

**TOWNSHIP OF SOUTH-WEST OXFORD  
COUNCIL MINUTES  
January 7, 2020**

**MEMBERS PRESENT:** Mayor: David Mayberry  
Councillors: Paul Buchner (Ward 1), Peter Ypma (Ward 2), Valerie Durston (Ward 3), George Way (Ward 4), Jim Pickard (Ward 5), Craig Gillis (Ward 6)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Mary Ellen Greb, CAO  
Diane Larder, Treasurer  
Julie Forth, Clerk  
Jeff VanRybroeck, Fire Chief  
Howard Leaver, Chief Building Official  
Adam Prouse, Works Superintendent

**CALL MEETING TO ORDER**

The meeting was called to order at 9:00 a.m. by Mayor David Mayberry and a quorum was present.

**MOTION TO ACCEPT AGENDA**

Resolution No. 1 Moved by Paul Buchner  
Seconded by Peter Ypma

RESOLVED that the regular meeting agenda for the January 7th, 2020 meeting of council be approved.

DISPOSITION: Motion Carried

**DECLARATION OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**MINUTES**

**December 17th, 2019 Regular Council Meeting Minutes**

Resolution No. 2 Moved by Jim Pickard  
Seconded by Craig Gillis

RESOLVED that the regular minutes of the December 17th, 2019 regular council meeting be approved, as

amended.

DISPOSITION: Motion Carried

**BUSINESS ARISING FROM THE MINUTES**

**CL 01-2020: Business Arising from the Minutes of December 17th, 2019**

Clerk Julie Forth provided a report to Council to provide them with an overview of the staff actions arising from the minutes of the last Council meeting.

Resolution No. 3      Moved by Valerie Durston  
                                Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive report CL 01-2020 Summary of Staff Actions Related to Business Arising from the Minutes of December 17th, 2019 as information.

DISPOSITION: Motion Carried

**STAFF REPORTS**

**CL 02-2020: Community Safety and Well-being Plan: Results of Joint RFP**

Clerk Julie Forth provided Council with a report to provide them with an update on the results of the joint request for proposal issued by the Oxford County municipalities for a Community Safety and Well-being Planning Co-ordinator and the status of this joint initiative.

Mayor David Mayberry encouraged Oxford County municipalities and the successful proponent, Climb Consulting Inc., to consider more than safety and security as part of the Community and Safety Well-being Plan, but also life satisfaction within the community.

Resolution No. 4      Moved by Peter Ypma  
                                Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford received report CL 02-2020: Community Safety and Well-being Plan: Results of Joint RFP for information.

DISPOSITION: Motion Carried



agencies considered to have an interest in the proposal, and reissued both the notice of complete application and the notice of public meeting. The proposal and the supporting studies have not changed since council heard this application in July, 2019.

Planning staff are of the opinion that the proposal is consistent with the principles, strategic initiatives, objectives and policies of the Official Plan. The impacts and cumulative impacts have been assessed and found to be acceptable and the proposed after-use is compatible with existing and proposed land uses in the surrounding area, is technically feasible, environmentally sound, and is in compliance with the permitted uses and policies of the underlying land use designation. Planning staff recommend approval of the subject zone change and a by-law amendment has been prepared for Council's consideration.

Council received correspondence submitted by Gowling WLG, dated January 6<sup>th</sup>, 2020, on behalf of Bonduelle Canada Inc., who own land adjacent to the property which are subject to the Zoning By-law Amendment application. The correspondence submitted by Gowling WLG expresses concern with respect to the impact that the proposed gravel pit may have on water supply within the area and commented on the significant importance of the water supply to the operations of Bonduelle Canada Inc.

Development Planner Adam Ager commented that planning staff have commented that they don't believe it is appropriate for the Township to put a cap on the water used through the provisions of the Township's Zoning By-law.

Melanie Horton, of Harrington McAvan Ltd., on behalf of the applicants commented that she is in support of planning staff's comments regarding the water taking. She noted that the Ministry of the Environment would issue a permit if water will be used in excess of 50,000 litres per day. The applicant does not anticipate to require the use of this much water and is not planning to apply for a permit from the Ministry.

No members of the public spoke in support of the application.

Rob Gundry, the facility manager at Bonduelle Ltd. (Ingersoll Facility) addressed Council with respect to their operations at the facility and the operation's dependence on water for vegetable processing. They use upwards of 200,000 gallons of fresh water each day. If the water is not available to them, they can't process the vegetables which have already been harvested. The operations are under a timeline for processing vegetables for packaging from the time they are harvested, in some instances this timeline is only six hours. Interruptions to the water supply at the facility will jeopardize

crop that has already been harvested. Mr. Gundry commented that noise and dust generated from the proposed gravel pit operation are also of concern.

