Township of South-West Oxford Council Minutes

October 1, 2024

Mayor David Mayberry, Peter

Ypma (Ward 2), Valerie Durston

Mayor: (Ward 2), Valcine Burston (Ward 4), Councillors: (Ward 3), George Way (Ward 4),

Jim Pickard (Ward 5), Craig Gillis

(Ward 6)

Members Absent: Paul Buchner (Ward 1)

Mary Ellen Greb, CAO/Deputy Clerk Adam Prouse, Works Superintendent

Paul Groeneveld, Fire Chief

Staff Present: Brooke Crane, Treasurer

Julie Middleton, Clerk/Deputy CAO

Nicole Chambers, Records Management Co-

ordinator/Clerk's Assistant

Call Meeting to Order

Members Present:

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

Motion to Accept Agenda

Resolution No. 1 Moved by Jim Pickard

Seconded by George Way

RESOLVED that the regular meeting agenda for the October 1st, 2024 meeting of council be approved.

DISPOSITION: Motion Carried

Declaration of Pecuniary Interest

None.

<u>Minutes</u>

September 17th, 2024 Regular Council Meeting Minutes

Resolution No. 2 Moved by Craig Gillis

Seconded by Peter Ypma

RESOLVED that the regular minutes of the September 17th, 2024 council meeting be approved.

DISPOSITION: Motion Carried

Business Arising from the Minutes

CL 55-2024: Business Arising from the Minutes of September 17th, 2024

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

Resolution No. 3 Moved by Jim Pickard

Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive report CL 55-2024: Business Arising from the Minutes of September 17th,

2024 as information.

DISPOSITION: Motion Carried

<u>Appointments</u>

9:05 a.m. - Davide Barnabi, A/Inspector - Interim Detachment Commander: OPP Quarterly Update

Davide Barnabi, A/Inspector, Interim Detachment Commander, presented Council with the OPP quarterly incident report for the Township of South-West Oxford from June, 2024 through to September, 2024. He introduced himself to Council and advised Council that the OPP has worked to increase patrols in the Township. He noted that impaired driving charges have risen within the Township. Foot patrols have remained steady as a result of calls for service. Violent crimes are down and provincial offences (speeding) charges have increased within the quarter.

Members of the Council had the opportunity to ask questions regarding the report. Discussions included the rise in impaired driving charges and enforcement challenges on roads during weight-restricted periods (March and April of each year). Council also addressed the growing issue of encampments throughout the County, which is linked to substance misuse and addiction.

Inspector Barnabi highlighted that fatalities resulting from motor vehicle collisions have increased, with distracted and impaired driving identified as

contributing factors. The OPP encourages drivers to maintain focus on the road, emphasizing that excessive speed is often connected to driving fatalities. He reminded Council that posted speed limits are designed to ensure safe driving and reduce the likelihood of fatalities in the event of a collision.

* Councillor Valerie Durston arrived at 9:13 a.m.

Staff Reports

<u>CL 56-2024: Proposed Amendments to Township of South-West Oxford Sign</u> By-law

Clerk Julie Middelton provided Council with a report to seek their support for minor amendments to the Township's sign by-law. These amendments aim to establish a streamlined process for public requests for exemptions to the by-law and to clarify the applicable provisions when multiple levels of government have jurisdiction.

Resolution No. 4

Moved by Jim Pickard Seconded by Peter Ypma



RESOLVED that the Council of the Township of South-West Oxford receive report CL 56-2024: Proposed Amendments to Township of South-West Oxford Sign By-law as information;

AND FURTHER THAT Council approve the proposed amendments to the Township of South-West Oxford Sign By-law No. 13-2022 as outlined in Appendix 'A' attached to this report.

DISPOSITION: Motion Carried

CL 57-2024: Updated Multi-Year Accessibility Plan 2024 to 2028 (final version)

Clerk Julie Middleton provided Council with a report to seek final approval for the Township's updated Multi-Year Accessibility Plan for 2024 to 2028. This plan outlines the Township's ongoing commitment to enhancing accessibility and ensuring that our programs, services, and facilities are inclusive for all residents.

Members of the Council asked questions and provided comments regarding the updated multi-year accessibility plan. Council directed staff to include recent museum renovations, specifically the accessible entrances to the barns and the new sidewalks, in the accomplishments section of the plan. Additionally, it was recommended that the cover photo of the document be updated to better reflect inclusivity for all. Council members emphasized that accessibility encompasses more than just mobility considerations.

