TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES
November 20, 2018

MEMBERS PRESENT: Mayor: David Mayberry
Councillors: David Hayes (Ward 2), Gerald Mitchell (Ward 6), Valerie Durston (Ward 3), Jim Pickard (Ward 5), Paul Buchner (Ward 1), George Way (Ward 4)

MEMBERS ABSENT: None

STAFF PRESENT: Mary Ellen Greb, CAO
Diane Larder, Treasurer
Julie Forth, Clerk

CALL MEETING TO ORDER
Mayor David Mayberry called the meeting to order at 7:00 p.m. and a quorum was present.

MOTION TO ACCEPT AGENDA
Resolution No. 1 Moved by George Way
Seconded by Paul Buchner

RESOLVED that the regular meeting agenda for the November 20th, 2018 meeting of council be approved as amended to include discussion regarding a complaint received regarding Airport Road.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST
There were no declarations of pecuniary interest.

YEARS OF SERVICE AWARD PRESENTATIONS

Mayor David Mayberry presented years of service awards to Gary Dawson for 10 years of service and Mary Ellen Greb for 20 years of service with the Township. He thanked them for their work and dedication.

MINUTES
November 6th, 2018 Regular Council Meeting Minutes

Resolution No. 2 Moved by Jim Pickard
Seconded by Valerie Durston

RESOLVED that the regular minutes of the November 6th, 2018 Council meeting be approved.

DISPOSITION: Motion Carried

APPOINTMENTS

7:05 p.m. - Dave Rooke, Mt. Elgin Recreation Grant Presentation

David Rooke, on behalf of the Mt. Elgin Recreation Committee, presented the 2019 grant request from the Committee to Council. He commented on the t-ball that is ongoing at the park now and stated that it is great to see the kids out using the park. Discussion also took place regarding the need to reconfigure the ball diamond to make it more symmetrical. The Committee would like to have funds to do this in the future.

Mayor Mayberry thanked Dave for his presentation and advised that Council will begin budget deliberations in another month.

7:15 p.m. - Barb Freeman and Graham McGregor Mt. Elgin Cemetery Grant Presentation

Graham McGregor and Barb Freeman presented the financials for the Mt. Elgin Cemetery to Council. Graham noted that is was a challenging year for the cemetery due to the need for increased grass cutting. The cemetery only had one internment and only one cremation plot was sold. It was noted that one grass cutting costs the cemetery $250; the board was criticized by the community for not cutting the grass early enough in May.

Discussion took place regarding the care and maintenance fund that is required to be maintained. 40% of cemetery plot revenue is provided to the Township to invest in future care and maintenance. It was noted that the board has received few inquiries regarding the purchase of plots. It is estimated that there are enough plots in the cemetery for another 75 years based on how many are sold each year now.

7:45 p.m. - Jennie Schmitt, Ingersoll Skating Club

Jennie Schmitt, on behalf of the Ingersoll Skating Club, presented their 2019 grant request to Council. She advised that the skating club's registrations are down compared to where they have been in the past. They would like to branch out in the Township more, do some targeted advertising in the Township, and possibly sponsor a family in South-West Oxford.

She commented that the club is not just for kids, it is for the whole family. The club continues to try to do as much fundraising as they can.

In response to an inquiry by Councillor Pickard, it was noted that there are approximately six families from South-West Oxford involved with the skating club currently. The club has approximately $10,000 in GICs. The club has increased their fees, however in order to stay competitive with surrounding clubs they are not able to raise them too high. They will also be approaching the Town of Ingersoll to request funding.

7:25 p.m. - Lorraine Granham and Carol VanMoerkerke, Dereham Hall Grant Presentation

Carol VanMoerkerke, on behalf of the Dereham Hall Board, presented the board's financial statements for 2018 to Council and the 2019 grant request. She noted that the board received a little more in grant money than they were expecting in 2019 and have seen a rental income increase compared to previous years. The board had 49 rentals throughout the year and continues to support the 4-H club by allowing them to use the hall free of charge.

The board has decided not to redo the chimney, and instead would like to convert to natural gas which will also eliminate the need to redo the chimney. The chimney will come down when natural gas is put in. They would also like to convert to a natural gas water heater to reduce some operating expenses. The board estimates that all of this will cost approximately $9,000.

The board would like to purchase a picnic table with steel legs for the park. Staff can check to see if there are any for sale on Gov Deals. Staff will also follow up with NRG with respect to when the hall may be converted to natural gas. The board is also working on getting some trees donated to be planted at the park to give the area some shade.

