TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES
May 7, 2019

MEMBERS PRESENT: Acting Mayor: George Way (Ward 4)
Councillors: Paul Buchner (Ward 1), Peter Ypma (Ward 2), Jim Pickard (Ward 5), Craig Gillis (Ward 6)

MEMBERS ABSENT: Mayor David Mayberry, Valerie Durston (Ward 3)

STAFF PRESENT: Mary Ellen Greb, CAO
Diane Larder, Treasurer
Howard Leaver, Chief Building Official
Bill Freeman, Works Superintendent
Julie Forth, Clerk

CALL MEETING TO ORDER
The meeting was called to order at 9:00 a.m. by Acting Mayor George Way and a quorum was present.

MOTION TO ACCEPT AGENDA
Resolution No. 1 Moved by Paul Buchner
Seconded by Jim Pickard

RESOLVED that the regular meeting agenda for the May 7th, 2019 meeting of council be approved.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST
There were no declarations of pecuniary interest.

MINUTES

April 16th, 2019 Regular Council Meeting Minutes

Resolution No. 2 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the regular minutes of the April 16th, 2019 council meeting be approved.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM THE MINUTES

CL 21-2019: Business Arising from the Minutes of April 16th, 2019

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

Resolution No. 3 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive report CL 21-2019 Summary of Staff Actions Related to Business Arising from the Minutes of April 16th, 2019 as information.

DISPOSITION: Motion Carried

Resolution No. 4 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that Council hold a closed meeting at 9:05 a.m. in order to discuss a matter pertaining to:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

DISPOSITION: Motion Carried

APPOINTMENTS

9:05 a.m. - Lawrence Pye - Potential Sale of Land (Closed Session)

CLOSED SESSION

The meeting will be closed to the public to discuss subject matter that is:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (potential sale of road allowance).

Resolution No. 5 Moved by Jim Pickard
Seconded by Peter Ypma

RESOLVED that Council reconvene in regular session at 9:29 a.m.

DISPOSITION: Motion Carried

STAFF REPORTS

CAO 12-2019: Mount Elgin Speed Limit Reduction Extension - Plank Line

CAO Mary Ellen Greb provided a report to Council to gauge members interested in extending the 60 km/h speed limit further south to the approximate location of the village limits. It is estimated that this would be an additional 300-400m. The report looks to see if there is support from Council to initiate this change with the Ministry of Transportation.

Councillor Gillis expressed his support for this change to slow speed down and increase safety in the community. It was discussed that there is a community safety zone in Mt. Elgin the Township will need to look at expanding this. Councillor Buchner commented that he believes a speed limit reduction is likely the best alternative to a set of stop lights in the community.

Resolution No. 6 Moved by Craig Gillis
Seconded by Jim Pickard

WHEREAS the Village of Mount Elgin (located on Highway #19) continues to develop with the construction and further expansion of the Oxford Reformed Christian School (ORCS) and subdivision developments within the Village Limits;

AND WHEREAS the ORCS is accessed by a driveway directly off the east side of Plank Line and a new subdivision is planned directly across from the school with direct access to the west side of Plank Line;

AND WHEREAS the volume and speed of traffic on Highway #19 (Plank Line) continues to increase:

AND WHEREAS the developer of the new subdivision, the ORCS and the Township of South-West Oxford agree that the traffic within the village limits should be limited to a speed of no more than 60 km/h:

NOW THEREFORE BE IT RESOLVED that the Council of The Township of South-West Oxford direct staff to commence the process with the Ministry of Transportation to decrease the speed limit to 60 km/h within the Mount Elgin Village limit.

DISPOSITION: Motion Carried

Speed Limit on Highway 19 – North of Tillsonburg

Councillor Ypma advised that during the campaign period last Fall, residents indicated to him that they would like to see the speed limit reduced to 60km/h on Plank Line north of Ostrander and continued passed the railway tracks.

