

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MEETING MINUTES
October 18, 2011

MEMBERS PRESENT: Mayor: David Mayberry
Councillors: Jim Pickard, George Way, Ron Sackrider,
George Klosler

MEMBERS ABSENT: Councillors: D. Anne Vanhoucke, Gerry Mitchell

STAFF PRESENT: Mary Ellen Greb, C.A.O.
Dianne Harnett, Deputy Clerk

MEETING CALLED TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor David Mayberry.

ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Resolution No. 1 Moved by Ron Sackrider
Seconded by Jim Pickard

RESOLVED that the agenda for the October 18, 2011 meeting of Council be approved with additions.

DISPOSITION: Motion Carried

ADDITIONS TO AGENDA

- Dereham Community Hall – CAO Greb said the matter will be on the November 1, 2011 Regular Council Agenda
- Aggregate – City of Woodstock's proposal
- C.A.O. Evaluation – format to be used and timing of completion

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

APPROVAL OF MINUTES

Resolution No. 2 Moved by George Klosler
Seconded by George Way

RESOLVED that the minutes of the October 4, 2011 Regular Council Meeting be accepted as amended.

DISPOSITION: Motion Carried

include special provisions that recognize that the subject lands contain a lesser lot frontage, lot depth and lot area than is typically permitted in the RR zone.

No objections to the application for zone change were received during agency circulation. Planning staff are of the opinion that the proposal is consistent with the Provincial Policy Statement (PPS), conforms to the County Official Plan (OP) and complies with the intent of the Township's Zoning By-law and represents good planning.

CAO Greb noted that the required referenced plan had been forwarded to the County and asked Planner Berrie if Council could proceed with approving the zone change.

Planner Berrie indicated that the reference map had been received and therefore Council could proceed to pass the re-zoning application.

Mr. & Mrs. Sawadski had no comments.

Council Comments:

Council asked if this zone change will have a negative effect on the Dereham Park.

Planner Berrie noted that there will be no negative impact on the park.

Mayor Mayberry indicated that the Sawadski septic system has been located on the portion of park property for many years.

CAO Greb noted that the Dereham Community Park/Hall Board was asked for comments prior to the sale of land being considered. The Board had no objection to the sale of the property.

No one else spoke in favour of or in opposition to the application.

The Chair declared the Public Meeting concluded.

Resolution No. 4 Moved by Ron Sackrider
 Seconded by George Way

RESOLVED that the Public Meeting now be adjourned.

DISPOSITION: Motion Carried

The Council meeting was resumed at 7:20 p.m.

NEW BUSINESS – PLANNING

ZONE CHANGE APPLICATION NO. ZON 4-11-02; OWNERS: PROUSE ESTATE, PART LOT 10, CONCESSION 4; PART LOTS 2 TO 4, PLAN 203 (DEREHAM)

Resolution No. 5 Moved by George Klosler
 Seconded by Ron Sackrider

WHEREAS the public meeting for zone change application No. ZON 4-11-02 was held on July 19, 2011;

Resolution No. 9 Moved by George Way
Seconded by Ron Sackrider

RESOLVED that Council receive Report No. B.D. 14A-2011
as information.

DISPOSITION: Motion Carried

Dwayne Daniel, Chief Building Official Report No. B.D. 14B-2011

Township Building Repairs and Maintenance – 10 Year Forecast

The inspections of Municipal Buildings will commence in October to establish a 10 year forecast for repairs and maintenance. A report on each building will be provided to Council. This report will give the Township a timeline of what needs to be replaced and when. Council asked if the buildings at various parks will also be audited. CBO Daniel said they will be added to the list. Council asked if energy efficiency will be added to this report as well. CBO Daniel said he is going to make energy efficiency part of the audit.

- Council inquired about the completion of the fence in the Mt. Elgin subdivision. CBO Daniel said the fence is near completion.
- Council inquired about when the turning lane (southbound) on Hwy. 19 for traffic to make left hand turn into new school will be completed. CBO Daniel said he spoke to supervisor on the school construction project and it is a Ministry of Transportation (MTO)'s issue. He said he will not issue any occupancy permits until this is completed as this is a requirement of occupancy and the Township must abide by the MTO rule. At this time the construction for the lane is being tendered out.

Resolution No. 10 Moved by George Klosler
Seconded by Jim Pickard

RESOLVED that Council receive Report No. B.D. 14B-2011
as information.

DISPOSITION: Motion Carried

Dianne Harnett, Deputy Clerk's Report D.C. 18-2011

Regulatory Requirements/Green Energy Act

Deputy Clerk Harnett said this report is a follow-up from the last Council meeting on October 4th, 2011. She contacted Scott Vokey from Local Authority Services (LAS) and the Township can be put on a waiting list for the energy consumption emission template software. It is still a draft regulation at this point and not yet finalized by the Ministry of Energy. Once available it will be for the cost of \$200.00.

Resolution No. 11 Moved by George Klosler
Seconded by George Way

RESOLVED that Council receive Report No. D.T. 18-2011 as
information.