7:35 p.m. - Sheila Fleming, Ingersoll Nature Club

Sheila Fleming on behalf of the Ingersoll Nature Club made a presentation to Council with the club's 2019 grant request. She commented on the removal of phragmites that has been ongoing at the nature reserve. The club would like to purchase a piece of equipment to help them with the remove of the phragmites. Phragmites are a huge problem around this area, removing them will help to restore the natural environment.

BUSINESS ARISING FROM THE MINUTES

CL 56-2018: Business Arising from the Minutes of November 6th, 2018

Clerk Julie Forth provided a report to Council to provide an overview for Council of the staff actions arising from the minutes of the last meeting related to various items requested by Council at that meeting.

Resolution No. 3 Moved by George Way
Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford receive report CL 56-2018 Summary of Staff Actions Related to Business Arising from the Minutes of November 6th, 2018 as information.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

Inaugural Meeting of Council - December 4th, 2018

It was confirmed that the Clerk will call the meeting to order and perform the swearing in of Council for the 2018 to 2022 term. Members of Council are encouraged to invite their families to the Inaugural meeting and will have an opportunity to say a few words if they wish.

AGENDA ITEMS & CORRESPONDENCE

#129 - 2019 Draft Long Point Region Conservation Authority Budget

#130 - 2019 Draft Upper Thames River Conservation Authority Budget

Resolution No. 4 Moved by George Way
Seconded by Jim Pickard

RESOLVED that agenda items and correspondence items #129 and #130 be received for information and that they be noted and filed.

Discussion on the motion:

Councillor Way commented on the proposed Upper Thames River Conservation Authority budget increase for 2019. Councillor Hayes commented on the Long Point Region Conservation Authority budget increase

and noted that the board has sold their building. They will be leasing it back over the next five years and investing in their parks.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

November 20th, 2018 - Accounts Payable Report

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

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for Nov 1-12, 2018	$87,446.13
Bi-Weekly Payroll #23 - General	$37,207.82
Fire Pay #11	$20,983.38
Council Pay #11	$6,025.86
TOTAL	$151,663.19

DISPOSITION: Motion Carried

INFORMATION ITEMS & CORRESPONDENCE

#131 - AMO Policy Update - Cannabis Retail Regulations

#132 - Resolutions re: Governance Models

#133 - Beachville District Historical Society Open House - December 2nd, 2018

Resolution No. 6 Moved by Valerie Durston
Seconded by George Way

RESOLVED that information and correspondence items #131 to #133 be received for information and that they be noted and filed.

DISPOSITION: Motion Carried

NEW BUSINESS

ROEDC – Possible request to prepay Rural Economic Development a portion of the 2019 contribution

Councillor Jim Pickard explained that RED grant funding was approved by the Province in 2018 for the Rural Oxford Economic Development Corporation (ROEDC) however the funds have not actually been received yet by the Board. The projects have been completed and money spent; however, this has resulted in a cashflow issue. The ROEDC has requested a prepayment of 50% of 2019 funds from each municipality to help with this cash flow issue. Members are willing to do this; these details have been provided for information only.

ROMA Conference Delegations

Delegation requests for ROMA will need to be submitted by December 10th. Mayor David Mayberry and Councillor Peter Ypma have been registered to attend. Consideration may be given to delegation requests for automated speed control and high-speed rail. A joint delegation request may be considered relating to the proposed landfill with the County and Zorra Township.

APPOINTMENTS (continued)

Resolution No. 7 Moved by David Hayes
Seconded by Valerie Durston

RESOLVED that Council move into Committee of Adjustment for Minor Variance Applications A10-2018 (Thiessen) and A11-2018 (Showler) at 8:00 p.m.

DISPOSITION: Motion Carried

Resolution No. 8 Moved by Valerie Durston
Seconded by Jim Pickard

RESOLVED that Council reconvene in regular session at 8:15 p.m.

DISPOSITION: Motion Carried

NEW BUSINESS (continued)

Airport Road/Zenda Line

Council discussed the condition of the Airport as a result of a complaint that was received by Council and staff. Adam Prouse explained that the Township is on a three-year rotation for resurfacing; roads were fall graded this past Friday, however we have had a lot of rain. Staff are spot grading the worst roads.

8:30 p.m. - Adam Prouse, Hilltop Park Grant Request

Adam Prouse, on behalf of the Hilltop Park Committee, presented the 2019 grant request. He commented on the soccer that is taking place for little kids in the area; there is no registration, kids are able to come out and play. Operating expenses for the park are expected to stay the same in 2019; 10% has been added for grass cutting.

