

**TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES
August 3, 2010**

MEMBERS PRESENT: Mayor: James Hayes
Councillors: Ron Sackrider, Gerry Mitchell, George Klosler,
David Mayberry, D. Anne Vanhoucke,
Jay Heaman

MEMBERS ABSENT: None

STAFF PRESENT: Mary Ellen Greb, Clerk-Treasurer/CAO
Dianne Harnett, Deputy Clerk

MEETING CALLED TO ORDER

The meeting was called to order at 7:02 p.m. by Mayor James Hayes.

APPROVAL OF AGENDA

Resolution No. 1 Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the agenda for the August 3, 2010 meeting
of Council be approved.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

None

BUSINESS ARISING FROM THE MINUTES

None

APPROVAL OF MINUTES

July 6, 2010 Regular Meeting

Resolution No. 2 Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the minutes of the July 6, 2010 Regular Meeting
of Council be approved.

DISPOSITION: Motion Carried

July 6, 2010 Closed Council Meeting

Resolution No. 3 Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the minutes of the July 6, 2010 Closed Meeting of
Council be approved.

DISPOSITION: Motion Carried

Resolution No. 6 Moved by George Klosler
Seconded by David Mayberry

RESOLVED that the Resolution from the Corporation of the Town of New Tecumseth requesting that each Municipality circulate a petition opposing the HST be noted and filed.

DISPOSITION: Motion Carried

#456 County of Oxford Public Health – Medical Tiered Response Reply

South-West Oxford Fire Chief Jeff Smith was present for the discussion on this matter.

The letter outlined the following:

- Items used by the fire service on patients transported by Oxford County EMS can be replaced by on-scene paramedics at no cost.
- The costs of the defibrillation programs inclusive of AED pads, training and recertification will continue to be supplied by Oxford County EMS at no charge to the fire services, except for the Medical Director fee of \$25.00/firefighter for delegation.
- General medical supplies inventory for each fire service department will continue to be managed at the lower tier level.

Chief Smith reports that the stations will record the equipment they use at a call (not at practices) and will monitor what is used.

Chief Smith remarks that there is a fee charged for Fire Services for the use of the defibrillator as it is performed under a physician's medical license.

Chief Smith confirmed that the original letter sent by the Township had resulted in the County rethinking charging out of medical supplies by the paramedics. There is now no charge for this.

PLANNING AND DEVELOPMENT

ADJOURN FOR A PUBLIC MEETING FOR A ZONE CHANGE APPLICATION

Resolution No. 7 Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that council adjourn for a public meeting for a Zone Change application.

DISPOSITION: Motion Carried

PUBLIC MEETING FOR ZONE CHANGE APPLICATION NO. ZON 4-10-05 / BRYAN JELSMA AND ALEX VERSCHUEREN, PART LOTS 15, 16 AND 17, CONCESSION 11, TOWNSHIP OF SOUTH-WEST OXFORD

The purpose of the public meeting is to deal with Zone Change Application No. ZON 4-10-05. The application is required as a condition for Consent Application B-10-28-4 which was approved the County of Oxford Land Division Committee on July 8, 2010. Lot

A is municipally known as 163762 Brownsville Road and Lot B is municipally known at 312253 Dereham Line.

Those present for the public meeting:

Alex Verschueren, Owner Lot A

Bryan Jelsma and Alex Verschueren, Owners of Lot B

Melissa Sherran, Policy/Development Planner, County of Oxford

Marg Misk-Evans, Corporate Manager for Planning, County of Oxford

Dawne Fewster, Mount Elgin resident

Dave and Heather Crane, Township of South-West Oxford resident

Dallas Vermeersch, Township of South-West Oxford resident

Jeff Smith, Fire Chief for the Township of South-West Oxford

Melissa Sherran, Oxford County Planner reports that this is a unique joint application. The application received was for zone change which has been submitted in conjunction with an application for consent (B-10-28-4) which sought to permit the severance of farm land from one property in order that it can be added to an adjacent property. The Oxford County Land Division Committee approved the associated application for consent (B-10-28-4) at its July 8th, 2010 meeting. The zone change and associated severance will allow the applicant's to reorganize the agricultural and residential aspects of their operation.

The lot to be enlarged (Lot A) was severed from the agricultural property in 2004 through a farm consolidation. The lot was rezoned with special provisions to recognize the reduced lot depth which was necessary because of a machine shed located in close proximity to the newly created easement in place. Once the lot merges with the proposed lot to be severed, the access and machine shed will be on the same lot.