DISPOSITION: Motion Carried

AGENDA ITEMS CORRESPONDENCE

#375 County of Brant requesting support for resolution changing tax class of elevators for livestock or grain from industrial to commercial property class.

Resolution No. 12 Moved by Ron Sackrider
Seconded by Jim Pickard

RESOLVED that the Council of the Township of South-West Oxford support the September 20, 2011 resolution of the County of Brant requesting that the Municipal Tax Act be amended to reflect that “elevators used to receive, store, clean, treat or transfer feed for livestock or grain” are removed from the industrial property class and included in the commercial property tax class;

AND FURTHER that this support be forwarded to the Minister of Agriculture, Food and Rural Affairs and Oxford MPP Ernie Hardeman.

DISPOSITION: Motion Carried

NEW BUSINESS

Special Council Meeting Dates

CAO Greb provided Council with the following Special Council Meeting Dates for October 25, 2011 and November 8, 2011 Visioning meetings held at the Brownsville Fire Training Room.

Resolution No.13 Moved by Jim Pickard
Seconded by George Klosler

RESOLVED that Council hold special Council meetings to deal with the following matters:

- 1) October 25, 2011 – Visioning Exercise for Economic Development at 9:00 a.m. to 12:30 p.m. / Brownsville Services Building, 292244 Culloden Line, Brownsville. Human Resource Consultant Firm: Ward & Uptigrove
- 2) November 8, 2011 – Visioning Exercise for Economic Development at 9:00 a.m. to 12:30 p.m. / Emergency Services Building (Brownsville Station), 292244 Culloden Line, Brownsville

DISPOSITION: Motion Carried

Township Rail Tour by Southland Rail

CAO Greb noted she had sent Council an email requesting names of those interested in a rail tour from Tillsonburg to Woodstock courtesy of Ontario Southland Railway Inc. President & CEO Jeff Willsie will arrange the tour and the total number of participants is

needed as soon as possible. The date chosen is November 15th at 10:30 a.m. Everyone will meet at the rail yard on Fourth Street in Tillsonburg.

ACCOUNTS PAYABLE

CAO Greb requested Council return the Accounts Payable reports for shredding purposes.

Resolution No. 14 Moved by George Klosler
Seconded by George Way

RESOLVED that the following Accounts be approved for payment:

Accounts Payable–Oct. 5 to Oct 13/11	\$595,993.74
HST Recoverable	\$2,166.64
Bi-Weekly Payroll #20-2011	\$29,208.77
Council Remuneration for Sept. 2011	\$5,267.79
TOTAL	<u>\$632,636.94</u>

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

By-Law No. 55-2011 / Amend Zoning By-Law No. 25-98, Property Owner: Estate of Irvin C. Prouse

First & Second Reading

Resolution No. 15 Moved by Ron Sackrider
Seconded by George Klosler

RESOLVED that the mover be granted leave to introduce a by-law to amend the Zoning By-Law No. 25-98 as follows:

1) by changing to “I-6” the zone symbols of the lands described as Part Lot 10, Concession 4; Part Lots 2 to 4; Plan 203, (Dereham) and;

2) recognizing the reduced lot area, lot frontage, lot depth and interior side yard and parking spaces of the property in the Township of South-West Oxford municipally known as 333235 Plank Line, in the Village of Mt. Elgin and this shall constitute the first and second reading thereof. (By-Law No. 55-2011).

DISPOSITION: Motion Carried

By-Law No. 55-2011 / Amend Zoning By-Law No. 25-98, Property Owner: Estate of Irvin C. Prouse

Third and Final Reading

Resolution No. 16 Moved by Jim Pickard
Seconded by George Way

RESOLVED that the By-Law to amend zoning By-Law No. 25-98 by changing to “I-6” the zone symbols of lands described as Part Lot 10, Concession 4, Part Lots 2 to 4, Plan 203 (Dereham)

and recognizing the reduced lot area, lot frontage, lot depth and interior side yard and parking spaces in the Township of South-West Oxford municipally known as 333235 Plank Line, in the Village of Mt. Elgin be now Read a Third time and Finally Passed, signed, sealed and numbered 55-2011.

DISPOSITION: Motion Carried

By-Law No. 56-2011 / Amend Zoning By-Law No. 25-98, Property Owner: Brad Fuller

First and Second Reading

Resolution No. 17 Moved by George Way
Seconded by George Klosler

RESOLVED that the mover be granted leave to introduce a by-law to amend the Zoning By-Law No. 25-98 as follows:

- 1) by changing to "R1-10" the zone symbols of the lands so designated "R1-10" on Schedule "A" described as Part Lot 2, Concession 11; (Dereham) and;
- 2) recognizing the reduced lot area, lot frontage, lot depth and side yard of the property in the Township of South-West Oxford municipally known as 163518 Brownsville Rd., in the Village of Brownsville and this shall constitute the first and second reading thereof. (By-Law No. 56-2011).

