

## Township of Howick Council Meeting Minutes May 16, 2017

**Present:** Reeve Art Versteeg  
Deputy Reeve Robert Clarkson  
Councillor Doug Harding  
Councillor Linda Henhoeffler  
Councillor Randy Scott  
Recreation Facilities Manager Eric McDougall  
Public Works Coordinator David Martin  
Clerk Carol Watson

### 1. Call to Order

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

### 7 pm – Court of Revision

Renwick Municipal Drain 2017, Parts of Lots 3 to 6, Concession 18, Howick Township and Parts of Lots 4 to 6, Concession 1, Municipality of South Bruce

### 2. Acceptance of Agenda

Council agreed to amend the agenda to include a letter of resignation received from Eric McDougall.

**Moved by Councillor Scott; Seconded by Councillor Henhoeffler:**

**Be it resolved that Council approve the agenda as amended. Carried. Resolution No. 139/17**

### 3. Declaration of Pecuniary Interest and the General Nature Thereof

Deputy Reeve Clarkson declared a pecuniary interest in relation to Vendor No. 1488 included on the accounts payable as Clarkson Sign and Design is his wife's business.

### 4. Delegation

Mitch Hunt, Wroxeter Village Management Board member attended to discuss report to Council-Emergency Management-2017-03 presented May 2, 2017 regarding the Wroxeter dam. He also advised that he had been asked to not resign as a board member. Reeve Versteeg advised that once records have been submitted, they cannot be removed as requested by Mitch.

### 5. Approval of Minutes

**Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:**

**Be it resolved that Council approve the minutes of the May 2, 2017 Council meeting as presented. Carried. Resolution No. 140/17**

## **6. Planning Report**

### **Planners Jennifer Burns and Craig Metzger, Huron County Planning & Development Department**

Planner Burns presented consent application report for File B21/17 in the name of Don Gibson for property described as Part Lot 5, Concession 18 for the purpose of a surplus farm dwelling and recommended approval with conditions.

Don Gibson was in attendance and answered a question regarding entrance to the retained agricultural parcel.

**Moved by Councillor Harding; Seconded by Deputy Reeve Clarkson:**

**Be it resolved that Council receive the report for Consent Application File B21/17 as submitted by Huron County Planner Jennifer Burns; and further, that if the consent application be granted provisional consent, Council recommends the following municipal conditions apply:**

- The sum of \$500 be paid to Howick as cash-in-lieu of parkland.
  - 911 addressing for the subject lands be dealt with to the satisfaction of Howick.
  - Provide to the satisfaction of Howick:
    - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
    - b) a reference plan based on the approved survey.
  - Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of Howick.
  - Any tile drains crossing between the severed and retained parcel be cut and re-routed to the satisfaction of Howick.
  - Section 65 of the Drainage Act be addressed to the satisfaction of Howick.
- Carried. Resolution No. 141/17**

## **7. Wray Wilson, Drainage Superintendent**

Superintendent Wilson presented a report ending May 16, 2017 advising of results of tenders for the construction of the Renwick Municipal Drain.

**Moved by Councillor Harding; Seconded by Councillor Scott:**

**Be it resolved that Council accept the tender received from Marquardt Farm Drainage Limited for the Renwick Municipal Drain 2017 in the amount of \$184,969.91 (plus HST) subject to the provisions of the Drainage Act and the contractor producing adequate insurance certificate and WSIB clearance and subject to appeals. Carried. Resolution No. 142/17**

## **8. Staff Reports**

### **8.1 Recreation Facilities Manager Eric McDougall**

Manager McDougall presented report to Council-Recreation-2017-09 recommending approval to hire 2017 pool staff.

**Moved by Councillor Scott; Seconded by Councillor Henhoeffer:**

**Be it resolved that Council approve the hiring of Vienna Van Veen and Nicole Sanburn as Head Guards, Step 6 and Carly Kreller and Natalie Fear as Instructor Guards Step 4 and Troy Walther as a dual role Instructor Guard and LIT Step 4, effective May 22, 2017 at the Howick Pool for the 2017 season. Carried. Resolution No. 143/17**

### **8.2 Public Works Coordinator David Martin**

Coordinator Martin presented report to Council-Roads-2017-14 providing 2017 tender results for "A", "B" and maintenance gravel, winter sand and fuel and answered questions regarding the gravel tender. Council discussed the fuel tender results and directed staff to retender as tenders had come in over budget. Four tenders had been received; two were accepted and two were rejected.

**Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:**

**Be it resolved that Council award the Construction Gravel "A" and "B" to Joe Kerr Limited; being approx 5,000 tonnes of "A" gravel for an estimated price of \$43,208.00 and approx 12,500 tonnes of "B" gravel for an estimated price of \$83,337.50; and further, that Council award the Maintenance Gravel to Donegans Haulage (2010) Limited for approx 25,000 of "A" gravel for an estimated price of \$226,000.00; and further, that Council award the Winter Sand to D'Arcey Sand and Gravel Limited for approx 1,000 tonnes of sand for an estimated cost of \$10,000.50. Carried. Resolution No. 144/17**

Coordinator Martin also presented report to Council-Roads-2017-15 advising that Margaret Dickert had been hired to clean the municipal office.

He also presented report to Council-Roads-2017-16 advising that RJ Burnside attended at the Howick landfill site on May 10, 2017 for spring monitoring and that the Ministry of Environment had also performed a site visit the same day. A few infractions were noted that require attention.

### **8.3 Treasurer-Tax Collector Jean Hughes**

A report to Council-Finance-2017-08 prepared by Treasurer Hughes regarding the draft 2016 Audit and Financial Information Return; insurance proposals and accounts payable listing was reviewed.

Councillor Henhoeffer declared a pecuniary interest as she had a refund cheque included on the listing and did not vote on the following motion.

**Moved by Councillor Harding; Seconded by Councillor Scott:**

**Be it resolved that the accounts payable and/or paid from April 12 to May 16, 2017 in the amount of \$358,146.59 be approved. Carried. Resolution No. 145/17**

### **8.4 Clerk Carol Watson**

A report to Council-Clerk-2017-10 recommending approval of a 2018 election service provider was reviewed.

**Moved by Councillor Harding; Seconded by Deputy Reeve Clarkson:  
Be it resolved that Council approve entering into an agreement with Simply Voting to provide an internet/telephone voting system for the 2018 municipal election; and further, that staff prepare the necessary by-law. Carried. Resolution No. 146/17**

**7:30 pm - Drainage Act, Section 42 - meeting to consider the Engineer's Report**

Reeve Versteeg provided the purpose for the meeting and introduced Edward DeLay, Environmental Engineer with RJ Burnside & Associates Limited. Ed presented the report recommending upgrading the existing Cathers Municipal Drain from the downstream side of County Road 28 (Gorrie Line) crossing to the upstream end of the drain in Lot 14, Concession 5, Township of Howick, County of Huron.

Superintendent Wilson answered a question regarding the drain.

Council discussed calling for tenders with a closing date on or before May 31, 2017 and directed staff to proceed with the tender process.

**Moved by Councillor Scott; Seconded by Councillor Harding:  
Be it resolved that Council set the date of June 6, 2017 at 7 pm for the Court of Revision for the Cathers Municipal Drain 2017; and further, that the following are appointed as members of the Court of Revision: Councillors Harding and Henhoeffler and Deputy Reeve Clarkson; and further that Councillor Harding be appointed as Chair. Carried. Resolution No. 147/17**

In Treasurer Hughes absence, Tim Keil with Keil-Dadson Insurance attended to answer any questions in reference to the insurance proposals. Council asked questions regarding AON and their references; if they were able to compare "apples to apples" in the proposals received; if coverage was the same as we currently have; what's the state of the current insurance market and an 18 month policy which would coincide with the length of the current "broker of record".

Reeve Versteeg advised that Council would make a decision regarding insurance coverage at the June 6, 2017 Council meeting.

**9. Council Committee and Board Reports**

Minutes from the Howick Community Centre Advisory Committee meeting held April 3, 2017 were received.

Minutes from the Wroxeter Hall Board meetings held April 6 and May 11, 2017 were received.

Minutes from the Coalition for Huron Injury Prevention meeting held April 12, 2017 were received.

