

**TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES
September 17, 2019**

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
Howard Leaver, CBO

CALL MEETING TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor David Mayberry and a quorum was present.

MOTION TO ACCEPT AGENDA

Resolution No. 1 Moved by Jim Pickard
Seconded by Valerie Durston

RESOLVED that the regular meeting agenda for the September 17th, 2019 meeting of council be approved, as amended.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

MINUTES

September 3rd, 2019 - Regular Council Meeting Minutes

Resolution No. 2 Moved by Paul Buchner
Seconded by George Way

RESOLVED that the regular minutes of the September 3rd, 2019 Council meeting be approved, as amended.

Councillor Way applauded Stephanie on all the work that she has done at the museum. He stated that she has turned the museum around and that the museum is heading in the right direction. Mayor Mayberry commented on the wooden utensils used at the annual summer BBQ and suggested using Transition to Less Waste in the future. He further stated that it is refreshing to visit the museum today and commented on the welcoming and engaging environment Stephanie is creating.

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

RESOLVED that the Council of the Township of South-West Oxford receive the Beachville Museum quarterly report for information.

DISPOSITION: Motion Carried

STAFF REPORTS

CAO 26-2019: Department Leads for 2019 Strategic Action Plan

CAO Mary Ellen Greb provided a report to Council to assign the Department Head leads for the Township's Strategic Plan 2019-2022 action plan and provide the preliminary status of each item. She advised that staff will move forward with the action plan with a status report scheduled to come to Council in November. She noted that it is anticipated that there may be some news from the Province regarding the Regional Government Review at that time.

Resolution No. 5 Moved by Jim Pickard
 Seconded by George Way

RESOLVED that Report CAO 26-2019: Department Leads for 2019 Strategic Action Plan be received by Council for information.

DISPOSITION: Motion Carried

CAO 27-2019: 2019 AMO Annual Conference Report

CAO Mary Ellen Greb provided a report to Council to provide them with information related to the 2019 AMO Conference held in August 2019. The report provided details of some of the various sessions that took place during the conference.

She encouraged members of Council to view the presentation from Max Valiquette and advised that she would circulate a link to Council.

She noted that with respect to cyber security, Township staff will be bringing forward a proposal as part of the 2020 budget process for increased insurance coverage to deal with cyber threats in addition to options to consider for benefits through LAS.

Resolution No. 6 Moved by Craig Gillis
 Seconded by George Way

RESOLVED that Report CAO 27-2019: 2019 AMO Annual Conference report be received by Council for information.

DISPOSITION: Motion Carried

CL 41-2019: 2020 Council Meeting Dates

Clerk Julie Forth provided a report to Council to establish and approve the Council meeting schedule for 2020. Council agreed to change the start time for the meeting scheduled on Wednesday, January 22nd to 9:00 a.m.

Resolution No. 7 Moved by Peter Ypma
 Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford receive Report CL 41-2019: 2020 Council Meeting Dates as information;

AND FURTHER THAT Council approve the 2020 Council Meeting Dates schedule as outlined in Report No. CL 41-2019, as amended.

DISPOSITION: Motion Carried

CL 42-2019: Petition for Drainage Works (504695 Old Stage Road - Rene Strik)

Clerk Julie Forth provided a report to Council to bring forward a request for Drainage Works received by the property owner for the construction of a new Municipal Drain (Rene Strik, 504695 Old Stage Road).

Resolution No. 8 Moved by Jim Pickard
 Seconded by Peter Ypma

RESOLVED that the Council of the Township of South-West Oxford accept the Petition for Drainage

DISPOSITION: Motion Carried

TR 24-2019: 2020 Budget Schedule

Treasurer Diane Larder provided a report to Council to finalize the schedule for the 2020 Budget and provide an overview of the budget consultation and public engagement strategy. She advised Council that the Township would not be undertaking a budget survey for 2020 however will continue to engage our residents online and through social media.

Resolution No. 10 Moved by Valerie Durston
 Seconded by Peter Ypma

RESOLVED that the Council of The Township of South-West Oxford receive Report No. TR 24-2019 entitled "2020 Budget Schedule" as provided for information;

AND FURTHER RESOLVED that the schedule be approved for the 2020 Budget process with one additional Special Council Meeting set for November 12th, 2019.