Resolution No. 5 Moved by George Way Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford received report CL 57-2024: Updated Multi-Year Accessibility Plan 2024 to 2028 as information;

AND FURTHER THAT Council approve the Township's updated multi-year accessibility plan attached as Appendix 'A' to this report, as amended.

DISPOSITION: Motion Carried

<u>CL 58-2024: Follow Up: Safe and Well Oxford Community Safety and Wellbeing Plan – Inclusion Charter: Calls to Action</u>

Clerk Julie Middleton provided Council with a report to provide them with follow up and background information regarding the development of the Safe and Well Oxford Community Safety and Well-being Plan and the proposed Inclusion Charter developed by the Diversity, Equity and Inclusion Action Coalition (DEI Action Coalition) and presented to Council for their consideration at the meeting held on July 9th, 2024. At that time, Council requested a report back from staff in relation to the proposed Inclusion Charter and proposed implementation within the Township of South-West Oxford specifically.

She explained that in reviewing the Inclusion Charter, and associated Calls to Action contained within the document, with DEI Action Coalition members and area municipal Clerks, staff is recommending that the Township's implementation approach focus on training opportunities for staff and members of Council to enhance our understanding of diversity, equity, inclusion and belonging in the workplace. Staff also recommend revising existing Township policies as outlined in the staff report to explicitly state the Township's commitment to inclusion. These actions will help to create and reinforce a welcoming and equitable environment for all residents and employees.

Some members of the Council expressed concerns about the proposed implementation plan for the Township. There was discussion about removing specific lists of individuals or groups from amended statements in Township

policies and documents, advocating for language that references "all" without additional categorizations. Council suggested that amendments be made to statements related to Township job postings, website, policies, and procurement processes as outlined in the proposed implementation plan.

Resolution No. 6 Moved by Peter Ypma Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford receive report CL 58-2024: Follow Up: Safe and Well Oxford Community Safety and Well-being Plan – Inclusion Charter: Calls to Action as information;

AND FURTHER THAT Council provide direction to staff to revised the proposed implementation plan attached to the staff report based on comments received from members of Council for further review and consideration in November, 2024.

DISPOSITION: Motion Carried

FD 15-2024: Fire Services Automatic Aid Agreement - City of Woodstock

Acting Fire Chief Paul Groeneveld provided Council with a report to obtain their approval for the Township to enter into an Automatic Aid Agreement with the City of Woodstock for South-West Oxford Fire and Emergency Services to provide Tanker Operations as per the Agreement attached to the staff report. Discussion took place regarding the possibility of resources being required in more than one location. In these instances, the Fire Chief and Incident Command would need to arrange for coverage through mutual aid.

Resolution No. 7 Moved by Craig Gillis
Seconded by George Way

RESOLVED THAT Report No. FD2024-015 entitled "Fire Services Automatic Aid Agreement - City of Woodstock" be received as information:

AND FURTHER THAT Staff be directed to enter into an Automatic Aid Agreement with the City of Woodstock for Tanker Operations as outlined in the attached Agreement.

DISPOSITION: Motion Carried

TR 04-2024: 2025 Budget Public Meetings and Direction

Treasurer Brooke Crane provided Council with a report to seek their direction on the 2025 draft budget guidelines to ensure the budget is consistent with their objectives and priorities. The report seeks general direction for an annual tax levy incremental increase. The report also recommends a timetable of 2025 budget meetings for Council's consideration. Council confirmed a special council meeting be scheduled on November 12th, 2024 for budget deliberations.

Resolution No. 8 Moved by Jim Pickard

Seconded by Valerie Durston

RESOLVED that the Council receive Report TR 04-

2024 as information;

AND FURTHER THAT the Council schedule a special budget council meeting for November 12, 2024, at

6:30 p.m.

DISPOSITION: Motion Carried

Discussion Items

Follow Up: Trees Phase 6 Mount Elgin Subdivision

Further discussion to take place in relation to the final negotiations of the subdivider's agreement for phase 6 of the Mount Elgin Subdivision.

Agenda Items & Correspondence

#178 - County Council Report - September, 2024

#179 - AMO 2024 Report - Councillor Craig Gillis

#180 - Oxford County Planning - Provincial Policy Statement 2024 Update Memo

#181 - Oxford County Planning Council Report: PW 2024-33 Methane Reduction Regulation

#182 - Oxford County Homelessness Response Strategy

#183 – AMO 2024 Report – Councillor Peter Ypma

Resolution No. 9 Moved by Jim Pickard

Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford receive agenda and correspondence items #178 to #183 inclusive as information and that they be noted and filed.