DISPOSITION: Motion Carried

By-Law No. 56-2011 / Amend Zoning By-Law No. 25-98, Property Owner: Brad Fuller

Third and Final Reading

Resolution No. 18 Moved by Jim Pickard
Seconded by Ron Sackrider

RESOLVED that the By-Law to amend zoning By-Law No. 25-98 by changing as follows:

- 1) by changing to "R1-10" the zone symbols of the lands so designated "R1-10" on Schedule "A" described as Part Lot 2, Concession 11; (Dereham) and;
- 2) recognizing the reduced lot area, lot frontage, lot depth and side yard

of the property in the Township of South-West Oxford municipally known as 163518 Brownsville Rd., in the Village of Brownsville and be now Read a Third time and Finally Passed, signed, sealed and numbered 56-2011.

DISPOSITION: Motion Carried

STRATEGIC PLANNING

CAO Greb said further information and reports will be provided after the October 25th and November 8th, 2011 meetings have taken place.

NEW BUSINESS

Clear Creek Drain

CAO Greb said the Township is waiting for a hearing date in January 2012 and will advise Council of that date when received.

Upcoming Council/Staff Meetings

CAO Greb said Ben Cornell from Ward & Uptigrove will be providing a presentation to Council and senior staff at the October 25th meeting at the Brownsville Fire Hall training room. Also, a meeting with all staff on Human Resource issues will be taking place with Ben Cornell on Friday, October 28th, 2011.

Emergency Station (Beachville) Replacement Committee

Council asked CAO Greb if there has been any response from the public to sit on the new Emergency Services Committee. CAO Greb said she has one response. She said she will provide Council information at the next regular Council meeting.

W.D. Karn Property, I-On-X Acres – Proposed Woodstock Boundary Adjustment

Mayor Mayberry said that a meeting took place with CAO Greb, Julie Marie Innes and Larry MacDonald of I-On-X Acres, and Planner Don Stewart of Don Stewart & Associates on October 14, 2011 at the Township office. Mayor Mayberry reviewed the following history with Council:

- W.D. Karn Farms & I-ON-X Acres Inc. properties had submitted a report to Council by S.E. Yundt Limited dated August 4, 2009 which was a technical review of the aggregate resources on the properties. This report was submitted to Council to clarify the amount of aggregate present prior to Council making a decision to allow the extension of the boundary of the City of Woodstock to include these properties.
- Mayor Mayberry said the report did not indicate the complexity of the aggregate and Council requested a peer review by done by MTE Consultants Inc. of Kitchener answering the following questions:
 1. Is this report complete and in depth enough to give the Township a fair overview as to the value of the resource?
 2. If urban development was to proceed on this land, what are the implications for future resource extraction on neighbouring lands?
- The peer review from MTE noted that additional information was required to assess the quantity and quality of the aggregate resource on the properties.
- A copy of this report was forwarded to the parties involved and the Township has only recently been contacted.
- The parties were directed to address the concerns in the MTE peer review prior to any further consideration being given by South-West Oxford Council.

Mayor Mayberry said the Township has a moral responsibility if there is a valuable resource there and should proceed accordingly.

CAO Evaluation

Mayor Mayberry said Council will have to determine the process for the CAO evaluation i.e. form to be used and makeup of either Council & some senior staff to be involved in the process. Mayor Mayberry said he has asked the County to send him a template of the CAO Evaluation form as they are currently going through the same process.

Mayor Mayberry requested CAO Greb place the CAO Evaluation on agenda for December 6th. Council will decide at the next Council meeting on the format that will be used with the evaluation to be completed by the December 20th, 2011 Council meeting.

Proposed Second Residence on Delmer Residential Lot

Property owner Brian Jelsma requested information from Mayor David Mayberry regarding the possibility of building a second dwelling on a residential lot in Delmer, with the intent to tear down the original residence at a later date. He advised the property owner to contact County Planner Andrea Berrie to see what avenues could be explored.

CONFIRMATORY BY-LAW

By-Law No. 57-2011 – To Confirm the Proceedings of the Council of South-West Oxford

First and Second Reading

Resolution No. 19 Moved by Jim Pickard
Seconded by George Klosler

RESOLVED that the mover be granted leave to introduce a By-Law to confirm the proceedings of the Council of South-West Oxford at the Council meeting held on October 18, 2011 and this shall constitute the first and second reading thereof.

DISPOSITION: Motion Carried

By-Law No. 57-2011 – To Confirm the Proceedings of the Council of South-West Oxford

Third and Final Reading

Resolution No. 20 Moved by George Way
Seconded by Ron Sackrider

RESOLVED that the By-Law to confirm the proceedings of the Council of the Township of South-West Oxford at a Council meeting on October 18, 2011 be now read a third time and finally passed, signed, sealed and numbered 57-2011.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 21 Moved by Jim Pickard
Seconded by George Way

RESOLVED that there being no further business Council adjourn at 8:50 p.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 1st day of November, 2011.

MAYOR: David Mayberry

CLERK: Mary Ellen Greb