DISPOSITION: Motion Carried

TR 25-2019: 2018 Surplus Distribution

Treasurer Diane Larder provided a report to Council to provide Council a breakdown of the surplus for the year ending 2018 of \$431,778 and seek approval from Council for the transfer of these funds to reserves in keeping with the Township's Reserve Policy. Council has requested a report in relation to the deficit for General Fire Operations.

Resolution No. 11 Moved by Peter Ypma
 Seconded by Paul Buchner

RESOLVED that the Council of The Township of South-West Oxford receive Report No. TR 25-2019 entitled "2018 Surplus Distribution";

AND FURTHER THAT Council approve the transfer of 2018 surplus funds to the following reserves:

- Tax Stabilization Reserve - \$479,197
- Working Capital (sale of land) Reserve - \$22,960

- Working Capital (General Government) Reserve - \$101,423
- Building Reserve -\$764
- Working Capital (By-Law/Animal Control) Reserve - \$21,751
- Climate Change/Energy Reserve - \$7,942
- Drainage Reserves - \$28,079

AND FURTHER THAT Council approve that all funds relating to any deficits for 2018 be transferred from reserves for the following:

- Recreation Reserve - \$11,203
- Fire Equipment Reserve - \$17,329
- Disaster Relief Reserve - \$15,000
- Transportation-Paving Reserve - \$149,000
- Transportation-Bridges Reserve - \$78,779
- Economic Development Reserve - \$3,413

DISPOSITION: Motion Carried

DISCUSSION ITEMS

AMO Report - Verbal Update from Councillor Durston

Councillor Valerie Durston provided a verbal report from the AMO Conference she attended in August. She provided comments to Council on a session she attended regarding the amount of plastic waste in our oceans. A comprehensive study is currently being undertaken, and Canada will be actively involved in the development of an action plan to address plastic waste in our oceans.

Notice of Bill Freeman's Upcoming Retirement

CAO Mary Ellen Greb advised Council that Works Superintendent Bill Freeman has submitted his notice of retirement effective, December 31st, 2019 after 35 years of service. Bill has been a very valuable member of the Township and he will be greatly missed.

Resolution No. 12 Moved by Peter Ypma
 Seconded by Craig Gillis

RESOLVED that the Council of The Township of South-West Oxford receive Works Superintendent Bill Freeman's notice of retirement.

DISPOSITION: Motion Carried

Oxford County Surplus Property

Clerk Julie Forth advised Council that the County of Oxford would like a formal response from Council regarding the surplus lands declared by the County.

Resolution No. 13 Moved by Valerie Durston
 Seconded by Peter Ypma

RESOLVED that the Council of the Township of South-West Oxford support the continued protection of land as identified in B9 and B10 of the Oxford County Surplus Land declaration;

AND FURTHER THAT Council of the Township of South-West Oxford request that the County give consideration to the sale of lands identified as B9 and B10 to the Thames Talbot Land Trust, or similar conservation agency, at a reduced market value.

DISPOSITION: Motion Carried

PLANNING & ZONING

AGENDA ITEMS & CORRESPONDENCE

#122 - Township of Zorra Resolution re: Upper Thames River Conservation Authority funding

Resolution No. 14 Moved by Paul Buchner
 Seconded by Craig Gillis

WHEREAS the Township of South-West Oxford is an environmentally conscious community;

AND WHEREAS the Township of South-West Oxford is a member of the Upper Thames River Conservation Authority, Long Point Region Conservation Authority and the Catfish Creek Conservation Authority (herein collectively referred to as the Conservation Authorities) and has a representative on the board of directors of the Conservation Authorities;

AND WHEREAS the board of directors determines the policies, priorities and budget of the Conservation Authorities;

AND WHEREAS the Conservation Authorities provides the Township of South-West Oxford with expert advice on the environmental impact of land use planning proposals and that the Township of South-West Oxford does not have staff with comparable expertise or experience;

AND WHEREAS the Conservation Authorities provides programs to the residents of South-West Oxford and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk as well as protecting life and property through a variety of measures;

BE IT RESOLVED THAT that the Township of South-West Oxford supports continuation of the programs of the Conservation Authorities, both mandatory and non-mandatory, and that no programs of the Conservation Authorities or of the other Conservation Authorities in Ontario be "wound down" at this time;

AND FURTHER THAT the Ministry of Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;

AND FURTHER THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ernie Hardeman, the Association of Municipalities of Ontario, the Upper Thames River Conservation Authority, Long Point Region Conservation Authorities and Catfish Creek Conservation Authority, Conservation Ontario and all Ontario municipalities.

