

TOWNSHIP OF HOWICK
REGULAR COUNCIL MEETING
TUESDAY, MARCH 6TH, 2007 AT 6:30 P.M.
AT THE HOWICK TOWNSHIP COUNCIL CHAMBERS

MINUTES

Attendance:

Max Demaray, Reeve	Andrea Yungblut, Deputy Reeve
Linda Henhoeffter, Councillor	Randy Scott, Councillor
Art Versteeg, Councillor	
Michael Givens, Administrator-Treasurer	Ronna Lee Johnson, Clerk

Delegation – Chuck Egener, Municipal Property Assessment Corporation (MPAC)

CALL TO ORDER

Reeve Demaray called the meeting to order at 6:30 p.m., noting that Public Works Co-ordinator Wilson was absent due to illness.

DECLARATION OF PECUNIARY INTEREST

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

APPROVAL OF MINUTES

Draft minutes of the February 20th Regular Council Meeting were circulated in the Council package.

MOTION #054/07	Moved by Scott	Seconded by Versteeg
THAT Howick Township Council approves the minutes of the Regular Council Meeting held on Tuesday, February 20 th , 2007 as presented.		
		CARRIED

DELEGATION

Chuck Egener, Municipal Relations Representative, MPAC

ADDENDUM: Letter from Municipal Property Assessment Corporation concerning the 2006 post-enumeration review process. (copies provided to Mr. Egener, Council and staff – information relevant to Mr. Egener's presentation).

Mr. Egener provided printed copies for all and presented an overview of MPAC, describing its legislative origin, composition of the Board of Directors, and the functions and responsibilities of the Corporation, which include:

- Provide assessments for over 4.5 million properties annually
- Prepare and deliver 445 municipal assessment rolls
- Address assessment enquiries, concerns, complaints
- Perform enumeration activities and provide preliminary list of electors
- Collect information for School support, French language education rights, Voter identification, Voters' List, Jury lists and population reports.

He explained that properties are assessed under "*Current Value Assessment*" (CVA), which is defined as "*the price a property might reasonably be expected to sell for in its current condition on the open market*". Property values are established on a "point in time" basis, which at present is January 1, 2005. Values have been "frozen" at that point through 2008. During the year 2008 assessments will be updated to reflect values as at January 1, 2008, and those changes will be reflected on the assessment roll for the 2009 taxation year. Thereafter, values will be updated annually.

Mr. Egener made reference to the Provincial Ombudsman's Report released in 2006, which focused on MPAC's assessment practices and processes and listed 22 recommendations for

improving services. MPAC estimates that additional funding of \$15 - \$16 million is required to enable the Corporation to implement the recommendations, to cover costs for improvements to technology systems and increased staffing (225 additional staff).

In response to questions and concerns, Mr. Egener provided further information:

- MPAC is funded by the municipalities it serves. The Board determines the annual budget requirement, which is apportioned and levied using an averaging formula based on total assessment values of the respective municipalities.
- 'Current Value Assessment' of a property is determined by taking many factors into account, such as lot size, buildings, size of home, quality of construction, amenities, comparative data on actual sales in the area, and appraised value at time of sale. MPAC's database contains the records of all properties, and information is continually updated to reflect changes triggered by such things as issuance of a building permit, severance, sale of property, etc.
- It was suggested that, in this age of technology there should be other ways of collecting information and data rather than hiring additional staff. Mr. Egener noted that not all new staff will be doing data collection – customer service and communication standards also need to be improved and maintained. He agreed that MPAC needs to look at ways to avail new and improved technology.
- Certain segments, such as the Mennonite communities, present unique challenges for determining property valuations and identifying changes affecting their properties. MPAC relies on municipal input to assist them in this regard.
- Errors in enumeration and Voters' List information are significant and a cause of concern to the public and to municipal staff and officials. Mr. Egener explained that during the enumeration process, MPAC receives enumeration information (names, addresses, etc) from the Provincial and Federal levels and compares it to the data in their system. This generates a report of "mismatches" or names with conflicting data. MPAC then sends notices to those individuals requesting up-to-date information, but the return is only about 40%. He stressed the importance of receiving this information from the public in order to correct errors. Another problem they encounter is inability to obtain valid confirmation of a death. *Freedom of Information and Protection of Privacy* legislation prevents MPAC from obtaining from the Registrar General the detailed information needed to legally remove a name from the assessment roll.
As well, it is extremely difficult to maintain accurate data on tenants and trailer park occupancies without the co-operation of the property owners or the tenants themselves. Mr. Egener referred to MPAC's letter (addendum) which indicates that the post-enumeration process will include consulting with and getting feedback from municipalities and municipal organizations to assist in solving some of these problems.