With regard to the PPS (Provincial Policy Statement), Policy 2.3.4.2 permits lot adjustments in prime agricultural areas for legal or technical reasons, if it will not result in the creation of a new lot and is in keeping of the Oxford County Official Plan.

The following comments were received:

County Public Works – the applicant must provide a road widening to 50 feet (15m) centerline of the road if not already existing, free and clear of liens, easements and other encumbrances.

Township of South-West Oxford Chief Building Official – indicated no objection but noted that all buildings and septic system on the proposed retained lot must meet the required setbacks.

No objections were received from the public or at the public meeting.

County Planning department recommended that Council approve in principle the zone change application.

The applicants agreed with the planning report.

Application for Site Plan Approval– Dallas Vermeersch

In attendance: Applicant Dallas Vermeersch Planner Melissa Sherran
Dawne Fewster Dave and Heather Crane

Melissa Sherran, County Planner reports the application for site plan approval was submitted by Dallas Vermeersch on July 8, 2010. The lot has recently doubled in size through a severance granted by Oxford County Land Division Committee on April 1, 2010 and has been rezoned to recognize the existing agri-business operation. This expanded operation will consist of the sale and service of feeding and manure equipment, and sale and service of milking equipment.

The expanded site will accommodate future expansion to the agri-business operation. The applicant's site plan proposal has been circulated to various agencies for comment.

- Road Superintendent, Bill Freeman indicated that McBeth Road has been repaired to improve the sight line at the entrance into the Vermeersch property.
- Chief Building Official, Dwayne Daniel indicated the staff washroom for the new building will require a new septic system. Lot grading appears to follow good lot grading practices and the setbacks for the existing and proposed structures are sufficient.
- Upper Thames River Conservation Authority recommends that Best Management Practices be undertaken for the site including sediment and erosion control measures.

Oxford County Planning Staff provided a number of comments pertaining to fairly minor changes to the site plan including the need to show services to all buildings, indicate the fire route and turning radius for trucks on the site. The Township's Zoning By-Law requires 12 parking spaces for the agri-business but there is only two shown on the site plan but it was noted that there is a large gravel area that could be used for parking but will require further investigation.

Ms. Sherran reported that it is recommended that Council direct staff to approve the application for Site Plan at such time as staff is satisfied that the proposed development complies with the requirements for drainage and fire safety.

Resolution No. 9 Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the Council of the Township of South-West Oxford direct staff to approve the application for Site Plan submitted by Dallas Vermeersch, for lands described as Part Lot 9, Concession 2, Township of South-West Oxford (Dereham) for the purposes of developing an agri-business consisting of the sale and service of feeding and manure equipment, and the sale and service of milking equipment on a 1.4 Ha (3.52 ac) site located on the north side of McBeth Road between Plank Line and Duffy Line, Township of South-West Oxford at such time as staff is satisfied that the proposed development complies with the requirements for drainage and fire safety.

DISPOSITION: Motion Carried

ADJOURNMENT FOR COMMITTEE OF ADJUSTMENT

Resolution No. 10 Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that Council adjourn in order that a meeting of the Committee of Adjustment may be held.

DISPOSITION: Motion Carried

DELEGATION

TD Commercial Banking; Dave Cross, Account Manager, Ruth Antoniuk, Manager and Tom Gosnell, Investment Advisor

Mr. Cross introduces the TD commercial banking team and thanks Council for their time to present and answer any questions the Township may have concerning their business accounts.

Mr. Cross reviewed the handout provided, and noted that TD has the largest of the Small/Medium Enterprises (SME) Banking Market Share, leading with 24% of businesses. Mr. Cross also states that TD has local adjudication on loan approval ensuring faster turnaround time.

Ms. Antoniuk reviews the accounts that the Township currently has with Council and informs them that she has spoken regularly with Mary Ellen Greb, C.A.O. and Diane Larder, Deputy Treasurer to review the best options for the Township. She informs council that the Township is leading many municipalities in their investment options. Ms. Antoniuk also comments that TD also views the Township's load side as very well run and a well managed operation. Ms. Antoniuk provided tips on reducing fraud and overhead, and how to reduce the number of cheques by moving towards electronic bill payments.

Mr. Gosnell from TD Waterhouse reports that at this time the Township is not using the services of TD Waterhouse but it is an area that the Treasury department may want to pursue in the future to maximize the returns for available cash. Mr. Gosnell points out that investing the Township can invest in all products through the brokerage house and not just those offered by TD.

