

**TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES
September 18, 2018**

MEMBERS PRESENT: Mayor: David Mayberry
Councillors: David Hayes, Gerald Mitchell,
Valerie Durston, Paul Buchner,
George Way

MEMBERS ABSENT: Councillor Jim Pickard

STAFF PRESENT: Mary Ellen Greb, CAO
Julie Forth, Clerk

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 George Way
Seconded by David Hayes

RESOLVED that the regular meeting agenda for the September 18th, 2018 meeting of council be approved as amended to include discussion regarding a property near Rossland Ave and the performance appraisal for the CAO.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

MINUTES

September 4th, 2018 Regular Council Meeting Minutes

Resolution No. 2 Moved by George Way
Seconded by David Hayes

RESOLVED that the regular minutes of the September 4th, 2018 Council meeting be approved, as amended.

DISPOSITION: Motion Carried

Mayor David Mayberry advised that he is going to ask EARTH if they would be interested in making a community contribution for the new hydro poles that are needed.

STAFF REPORTS

CL 51-2018: Alleyway Adjustment Request from Mike Christiaens

Clerk Julie Forth provided a report to Council with a request from Mike Christiaens in Brownsville for an adjustment to an alleyway which runs through his property. He is requesting that Council transfer this laneway to him for the amount of \$1.00 plus all applicable costs. It was noted that this property has been treated as one property for over the last 40 years and that Mr. Christiaens' services run through this laneway to his shed which is located behind his house.

Resolution No. 4 Moved by David Hayes
 Seconded by Gerald Mitchell

RESOLVED that the Council of the Township of South-West Oxford receive Report CL 51-2018 Alleyway Adjustment Request from Mike Christiaens as information;

AND FURTHER THAT Council declare the following lands to be surplus:

Part 2 Plan 41R-9334

AND FURTHER THAT Council provide authorization to sell the lands for the amount of \$1.00 plus all applicable costs.

DISPOSITION: Motion Carried

CL 52-2018: 2019 Council Meeting Dates

Clerk Julie Forth provided a report to Council to outline the 2019 Council Meeting dates. It was noted that the meetings in June and December will start at 7:30 p.m. for the Dereham Centre BBQ (June) and Dinner (December).

Resolution No. 5 Moved by Gerald Mitchell
 Seconded by George Way

RESOLVED that the Council of the Township of South-West Oxford receive Report CL 52-2018 2019 Council

Meeting Dates as information;

AND FURTHER THAT Council approve the 2019 Council Meeting Date schedule as outlined in Report No. CL 52-2018.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

Septic System Permits/Oversight

CAO Mary Ellen Greb explained that East Zorra-Tavistock and Blandford Blenheim are going to take over the septic system permit and inspection processes within their jurisdictions. As a result, Southwestern Public Health has determined that there will not be enough work for them to continue to provide this service and would like to terminate the contract with the other Oxford County rural municipalities. CAO Greb would like to request that Southwestern Public Health continue this contract until April, 2019 so that the other CBOs can get the training they need to take over these processes.

Council provided direction to staff to request that Southwestern Public Health extend septic permit and inspection services until April, 2019.

PLANNING & ZONING - None

AGENDA ITEMS & CORRESPONDENCE

#106 - Waste Reduction Week in Canada 2018

Council requested that this proclamation be brought forward to the October 2nd meeting.

#107 - Township of Amaranth Resolution - NAFTA Dairy Supply Management

Resolution No. 6 Moved by David Hayes
 Seconded by George Way

RESOLVED that Council supported the resolution from the Township of Amaranth regarding Dairy Supply Management and directed staff to send a letter of support.

DISPOSITION: Motion Carried

#108 - Township of South Glengarry Resolution - Paramedic Services in Ontario

Resolution No. 7 Moved by Paul Buchner
Seconded by Gerald Mitchell

RESOLVED that Council receive agenda item and correspondence item #108 for information and they be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

Sept 1 - 10, 2018 - Accounts Payable Report

Resolution No. 8 Moved by George Way
Seconded by Valerie Durston

RESOLVED that the following Accounts be approved for payment:

Accounts Payable Sept 1 - 10, 2018	\$55,715.74
Bi-Weekly Payroll #19	\$38,482.47
Fire Pay #9	\$11,731.73
Council Pay #9	\$6,075.86
TOTAL	\$112,005.80

DISPOSITION: Motion Carried

INFORMATION ITEMS & CORRESPONDENCE - None

BY-LAWS AND AGREEMENTS

- *By-Law No. 73-2018 - To authorize an agreement to occupy existing residence*
- *By-law No. 74-2018 - To amend Township Zoning By-law (Dean)*

Resolution No. 9 Moved by Paul Buchner
Seconded by David Hayes

RESOLVED that the following By-law be introduced and that it be read a first and second time:

- By-Law No. 73-2018 being a By-law to authorize an agreement to occupy an existing residence (Nathan and Tanya Huinink)
- By-law No. 74-2018 being a By-law to amend the Township's Zoning By-law (Dean)

DISPOSITION: Motion Carried

Resolution No. 10 Moved by George Way
 Seconded by David Hayes

RESOLVED that By-laws 73-2018 and 74-2018 be read a third time and finally passed, and that the Mayor and Clerk are hereby authorized to sign the By-law and affix the corporate seal.