Reeve Demaray thanked Mr. Egener for his presentation, and Mr. Egener left the meeting at this time (7:30 pm).

CLOSED SESSION

MOTION #055/07

Moved by Scott

Seconded by Versteeg

THAT Howick Township Council now closes this portion of the March 6th, 2007 Regular Council Meeting in accordance with the *Municipal Act, 2001, Section 239(2)(a),(b),(c),(d),(e)* to deal with employee matters, employee negotiations, litigation matters, and/or land acquisition or land disposition.

CARRIED

RECREATION/FACILITIES SUPERVISOR'S REPORT

Damage to Municipal Property – Howick Community Centre

Council received the Supervisor's report detailing an incident which took place at the Howick Community Centre during a weekend Hockey Tournament, when an individual became unruly and caused significant damage to a washroom. Police are dealing with the matter.

ADMINISTRATOR-TREASURER'S REPORT

Sale of Land

Council received and discussed the Treasurer's report regarding the Gorrie lot advertised for sale and the results of the invitation to tender.

MOTION #056/07**Moved by Scott****Seconded by Versteeg**

THAT Howick Township Council now re-opens the March 6th, 2007 regular council meeting to the public.

CARRIED

The Treasurer was instructed to advise the one and only person who submitted a bid that his tender cannot be accepted in view of the fact that the offer was far below the costs attached to the property as well as the appraised value. The Treasurer will also discuss the matter with the members of the Village Management Committee.

ADDENDUM:**Complaint – Snow Removal at Howick Community Centre**

Deputy Reeve Yungblut reported a complaint regarding lack of snow removal at exit doors at the Community Centre. Supervisor Watt responded that there are two man-doors at the back (north end) of the facility that are not fire exits and do not need to be cleared. Snow is cleared from all other exits as required.

ADMINISTRATOR-TREASURER’S REPORT

Council received the following report and copies of supporting information in the Council package.

Recreation - Early Ice Operating Costs

Following up on requests to have the ice surface at the Howick Community Centre installed earlier in the fall, Mr. Givens provided the following information for Council’s consideration:

- The next Howick Agriculture Society meeting is March 13th at 8:00pm.
- Note that the below costs relate to tangible operating costs and are based on starting to put the ice in on September 1st. (10 to 14 days to install)
- Intangibles like the wear and tear on the ice plant and all other required equipment to install and maintain the ice are difficult to quantify but must be considered. Another matter to consider is the availability in September of part-time staff integral to the operation.

Additional Operating Costs for Month of September required for Sept. 1st Ice Install

(These figures reflect the average increase from September to October over the last 4 years)

Operational Requirements	
part-time staff	\$2,937.82
hydro	\$4,995.89
propane	\$1,395.16
Total	\$9,328.87

During ensuing discussion the following matters were addressed:

- Potential for income to compensate for cost increases: It was estimated that revenues for the additional 2 weeks in September based on 30 hours of booked ice time would be about \$6,000.00. Asked if a premium rate would be charged for the early ice, Mr. Watt advised that some facilities with early ice require the users to commit to a guaranteed number of hours at the regular rental rate, rather than charging a higher rate for hours used. It was noted that other costs (ie. supplies, repairs and maintenance) would also escalate and are not factored in the above estimates.
- Concern that the existing ice-making equipment may not be adequate to make and maintain ice in warm weather: Mr. Watt advised that the compressor is over 30 years old and should be replaced. He added that until now it has not been over-taxed, and there is a second smaller stand-by compressor available to assist. He will arrange to have the maintenance contractor test the system and report on its suitability.

