

**TOWNSHIP OF SOUTH-WEST OXFORD  
COUNCIL MINUTES  
January 21, 2019**

**MEMBERS PRESENT:** Mayor: David Mayberry  
Councillors: Paul Buchner (Ward 1), Peter Ypma (Ward 2), Valerie Durston (Ward 3 – left meeting at 11:30 a.m.), George Way (Ward 4), Jim Pickard (Ward 5) via Skype, Craig Gillis (Ward 6)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Mary Ellen Greb, CAO  
Diane Larder, Treasurer

**CALL MEETING TO ORDER**

The meeting was called to order at 9:03 a.m. by Mayor David Mayberry and a quorum was present.

**MOTION TO ACCEPT AGENDA**

Resolution No. 1 Moved by George Way  
Seconded by Craig Gillis

RESOLVED that the special meeting agenda for the January 21st, 2019 meeting of Council be approved.

DISPOSITION: Motion Carried

**DECLARATION OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**DISCUSSION ITEMS**

Council continued the review of the 2019 draft budget.

**General Government**

Health and Safety was discussed by Fire Chief Jeff VanRybroeck. The increase in the budget is related to the sharing of a summer student for Health & Safety Policy review and inspections.

**Health Services**

Health Services was presented by Treasurer Diane Larder with detailed information regarding Cemeteries, Halls, Parks and the Beachville Museum in the Township as well as requests from other organizations with participants

who live in our Township. Specific details were outlined in the following schedules:

- Operational grant requests outlined in Schedule H-01;
- Capital recreation project grant requests outlined in Schedule H-02;
- Township reserve contributions for the capital projects highlighted in Schedule H-02 outlined in Schedule H-03.

*Schedule H-01 Operating Grants Requests*

\$6,000 Mount Elgin Cemetery was reduced to \$4,000.

\$4,000 Ingersoll Skating Club was reduced to \$2,000.

*Schedule H-02 Capital Project Requests*

Council Beachville Museum Board representative George Way noted that the Museum will be sending back \$12,000 of the 2018 funding to the Township due to lower operational costs related to not having a curator for a period of time. The money will be put into reserve as a 2018 revenue with Council to decide if it wishes to apply the funds to the 2019 operating request or the application of the funds to the driveway paving project in 2019.

\$15,000 Brownsville Community Hall Gazebo Project was removed. The air conditioning system, boundary fencing and paving of the parking lot/sidewalk project valued at \$24,950 will remain.

\$10,000 Mount Elgin Hall for the replacement of tables and chairs was removed. Traditionally this type of expense has been paid for by the committees and not by the Township.

\$10,000 Salford Hall for the purchase of a fryer for the kitchen has been reassigned to pay for accessible interior doors for the small and large room in the facility.

\$12,500 Sweaburg Parks & Recreation with South-West Oxford's share reduced from \$4,500 to \$3,500 to cover outdoor park night light at the Lions Ball Park (\$1,000); Sweaburg Ball fencing (\$500); cement barricades at Tommy Williams Park (\$1,000); removal of pillars at the Lions Ball Park entrance (\$1,000).

\$36,000 Beachville Museum driveway paving & landscaping decreased to \$26,000.

\$25,000 Foldens Park – replace existing outdoor washroom with an accessible outdoor washroom. Ball park usage has increased as has the use of the playground equipment at the park. The committee will need to work out how to police the washroom being open to the public.

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*Schedule H-03 Contributions from Reserve – Health Services*

The capital project changes will be incorporated into schedule H-03 to reduce the amount of money taken from reserves.

Protection to Persons and Property

Fire Protection Services was presented by Fire Chief Jeff VanRybroeck with detailed information provided regarding the operations at each of the three (3) stations; general fire operations; fire prevention and inspections; capital equipment, vehicles and buildings; as well as emergency management operations.

Specific details were outlined in the following schedules:

- Schedule F-01 Capital buildings; equipment and vehicles; debenture for new Beachville Station (20 years) and required drainage (5 years); as well as equipment scheduled to be sold in 2019.
- Schedule F-02 Contributions from reserve to help offset capital costs as well as money earmarked to be transferred to reserve as per the Township reserve policy.