DISPOSITION: Motion Carried

COMMITTEES

Resolution No. 11 Moved by George Way
 Seconded by Gerald Mitchell

RESOLVED that the following Committee Minutes be received by Council for information:

- Foldens Hall Board Meeting Minutes of May 1st, 2018
- Sweaburg Parks and Recreation Meeting Minutes of July 23rd, 2018
- Sweaburg Parks and Recreation Meeting Minutes of August 30th, 2018
- Hilltop Park Committee Meeting Minutes of July 10th, 2018
- Energy Innovation Committee Minutes of June 6th, 2018
- Engage and Inform Committee Minutes of June 6th, 2018.

DISPOSITION: Motion Carried

Councillor Hayes advised the he would discuss the possibility of an all candidates' night with the Mt. Elgin Hall Board.

STRATEGIC PLANNING

NEW BUSINESS

Rossland Avenue

CAO Mary Ellen Greb brought a matter to Council attention regarding a property located in the vicinity of Clarke Road and Rossland. There is a property in this location which used to have a trailer on it; it has been purchased and the new owner has been advised that they are not permitted to build on the lot due to its proximity to a municipal drain and watershed boundaries. CAO Greb wanted to make Council aware of the situation and let them know that a request may be coming forward from the property owner.

CAO Performance Review

CAO Mary Ellen Greb advised Council that she will prepare her performance review documentation and send it out to Council prior to the next Council meeting.

CLOSED SESSION

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

(b) personal matters about an identifiable individual, including municipal or local board employees.

Resolution No. 12 Moved by Gerald Mitchell
Seconded by Valerie Durston

RESOLVED that Council hold a closed meeting in order to discuss personal matters about an identifiable individual, including municipal or local board employees at 7:45 p.m.

DISPOSITION: Motion Carried

Resolution No. 13 Moved by Paul Buchner
Seconded by George Way

RESOLVED that Council reconvene in open session at 8:01 p.m.

DISPOSITION: Motion Carried

Chief Building Official Replacement Options

Council discussed the possibility of hiring a Deputy Chief Building Official/Plan Examiner and entering into a shared arrangement with Zorra Township for a Chief Building Official. It was noted that finding a Chief Building Official with the required qualifications is difficult. This may be an

opportunity to hire someone and work with them to train them to a Chief Building Official level. A partnership with Zorra Township would also give them more experience and opportunities to learn.

CAO Mary Ellen Greb also stated that she would like to explore college co-op opportunities in this field more as well.

Council expressed concern with the potential costs to fill in the gaps in situations where a Deputy Chief Building Official may not be fully qualified. They provided direction to staff to first attempt to fill the Chief Building Official vacancy and if this proves to be too challenging to then consider another option.

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement. CAO Greb will follow up with Aaron regarding the Mt. Elgin pavilion pad. The Beachville Museum Curator will be attending a Council meeting in October to present the 2019 Budget.

CONFIRMATORY BY-LAW

By-Law No. 75-2018 - To confirm the proceedings of Council

Resolution No. 14 Moved by George Way
 Seconded by Paul Buchner

RESOLVED that By-law 75-2018 being a By-law to confirm the proceedings of Council held on Tuesday, September 18th, 2018 be read a first, second and third time and finally passed this 18th day of September, 2018.

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

DISPOSITION: Motion Carried

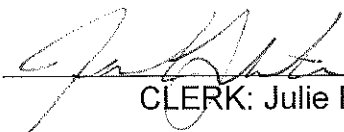
ADJOURNMENT

Resolution No. 15

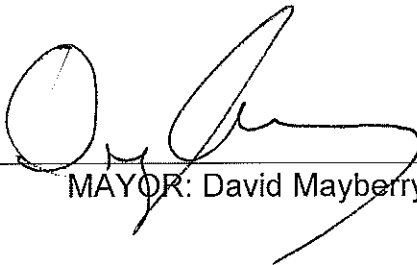
Moved by Gerald Mitchell
Seconded by Valerie Durston

RESOLVED that there being no further business,
Council adjourn at 8:32 p.m. to meet again on Tuesday,
October 2nd, 2018 at 9:00 a.m.

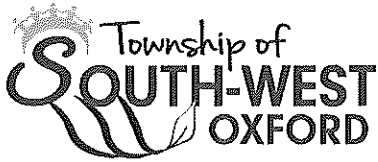
DISPOSITION: Motion Carried



CLERK: Julie Forth



MAYOR: David Mayberry



Sign-In Sheet
 Regular Council Meeting
 September 18th, 2018 7:00 p.m.

Name (Please Print)	Address &/or Email	Reason for Attendance (i.e. Delegation/ Minor Variance/ Zoning/ Drain Consideration/ Court of Revision)
Mike Christaens	mike.christaens@gmail.com	Boundary Adj.
Crisp Gillis		Info.
Joan Hutchison	PO Box 56 BEACHVILLE	Grant request
Tracy Harrison	trucky14@gmail.com	Grant request Beachville

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