CAO Mary Ellen Greb commented that there is a process that needs to be followed with the Ministry of Transportation for these requests and she waiting for more information on them about this.

Resolution No. 7 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the Council of The Township of South-West Oxford direct staff to send a letter to the Ministry of Transportation with a request to extend the speed limit reduction of 60km/h north on Plank Line (Highway 19) from the Town of Tillsonburg boundary to railway tracks north of Ostrander.

DISPOSITION: Motion Carried

CL 22-2019: Township Earth Day Event Follow Up

Clerk Julie Forth provided a report to Council to the provide them with an update on the Township's Earth Day Event held on Saturday, April 20th, 2019 and to seek Council's direction regarding the installation and distribution of green cones and recycling bins to Township halls.

Councillor Pickard express support of this proposal and indicated that he would like to see the Lions Club in Sweaburg included in this. Councillor Gillis agreed and added that he would like to also include the new firehall in Beachville.

Council discussed the use of green cones at Township facilities and for community events. Staff will need to work with the Township Hall and Park Boards to find out what they would like and where they would like them to be placed. It was also noted that if the Township would like to move towards zero-waste they may need to take a leadership role on this and provide hall and parks boards with information and resources to achieve this.

Resolution No. 8 Moved by Jim Pickard
Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford receive report CL 22-2019 Township Earth

Day Event Follow Up for information;

AND FURTHER THAT Council direction staff to work towards the installation and distribution of remaining green cones and recycling bins from the Township Earth Day Event at Mt. Elgin Community Centre, Brownsville Community Centre, Dereham Centre Hall, Foldens Hall, Salford Hall, Sweaburg Lions and the Beachville Fire Hall;

AND FURTHER THAT Council authorize the cost of the green cones and recycling bins to be funded from the Township's Waste Management reserves.

DISPOSITION: Motion Carried

CL 23-2019: Petition for Drainage Works - 263672 Prouse Road

Clerk Julie Forth provided a report to Council to bring forward a request for Drainage Works received by the property owner for replacement of an existing Municipal Drain (Couse/Curtis Drain 1968). In response to an inquiry from Council, Clerk Julie Forth advised that the property owner indicated that the existing drain is not functioning properly. The petitioner for the drainage works is the property owner for the majority of the land that is requiring drainage. A question arose with respect to the McCauley Drain as it is referenced in the petition. Julie advised that she would confirm that this is the drain outlet for the Couse/Curtis Drain.

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

RESOLVED that the Council of the Township of South-West Oxford accept the Petition for Drainage Works and that the firm of Spriet Associates (Mike DeVos), Engineers and Architects be appointed to complete a new report in accordance with Section 4 of the Drainage Act, RSO 1990, Chapter D17.

DISPOSITION: Motion Carried

BL 01-2019: 2019 First Quarter Bylaw Report

By-law Enforcement Officer Jason Brunt prepared a quarterly report for Council with respect to By-law complaints received to date in 2019. Clerk Julie Forth advised that the complaints received with respect to recreational vehicle parking have been found to be in compliance with the amended

Zoning By-law and the provisions related to parking recreational vehicles in residential zones.

Resolution No. 10 Moved by Craig Gillis
Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford receive report No. BL 01-2019 as information.

DISPOSITION: Motion Carried

TR 12-2019: Hilltop Park Playground Equipment Proposal

Treasurer Diane Larder provided a report to Council to seek their approval for the purchase and installation of playground equipment and surface treatment for the Hillside Park within the village of Mount Elgin. She commented that the approved structure would be forwarded to the Oxford County Accessibility Advisory Committee for comment. Discussion took place regarding the proposed play surface area. It was noted that ramps were considered as part of the structure, however this adds to the cost and would result in less play equipment.