Fire Chief VanRybroeck highlighted the following:

*Station Operations:*

- Training Pay (station and full day) has been adjusted by the 2.5% Cost of Living increase approved by council with training sessions pay rates adjusted to not fall below the Ontario minimum wage hourly rate.
- The wiring in the generator box at the Brownsville Station will be completed as will a booster to improve the Wi-Fi.
- Steer and drive tires are needed for some of the trucks in 2019 increasing the budget for stations affected.
- Water billing is higher at Mount Elgin Station due to the metering of water filling the tanker. Beachville and Brownsville fill the tankers at hydrants.
- Beachville pumper repair contract out with pumper shifted from Brownsville to Beachville. Mounts on the Beachville pumper had worn down resulting in the tank shifting. This isn't the first time the box has shifted. The tank is warranted and will be repaired. Carrier in Brantford is completing the repair. It is cheaper to get it repaired then to rent a truck for the next few years.
- The rescue truck has some wiring issues that are being worked on by the Township's mechanic.

*Fire General*

- General Fire Wages have increased to reflect 40% of the wage cost for admin support as well as \$15,000 for 1/5 of the wages for a proposed fire training position that would be shared by the 5 rural Townships. More information on this will be brought forward to each of the 5 rural councils.

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- The purchase of officer uniforms is incorporated into the budget as members are being requested to attend more events.
- Fire Prevention and public education – giveaways, printouts etc., to use when members are attending events in the community.
- Postage/courier increase due to more tracking being required for bunker gear inspections.
- Communication agreement between the 5 Township rural partners share capital and maintenance costs equally.
- Fire revenue for training will now be tracked separately instead of being applied against the training expense. The 5 rural Townships conduct recruit training at the same time with each paying their share of the expense (based on number of recruits for each area).
- Fire inspections will be increasing in 2019. The Township community halls have been inspected as part of this initiative.

Fire Capital (Schedule F-01)

- \$400,000 to replace Beachville tanker (22 years old) with cost to be covered from reserve.  
Fire Chief VanRybroeck will check into leasing costs to see if it would be more economical to lease a tanker instead of purchasing it outright.
- \$39,000 for solar panels for the rooftop of the new Beachville station can be postponed until 2020.
- Fire Hall Drain totalling \$190,000 is to be debentured over 5 years
- \$25,000 in furnishings for new Beachville Station will come from reserve.
- Capital equipment fire totals \$79,400 with \$71,400 coming from reserve.
- \$248,208 is estimated to be transferred to reserve in 2019 as per the Township fire strategic plan.

Roadways and Transportation Services

Works Superintendent Bill Freeman reviewed the detailed information regarding revenues, equipment operations and maintenance operations noting:

- Graders have a life expectancy of 11 years (12,000 hours); Tri-axle trucks last about 11 years with approximate mileage of 425,000 kms. Snow plowing is tough on the trucks...we need good horse power to clear snow. Trucks are also used to haul our own gravel.
- New brakes, tires, sandblasting and painting etc. are reflected in the budget for some of the equipment.
- We are mixing the different types of gravel at the Township pit to achieve a higher quality product. If we can continue this, we should have at least another 20 years of supply at the pit. We haul 40,000 tonnes per year out of the water and crush 25,000 to 30,000 tonnes per year (contracted out).



**ADJOURNMENT**

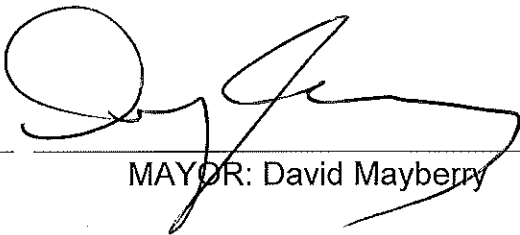
Resolution No. 3

Moved by Craig Gillis  
Seconded by Peter Ypma

RESOLVED that there being no further business, the Council meeting be adjourned at 12:02 p.m. to meet again on Tuesday, January 22<sup>nd</sup>, 2019 at 7:00 p.m. at the Mt. Elgin Community Centre.

DISPOSITION: Motion Carried

  
CLERK: Julie Forth

  
MAYOR: David Mayberry

