

Township of Howick Council Meeting Minutes June 20, 2017

Present: Reeve Art Versteeg
Deputy Reeve Robert Clarkson
Councillor Doug Harding
Councillor Linda Henhoeffler
Councillor Randy Scott
By-law Enforcement Officer Lisa Gibson
Treasurer-Tax Collector Jean Hughes
Fire Chief/CEMC Shawn Edwards
Interim Public Works Coordinator Dean Nicholson
Clerk Carol Watson

1. Call to Order

Reeve Versteeg called the meeting to order at 7 pm and welcomed everyone in attendance.

2. Acceptance of Agenda

Council agreed to amend the agenda to include By-law 32-2017 to amend By-law No. 26-2015 (Day Municipal Drain 2015 B Branch Improvement) to provide for raising a greater amount than provided.

Moved by Councillor Henhoeffler; Seconded by Councillor Scott:

Be it resolved that Council approve the agenda as amended. Carried. Resolution No. 181/17

3. Declaration of Pecuniary Interest and the General Nature Thereof

No one declared a pecuniary interest at this time.

4. Delegation

Matt Jackson, Manager, Municipal Affairs and Franchise Relations with Union Gas Ltd attended seeking support to filing an application to the Government of Ontario Natural Gas Grant Program to extend natural gas service to Wroxeter, Gorrie and Fordwich.

Council questioned the commitment needed from Howick to proceed with this proposed project and what the cost would be to extend gas to households from the line.

Matt answered questions regarding the cost to hook up after year one and what he thought the Provincial Government's next steps would be.

Council discussed what the number of years for commitment should be and agreed on a period of 20 years.

Moved by Councillor Harding; Seconded by Councillor Henhoeffler:

Whereas, access to natural gas infrastructure is limited in parts of Howick Township and increased access will provided more affordable and reliable energy;

And whereas, expanding access to natural gas within Howick Township is a key strategic priority supported by Council;

And whereas, access to natural gas for residents, farms and business will provide an economic advantage;

And whereas, natural gas access can provide residents on higher-emitting fuels with a lower carbon energy source that will help reduce greenhouse gas emissions;

Therefore, be it resolved that Council of the Township of Howick formally support an application submitted by a natural gas distributor or supplier to the Government of Ontario for a grant from the provincial Natural Gas Grant Program to expand the natural gas system to service Howick Township;

And further, that Council supports making a financial contribution towards the proposed project in an amount equivalent to the property tax that would be recovered on the new natural gas infrastructure for a period of 20 years as per the natural gas grant program requirements;

And further, that a copy of this resolution be forwarded along with the application to Ontario's Natural Gas Grant Program. Carried. Resolution No. 182/17

Paul Nichol, Social Research and Planning Council presented report entitled "Embracing Diversity: Newcomer experiences in Perth and Huron Counties" and Ryan Erb, Executive Director with United Way Perth-Huron spoke on the launch of an online data hub called myPerthHuron.

Ryan answered questions regarding the cost to Howick in relation to myPerthHuron and staff time to collect data.

Moved by Councillor Henhoeffter; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council authorize Reeve Versteeg to sign the shared data agreement between Howick Township and United Way of Perth-Huron operating as the Social Research and Planning Council; and further, direct the Clerk to prepare the necessary by-law. Carried. Resolution No. 183/17

Jennifer Foster and Wray Wilson presented recommendations from Howick Community Centre Advisory Committee regarding staffing at the Community Centre and an update to their mandate and purpose.

Reeve Versteeg questioned the recommendation to employ a full-time facility operator to work along with the Recreation Facilities Manager. Council also questioned if the cost for two full time employees had been looked at. Council agreed to look at their recommendations and amended mandate and purpose after the Recreation Facilities Manager position had been filled.

5. Approval of Minutes

Moved by Councillor Harding; Seconded by Councillor Scott:

Be it resolved that Council approve the minutes of the June 6, 2017 Council meeting as presented. Carried. Resolution No. 184/17

Council agreed to move Fire Chief Edwards up on the agenda as he had another engagement to attend.

8.2 Fire Chief/CEMC Shawn Edwards

Chief Edwards presented report to Council-Fire/CEMC-2017-05 providing department updates on calls for service; operations; public education/service; personnel; health and safety and Community Emergency Management Coordinator.

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Henhoeffler:
Be it resolved that Council approve the amended Fire Services Agreement between the Township of Howick and the Town of Minto, as presented; and further that Council rescind Resolution No. 87-17. Carried. Resolution No. 185/17**

**Moved by Councillor Henhoeffler; Seconded by Councillor Harding:
Be it resolved that Council approve the hiring of Josh Blackmore and Josh Van Zeeland as volunteer Firefighters effective July 6, 2017. Carried. Resolution No. 186/17**

Council questioned if the Huron County CEMC appointment would take away hours from Howick CEMC.

