

Township of South-West Oxford
Council Minutes
February 16, 2021

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, Chief Administrative Officer
Diane Larder, Treasurer/Deputy CAO
Julie Forth, Clerk
Adam Prouse, Works Superintendent

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 Paul Buchner

RESOLVED that the regular meeting agenda for the February 16th, 2021 meeting of council be approved, as amended to include discussion regarding security in Mount Elgin.

DISPOSITION: Motion Carried

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Minutes

February 2nd, 2021 - Regular Council Meeting Minutes

Resolution No. 2 Moved by Peter Ypma
Seconded by George Way

RESOLVED that the regular minutes of the February 2nd, 2021 council meeting be approved, as amended.

DISPOSITION: Motion Carried

corner of Prouse Road and Plank Line and is municipally known as 264177 Prouse Road.

Mr. Ager stated that the County Official Plan allows for the expansion of existing agricultural uses so long as the redevelopment is limited to a specific use – this application is proposing to extend the existing zone so that the use may be permitted from Prouse Road. Township Public Works staff commented at the time of circulation for comment that more information will be required regarding the proposed entrance from Prouse Road.

Mr. Ager spoke to an email that was received in response to public circulation which expressed concerns regarding traffic and the proposed entrance from Prouse Road. A further email was received from Kathy Austin which questioned the associated materials that will be sorted on site, if there will be a larger paved area on site, how drainage will be affected and potential ground contaminants. They further questioned how loose plastic and peat will be controlled from blowing off site.

Planning staff recommended support of the application as it complies with the policies of the Provincial Policy Statement and the Official Plan respecting the expansion of existing Agri-Business Uses.

Questions from Council

In response to an inquiry from Councillor Pickard, the Applicant Sheryl Chanyi, advised that only natural materials are stored on site such as peat moss, natural topsoil, bark compost. The facility does not use or bring in any fertilizers to store on the ground outside – they are added during the bagging process inside the facility. Ms. Chanyi had no further comments regarding the planning report and expressed support for planning staff's recommendation.

Councillor Buchner commented on a concern that was raised regarding noise and questioned if it would be possible to put in a berm to mitigate the noise to the south of the property. Ms. Chanyi stated that they would be willing to do this if Council wished. Mr. Ager commented that this may be addressed during the site plan process. Mayor Mayberry suggested a natural berm such as tree and/or earth.

In response to an inquiry from Councillor Ypma, Ms. Chanyi stated that they are not planning to extending paving on site – the area would remain gravel for storage. It was noted that more information will be needed during the site plan review process with respect anticipated truck traffic on Prouse Road and the weight restrictions in effect during March and April of each year.

7:15 p.m. - Development Planner Adam Ager - Public Meeting: Dayspring Residence Inc. ZN 4-20-09 for property located at 332767 Plank Line

Development Planner Adam Ager explained that the application for Zone Change is a condition of an approved consent application for an agricultural lot addition in the Township of South-West Oxford. The application for Zone Change proposes to rezone the severed lots from the related approved consent application from 'Special General Agricultural Zone (A2-3)' to 'General Agricultural Zone (A2)', and amend the existing 'Special General Agricultural Zone (A2-3)' to recognize the new area of the retained lot as a result of the approved consent. The severed lot will cover an area of approximately 10.29 ha (25.4 ac), contains no buildings or structures, and is in agricultural production (cash crop) as well as woodlands.

The severed lot will be added to the agricultural lands to the immediate north. The enlarged lot currently covers an area of approximately 24.4 ha (60.4 ac), consists of agricultural lands, a commercial nursery and associated buildings. The retained lot comprises approximately 1.8 ha (4.4 ac), and contains an existing retirement home. Surrounding land uses are predominantly agricultural with non-farm rural residential and an agribusiness use to the immediate east.

The subject lands are described as Part Lot 8, Concession 7 (Dereham), Township of South-West Oxford. The property is located on the west side of Plank Line, between Prouse Road and Airport Road and is municipally known as 332787 Plank Line.

Mr. Ager advised that the Official Plan allows for non-conforming land uses to make minor adjustments – this proposal will allow the retirement home to retain only the areas needed for that use which is seen as good planning. Planning staff are recommending approval of the application as it is generally consistent with the policies of the Provincial Policy Statement and the County Official Plan with respect to lands designated for agricultural purpose.

Questions from Council

There were no questions from Council.

Questions/Comments from the Public

No member of the public registered to speak in support of or opposed to this application.

Stan Fomin, Applicant, commented that he was satisfied with planning staff's report and that he had no further comments.

Resolution No. 10 Moved by Peter Ypma
Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford reconvene in regular session at 7:25 p.m.

DISPOSITION: Motion Carried

Resolution No. 11 Moved by Peter Ypma
Seconded by George Way

RESOLVED that the Council of the Township of South-West Oxford approve-in-principle the zone change application submitted by Stan Fomin, whereby the lands described as Part Lot 8, Concession 7 (Dereham), Township of South-West Oxford are to be rezoned from 'Special General Agricultural Zone (A2-3)' to 'General Agricultural Zone (A2)' and to amend the existing 'Special General Agricultural Zone (A2-3)', to satisfy a condition of severance.