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

- By-law No. 62-2019 - To regulate fences within the Township of South-West Oxford
- By-Law No. 74-2019 - To authorize the execution of an agreement with the Township of Zorra for alternate building inspection services
- By-Law No. 75-2019 - To authorize the execution of a subdivision agreement (Eldon View Holdings)

Resolution No. 18 Moved by Jim Pickard
 Seconded by George Way

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

- By-law No. 62-2019 being a By-law to regulate fences within the Township of South-West Oxford
- By-Law No. 74-2019 being a By-law to authorize the execution of an agreement with the Township of Zorra for alternate building inspection services
- By-Law No. 75-2019 being a By-law to authorize the execution of a subdivision agreement (Eldon View Holdings)

DISPOSITION: Motion Carried

Resolution No. 19 Moved by George Way
 Seconded by Paul Buchner

RESOLVED that By-laws 62, 2019, 74-2019 and 75-2019 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

Mt. Elgin Community Centre Meeting Minutes

Resolution No. 20 Moved by Peter Ypma
 Seconded by Craig Gillis

RESOLVED that the meeting minutes of the Mt. Elgin Community Centre Board held on June 24th, 2019 and July 22nd, 2019 be received for information.

DISPOSITION: Motion Carried

STRATEGIC PLANNING

NEW BUSINESS

Leo Walsh re: Canfield Lane

Leo Walsh addressed Council with respect to the name of the lane which he lives on. It was discussed that the laneway is privately owned and if Mr. Walsh would like to put up a sign for Canfield Lane, he would need to ensure that the sign is on private property and not on the County road allowance along Beachville Road. The Township is not in a position to formally name the laneway since it is not a public road. CAO Mary Ellen Greb will check the mailing address for the three properties located along the laneway.

Ingersoll/SWOX Boundary Adjustment Negotiations

Council discussed the ongoing boundary adjustment negotiations with the Town of Ingersoll. Specifically, the tax revenue allocation for industrial/commercial properties was discussed. Council provided direction to proceed with a tax revenue distribution with the Town of Ingersoll for CAMI at 24%.

Union Road/Hwy 19 Intersection

Mayor Mayberry advised that has been in receipt of more complaints regarding the intersection of Union Road and Highway 19. Residents have received that a turning lane be added to the intersection. CAO Mary Ellen Greb will contact the Ministry of Transportation and advise them of the concerns which has been received.

Salford Natural Gas Update

Mayor David Mayberry provided an update to Council following a meeting he had with CAO Mary Ellen Greb and Union Gas. Staff is waiting for information from them to pass along to MPP Ernie Hardeman regarding potential legislative changes.

CLOSED SESSION - NONE

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement. The grand opening for the Hilltop Park in Mt. Elgin is scheduled for Saturday, October 5th, 2019 at 11:00 a.m. Dereham Centre Hall will be

hosting their Christmas potluck dinner on December 17th at 6:00 p.m. The next Tiny Homes Subcommittee meeting will follow the next daytime Council meeting.

CONFIRMATORY BY-LAW

By-Law No. 76-2019 - To confirm all actions and proceedings of Council (September 17th, 2019)

Resolution No. 21 Moved by Jim Pickard
 Seconded by Peter Ypma

RESOLVED that By-law 76-2019 being a By-law to confirm the proceedings of Council held Tuesday, September 17th, 2019 be read a first, second and third time this 17th day of September, 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

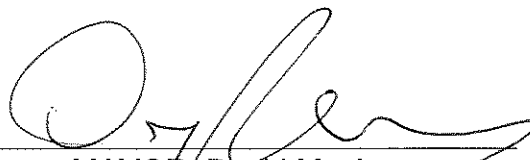
Resolution No. 22 Moved by Peter Ypma
 Seconded by Craig Gillis

RESOLVED that there being no further business, the Council meeting be adjourned at 8:59 p.m. to meet again on October 1st, 2019 at 9:00 a.m.

DISPOSITION: Motion Carried



CLERK: Julie Forth



MAYOR: David Mayberry