DISPOSITION: Motion Carried

Accounts Payable Report

October 1st, 2024 - Accounts Payable Report

Resolution No. 10 Moved by George Way Seconded by Valerie Durston

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for

September 14th to 28th, \$2,906,686.19

2024

Total:

Bi-Weekly Payroll #19

Fire Pay #9 \$27,079.81

Council Pay #9

\$8,524.58 \$2,995,019.15

\$52,728.57

DISPOSITION: Motion Carried

Information Items & Correspondence

#184 - Resolution to Support AMCTO Provincial Updates to the Municipal Elections Act

#185 - City of Kitchener Resolution re: Renovictions and Safe and Adequate Housing

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

RESOLVED that the Council of the Township of South-West Oxford receive information and correspondence items #184 and #185 as information and that they be noted and filed.

DISPOSITION: Motion Carried

By-laws and Agreements

 By-Law No. 71-2024 - To authorize the execution of an automatic aid agreement with the City of Woodstock

Resolution No. 12 Moved by Jim Pickard Seconded by George Way

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

 By-Law No. 71-2024 being a By-law to authorize the execution of an automatic aid agreement with the City of Woodstock

DISPOSITION: Motion Carried

Resolution No. 13 Moved by Craig Gillis Seconded by George Way

RESOLVED that By-Law No. 71-2024 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

- Brownsville Hall Board Meeting Minutes of August 13, 2024
- Mount Hall Board Meeting Minutes (June, July and August, 2024)

Resolution No. 14 Moved by Peter Ypma Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford receive the following committee meeting minutes as information:

- Brownsville Hall Board meeting minutes of August 13th, 2024;
- Mount Elgin Hall Board meeting minutes of June, 24, 2024;
- Mount Elgin Hall Board meeting minutes of July 22, 2024;
- Mount Elgin Hall Board meeting minutes of August 26, 2024.

DISPOSITION: Motion Carried

New Business

Facilities Requests

Council engaged in a discussion regarding the process for submitting facility requests and work order requests. It was noted that, currently, maintenance requests can be directed to Works Superintendent Adam Prouse.

*Council took a break for 10 minutes at 10:30 a.m.

Council Round Table

Council members provided updates from their respective wards and community involvement. Councillor Durston reported on matters related to the Tillsonburg Airport, including discussions about fire protection at the facility. The Salford Hall Board will meet tonight. The Engage and Inform Committee is scheduled to meet tomorrow afternoon. The Environment and Energy Innovation Committee will reconvene on Wednesday, October 9, 2024. Mount Elgin Hall will host a Trivia Night this Friday, October 4th, with pizza provided by Domino's. Repairs to the fencing around the Mount Elgin tennis courts have been completed. A Boralex Open House will take place on Thursday, October 3rd, in Woodstock. The Discovery Oxford Exhibit at the Outdoor Farm Show received positive feedback, and organizers are looking to expand next year. The Foldens Hall Board met last Tuesday and finalized their budget for 2025. The Beachville Museum Board will meet again next Wednesday. Foldens is hosting a Pizza Night on November 4th, starting at 5:00 p.m. A Family Fun Day is planned for June 21st, 2025, in Foldens. The last car show of the season at the Beachville Museum occurred on Sunday, September 22nd. A Halloween Dance will be held at the Beachville Legion on October 26, 2024.

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;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board.
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

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

RESOLVED that Council hold a closed meeting in order to discuss a matter pertaining to:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

DISPOSITION: Motion Carried

Resolution No. 16 Moved by Jim Pickard Seconded by Valerie Durston

RESOLVED that Council reconvene in regular session at 12:34 p.m.

DISPOSITION: Motion Carried

Confirmatory By-law

 By-Law No. 72-2024 - To confirm all actions and proceedings of Council (October 1st, 2024)

Resolution No. 17 Moved by Valerie Durston Seconded by George Way

RESOLVED that By-law 72-2024 being a By-law to confirm the proceedings of Council held Tuesday, October 1st, 2024 be read a first, second and third time this 1st day of October, 2024.

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. 18 Moved by Craig Gillis

Seconded by Valerie Durston

RESOLVED that there being no further business, the Council meeting be adjourned at 12:35 p.m. to meet again on Tuesday, October 15th, 2024 at 6:30 p.m.

DISPOSITION: Motion Carried

CLERK: Julie Middleton MAYOR: David Mayberry

This document is available in alternate formats upon request.

APPROVED