Council was reminded that the Township has a contract with the Howick Agricultural Society for use of the facility for the annual Howick-Turnberry Fall Fair. Mr. Givens was instructed to contact the Howick Agricultural Society to request and arrange for Howick Council and Howick Athletic Association representatives to attend the next Agricultural Society Board meeting to discuss the possibility of putting the ice in earlier in the fall.

Mr. Watt left the meeting at this time.

Organizational Review

Based on the meeting with Ben Cornell (Ward & Uptigrove – Feb.6th meeting), Mr. Givens requested Council’s direction regarding follow-up and proceeding with Requests for Proposal for services:

- To complete a review of workflow and workloads, including recommendations on job descriptions for all regular full-time staff;
- To review the staff salary grid and Council remuneration (market check);
- To provide recommendations on a performance review program
- To perform a pay equity review.

With Council's approval requests would be sent to the following firms:

- Ward & Uptigrove (Listowel)
- Imagine (Elora)
- McDowell & Associates (Toronto) (provided similar services for Huron County & Bluewater)

At this time, Councillor Scott declared a conflict of pecuniary interest in this matter, as his company has association with the firm of Ward & Uptigrove.

It was noted that the 'Wage Survey' of area municipalities completed by Ward & Uptigrove in 2006 is current information and would be used as reference for the wage/salary grid review. It was the decision of Council that a Pay Equity review will not be included.

MOTION #057/07	Moved by Versteeg	Seconded by Yungblut	
THAT Howick Township Council hereby instructs and authorizes the Administrator-Treasurer to prepare and invite Requests for Proposal to provide the following services to the Township:			
<ul style="list-style-type: none"> • To perform complete review of workflow and workloads, including recommendations on job descriptions for all regular full-time staff; • To review staff salary grid and Council remuneration (market check); • To provide recommendations on a performance review program. 			
			CARRIED

Property Standards By-law

A copy of the proposed by-law was included in the Council package.

Mr. Givens clarified that there is no legal authority for issuing fines for non-compliance as property standards legislation is passed under the Building Code Act not the Municipal Act and the Building Code Act has no provisions for fines.

As well, a formal 'Property Standards Complaint Form' has been created. Having documented complaints will be helpful to the Property Standards Officer and will be necessary if the issue proceeds to court. The complaint form will be made available at the Township Office and on the website.

Mr. Givens noted a few changes made to the text of the by-law, including addition of a specific definition for "long grass", and simplification of Section 2.1(6) requiring that yards shall be free from "dead trees".

- Next Steps:
- > Pass the by-law
 - > Appoint the Property Standards Officer
 - > Appoint the Property Standards Committee (minimum 3 members)

Historically, the members of the Committee of Adjustment have also acted as the Property Standards Committee. Appointments to the Committee of Adjustment expired December 1, 2006 (By-law 14-2004). Clerk Johnson noted that advertising for committee members was put on hold pending the receipt of membership lists from all other Local Boards. Several Boards have not yet responded and reminders were sent out last week. It was suggested that an advertisement seeking persons interested in serving on the Committee of Adjustment be posted on the Township website immediately, and if no responses are received an ad will be put in the local newspapers.

ADDENDUM:

Complaint – Dead Tree on Roadside

Council was informed of a tree at 1069 Queen Street West in Wroxeter that is considered to be a public hazard. It is not certain if this tree is on private property or on the Township road allowance. The Public Works Co-ordinator will be instructed to investigate.

Huron County Municipal Officers' Association

The annual meeting is to be held April 20, 2007 in Lucknow. Registration is \$20.00 per person. A copy of the agenda was included for Council's review.

