TOWNSHIP OF SOUTH-WEST OXFORD
MINUTES
SPECIAL COUNCIL MEETING
November 12, 2019

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

MEMBERS ABSENT: Valerie Durston (Ward 3)

STAFF PRESENT: Mary Ellen Greb, CAO
Diane Larder, Treasurer
Julie Forth, Clerk
Bill Freeman, Works Superintendent
Jeff VanRybroeck, Fire Chief
Howard Leaver, CBO

CALL MEETING TO ORDER

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

MOTION TO ACCEPT AGENDA

Resolution No. Moved by George Way
Seconded by Craig Gillis

RESOLVED that the special meeting agenda for the November 12th, 2019 meeting of council be approved.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

STAFF REPORTS

TR 26-2019: 2020 Draft Budget

Treasurer Diane Larder provided a summary of the 2020 draft budget for Council's review and consideration. She noted that the draft budget proposes an increase of approximately 3.8%; 1% of the proposed budget is roughly $58,284.

It was noted that additional funds for anticipated tax rebates may be required in the estimated amount of $160,000. These funds are not included within the proposed draft budget as the information was received following the preparation of the draft. The requirement to include the additional funds will result in increase of approximately 6.8%.

Resolution No. Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the Council of The Township of South-West Oxford receive Report No. TR26-2019 entitled "2020 Draft Budget" as information.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

2020 Budget Deliberations: 2020 Draft Budget

Council reviewed the draft 2020 budget as presented and made the following comments and changes:

- Councillor Way commented that he is happy to see road work, paving and new equipment coming in for 2020. He thinks that there are places within the proposed draft that can be trimmed to reduce the estimated increase.
- Councillor Pickard commented that he thinks each department may be able to go back to see what other items they can do without for 2020. He would like to see the budget increase more in line with the cost of living increase (2%).
- Councillor Buchner echoed Councillor Way and Councillor Pickard's comments regarding the draft budget as presented and stated that there will need to be some changes as a result of the anticipated tax rebate.
- Councillor Ypma commented that he was surprised by some of the requests from cemeteries and hall boards, and that Council will have a challenge ahead to find some savings.
- Councillor Gillis agreed with comments of other members of Council.
- Treasurer Diane Larder commented on some of the budget highlights which includes a proposed staff person for parks operations, with a focus on grass cutting for Township owned properties.
- It was noted that Ontario Municipal Partnership Funding is expected to be less than what was received in 2019.

General Government

- Township insurance will be increasing by approximately 2% in 2020.
- Discussion took place regarding the former OPP building in Beachville. Council would like to have a discussion in 2020 about options for this property.
- Council reduced the amount for Council Conferences in 2020 to $5,000.
- Proposed budget amounts for volunteer appreciation was reduced by $1,000 and staff conferences was reduced by $1,400.
- $1,000 was moved to the Township newsletter from flowers, trophies and badges.
- Council discussed the master key project and agreed to move half the funds into reserves in 2020 and complete the project in 2021.
- Paving for the laneway and north side parking at the municipal office will be funded in part in 2020 with the remaining to be paid and completed in 2021.
- Discussion took place regarding an Electrical Safety Authority permit for the Township to cover all facilities. Council agreed to do this in 2020.

Health Services

- Council reduced the grant to the Mt. Elgin cemetery by $2,000.
- Council had a discussion regarding the proposed facilities/maintenance person and agreed to remove this from the budget for 2020.
- Discussion took place regarding the Beachville Museum and curator position. It was noted that there is still two years left in the funding agreement between the Township of South-West Oxford and the Township of Zorra.
- Discussion took place regarding grant requests from Brownsville Hall (air conditioning), West Oxford (baseball fencing) and Mt. Elgin (generator). Council removed $12,000 allocated for Foldens Hall and $11,000 for Salford. Budget allocation for Brownsville was reduced to $15,000.

** Council took a ten-minute break at 10:40 a.m.*

- Council requested a report on tax stabilization and anticipated rebates for the December 5th Council meeting.
- Contracted out services were reduced from $9,000 to $7,000.
- Council confirmed $2,000 for Ingersoll Skating Club. $2,000 for Tillsonburg Minor Hockey was cut.

Protection to Persons/Property

- It was noted that 6% of the proposed 2020 increase is due to the Beachville Fire Hall debenture.

- Some dump chutes need to be replaced. Will not be purchasing electric dump chutes going forward.
- Discussion took place regarding the proposed solar panels for the Beachville Fire Hall. Council requested information on the anticipated return on investment.
- It was noted that training pay has gone up to account for the minimum wage increase and to provide training pay at the same rate for all members.
- The battery back up for the doors in Mt. Elgin was discussed. This project is planned for 2020.
- Building maintenance in Beachville was reduced by $2,500.
- Fire prevention materials were discussed; want to ensure that valuable information is being purchased to provided to the community.

Building

- Discussion took place regarding the need to continue to contract out some building inspection services. Some services are also shared with the Township of Zorra depending on available time of staff. It was noted that there has been a decrease in the number of permits issued in 2019.

CONFIRMATORY BY-LAW

By-law No. 87-2019 - To confirm all actions and proceedings of Council (November 12th, 2019)

Resolution No. Moved by Paul Buchner
Seconded by George Way

RESOLVED that By-law 87-2019 being a By-law to confirm the proceedings of Council held Tuesday, November 12th, 2019 be read a first, second and third time this 12th day of November, 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. Moved by Jim Pickard
Seconded by Craig Gillis

RESOLVED that there being no further business, the Council meeting be adjourned at 12:02 p.m. to meet again in regular session on Tuesday, November 19th, 2019 at 7:00 p.m.

DISPOSITION: Motion Carried

CLERK: Julie Forth

MAYOR: David Mayberry