Adam advised that the park committee has applied for Trillium funding for a new playground. They expect to hear in the New Year if they were successful or not. It was noted there is $30,000 available from the Township in reserves. If the Trillium application is not successful, the Committee would like to use the money from the Township to get something in the park in 2019. Sidewalks will be needed in 2020 to have access to the park.

Discussion took place regarding the development charge reserve fund. Treasurer Diane Larder advised that she could bring a report to Council on the balance within the development charge reserve.

8:45 p.m. – Al Forrester and David Lucas, Mt. Elgin Community Hall Grant Request

Al Forrester, on behalf of Mt. Elgin Community Hall, reviewed the 2019 grant summary and five-year capital plan for Council. He commented that the funds received from fun day are intended to be spent on fun day the following year. There are additional funds remaining from the Canada 150 event which the committee would like to spend on a future public event.

The Committee discussed the final costs for paving the parking lot and how the final costs will be shared between the committee and the Township. It was noted that in the past the costs are shared based on the estimate, not the actual costs. The paving has come in higher than originally estimated; the budget was $68,000 and costs have been invoiced to date in the amount of $71,000. Line painting in the parking lot is still required. A report will come forward to Council with respect to the extra costs for the parking lot in December.

PLANNING & ZONING

BY-LAWS AND AGREEMENTS - NONE

COMMITTEES

STRATEGIC PLANNING

CLOSED SESSION – None

CAO Mary Ellen Greb advised that she was in receipt of her performance evaluation and nothing further to discuss. It was determined that moving into Closed Session was not necessary.

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement. Councillor Way advised that Museum Board would like the Township to take over the bookkeeping as of January 1st. Councillor Mitchell commented that work is still required in Beachville at the hill at Loweville Pond and the fence for the tennis courts.

COUNCIL PRESENTATIONS

Mayor David Mayberry presented awards celebrating contributions to our municipality to Councillor David Hayes and Councillor Gerald (Gerry) Mitchell for their years of service on Council.

CONFIRMATORY BY-LAW

By-Law No. 88-2018 - To confirm the proceedings of Council (November 20th, 2018)

Resolution No. 9 Moved by Gerald Mitchell
Seconded by David Hayes

RESOLVED that By-law 88-2018 being a By-law to confirm the proceedings of Council held Tuesday, November 20th, 2018 be read a first, second and third time this 20th day of November, 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. 10 Moved by Gerald Mitchell
Seconded by David Hayes

RESOLVED that there being no further business, the Council meeting be adjourned at 9:10 p.m. to meet again on Tuesday, December 4th, 2018 at 9:00 a.m.

DISPOSITION: Motion Carried

CLERK: Julie Forth

MAYOR: David Mayberry

Township of SOUTH-WEST OXFORD

Sign-In Sheet

Regular Council Meeting

November 20th, 2018 at 7:00 p.m.

Name (Please Print)	Address &/or Email	Reason for Attendance (i.e. Delegation/ Minor Variance/ Zoning/Drain Consideration/ Court of Revision)
Jeremy Cornell	Jercor@hotmail.com	Minor Variance
Deb Dawson	Mt Elgin	
Gary Dawson	Mt Elgin	
Jim Rath	Mt. Elgin Rec	
Jennie Schmitt	[illegible]	
Graham McGregor		Grants Night
Barb Freeman	freemanrb@execulink.com	[illegible]
Carol VanMoerkerk	Vanm@execulink	DC Hall
Lorraine Garnham	lgarnham@bell.net	DC Hall.
ROBERT ALEXANDER	INGERSOLL	IDNC
SHEILA FLEMING	INGERSOLL	IDNC

Notice of Collection/Use/Disclosure: All information about municipal services is collected in accordance with the *Municipal Act, 2001*, under s.8 and for Council's purposes under s.239(1) and may be used in Council deliberations, and disclosed in full, including email, names, opinions and addresses to other persons requesting access to records, or as part of a public record. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office.

Township of SOUTH-WEST OXFORD

Sign-In Sheet

Regular Council Meeting

November 20th, 2018 at 7:00 p.m.

Name (Please Print)	Address &/or Email	Reason for Attendance (i.e. Delegation/ Minor Variance/ Zoning/Drain Consideration/ Court of Revision)
Cornelius Neil Thiessen	neil@stancor.ca	
DAVID LUKAS	DLUKAS@EXECULINK.COM	MILLGROVE HALL BOARD

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