MOTION #058/07	Moved by Versteeg	Seconded by Yungblut	
THAT Howick Township Council hereby authorizes the attendance of the following persons at the Huron County Municipal Officers' Association meeting being held on April 20 th in Lucknow, and agrees to pay the registration fee of \$20.00 per person and any other costs associated with attendance at this event: M. Givens; A. Versteeg; L. Henhoeffter; W. Wilson; B. Weishar.			
			CARRIED

County of Huron - Budget Meetings

The County is hosting "open" budget meetings in Wingham and Exeter March 20th and 22nd respectively (per attached invitation to Council and staff from Warden Shewfelt). Reeve Demaray added that all County Councillors have been requested to attend if possible. The purpose of the meetings is to get public input. Attendance of Howick Council members and staff at the budget meeting is discretionary.

Huron O.P.P.

REPORT CARD TIME FOR HURON OPP

Starting February 25th 2007 the OPP in Huron County will be conducting a randomized community telephone survey in the area in order to improve the quality of policing being delivered and determine the public's perception of safety and service from police.

Over the next two months volunteers from the community will conduct the survey out of the Huron OPP detachment located on Bluewater Hwy south of Goderich and enter the results into a software program. Compiled results will provide vital feedback for the OPP to determine what the concerns and priorities are in this community for the next two years.

Detachment Commander Dan Grant outlines the importance of participating in this survey as "it gives us an indication of where we can improve our efforts in order to provide the best service possible to this community".

The calls will be completed between 9am-9pm and the entire survey takes approximately ten minutes. Phone numbers are chosen at random by the computer and the subject matter covers all aspects of policing including some of the local programs that are offered.

Association of Municipalities of Ontario (AMO) Annual Conference

The annual AMO conference will take place August 19th to 22nd in Ottawa. A copy of the registration form with costs, and Companion program information are included with the correspondence in the Council package. Reeve Demaray advised that he will be attending on behalf of County Council. Councillor Scott and Administrator-Treasurer Givens expressed interest, but Councillor Scott was unable to make a definite commitment at this time. Further information will be brought to the next meeting and attendance will be authorized at that time.

Trillium Application

Thanks to Clerk Johnson's hard work the application was completed and submitted prior to the March 1st deadline. Treasurer Givens noted he has touched base with Theron Kramer, Regional Program Manager, who has indicated that capital grants awarded over the last year or so have been in the \$30,000 to \$45,000 range.

ADDENDUM:

2007 Budget

Each member of Council received a binder containing the following preliminary budget data:

- List of known budget increases and commitments for 2007 (ie. Police, Fire, Insurance, etc)
- Current Reserve Fund Balances (at 2006 year-end)
- Capital Equipment Forecast – Roads (2006 to 2011)
- Capital Equipment Forecast – Administration (2006 to 2010)
- Capital Items in 2007 Budget
- Municipal Tax Rate Estimates for 2007

Additional information will be brought to the next regular Council meeting. It was decided that a special meeting dedicated to budget deliberations will be scheduled after Strategic Planning sessions have concluded.

COUNCILLOR'S ISSUES

OGRA/ROMA Conference Report

Included in the Council package was a report from Councillor Versteeg giving highlights from the conference including:

- Inadequacy of Funding – municipal property taxes being used to pay for provincial services.
- Workshops: Source Water Protection; PSAB - Accounting for Assets; Recycling Road Materials
- Other:
 - OMAFRA 'Rural Jobs' subsidy
 - Hearsay discussion about a County-wide fire department for Huron County
 - Possible exemption from hours of work legislation for snowplowing operations

Councillor Henhoeffler added that the Minister of Transportation, when questioned about rumours of a four-lane highway to be constructed through this area, answered that it was not a probability.

PUBLIC WORKS CO-ORDINATOR'S REPORT

The following report, as at March 2nd, was provided at the Council meeting:

ROADS

2007 GRAVEL TENDER

PWC Wilson requested permission to call tenders on the maintenance gravel for this year. Our requirement is 30,000 tonne for delivery on the east side of the township.