The TD commercial banking team thanks council for their business and would be happy to attend future council meetings.

Staff Reports

Fire Chief Jeff Smith Report No. F.D.11-2010

Chief Smith recommends to council that the organizational hierarchy for the Township of South-West Oxford be amended to include the rank of Deputy District Chief. The Fire Chief will make the initial promotion for each station. The position description was circulated provided to council in the report.

Chief Smith noted that the new rank of Deputy District Chief will provide a competent and qualified second in command in each fire station and will ensure the continuity of operations in the absence of the District Chief. One existing "Captain" position will be

eliminated from each station which allows for the new rank without increasing the current complement of each station. Also, increased financial compensation is warranted. Chief Smith recommends that the rank premium for this position be 50% of the difference between the District Chief rank premium and the Captain's rank premium.

Chief Smith will consult with Mary Ellen Greb, C.A.O. about a promotion for this newly created rank if approved, and in future there will be a competition.

Resolution No. 11 Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the Fire Chief's Report No. F.D. 11-2010 be approved.

DISPOSITION: Motion Carried

Fire Chief Jeff Smith Report No. F. D. 12-2010

Fire Service activities during July 2010;

- Township will be wear testing Innotex brand of bunker gear to compare with the existing Cairns brand this is currently being purchased. Two sets for the wear trials are being purchased at reduced costs for the purpose of conducting this trial. The intention is to standardize this equipment.
- Bulk purchasing opportunities with Zorra Township, Town of Tillsonburg and the Municipality of Bayham are being explored to help reduce per unit costs and to condense shipping costs.
- All three Township stations sent representatives to the MEDQuest event which was successfully held on July 8, 2010. It was a mock vehicle extrication and fire suppression demonstration. Captain Steve McQueen, Station #1 – Brownsville was the over-all incident commander for the joint fire service effort. This event was well run.
- Handout concerning a September 2009 fire in Meaford that resulted in injuries to firefighters has resulted in 6 charges being laid against the municipality. Charges have yet to be proven in a court of law. The charges indicate areas in which the fire service needs to focus through improve policies and procedures and proper documentation at the fire scene. This is information for council at this time.
- Ontario Fire College had initially increased the cost of registering students for both on-campus courses and off-campus courses. This has brought concern within the fire service province wide. Chief Smith reports that since his report was sent to council the Fire Marshal has revoked the communiqué due to the overwhelming negative response from all the fire services province wide.

Resolution No. 12 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that the Fire Chief's Report No. F.D. 12-2010 be received.

DISPOSTION: Motion Carried

Chief Building Official, Dwayne Daniel, Report No. B.D. 15-2010

Fencing – Brownsville Community Center/Park

- Council questioned the fencing recommendation for the fencing of the south property boundary. The length of the fence as well as the sharing of costs was discussed. C.A.O. Greb recommends that staff speak with the adjoining property owners (Pottelberg) to make sure all necessary fencing requirements will be fulfilled with the fence being proposed.
- Mr. Daniel reported that he received a phone call from County Road's department and the County would like the boulevard paved in front of the Fire Hall and Community Center as the gravel is spilling out onto the roadway. Mr. Daniel will inform Work's Superintendent Bill Freeman.
- Mr. Daniel received a phone call from Mr. Nick Donkers about the sign coming into Beachville from the north end and that is faded and unsightly and should be repaired/replaced.
- Council requests an update to the demolishing of the house in Beachville. Mr. Daniel reports that he has four companies bidding on the job, and will further review the bids after vacation. He reports that the property owner is using a holding tank that has been approved by the County Board of Health with a pump out agreement and a reputable pumping company, but there have been some complaints about smell emanating from the property in question. Mr. Daniel will work with the health unit to put orders on the property to assist in rectifying this problem.
- An overview of the inspections is provided for council's review.

Resolution No. 13 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the quote totaling \$3,250.11 from VanRybroeck's for the fencing of the playground equipment at the Brownsville Park be approved.

DISPOSITION: Motion Carried

Chief Building Official Dwayne Daniel Report No. B.D. 15-2010

Resolution No. 14 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that the Chief Building Official's Report No. B.D. 15-2010 be received.

DISPOSITION: Motion Carried

Chief Administrative Officer's Report No. C.A.O. 24-2010

Beachville Museum Porch Roof Expenditure

C.A.O. Greb reports to council that a cheque to LaFleche Roofing will be held for payment until CBO Daniel does a final roofing inspection.