6. Planning Report

Planner Craig Metzger, Huron County Planning and Development Department

Planner Metzger presented a report on site plan application SPA 1/17 in the name of Abram Doerksen for property described as Part Lot 6, Concession 15 (Gorrie Line Produce) recommending approval and answered a question regarding entrance.

**Moved by Councillor Henhoeffler; Seconded by Deputy Reeve Clarkson:
Be it resolved that Council approve the proposed site plan for the addition of a garden centre, mobile home and storage shed for property located at Part Lot 6, Concession 15 (44122 Howick-Turnberry Road). Carried. Resolution No. 187/17**

Planner Metzger also presented a report on an application to remove a holding symbol in the name of Marney Monsma for property described as Lot 2 South of Mary Street, Plan 243, Fordwich recommending deferral and answered questions regarding access.

Planner Metzger suggested that Council direct staff to speak to owner of Lot 1 and the owner of the subject property to arrange a meeting to discuss access.

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Harding:
Be it resolved that Council defer application ZBA01/17 to remove the holding symbol on Lot 2 South of Mary Street, Plan 243, Fordwich to allow Council to further consider whether Mary Street West should be closed and disposed of as well as to allow the applicant to consider how to provide permanent access to the subject lands from a developed municipal street. Carried. Resolution No. 188/17**

Planner Metzger also presented a proposed comprehensive site plan control by-law and recommended approval. He answered a question regarding how the proposed by-law would affect the building process. The by-law will be presented at the July 18, 2017 meeting for Council's consideration.

7. Kirk Livingston, Chief Building Official

CBO Livingston presented report to Council-Building-2017-03 providing activity report for April and May 2017 and provided a comparison of two other local municipalities' building activity.

8. Staff Reports

8.1 Treasurer-Tax Collector Jean Hughes

Treasurer Hughes presented report to Council-Finance-2017-10 providing an update on insurance; attendance at the Municipal Finance Officers Association Conference; presentation of the 2016 draft financial statements; outstanding fire call invoices and the accounts payable listing.

Treasurer Hughes introduced Paul Seebach who presented the 2016 financial statements and answered questions regarding the statements.

**Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:
Be it resolved that Council approve the Township of Howick Financial Statements for the year ended December 31, 2016 as prepared and presented by Vodden Bender & Seebach, LLP Chartered Accountants. Carried. Resolution No. 189/17**

Council discussed collecting invoices following Howick Fire Department responds to a call or incident on a roadway in Howick.

**Moved by Councillor Henhoeffter; Seconded by Councillor Harding:
Be it resolved that Council rescind Section 2.2 of By-law No. 45-2015 in reference to fees charged to Huron County for motor vehicle accidents on roadways under their jurisdiction; and further, direct the Clerk to prepare the necessary by-law. Carried. Resolution No. 190/17**

Deputy Reeve Clarkson suggested that the general ledger account balance be reported as in past practice. Council directed staff to include this information on future accounts payable listings.

**Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:
Be it resolved that the accounts in the amount of \$593,094.23, payable and/or paid from May 17 to June 20, 2017 be approved. Carried. Resolution No. 191/17**

8.3 Interim Public Works Coordinator Dean Nicholson

Interim Coordinator Nicholson thanked Council for the opportunity to fill this temporary position and presented report to Council-Roads-2017-20 providing updates on the Public Works Department.

He also presented report to Council-Roads-2017-21 recommending purchase of a sweeper.

**Moved by Councillor Scott; Seconded by Councillor Harding:
Be it resolved that Council approve the purchase of a front mount Smyth industrial sweeper from Roberts Farm Equipment at a cost of \$8,700. Carried. Resolution No. 192/17**

Interim Coordinator Nicholson also presented report to Council-Roads-2017-22 recommending awarding a three year fuel contract to Foxtan Fuels Ltd. The second round of tenders came in under budget.

Moved by Councillor Harding; Seconded by Councillor Henhoeffter:

Be it resolved that Council award the fuel supply contract to Foxtan Fuels Limited for approx 7,500 litres of unleaded gas, 22,000 litres clear diesel, 55,000 litres coloured diesel at an estimated total price of \$80,960.25. Carried. Resolution No. 193/17

He also presented report to Council-Roads-2017-23 recommending the hiring of Green Stream for roadside spraying and answered questions regarding spraying.

Moved by Councillor Scott; Seconded by Councillor Harding:

Be it resolved that Council approve the hiring of Green Stream for 2017 roadside spraying at a cost of approximately \$7500. Carried. Resolution No. 194/17

9. Council Committee and Board Reports

Minutes from the Belmore Arena Board meeting held April 17, 2017 were received.

Minutes from the Coalition for Huron Injury Prevention held May 10, 2017 were received.