Discussion took place among Council regarding the concerns surrounding water supply in the area and the impact that water supply may have on Bonduelle Ltd. It was noted that permits issued by the Province permit Bonduelle Ltd. to take a total of 2.2 million of litres of water per day. Erwin Family Holdings does not anticipate needing more than 50,000 litres of water per day, which would require a permit from the Ministry of the Environment. Discussion also took place regarding whether or not it was appropriate for the Township to include within the Township's Zoning By-law how much water may be used each day by the proposed gravel pit operation. Planning staff stated that they were of the opinion that this is outside of the municipality's jurisdiction.

Susan Dawes, resident on Robinson Road, also expressed concern with respect to the proposed gravel pit and the impact that the operation may have on water supply in the area as well as the provincially significant wetlands adjacent to the subject property. She questioned what the tipping point may be in this regard with respect to water supply and impact on the wetlands.

Development Planner Adam Ager commented that hydrogeology has been considered as part of the planning process and that potential impact to water supply is not a new issue. There were concerns expressed by the Upper Thames River Conservation Authority; this decision was ultimately deferred to the County and the Ministry of the Environment. Planning staff believe that this concern has been addressed. It was noted that the Upper Thames River Conservation Authority are able to provide comment on the application, however they do not have authority with respect to approval of the application. Bonduelle Ltd. is not satisfied that this issue has been adequately addressed.

Discussion took place among Council with respect to the information provided from Gowling WLG, on behalf of Bonduelle Ltd. It was noted that this was new information for Council to consider and discussion took place regarding deferral of the matter for the information to be reviewed in more detail.

Inquiries from Council with respect to seasonal weight restrictions on nearby Township roads and tree planting were also considered. Township public works have not expressed any concerns in this regard. It was noted that trees will be planted on the berm located on the east of the subject property. The trees will be over 1 metre in height when they are planted.

Resolution No. 6      Moved by Peter Ypma  
                                  Seconded by Craig Gillis

RESOLVED that Council reconvene in regular session  
at 9:57 a.m.

DISPOSITION: Motion Carried

Resolution No. 7      Moved by Valerie Durston  
                                  Seconded by George Way

RESOLVED that the Council of the Township of South-  
west Oxford defer a decision on zone change  
application ZN 4-18-07 for further consideration of the  
correspondence received by Gowling WLG, dated  
January 6<sup>th</sup>, 2020 to the next regular council meeting,  
Wednesday, January 22<sup>nd</sup>, 2020 at 9:00 a.m.

DISPOSITION: Motion Carried

*\* Council took a five-minute break at 10:05 a.m.*

### **STRATEGIC PLANNING**

#### CAO 01-2020: Strategic Planning - Goals for 2020

CAO Mary Ellen Greb provided a report for Council to provide them with the strategic plan draft action plan for 2020 for review. It was noted that there are a lot of projects happening in 2020 in addition to regular daily activities. A summary of the strategic plan action plan will be provided to Committees of Council.

Council discussed some the initiatives to be included in the action plan including advertising in the Village Voice, daycare opportunities, affordable housing opportunities and possible partnership with the County of Oxford and zero waste facilities. It was noted that Council would like to finalize the issue of natural gas in Salford in 2020.

Tree planting was also discussed. It was noted that there may be funding for additional tree planting available through Stewardship Oxford. Works Superintendent Adam Prouse will look into this.

Council discussed giving some consideration to what the Township can do proactively to work towards infilling lots within Township settlement areas. It was noted that the County is expected to have a housing policy released in



Resolution No. 9 Moved by Craig Gillis  
Seconded by Peter Ypma

RESOLVED that agenda and correspondence items #1 to #3 inclusive be received for information and that they be noted and filed.

*Discussion on the motion:*

Discussion took place among Council regarding the proposed transition to full producer responsibility for blue box materials.

DISPOSITION: Motion Carried

Resolution No. 10 Moved by Peter Ypma  
Seconded by Craig Gillis

RESOLVED that Council provide direction to the CAO to provide comment to AMO and the County of Oxford with respect to Council's position on full producer responsibly for blue box materials, to include:

- concern about the outcome of the entire process;
- to ensure that the proposal is as good as or better than the service provided by the Township today;
- that the Township continue to provide services to South-West Oxford residents within the Township with a six-day collection cycle.

*Discussion on the motion:*

Council discussed that it would be preferred for any transition to take place at the end of the new County contract for waste management, and that Council continues to strive for more effective and efficient solutions.

DISPOSITION: Motion Carried



**ACCOUNTS PAYABLE REPORT**

January 7th, 2020 - Accounts Payable Report

Resolution No. 11    Moved by Jim Pickard  
                                Seconded by Valerie Durston

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for	
December 15 <sup>th</sup> to	\$2,262,743.99
January 3 <sup>rd</sup> , 2020	
Bi-Weekly Payroll #26	\$51,345.89
Bi-Weekly Payroll #1	\$42,311.95
TOTAL	\$2,356,401.83

DISPOSITION: Motion Carried

**INFORMATION ITEMS & CORRESPONDENCE**

*#5 - Municipality of Thames Centre Resolution - Mandatory and Non-Mandatory Programs of the UTRCA and KCCA*

*#6 - County of Simcoe Resolution - Nottawasaga Valley Conservation Authority Levy*

*#7 - Township of Huron-Kinloss Resolution - Conservation Authorities Act Exit Clause*

Resolution No. 12    Moved by George Way  
                                Seconded by Valerie Durston

RESOLVED that information and correspondence items #5 to #7 inclusive be received for information and that they be noted and filed.