Resolution No. 15 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that the Chief Administrative Officer's Report
No. C.A.O. 24-2010 be approved.

DISPOSITION: Motion Carried

Agenda Items Correspondence

#464 – AMO – Joint and Several Liability Paper

C.A.O. Greb discussed the letter received from AMO requesting councils to seek joint and several liability reform in Ontario as municipal insurance premiums and liability claims continue to increase dramatically.

Resolution No. 16 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that Council supports the Association of Municipalities of Ontario in its' efforts to seek joint and several liability reform in Ontario and calls on the Provincial Government to pursue much needed changes to the Negligence Act.

DISPOSITION: Motion Carried

Township of South-West Oxford Resolution requesting a caution light be placed at the intersection of Provincial Highway #19 and Mount Elgin Road

Councillor Klosler spoke on the need for a petition as many residents in Mount Elgin would like to see the traffic slowed down at Highway #19 and Mount Elgin Road by means of the yellow flashing light over the roadway.

Resolution No. 17 Moved by George Klosler
Seconded by Ron Sackrider

WHEREAS Mount Elgin was designated as a Serviced Village in the County of Oxford's Official Plan Settlement Strategic Plan in December 1995;
AND WHEREAS Mount Elgin's main street is Provincial Highway #19 under the jurisdiction of the Ministry of Transportation;
AND WHEREAS the majority of local residents must cross Provincial Highway #19 to access the community hall, park and ball diamond;
AND WHEREAS a new private school is being constructed adjacent to the community hall/park with a new entranceway from Provincial Highway #19
AND WHEREAS the Township of South-West Oxford has requested the Ministry of Transportation to reduce the speed limit to 50 kilometres per hour within the settlement limits of Mount Elgin;

AND WHEREAS the local community and Township Council are very concerned about the large volume and increased speed of the traffic passing through Mount Elgin on Provincial Highway #19 and recognize the need to slow traffic down;

BE IT RESOLVED THAT the Council of the Township of South-West Oxford request the Ministry of Transportation to install a caution light at the intersection of Provincial Highway #19 and Mount Elgin Road to slow traffic down as it passes through Mount Elgin.

DISPOSITION: Motion Carried

Staff Reports – Bill Freeman, Works Superintendent’s Report No. W.D. 14-2010

New Snow Plow Truck

Mr. Freeman had the new International snow plow truck parked outside for council to view before the council meeting.

Dodge Line Construction

Dodge Line project is nearing completion. Tree trimming, installation of sod, repair of private entrances should be completed by August 6th timeframe with the second lift of asphalt in 2011.

Works Department Activities

Sign repairs, cold patching, gravel spot grading, retrieving shoulder material, roadside mowing, Keswick Road construction and asphalt paving on Karn Road.

Resolution No. 18 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that the Works Superintendent’s Report No. W.D. 14-2010 be received.

DISPOSITION: Motion Carried

Accounts Payable

Resolution No. 19 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that the following Accounts be approved for payment:

Council Report dated July 30, 2010	\$1,230,485.93
HST Recoverable	\$68,507.82
Bi-Weekly Payroll #14-2010	\$30,105.24
Bi-Weekly Payroll #15-2010	\$31,632.14
Council Remuneration – June 2010	\$6,119.07
Fire Hall 1 April – June 2010	\$14,833.86
Fire Hall 2 April - June 2010	\$22,052.12
Fire Hall 3 April - June 2010	\$24,543.71
Pre-authorized Payments	<u>\$11,422.48</u>
TOTAL	<u>\$1,439,702.37</u>

DISPOSITION: Motion Carried

Items Correspondence

Resolution No. 20 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the following Correspondence be noted and filed:
#438, #440, #441, #442, #448, #451, #452, #453, #454, #455,
#458, #465, #466, #456.

DISPOSITION: Motion Carried

By-Laws and Agreements

By-Law #32-2010 – Regulate the planting and removal of trees- First and Second Reading

Resolution No. 21 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the mover be granted leave to introduce a by-law to regulate the planting and removal of trees on any Township highway and adjacent to any Township highway in the Township of South-West Oxford and this shall constitute the First and Second Reading thereof. (By-Law No. 32-2010).