MOTION #059/07

Moved by Yungblut

Seconded by Scott

THAT Howick Township Council hereby authorizes and instructs the Public Works Co-ordinator to request tenders for the supply, crushing and hauling of approximately 30,000 tonnes of maintenance gravel to be applied to roads on the east side of the Township. CARRIED

OGRA/ROMA CONFERENCE REPORT

There were over 1600 delegates and over 2200 in attendance at the conference this year. Mr. Wilson provided a brief report on each of the sessions he attended:

Plenary Session – The Honourable John Gerretsen, Minister of Municipal Affairs and Housing was the speaker. He discussed the progress (in his opinion) the Government has made in working toward righting the wrongs that were made by the previous Government and admits there is more to be accomplished. They are still pushing for a better deal from the Federal Government and if they are successful, municipalities and others will benefit.

Energy From Waste – Plasco has developed a plant that turns waste into either steam or other fuels that will burn in combustion engines and produce electricity. The bi-products are sulphur which is used in the agricultural sector, salt that is supposed to be table salt quality, and another material that can be used in the aggregate industry. A demonstration plant is under construction in the Ottawa area.

Robert Cumming, Environmental Manager with Lafarge discussed the tire burning program at their plant in Bath. They finally received MOE approval in December.

Andrew Pollock, Director of Waste Management at the Region of Peel, told delegates about their extensive recycling program and plans to implement a compost collection program.

Source Water Protection – This was a discussion of the status of the regulations related to the Clean Water Act. The regulations, or part of them, are to be out in April. The Source Protection Chair and Committees are to be in place over the summer and have their first meeting in the fall.

Association of Ontario Road Supervisors (AORS) Annual Meeting – Ainslie Wood, president of Wood-Sloan Inc. presented the AORS Strategic Planning Report. Several former Road Supervisors from Huron County received Long Term Service Awards from the Association.

Septage: Spread the Word – This session dealt with the issues related to MOE's requirement to eliminate land spreading of untreated septage. The problem is increased with the idea of mandatory inspection and pumping of septic tanks. A couple of solutions were presented.

John Tory, Leader, Ontario PC – John is an excellent speaker. He presented his solutions for the financial problems facing municipalities.

Howard Hampton, Leader, Ontario NDP – Howard is certainly not the polished speaker that John Tory is but is a very passionate speaker, especially on "Green" issues.

Ministers Forum – Most of the questions were related to money. Not enough for roads, not enough for Conservation Authorities, etc.

Question Box Panel – A good variety of questions on topics that would be of interest to most.

Rusty Russell – Rusty is always entertaining and delivers a good message.

BUILDING

Deputy Treasurer Weishar prepared the building report reflecting activity to the end of February:

Building Permits:	Value	\$1,024,000.	Fees:	\$2,740.43
Septic Permits		\$ 34,000.		\$ 900.00

DRAINAGE - NO REPORT

PLANNING AND DEVELOPMENT - NO REPORT

LANDFILL - NO REPORT

OTHER

SOURCE WATER PROTECTION

A municipal information meeting is scheduled for March 28th. Information is included. The Clerk will advise the Project Manager that Deputy Reeve Yungblut and PWC Wilson will attend.

GENERATOR

The engine that powers the generator has not been working properly since it was installed. Last Thursday Sommers took it back to their shop to determine the problem and solution, and left us a portable unit.

CLERKS REPORT

Council received the following report as at March 2nd, and copies of related information:

Ontarians with Disabilities Act (ODA)

a) Huron County 'Joint Accessibility Plan'

Minutes of the Huron County ODA 'Working Group' meeting on February 21st, and a "Facilities Checklist" to be used to assess the accessibility of each municipal building, were attached for Council's information.

The "Operational Review" has been completed based on discussion and decisions made at last Council meeting. Council approved submission of the report as presented.