DISPOSITION: Motion Carried

**BY-LAWS AND AGREEMENTS**

- By-Law No. 01-2020 - To authorize borrowing from time to time for the year ending December 31, 2020
- By-Law No. 02-2020 - To provide for interim tax levies for the year 2020
- By-Law No. 03-2020 - To adopt estimates of revenues and expenditures for 2020

Resolution No. 13 Moved by Jim Pickard  
Seconded by Craig Gillis

RESOLVED that the following By-laws be introduced and that they be read a first and second time:

- By-Law No. 01-2020 being a by-law to authorize borrowing from time to time for the year ending December 31, 2020
- By-Law No. 02-2020 being a by-law to provide for interim tax levies for the year 2020
- By-Law No. 03-2020 being a by-law to adopt estimates of revenues and expenditures for 2020

*Discussion on the motion:*

Discussion took place regarding the borrowing limits for the Township for operating expenses.

DISPOSITION: Motion Carried

Resolution No. 14 Moved by Craig Gillis  
Seconded by Peter Ypma

RESOLVED that By-laws 01-2020 to 03-2020 inclusive, be read a third time and finally passed, and that the Mayor and Clerk be authorized to sign the By-law and affix the corporate seal.

DISPOSITION: Motion Carried

### **COMMITTEES**

### **NEW BUSINESS**

### **CLOSED SESSION**

### **COUNCIL ROUND TABLE**

*Council members shared updates from their respective wards and community involvement. The Brownsville Hall Board will be meeting on Wednesday this week. The Pavilion has been completed at Foldens Park, with contribution from the Oxford Community Foundation. The Beachville Museum parking lot paving has been completed. Discussion took place regarding a speeding concern in Beachville; Mayor Mayberry will follow up with the County on this. The AGM for the Mt. Elgin Community Centre is coming up on January 27<sup>th</sup>.*

**CONFIRMATORY BY-LAW**

*By-Law No. 05-2020 - To confirm all actions and proceedings of Council  
(January 7th, 2020)*

Resolution No. 15     Moved by Paul Buchner  
                                  Seconded by George Way

RESOLVED that By-law 05-2020 being a By-law to confirm the proceedings of Council held Tuesday, January 7<sup>th</sup>, 2020 be read a first, second and third time this 7<sup>th</sup> day of January, 2020.

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the By-law and affix the corporate seal.


DISPOSITION: Motion Carried

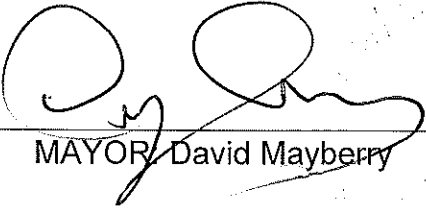
**ADJOURNMENT**

Resolution No. 16     Moved by Peter Ypma  
                                  Seconded by Craig Gillis

RESOLVED that there being no further business, the Council meeting be adjourned at 11:44 a.m. to meet again on Wednesday, January 22<sup>nd</sup>, 2020 at 9:00 a.m.

DISPOSITION: Motion Carried

  
CLERK: Julie Forth

  
MAYOR David Mayberry





**Sign-In Sheet**  
 Regular Council Meeting  
 January 7<sup>th</sup>, 2020 at 9:00 a.m.

Name (Please Print)	Address &/or Email	Reason for Attendance (i.e. Delegation/ Minor Variance/ Zoning/ Drain Consideration/ Court of Revision)	Sign me up for the Township's eNewsletter <u>Yes</u> or <u>No</u> (please include email)
Christopher Farni	christopher.farni@stixtaxi.com	Zoning	No thank you
Bill Bradshaw	bill.bibb1@gmail.com	Zoning	No thanks.
Melanie Horton	melanie@hammingtonmccan.com	Zoning (Green)	"
Susan Davies	familydavies@excelsior.com	Zoning	no thanks
Julia Sjarda	julia.sjarda@goldingdy.com	zoning	no
Rob Gundry	rob.gundry@bondwell.com	Zoning	No

**Notice of Collection/Use/Disclosure:** All information about municipal services is collected in accordance with the *Municipal Act, 2001*, under s.8 and for Council's purposes under s.239(1) and may be used in Council deliberations, and disclosed in full, including email, names, opinions and addresses to other persons requesting access to records, or as part of a public record. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPA). Questions about this notice of collection should be directed to the Clerk's Office.