DISPOSITION: Motion Carried

By-Law #32-2010 – Third and Final Reading

Resolution No. 22 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the By-Law to regulate the planting and removal of trees on any Township highway and adjacent to any Township highway in the Township of South-West Oxford be now Read a Third Time and Finally Passed, signed, sealed and numbered 32-2010.

DISPOSITION: Motion Carried

By-Law #36-2010 – Appointments to Community Recreation Centers and Other Boards – First and Second Reading

C.A.O. Greb informed council that the amalgamation of the two boards in Brownsville has been included in the By-Law, and once elections for the new board have taken place the by-law will be amended to reflect the changes.

Resolution No. 23 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the mover be granted leave to introduce a by-law to appoint persons to manage Community Recreation Centers and

other Boards in the Township of South-West Oxford for the year 2010 and this shall constitute the First and Second Reading thereof. (By-Law No. 36-2010).

DISPOSITION: Motion Carried

By-Law #36-2010 – Third and Final Reading

Resolution No. 24 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the By-Law to appoint persons to manage Community Recreation Centers and other Boards in the Township of South-West Oxford for the year 2010 be now Read a Third Time and Finally Passed, signed, sealed and numbered 36-2010.

DISPOSITION: Motion Carried

By-Law #38-2010 – Henry John Gren and Valerie Gren – First and Second Reading

The agreement will allow the existing home on the property to remain while the new home is constructed. The property is located 484433 Sweaburg Road. Part Lot 10, Concession 3.

Resolution No. 25 Moved by Ron Sackrider
Seconded by Gerry Mitchell

RESOLVED that the mover be granted leave to introduce a by-law to authorize the Mayor and Clerk to sign an Agreement between the Corporation of the Township of South-West Oxford and Henry John Gren and Valerie Gren and this shall constitute the First and Second Reading thereof. (By-Law No. 38-2010).

DISPOSITION: Motion Carried

By-Law #38-2010 – Third and Final Reading

Resolution No. 26 Moved by Ron Sackrider
Seconded by Gerry Mitchell

RESOLVED that the By-Law to authorize the Mayor and Clerk to sign an Agreement between the Corporation of the Township of South-West Oxford and Henry John Gren & Valerie Gren be now Read a Third Time and Finally Passed, signed, sealed and numbered 38-2010.

DISPOSITION: Motion Carried

By-Law #39-2010 - I.T. Agreement between Town of Ingersoll and the Township of South-West Oxford – First and Second Reading

A By-Law to sustain information technology support and services for the Township through a joint agreement with the Town of Ingersoll's I.T. department until further notice.

Resolution No. 27 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the mover be granted leave to introduce a By-Law to authorize the execution of an Agreement for I.T. Services between the Corporation of the Town of Ingersoll and the Corporation of the Township of South-West Oxford and this shall constitute the First and Second Reading thereof.
(By-Law No. 39-2010).

DISPOSITION: Motion Carried

By-Law #39-2010 - Third and Final Reading

Resolution No. 28 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the By-Law to authorize the execution of an Agreement for I.T. Services between the Corporation of the Town of Ingersoll and the Corporation of the Township of South-West Oxford be now Read a Third time and Finally Passed, signed, sealed and numbered By-Law No. 39-2010.

DISPOSITION: Motion Carried

By-Law #40-2010 – Re-zoning lands David and Holly Lucas, ZON 4-09-9 – First and Second Reading

Resolution No. 29 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the mover be granted leave to introduce a by-law to amend Zoning By-Law No. 25-98 by rezoning lands described as Part Lot 10, Concession 5 (Dereham), Township of South-West Oxford from "General Agricultural (A2)" to special "Development Zone (D-3)" and special "Limited Agricultural (A1-15)" and this shall constitute the First and Second Reading thereof.
(By-Law No. 40-2010).

DISPOSITION: Motion Carried

By-Law #40-2010 – Third and Final Reading

Resolution No. 30 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the By-law to amend Zoning By-Law No. 25-98 by rezoning lands described as Part Lot 10, Concession 5 (Dereham),

Township of South-West Oxford, from “General Agricultural (A2)” to special “Development Zone (D-3)” and special “Limited Agricultural (A1-15)” be now read a Third Time and Finally Passed, signed, sealed and numbered By-Law No. 40-2010.

DISPOSITION: Motion Carried

By-Law #41-2010 – Tangible Capital Assets Policy – Township of South-West Oxford – First and Second Reading

A prescribed policy to record and manage Township owned or controlled tangible capital assets.