Resolution No. 11 Moved by Craig Gillis
Seconded by Peter Ypma

RESOLVED that the Council of The Township of South-West Oxford authorize the Clerk and the Mayor to execute the contract with Open Space Solution Inc. for the purchase and installation of playground equipment and surface treatment at the Hilltop Park at a cost of $110,000.00 (plus HST).

DISPOSITION: Motion Carried

TR 11-2019: Solar Panel Project - Salford - 2018

Treasurer Diane Larder provided Council with an annual report for 2018 regarding the revenue generated by the rooftop solar panels installed on the Salford Community Hall. Council questioned the rate received per kilowatt hour. Diane confirmed that the Township receives $0.55 per kilowatt hour.

Resolution No. 12 Moved by Jim Pickard
Seconded by Craig Gillis

RESOLVED that the Council of The Township of South-

West Oxford receive Report No. TR11-2019 as information.

DISPOSITION: Motion Carried

DISCUSSION ITEMS - None

PLANNING & ZONING

Notice of Complete Application - Tyler & Kimberly Wood - 164012 Brownsville Road – for information

AGENDA ITEMS & CORRESPONDENCE

#56 - Town of Ingersoll Resolution - Regional Review

#57 - Township of East Zorra-Tavistock Report - Joint Municipal Service Delivery Review

Meeting date is going to be set to draft the Request for Quotation for this process.

#58 - Top Aggregate Producing Municipalities in Ontario - OSSGA Committee

#59 - Oxford Pride and Raising the Pride Flag

Staff will respond to the request of the Oxford Pride Committee advising of the provisions of the Township's flag policy.

#60 - ERTH Notice of Annual Meeting of Shareholders

Resolution No. 13 Moved by Peter Ypma
Seconded by Jim Pickard

RESOLVED that Mayor David Mayberry be appointed as the Township's voting member for the ERTH Annual General Meeting scheduled on May 30th, 2019 in Ingersoll.

DISPOSITION: Motion Carried

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

RESOLVED that agenda items and correspondence items #56 to #60 be received for information and that they be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

May 7th, 2019 - Accounts Payable Report

Resolution No. 15 Moved by Paul Buchner
Seconded by Craig Gillis

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for April 13-30, 2019	$204,267.32
Bi-Weekly Payroll #9	$38,614.31
Total	$242,881.63

DISPOSITION: Motion Carried

INFORMATION ITEMS & CORRESPONDENCE

#61 - AMCTO Advocacy Win: Elections Ontario Recommends Changes to the Voters' List

Resolution No. 16 Moved by Craig Gillis
Seconded by Paul Buchner

RESOLVED that Council provide direction to staff to express Council's support for AMCTO's Advocacy Win with respect to changes to the Municipal Voters List.

DISPOSITION: Motion Carried

#62 - Upper Thames River Conservation Authority - March 26, 2019 Board of Directors Minutes

#63 - CN Community Notice - Annual Vegetation Management Program

#64 - Proposed Changes to the Endangered Species Act

#65 - AMO Update: Animal Cruelty Enforcement Changes

#66 - AMO Communications: Circular Procurement Summit

#67 - Township of Tudor and Cashel Resolution: Hydro Delivery Fees

Resolution No. 17 Moved by Jim Pickard
Seconded by Paul Buchner

RESOLVED that information items and correspondence items #61 to #67 be received for information and that they be noted and filed.

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

- *By-Law No. 43-2019 - 2019 Township Hall and Park Board Appointments*

Resolution No. 18 Moved by Craig Gillis
Seconded by Paul Buchner

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

- By-Law No. 43-2019 being a By-law to appointment members to the Township Hall and Park Committee for 2019

DISPOSITION: Motion Carried

Resolution No. 19 Moved by Craig Gillis
Seconded by Peter Ypma

RESOLVED that By-law 43-2019 be read a third time and finally passed, and that the Mayor and Clerk be authorized to sign the By-laws and affix the corporate seal.