**Moved by Councillor Henhoeffler; Seconded by Deputy Reeve Clarkson:  
Be it resolved that Council receive the minutes from the Council Committees and Boards included in the May 16, 2017 agenda. Carried. Resolution No. 148/17**

## 10. Correspondence

Correspondence received from the Ministry of Citizenship and Immigration inviting submission of nomination for the Lincoln M. Alexander Award was noted and filed.

Correspondence received from the Ministry of Tourism, Culture and Sport advising of commuter cycling infrastructure was noted and filed.

Correspondence received from the Ministry of Municipal Affairs advising that they would not be moving forward with proposals requiring regular inspections and pumping out of septic tanks was noted and filed.

## 11. Members Privilege – Good News & Celebrations

Councillor Henhoeffler reminded everyone of Howick Celebrates event next Thursday, May 25, 2017 starting at 7 pm at the Howick Community Centre.

Reeve Versteeg advised that he would be attending the Howick Women's Institute meeting on Thursday, May 18, 2017 at the Howick Council chambers for the unveiling of the new Howick Township logo; purchased and installed on the front of the municipal office by the Howick Women's Institute.

He also advised that he and the Clerk had met with Union Gas representatives regarding extending natural gas service into the tri-villages in Howick.

## 12. By-laws and Motions

Council discussed the following motion. Deputy Reeve Clarkson questioned the assessed value of the Fordwich Hall.

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council rescind Resolution No 86/17 approving the demolition of the Fordwich Community Hall. Carried. Resolution No. 149/17**

Council discussed the fact that Howick has a Disposition of Land Policy which should be followed. Council also discussed the requirement of a zoning by-law amendment for the subject land. Councillor Harding had requested a recorded vote

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council negotiate the sale of Fordwich Hall "as is" with the parties that have shown interest. Lost. Resolution No. 150/17**

Yea	Nay
Councillor Harding	Deputy Reeve Clarkson Councillor Henhoeffler Councillor Scott Reeve Versteeg

Council discussed the methods of sale and agreed to receive offers to purchase by public tender and directed staff to prepare the necessary notice.

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council sell the Fordwich Hall by tender "as is", in accordance with Howick Land Deposition Policy. Carried. Resolution No. 151/17**

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council accept Rebekah Msuya-Collison letter of resignation with regret. Carried. Resolution No. 152/17**

Council thanked Rebekah for her contribution to Howick and wished her well in her future endeavours.

**Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:  
Be it resolved that Council approve the Howick Optimist Club's request for the net revenue share from the Howick Optimist Lottery Dance fundraising event being held June 3, 2017. Carried. Resolution No. 153/17**

**Moved by Councillor Henhoeffter; Seconded by Councillor Harding:  
Be it resolved that Council advise that they have no objections to the Fordwich Park Board making application to the LCBO for a Special Occasion Permit in conjunction with Wing Night being held June 9, 2017 at the Fordwich Ball Park from 6 pm – 2 am and further, Council proclaims the event of municipal significance. Carried. Resolution No. 154/17**

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Scott:  
Be it resolved that Council authorize the Reeve and Clerk to sign Contract No. 315025 for the Douglas-Kreller Municipal Drain. Carried. Resolution No. 155/17**

**Moved by Councillor Henhoeffter; Seconded by Councillor Harding:  
Be it resolved that Council give first and second reading to By-law No. 26-2017; being a by-law to provide for a drainage works (Cathers Municipal Drain 2017) in the Township of Howick. Carried. Resolution No. 156/17**

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council accept Eric McDougall letter of resignation with regret. Carried. Resolution No. 157/17**

Council thanked Eric for all his work at the Howick Community Centre and wished him well in his future endeavours.

**Moved by Councillor Henhoeffter; Seconded by Councillor Scott:  
Be it resolved that Council give first, second and third and final reading to By-law No. 27-2017; being a by-law to confirm the actions of Council at their May 16, 2017 Council meeting. Carried. Resolution No. 158/17**

## **15. Adjournment**

**Moved by Councillor Harding; Seconded by Councillor Scott:  
Be it resolved that Council adjourn the Council meeting at 8:33 pm. Carried. Resolution No. 159/17**

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Reeve Art Versteeg

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Clerk Carol Watson