Resolution No. 31 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the mover be granted leave to introduce a by-law to establish the Tangible Capital Assets Policy for the Township of South-West Oxford and this shall constitute the First and Second Reading thereof. (By-Law No. 41-2010).

DISPOSITION: Motion Carried

By-Law #41-2010 – Third and Final Reading

Resolution No. 32 Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the By-Law to establish the Tangible Capital Assets Policy for the Township of South-West Oxford be now Read a Third Time and Finally Passed, signed, sealed and numbered By-Law No. 41-2010.

DISPOSITION: Motion Carried

By-Law #42-2010 – Reynolds Creek Drain 2006 – First and Second Reading

By-law to raise funds for the Reynolds Creek Drain 2006

Resolution No. 33 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the mover be granted leave to introduce a by-law to raise funds for the Reynolds Creek Drain 2006 and this shall constitute the First and Second Reading thereof. (By-Law No. 42-2010).

DISPOSITION: Motion Carried

By-Law #42-2010 – Third and Final Reading

Resolution No. 34 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the By-Law to raise funds for the Reynolds Creek Drain 2006 be now Read a Third Time and Finally Passed, signed, sealed and numbered By-Law No. 42-2010.

DISPOSITION: Motion Carried

New Business

Chief Administrative Officer Mary Ellen Greb, Report No. C.A.O. 25-2010

C.A.O. Greb informs council that a meeting was held at the Brownsville Complex on July 30, 2010 to address outstanding workmanship issues and any other concerns that need to be addressed. Two items discussed in detail:

1. Sidewalks – original sidewalks poured did not meet with the established standard. The contractor at his expense doubled the width by pouring another section directly beside the original sidewalk. Mayor Jim Hayes and Work's Superintendent Bill Freeman visited the site. An email was forwarded to Architect Brad Skinner outlining concerns and requesting that the sidewalks be redone. Mr. Skinner could not justify the sidewalks being re-poured.

The contractor will remove and re-pour a section of sidewalk near the first stone pillar outside the front entrance of the community hall/library. The entire sidewalk will then have a material applied to make all the concrete a uniform colour.

2. Noise Level of New Community Hall – the noise level made it very difficult to have a meeting in the hall. This poses a major problem for renting the facility. Architect Brad Skinner suggested an acoustical tile ceiling be installed at an estimated cost of \$5,000 to \$7,000. The combination of window coverings would also assist in reducing sound vibration.

Resolution No. 35 Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that Report No. C.A.O. 25-2010 be received.

DISPOSITION: Motion Carried

Chief Administrative Officer Mary Ellen Greb Report No. C.A.O. 26-2010

CAO Greb requests council to approve the development of a constitution for the operation of all local boards. CAO Greb reports that our local communities are relying on a lower number of volunteers to run the hall/park boards resulting in an increased workload for the volunteers. The development of a constitution will assist volunteers with information on what is expected of them to sit on a board, how the board will function and outline the areas of responsibility.

Resolution No. 36 Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the C.A.O. Report No. C.A.O. 26-2010 be approved.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM THE MINUTES

Resolution No. 37 Moved by David Mayberry
Seconded by Gerald Mitchell

RESOLVED that the Township of South-West Oxford Energy Committee meet on September 7, 2010 following the regular Council meeting and that C.A.O. Greb and C.B.O. Daniel be in attendance.

DISPOSITION: Motion Carried

LEGAL AND PERSONNEL

Council held a closed session to discuss a personnel issue

Resolution No. 37 Moved by Gerry Mitchell
Seconded by David Mayberry

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

- Personal matters about an identifiable individual, including municipal or local board employees;

DISPOSITION: Motion Carried

Council went into Committee of the Whole “in camera” at 11:07 p.m. and reconvened “in public” at 11:21 p.m.

ADJOURNMENT

Resolution No. 38 Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that there being no further business Council adjourns at 11:22 p.m. to meet again on September 7, 2010, commencing at 9:00 a.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 7th day of September, 2010.

MAYOR: James Hayes

CLERK: Mary Ellen Greb



Sign-In Sheet
 Regular Council Meeting
 August 3, 2010

Name (Please Print)	Address &/or Email
Holly Heard-Lucas	hheardlucas@execulink.com
David Lucas	Dlucas@FAUSHAWEK.CA
Dallas Leunard	RR#1 Salford ON.
Dawn Keuster	324032 MT ELGIN RD RR#1 MT ELGIN
GARY STOVER	RR#2 MT ELGIN RD. 324006