Also attached were copies of the "Municipal Audit" form which each municipality is requested to complete. These forms provide some guidelines as to the issues that need to be addressed to provide accessibility and accommodation for various disabilities. Council members were asked to complete the "Municipal Audit" form and bring it back to the next Council meeting.

b) From Accessibility News - "Interviewing and Working with People who have Disabilities – Myths and Facts" copies were enclosed for information.

Employment Policy Revisions

The amendments adopted by resolution at the last meeting have been incorporated into the Policy, and By-Law No. 08-2007 has been prepared to ratify the Revised Policy. A copy of the Revised Policy was enclosed separately in each Council package. Copies will also be distributed to all regular employees.

Staff Training – Municipal Act Bill 130

Enclosed for information was a brief synopsis of information presented at the training session in Guelph.

DataFix Municipal Voter List Management Services

The proposal from DataFix to provide service over the next four years to keep our Voter List information up-to-date (Cost: \$575.00 per year) was brought back for consideration. In view of the discussion with Mr. Egener earlier, there was little confidence that MPAC's systems and Voter information would be significantly improved in the near future, and the consensus was that it would be prudent to continue with the DataFix service. Clerk Johnson will contact Mr. Stewart at DataFix to confirm that the terms of the contract sent out in January are still valid.

CORRESPONDENCE Requiring Council Action

- 1. AMO 'Alert' 07/008 – release of 'Rural-Northern Discussion Paper' (copy included) outlining the needs of rural and northern communities, which must be addressed by the Province in order to ensure future viability. Comments requested by March 30th. Members were asked to forward any comments to the Clerk to be compiled and submitted by that date.**
- 2. Rosemary Rognvaldson – acknowledging Council's decision to change Howick's representative on the Maitland Valley Board of Directors.
The Clerk was instructed to send a letter of appreciation to Ms. Rognvaldson on behalf of Council.**

PRESENTATION OF ACCOUNTS

The listing of Accounts Payable was circulated in the Council package.

MOTION #060/07

Moved by Scott

Seconded by Henhoeffter

THAT Howick Township Council hereby authorizes payment of accounts in the amount of **\$171,849.01** under date March 6, 2007 as cheques #5576 to #5607 inclusive, as presented and discussed at the Regular Council Meeting held on March 6, 2007.

CARRIED

BY-LAWS

By-Law No. 08 – 2007 – To Adopt the Employment Policy (Revised)

MOTION #061/07

Moved by Scott

Seconded by Henhoeffler

THAT Howick Township Council gives first, second, and third and final reading to By-Law No. 08-2007, being a by-law to adopt the 'Employment Policy (Revised)' for the Township of Howick. CARRIED

COMMITTEE REPORTS

Avon Maitland District School Board

Minutes of the February 27th Board meeting were provided in the Council package.

Belmore Community Centre Board - next meeting March 19th

County of Huron - next meeting March 7th

Huron County Farm & Safety - no meeting

Maitland Valley Conservation Authority

Councillor Versteeg attended the Annual Meeting held February 21st and reported as follows in a written report, which was included in the Council package:

- Approximately 40 people attended.
- Presentations made departing Directors and one retiring staff member.
- New Directors: John Cox, Minto/North Wellington/Mapleton; Alvin McClelland, Huron East; Art Versteeg, Howick.
- Mark Beaven re-elect Chair; Julie Behrns re-elected Vice Chair.
- Geoff King and Murray Scott presented a summary of work done on the Scott Drain on Murray's farm.
- PowerPoint presentation of year's highlights accompanied by music by the Beard Family.
- Concluded with social time.
- Upcoming Meetings: March 14 - Solaris Development Hearing in Wroxeter
March 21 - Board Meeting in Wroxeter
April 20 - Maitland Foundation Dinner and Auction in Brussels.