DISPOSITION: Motion Carried

Resolution No. 12 Moved by Peter Ypma
Seconded by George Way

RESOLVED that the Council of the Township of South-West Oxford move into public meeting at 7:25 p.m. for Zone Change Application ZN 4-20-11 submitted by Kloepfer Holdings Ltd. for property located at 434304 Rivers Road.

DISPOSITION: Motion Carried

7:25 p.m. - Development Planner Adam Ager - Public Meeting: Kloepfer Holdings Ltd. ZN 4-20-11 for property located at 434304 Rivers Road

Development Planner Adam Ager explained that the application for Zone Change is a condition of an approved consent application that facilitated a farm consolidation resulting in the retention of a surplus dwelling in the Township of South-West Oxford. The severed lot covers an area of approximately 28 ha (69.5 ac), contains no buildings or structures, and is in agricultural production (cash crop). The severed lot will be added to the agricultural property to the immediate southeast consisting of a drive shed and silo, covering an area of approximately 40.3 ha (99.6 ac). The retained lot

Resolution No. 15 Moved by Jim Pickard
 Seconded by George Way

Whereas the Township requires additional administrative/financial support to:

1. provide adequate consistent administrative support required for meeting the Townships increasing strategic, financial and administrative responsibilities;
2. provide a work environment with adequate staffing to provide for staff development and cross-training;
3. Re-align the use of staff resources in a more productive and cost-effective way.

Therefore be it resolved that Council receive report CAO 02-2021 as information;

And Further that Council authorizes the merging of two part-time positions to create one (1) permanent full-time entry level position to be filled in 2021, in addition to a permanent part-time position and continued annual summer student position.

Discussion on the motion:

It was suggested that grant opportunities may be available for an annual summer student.

DISPOSITION: Motion Carried

CL 10-2021: Recommendation from Engage and Inform Committee:
Refrigerator Magnets

Clerk Julie Forth provided Council with a report to bring forward a recommendation from the Engage and Inform Committee to purchase Township of South-West Oxford refrigerator magnets to be included in the Township's new resident welcome package to promote communication with residents. It was noted that this report was brought forward to Council because the Committee did not include a budget for this purpose in 2021.

Council suggested the refrigerator magnets may also be distributed at the municipal office, libraries and local businesses.

Resolution No. 16 Moved by Paul Buchner
 Seconded by Peter Ypma

Township's needs (including support from the provider). Clerk Julie Forth advised that she would look into the warranty offered for the equipment.

Resolution No. 18 Moved by Peter Ypma
 Seconded by George Way

Resolved that the Council of the Township of South-West Oxford received report CL 12-2021: Update - Proposed Audio/Video Equipment for Virtual/Hybrid Council Meetings for information;

And Further That Council approve the purchase of audio/video equipment as outlined in the proposal submitted by Ronsons Audio Video in the amount of \$31,795.07 plus HST and attached as Appendix A to this report.

DISPOSITION: Motion Carried

TR 01-2021: Extension of Audit Services for 2021 to 2024

Treasurer Diane Larder provided Council with a report to request their support to extend the contract of the Township's auditing services for the years 2021 to 2024. She stated that this will provide consistency as the Township moves towards the regulation deadline for asset management. This will help the Township to ensure that assets are being recorded in the same format. Members of Council expressed support for this proposal.

Resolution No. 19 Moved by Jim Pickard
 Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive Report No. TR 01-2021 as information;

AND FURTHER THAT Council approves the extension of the appointment of Scrimgeour & Company Chartered Accountant for external audit services for the four (4) year period of 2021 to 2024.

DISPOSITION: Motion Carried

Total: \$540,242.26

DISPOSITION: Motion Carried

Information Items and Correspondence

#21 - Resolution re: Closure of Ontario Fire College

#22 - Township of Terrace Bay Resolution re: Taxation for Railroad Rights of Way

#23 - Township of Asphodel-Norwood Resolution re: extension of Community Safety and Well-being Plan deadline

#24 - Township of Guelph-Eramosa Resolution re: Advocacy for MFIPPA Legislation

Resolution No. 29 Moved by George Way
Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford received agenda and correspondence items #21 to #24 and that they be noted and filed.

Discussion on the motion:

Council discussed the closure of the Ontario Fire College. Chief Administrative Officer Mary Ellen Greb stated that this has little impact on the Township with the Rural Fire Services of Oxford County fire training partnership in Oxford County; however, it does impact more remote communities that rely on the College for training and certification.

DISPOSITION: Motion Carried

By-laws and Agreements

- By-Law No. 12-2021 - To provide for Drainage Works (third and final reading only)
- By-Law No. 19-2021 - To appoint municipal by-law enforcement officers (parking/traffic)
- By-Law No. 20-2021 - To authorize the execution of an agreement with the Township of Zorra for reciprocal Drainage Superintendent services

