farm Supply)

MOTION #267/08	Moved by Yungblut	Seconded by Scott
THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 20-2008, being a by-law to amend Zoning By-Law No. 23-1984 (Part Lot 21, Conc. 3 - Boyd's Farm Supply).		
		CARRIED

COMMITTEE REPORTS

Belmore Community Centre Board - No Report

Coalition for Huron Injury Prevention (CHIP)

Councillor Henhoeffler reported:

- The ATV focus meeting held September 11th was well-attended and very informative.
- Presentations by OPP Mike Price from Orillia and Chris Richard, ATV Club in Clinton.
- Numbers of ATV-related injuries and deaths are way up and continue to increase.
- OPP would like to see one “umbrella” organization similar to the snowmobile system
- Mr. Richard noted there is an extensive trail system in Huron County, and they are hoping to expand the trails and the group.
- Due to lack of insurance coverage, the electronic speed sign was sold to the OPP.
- A new schedule will be established for setting up the sign at various sites in the County.
- The next meeting of the Committee will be held October 16th in Clinton.

County of Huron

Reeve Demaray reported:

- County Council met today and discussion focused on the matter of restructuring County Council. No consensus was reached, and further discussion is necessary. If it is decided that changes are to be made, they must be effected on or before Dec. 31, 2009 (prior to election year).
- A presentation was given to Council about PRISM – an enhancement to the 9-1-1 system that enables multiple calling. Estimated implementation cost for Huron County is about \$200,000.00.
- A Seaforth resident submitted a request that plastic shopping bags be banned.
- The Bluewater Home, a privately operated enterprise, is asking County Council to back a loan of \$1.2 million to be used for expansion. Although the matter was deferred until 2009 budget consideration, some Council members are opposed to using public taxation to fund private business ventures.
- The County donated \$500,000.00 (taken from Reserves) toward the purchase of a CT scanner for the Goderich hospital

Huron County Farm and Home Safety - next meeting October 7th

Maitland Valley Conservation Authority (MVCA) – next meeting September 17th

Saugeen Valley Conservation Authority (SVCA) - No report

MVCA Source Water Protection (SWP)

Deputy Reeve Yungblut’s report on the September 5th meeting of the SWP Municipal Sub-Committee was included in the Council package. At that meeting:

- Brian Luinstra, Consulting Hydrogeologist, gave a lecture on water budgets.
- One Agricultural Representative has resigned from the Committee. Extensive advertising in local newspapers followed by an interview process will be the method used to replace this member.
- Mapleton is planting 1.5 million trees, mainly using volunteers. A full-time staff person has been hired to co-ordinate the project.

Ms. Yungblut noted that, until Provincial Regulations are drafted, there is little that can be accomplished by the Committee. PWC Wilson, representative on the Municipal Working Group, added that they are in the same position, and expressed concern that the lengthy delays will result in extending commitment beyond the expectation of Committee members and result further resignations.

Wingham Area Fire Board

ADDENDUM

Meeting with North Huron – notice was received today that Council of the Township of North Huron has scheduled a meeting for Monday, September 29th at 7:00 pm at the North Huron Council Chambers. We are asked to respond by September 24th with the names of the Council members who plan to attend. The Clerk was instructed to respond that all members of Howick Council will attend.

Councillor Henhoeffler led the ensuing discussion, suggesting that Council prepare for the upcoming meeting by examining Howick’s fire service needs, and by identifying and exploring various options as to how those needs might be fulfilled. Ms. Henhoeffler’s list of options included: a) maintaining the status quo, but with an updated Fire Agreement; b) establishing our own fire department; c) purchasing protection from neighbouring municipalities.

After further discussion of the options, it was reiterated that Howick will attend the meeting for the purpose of hearing the intentions of North Huron, since Howick has stated to the Wingham

and Area Fire Board that we wish to continue to participate in the Joint Fire Agreement. The requirements for withdrawing from the Agreement are clearly stipulated therein, and the general consensus of Council is that North Huron has not fully researched the immediate and long-term financial implications of taking such action.

CLOSED SESSION

MOTION #268/08	Moved by Henhoeffter	Seconded by Scott
THAT Howick Township Council at this time (9:40 pm) closes this portion of the September 16 th , 2008 Regular Council meeting in accordance with the <i>Municipal Act, 2001, Section 239 (2)(a), (b), (c), (d), (e)</i> to deal with personal, employee, and land disposition matters.		
		CARRIED

Matters Discussed in Closed Session

- Minutes of September 2nd, 2008 Closed Session (approved by Resolution #269/08)
- Land Disposition – Offer to Purchase
- By-Law Enforcement Officer's Report

MOTION #270/08	Moved by Henhoeffter	Seconded by Scott
THAT Howick Township Council now re-opens the September 2nd, 2008 Regular Council meeting to the public at this time (9:50 pm).		
		CARRIED

CORRESPONDENCE FOR INFORMATION ONLY (Copies included)

- Canadian Environmental Assessment Agency** – Announcing appointment of Joint Review Panel for proposed Bruce Power New Nuclear Power Plant Project.
- Ministry of Natural Resources** – announcing release of strategies for managing human / wildlife conflicts in both rural and urban areas.
- Ministry of Training, Colleges & Universities** – Revisions to Surface Miner Program.
- Ontario Heritage Trust** – “2008 Young Heritage Leaders” award program for young people who are working to protect our heritage.
- Play Works, Ontario Partnership for Active Youth** – “Do It Yourself” 2007 Final Report.
- Heart & Stroke Foundation** – seeking volunteers for annual door-to-door campaign.
- Huron County Highways** – directive for erection of elections signs along County Roads.
- Huron Rural Response for Healthy Children** – Fall 2008 Newsletter; Flyer re. 20th Annual Teddy Bear Dream Auction fundraiser Sat. Oct. 4th at K of C Hall in Goderich.

CORRESPONDENCE forwarded via E-Mail (August 30 – September 12) (No copies attached)

Association of Municipalities of Ontario (AMO)

- Alert No. 08/037 – ‘Investing in Ontario’ and ‘Building Canada’ funding announcements.

Ministry of Natural Resources – updated on municipalities permitting Sunday hunting.

Public Sector Digest – Summer Newswire on line.

Huron Business Development Corp

- “Art in Business ..Business in Art” workshop Sept. 12th in Clinton
- “Huron Women in Networking” dinner, Thurs. Oct. 2nd
- Better Business Seminar “The Red Tape Diaries” Sept. 10th in Clinton

Huron Tourism

- Drayton Theatre performance of “Legends” Sept. 3rd –proceeds to Actors’ Fund of Canada
- Huron Ridge “Moonlight Madness” sale Thurs., Sept. 4th

The above correspondence was noted. Action: File

ADJOURNMENT

MOTION #271/08	Moved by Scott	Seconded by Henhoeffter
THAT Howick Township Council now adjourns the September 16, 2008 Regular Meeting of Howick Township Council at 9:51 p.m., with Council to meet again at the Regular Council Meeting scheduled for Tuesday, October 7th, 2008 at 7:00 p.m., or at the call of the Chair.		
		CARRIED

REEVE

CLERK