Road Watch Huron

Councillor Henhoeffler provided the following written report (included in Council package):

- Mandate of the Committee – education, awareness, enforcement of road safety.
- Financials: \$ 3,000.00 carried forward from 2006
\$10,000.00 Huron County Funding
\$ 1,500.00 MTO Grants
\$14,500.00 Total 2007 estimated budget
\$ 3,000.00 to be spent on an evaluation for accreditation purposes.
- Focus for 2007: - ATV safety issues. Plan to partner with Farm Safety Groups, Conservation Authorities, Schools, ATV Clubs, retailers, race tracks, etc.
- Media campaign – brochures, signs, schools, etc.
- Concerns Specific to Howick: - Review Municipal Alcohol Policy (Huron has the highest fatality rate in the Province re. drivers leaving community events.
- What is our policy re. ATV's?

Howick's *Municipal Alcohol Policy* is included in the 'Councillor Orientation' binder.

Howick does not have a by-law that permits operation of ATV's on Township roads. This is Provincial Legislation and is enforced by the Provincial Police.

Saugeen Valley Conservation Authority – no report

Source Water Protection

Notice was enclosed of the 'Municipal Information Meeting' scheduled for March 28th at the Health Unit Building in Clinton. Clerk Johnson will notify Project Manager Cathie Brown that Deputy Reeve Yungblut and PWC Wilson will be attending.

Wheels Away - next meeting March 14th

Wingham Area Fire Board

2006 Financial Statements and proposed 2007 Operating Budget were circulated in the Council package, along with a letter from Board Secretary-Treasurer Byron Adams requesting

an opinion from Council regarding disbursement of the 2006 surplus of \$11,507.00. It was proposed at the Fire Board Meeting that the amount be retained by the Board rather than returned to the member municipalities. It would be set up in a savings account to be used for capital purchases. The letter also notes that the Fire Chief has been instructed to prepare specifications for tender for the purchase of a new pumper truck in 2007 with delivery in 2008. Howick Council's recommendation regarding the 2006 surplus is that \$10,000.00 be set up in a Capital Reserve Fund, and the balance left in the operating fund. The Clerk will forward a letter to the Secretary-Treasurer conveying that information. During discussion it was recommended that an attempt be made to obtain information about operating and capital costs from other Fire Departments of similar size, in the interest of comparison.

CORRESPONDENCE FOR INFORMATION ONLY (copies attached)

- a. **Association of Municipalities of Ontario (AMO)**
 - i. 'Alert' No. 07/009 – AMO President's remarks to ROMA/OGRA Conference
 - ii. AMO Annual Conference – August 19-22 in Ottawa. Registration now open. Companion's Program information and registration.
- b. **Canada/Ontario Affordable Housing** – Announcing new 'Energy Efficiency' program
- c. **Ministry of Labour** – Introduces new *Musculoskeletal Disorder (MSD) Prevention Guide-line for Ontario* to help reduce workplace ergonomic-related pains and strains.
- d. **Ministry of Municipal Affairs & Housing** – Reporting on Ontario 'Greenbelt' second anniversary – commitment to protect environmental and agricultural lands.
- e. **Canadian Red Cross** – advising of Provincial Lottery Licence and sale of tickets.
- f. **Association of Municipal Managers, Clerks & Treasurers of Ontario**
 - i. AMCTO Express: February 26, 2007 – Education & Professional Development
 - ii. AMCTO Express: February 26, 2007 – Pilot Internship Program
- g. **Huron Tourism Association**
 - i. Tourism Goderich – Calendar of Events "What's Happening in Goderich" for March including Young Canada Week.
 - ii. CanWest News Service – Canadians spend record amount abroad.
- h. **Michael Parent, Caledonia** – letter to Haldimand County Council regarding lost tax base in Caledonia area due to native interference, and urging Council to seek compensation.

The above correspondence was noted. Action: File.

ADJOURNMENT

MOTION #062/07 **Moved by Scott** **Seconded by Versteeg**
 THAT Howick Township Council now adjourns the March 6th, 2007 Regular Meeting of Howick Township Council at 10:28 p.m. with Council to meet again at the Regular Meeting scheduled for March 20th, 2007 at 7:00 p.m., or at the call of the Chair. CARRIED

 REEVE

 CLERK