

Township of Howick Council Meeting Minutes June 6, 2017

Present: Reeve Art Versteeg
Deputy Reeve Robert Clarkson
Councillor Doug Harding
Councillor Linda Henhoeffler
Councillor Randy Scott
Recreation Facilities Manager Eric McDougall
Fire Chief/CEMC Shawn Edwards
Public Works Coordinator David Martin
Treasurer-Tax Collector Jean Hughes
Clerk Carol Watson

1. Call to Order

Reeve Versteeg called the meeting to order at 7 pm and introduced Doug Harding as Chair of the Court of Revision.

7 pm – Court of Revision

Cathers Municipal Drain 2017, Lot 14, Concession 5, Howick Township

2. Acceptance of Agenda

Council agreed to amend the agenda to include a letter of resignation received from David Martin.

Moved by Councillor Henhoeffler; Seconded by Councillor Scott:

Be it resolved that Council approve the agenda as amended. Carried. Resolution No. 160/17

3. Declaration of Pecuniary Interest and the General Nature Thereof

No one declared a pecuniary interest at this time.

4. Approval of Minutes

Moved by Councillor Henhoeffler; Seconded by Councillor Scott:

Be it resolved that Council approve the minutes of the May 16, 2017 Council meeting as presented. Carried. Resolution No. 161/17

5. Planning Report

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

Planner Burns presented consent application report for File B30/17 in the name of Scott Reichard/657723 Ontario Inc for property described as Part Lots 18, 19 and 20, Concession 15 for the purpose of a surplus farm dwelling and recommended approval with conditions.

Scott Reichard, owner of the subject land was in attendance and did not speak on the application.

Moved by Councillor Harding; Seconded by Councillor Scott:

Be it resolved that Council receive the report for Consent Application File B30/17 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.**
- **A letter from a licenced contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land be provided to the satisfaction of Howick. Carried. Resolution No. 162/17**

Planner Burns also presented consent application report for File B31/17 in the name of Scott Reichard/657723 Ontario Inc for property described as Lot 13-14, Concession 3 for the purpose of a surplus farm dwelling and recommended approval with conditions.

Scott Reichard, owner of the subject land was in attendance and did not speak on the application.

Moved by Deputy Reeve Clarkson; Seconded by Councillor Henhoeffter:

Be it resolved that Council receive the report for Consent Application File B31/17 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.**
- **A letter from a licenced contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land be provided to the satisfaction of Howick. Carried. Resolution No. 163/17**

Planner Metzger presented consent application report for File B32/17 in the name of James MacEwen/MacEwen Farms for property described as Lot 15, Concession 4 for the purpose of creating a new lot and recommended approval with conditions. Planner Metzger answered questions regarding the application.

Moved by Councillor Harding; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council receive the report for Consent Application File B32/17 as submitted by Huron County Planner Craig Metzger; and further, that if the consent application be granted provisional consent, Council recommends the following municipal conditions apply:

- 911 addressing for the subject lands be dealt with to the satisfaction of Howick.
- The sum of \$500 be paid to Howick as cash-in-lieu of parkland.
- 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.
- The severed land be rezoned to the appropriate zone to the satisfaction of Howick.
- Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of Howick.
- Section 65 of the Drainage Act be addressed to the satisfaction of Howick.
- A letter from a licenced contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land be provided to the satisfaction of Howick.
- That the severed parcel be subject to site plan control approval under Section 41 of the Planning Act, to the satisfaction of Howick. Carried. Resolution.

No. 164/17

6. Wray Wilson, Drainage Superintendent

Superintendent Wilson presented a report ending June 6, 2017 advising of results of tenders for the construction of the Cathers Municipal Drain and recommending entering into a contract with Marquardt Farm Drainage Ltd for the Renwick Municipal Drain.

Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council accept the tender received from Van Gestel Excavating Services for the Cathers Municipal Drain 2017 in the amount of \$120,220.72 (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. 165/17

Moved by Councillor Henhoeffter; Seconded by Councillor Scott:

Be it resolved that Council authorize the Reeve and Clerk to sign the Form of Tender and Agreement for the Renwick Municipal Drain 2017. Carried. Resolution No. 166/17

7. Staff Reports

7.1 Recreation Facilities Manager Eric McDougall

Manager McDougall presented report to Council-Recreation-2017-11 recommending approval to quote received to replace compressor at the Howick Community Centre.

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Harding:
Be it resolved that Council award the quotation received from Kore Mechanical Inc in the amount of \$29,942.74 to replace the compressor at the Howick Community Centre. Carried. Resolution No. 167/17**

Manager McDougall also presented report to Council-Recreation-2017-12 regarding additional support staff for the Recreation Department.

**Moved by Councillor Scott; Seconded by Councillor Henhoeffter:
Be it resolved that Council approve the hiring of Dale Hunt and Blair Cameron in a casual capacity to assist with coverage for the 2017 summer months. Carried. Resolution No. 168/17**

Manager McDougall also presented report to Council-Recreation-2017-13 providing restructuring options to operating recreation in Howick and offered to remain on staff in a casual capacity to help.

Reeve Versteeg thanked Eric for his work in Howick.

7.2 Fire Chief/CEMC Shawn Edwards

Chief Edwards presented report to Council-Fire/CEMC-2017-04 providing department updates on calls for service; operations; public education/service; inspections; personnel; health and safety and Community Emergency Management Coordinator.

Council requested that Chief Edwards contact other municipalities for a copy of their open air burning by-law, compare and report back.

Council agreed that Chief Edwards should start the recruitment/training process for two new firefighters.

7.3 Public Works Coordinator David Martin

Coordinator Martin presented report to Council-Roads-2017-17 seeking direction regarding extra pick up, fees and charges from commercial garbage and recycling. Council asked a question regarding the recent Ministry of Environment inspection at the landfill site.

Coordinator Martin also presented report to Council-Roads-2017-18 recommending extension of employment.

**Moved by Councillor Scott; Seconded by Councillor Harding:
Be it resolved that Council extend Shawn Nicholson employment until November 2017. Carried. Resolution No. 169/17**

Coordinator Martin also presented report to Council-Roads-2017-19 regarding drainage at Alice Street and Arthur Street in Fordwich.

7.4 Treasurer-Tax Collector Jean Hughes

Treasurer Hughes presented report to Council-Finance-2017-09 including a budget review; streetlight use comparison; outstanding fire call invoice and insurance proposals.

Council questioned the savings on the LED lighting.

Treasurer Hughes answered questions regarding Howick's Tariff of Fees for Fire Department by-law. Council directed staff to prepare a motion for the June 20, 2017 meeting to invoice the County.

Councillor Scott advised that he had contacted some municipal references in regards to the three insurance companies and was pleased with the comments he received.

Council discussed the insurance proposals and agreed to accept AON.

Moved by Councillor Scott; Seconded by Councillor Harding:

Be it resolved that Council accept the insurance proposal from AON for an initial policy period of eighteen (18) months effective July 1, 2017 to December 31, 2018; and further, that the insurance company named above be retained for a period of three and a half to five years effective July 1, 2017 or at the discretion of Council. Carried. Resolution No. 170/17

Council commented on the detailed listing for the accounts payable.

7.5 Clerk Carol Watson

A report to Council-Clerk-2017-11 providing information regarding accessibility, Ombudsman and the Huron County Clerks and Treasurers Association was presented.

8. Council Committee and Board Reports

Minutes from the Gorrie Hall Board meeting held April 11, 2017 were received.

Minutes from the Gorrie Conservation Area Rejuvenation Committee meeting held March 21, 2017 were received.

Minutes from the Wroxeter Hall Board meeting held June 1, 2017 were received.

Minutes from Howick Township Court of Revision held May 16, 2017 were received.

Minutes from Howick Township Economic Development Committee meeting held May 30, 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 6, 2017 agenda. Carried. Resolution No. 171/17

9. Councillor Reports

Reeve Versteeg presented a report to Council regarding the water level at the Wroxeter dam and recommended that the maximum water level be set at 5 feet 6 inches.