Minutes from the Maitland Valley Conservation Authority Board of Directors and Source Protection meetings held April 19, 2017 were received.

Minutes from Howick Township Court of Revision held June 6, 2017 were received.

Moved by Councillor Henhoeffter; Seconded by Councillor Scott:

Be it resolved that Council receive the minutes from the Council Committees and Boards included in the June 20, 2017 agenda. Carried. Resolution No. 195/17

Due to the time of day, the following motion was presented.

Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council proceed past 10 pm. Carried. Resolution No. 196/17

10. Councillor Reports

Councillor Henhoeffter provided an update with a summary of expenses for Howick Celebrates prepared by Treasurer Hughes.

Councillor Harding asked for discussion regarding Public Works projects for 2017 and asked if there were any cost savings ideas for the construction of Gough Road. Interim Coordinator answered questions regarding soft spots on roads, cutting trees and moving hydro poles.

Councillor Scott asked for discussion regarding the By-law Enforcement process in relation to Property Standards. By-law Enforcement Officer Lisa Gibson was in attendance and answered questions regarding how Council could help speed up the process. Council agreed that the process needs to be quicker. Reeve Versteeg questioned if Howick could pass a "clear and clean" by-law which would allow 72 hours to cut grass. Council directed the Clerk and By-law Enforcement Officer to look into other municipalities' by-laws for information.

Councillor Scott also spoke on complaints regarding dogs. Reeve Versteeg advised that there will be a request to keep five dogs on one property at the next Council meeting.

11. Correspondence

Correspondence received from the Municipality of Brockton seeking support to their resolution opposing amendments to the Conservation Authorities Act was discussed.

**Moved by Councillor Scott; Seconded by Councillor Harding:
Be it resolved that Council support the Municipality of Brockton's resolution opposing amendments to the Conservation Authorities Act. Lost. Resolution No. 197/17**

12. Members Privilege – Good News and Celebrations

Councillor Harding advised that the pool had not passed inspection to open. Interim Coordinator Nicholson advised that Public Works Department had spent a lot of hours helping to get the pool ready.

Reeve Versteeg advised that the Belmore Homecoming would be held this weekend and Council would be participating in the parade on Saturday, June 24, 2017. Public Works Department would also like to put a grader in the parade. Reeve Versteeg also advised that the Belmore Homecoming Committee requested that building fee for the tents be covered. Council agreed to pass a motion at the July 18, 2017.

Deputy Reeve Clarkson asked Interim Coordinator Nicholson if the 5' 6" mark had been put on the Wroxeter dam yet.

13. By-laws and Motions

Council discussed the draft Facility Use Agreement, being the Howick Agricultural Society's preferred contract; they are happy with it and would sign if Council is okay with the agreement.

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Henhoeffler:
Be it resolved that Council authorize the Reeve and Clerk to sign the Facility Use Agreement between the Township of Howick and the Howick Agricultural Society; and further, direct the Clerk to prepare the necessary by-law. Carried. Resolution No. 198/17**

**Moved by Councillor Scott; Seconded by Councillor Harding:
Be it resolved that Council appoint Dean Nicholson as Interim Public Works Coordinator until the recruitment and selection process is complete; and further, approve a \$4/hour increase for this Interim position. Carried. Resolution No. 199/17**

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Harding:
Be it resolved that Council give third and final reading to By-law No. 29-2017; being a by-law to authorize the execution of an Agreement between the Township of Howick and Simply Voting Inc for the provision of electronic election voting services. Carried. Resolution No. 200/17**

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Henhoeffler:
Be it resolved that Council give third and final reading to By-law No. 30-2017;
being a by-law to appoint a Community Emergency Management Coordinator
for the Township of Howick. Carried. Resolution No. 201/17**

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Henhoeffler:
Be it resolved that Council give third and final reading to By-law No. 31-2017;
being a by-law to appoint members to the Township of Howick Emergency
Management Program Committee; and further, appoint Fire Chief as Chair of the
Committee. Carried. Resolution No. 202/17**

**Moved by Councillor Scott; Seconded by Councillor Henhoeffler:
Be it resolved that Council give third and final reading to By-law No. 32-2017;
being a by-law to amend By-law No. 26-2015 (Day Municipal Drain 2015 B Branch
Improvement) of the Township of Howick to provide for raising a greater amount
than provided therein. Carried. Resolution No. 203/17**

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Scott:
Be it resolved that Council give first, second and third and final reading to By-law
No. 33-2017; being a by-law to confirm the actions of Council at their
June 20, 2017 Council meeting. Carried. Resolution No. 204/17**

14. Adjournment

**Moved by Councillor Harding; Seconded by Councillor Scott:
Be it resolved that Council adjourn the Council meeting at 10:37 pm. Carried.
Resolution No. 205/17**

Reeve Art Versteeg

Clerk Carol Watson