DISPOSITION: Motion Carried

COMMITTEES

- *Brownsville Community Hall & Park Committee Minutes*
- *Mt. Elgin Community Centre Minutes*

Resolution No. 20 Moved by Paul Buchner
Seconded by Jim Pickard

RESOLVED that Council receive the following Committee minutes for information:

- Brownsville Hall and Park Committee Minutes of March 11th, 2019;
- Mt. Elgin Community Centre Minutes of January

7th, 2019;
- Mt. Elgin Community Centre Minutes of February 25th, 2019.

DISPOSITION: Motion Carried

STRATEGIC PLANNING

NEW BUSINESS

Woodstock Boundary Adjustment

Council reviewed the proposed mapping provided by the South-West Oxford/Woodstock Boundary Adjustment Committee which are the subject of boundary adjustment negotiations. The City of Woodstock has presented two options for Council's consideration; the boundary adjustment will provide additional lands for residential development in Woodstock.

Resolution No. 21 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford approve-in-principle annexation Option B as presented by the South-West Oxford/Woodstock Boundary Adjustment Committee for further discussion.

DISPOSITION: Motion Carried

Rural Oxford Economic Development Corporation

Councillor Jim Pickard advised Council that Bernia Wheaton has resigned as the Economic Development Officer for ROEDC. Don McKay has also resigned as Chair of the Board. Councillor Jim Pickard is running for interim Chair of the Board. Bernia will be continuing to work a 20% work week to see through some of the projects she is currently working on. Interviews are ongoing to fill the position full-time.

Township Energy Management Plan
The Energy Innovation Committee is currently in the process of reviewing the Township's Energy Management Plan. A revised plan will be coming forward to Council for consideration in June. The plan is required to be reviewed every five years.

Speed in Brownsville

Discussion took place regarding speeding in Brownsville and Delmer. Works Superintendent Bill Freeman will request that the speed spy be placed at the four corners in Brownsville and west of Delmer on Brownsville Road. These are areas which have been identified as areas of concern with respect to speeding.

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement. Brownsville Community Centre is hosting a community clean up on Saturday, May 11th. Dereham Centre Hall Board will be hosting their summer BBQ on June 11th. Sweaburg Fish Fry tickets are still available and will be held on May 25th. Beachville community yard sales are coming up this week; the Beachville Museum will be holding a fundraising plant sale. ERTH is going to replace the hydro pole at Loweville Pond. Discussion took place regarding the railroad ties that are being replaced and it was suggested that staff contact the railway to ask that the old ties be removed. Discussion also took place regarding transition to zero waste for community events. CAO Mary Ellen Greb will prepare a report for Council on this.

Road Tour – June 7th

Discussion took place regarding the upcoming Road Tour on June 7th. The following locations were discussed as potential stops on the tour:

- Township Fire halls
- Township gravel pit
- Straw Boss – Mt. Elgin
- Lunch at Tillsonburg Airport
- Jakeman's Maple Syrup Farm
- CAO Mary Ellen Greb reviewed the location that were visited during the last road tour

CONFIRMATORY BY-LAW

By-Law No. 44-2019 - To confirm all actions and proceedings of Council

Resolution No. 21 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that By-law 44-2019 being a By-law to confirm the proceedings of Council held Tuesday, May 7th, 2019 be read a first, second and third time this 7th day of May, 2019.

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. 22

Moved by Jim Pickard
Seconded by Peter Ypma

RESOLVED that there being no further business, the Council meeting be adjourned at 11:01 a.m. to meet again on Tuesday, May 21st, 2019 at 7:00 p.m.

DISPOSITION: Motion Carried

CLERK: Julie Forth

MAYOR: David Mayberry

Township of SOUTH-WEST OXFORD

Sign-In Sheet

Regular Council Meeting

May 7th, 2019 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 Yes or No (please include email)
Lawrence Pye	583530 Hamilton 27	Farm Land Rezoning	
David Pye	" "	"	
Catherine White	11 Wood St. W.	find out what is happening	

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