Councillor Scott stated that the Wroxeter Village Management is doing a good job regulating the water. Councillor Harding spoke on the level of water in the raceway.

Councillor Scott asked for a recorded vote on the following motion.

**Moved by Councillor Scott; Seconded by Councillor Harding:
Be it resolved that Council set the maximum water level at the Wroxeter dam at
5 feet 6 inches. Carried. Resolution No. 172/17**

Yea

**Deputy Reeve Robert Clarkson
Councillor Doug Harding
Councillor Linda Henhoeffler
Councillor Randy Scott
Reeve Art Versteeg**

10. Correspondence

Correspondence received from Avon Maitland District School Board inviting an elected official to meet with trustees of the School Board was discussed.

**Moved by Deputy Reeve Clarkson; Seconded by Councillor Harding:
Be it resolved that Council approve the attendance of Reeve Versteeg to meet
with trustees of the Avon Maitland District School Board on June 26, 2017.
Carried. Resolution No. 173/17**

Correspondence received from the Township of North Huron inviting attendance at municipal night at the Blyth Festival was discussed. Council directed staff to order the complimentary tickets.

Correspondence received from Saugeen Conservation including the 2016 Annual Report was noted and filed.

Correspondence received from Huron County Warden Jim Ginn inviting participants to the 6th Annual Huron County Warden's Charity Golf Tournament being held July 14, 2017 was noted and filed.

11. Members Privilege – Good News and Celebrations

Councillor Harding advised that today had been "clean out the Fordwich Hall day" and different items had been disbursed; only a microwave was in need of a home.

Reeve Versteeg asked what Council thoughts were in regards to the two vacant positions; Public Works Coordinator and Recreation Facilities Manager.

Councillor Harding advised that the Howick Community Centre Advisory Committee would like to submit suggestions in filling the Recreation position but only if Council would be willing to consider. Council agreed to hear what the HCCAC suggest at the June 20, 2017 Council meeting.

Reeve Versteeg updated on the Administrative Assistance/Deputy Clerk vacancy.

Council discussed Public Works Coordinator Martin's recommendation included in his letter of resignation and agreed that Dean Nicholson would be the interim Public Works Coordinator until the hiring process was completed.

12. By-laws and Motions

Moved by Councillor Harding; Seconded by Councillor Scott:

Be it resolved that Council accept David Martin letter of resignation with regret. Carried. Resolution No. 174/17

Moved by Councillor Henhoeffter; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council give third and final reading to By-law No. 22-2017; being a by-law to provide for a drainage works (Renwick Municipal Drain 2017) in the Township of Howick. Carried. Resolution No. 175/17

13. Closed Session

Council proceeded into closed session in order to discuss matters pertaining to disposition of land (Fordwich Community Hall); labour relations (exit interviews) and adoption of the May 2, 2017 closed meeting minutes.

Moved by Councillor Scott; Seconded by Councillor Henhoeffter:

Be it resolved that Council go into "Closed Session" at 8:47 pm under Section 239 of the Municipal Act, 2001 as amended, to discuss matters pertaining to a pending disposition of land by the municipality; labour relations; and that Public Works Coordinator David Martin and Clerk Watson remain in attendance. Carried. Resolution No. 176/17

Moved by Councillor Scott; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council adjourn the "Closed Session" at 9:37 pm. Carried. Resolution No. 177/17

Moved by Councillor Harding; Seconded by Councillor Henhoeffter:

Be it resolved that Council approves direction given to staff in Closed Session. Carried. Resolution No. 178/17

Council agreed to sell the Fordwich Community Hall to Shawn McCann and directed Clerk Watson to notify the parties that had submitted tender letters.

14. Adjournment

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. 28-2017; being a by-law to confirm the actions of Council at their June 6, 2017 Council meeting. Carried. Resolution No. 179/17

Moved by Councillor Harding; Seconded by Deputy Reeve Clarkson:

Be it resolved that Council adjourn the Council meeting at 9:41 pm. Carried. Resolution No. 180/17

Reeve Art Versteeg

Clerk Carol Watson