

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MEETING MINUTES
December 20, 2011

MEMBERS PRESENT: Mayor: David Mayberry
Councillors: Jim Pickard, George Way, Ron Sackrider,
George Klosler, D. Anne Vanhoucke,
Gerry Mitchell

MEMBERS ABSENT:

STAFF PRESENT: Mary Ellen Greb, C.A.O.

ALSO PRESENT: Oxford County Warden Don McKay

MEETING CALLED TO ORDER AND QUORUM

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

ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Resolution No. 1 Moved by George Klosler
Seconded by George Way

RESOLVED that the agenda for the December 20, 2011
meeting of Council be approved.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

APPROVAL OF MINUTES

Regular Council Minutes – December 6, 2011

Resolution No. 2 Moved by Jim Pickard
Seconded by Ron Sackrider

RESOLVED that the minutes of the December 6th, 2011 Regular
Council Meeting be accepted as amended.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM MINUTES

Work's Superintendent Bill Freeman noted he will bring forward more information
regarding the white bicycle on the north side of Hawkins road ditch at the January 10,
2012 meeting.

DELEGATIONS

ERTH Corporation – Street Lighting LED Proposal

Scott Garton, Vice President – CRU Solutions, a division of ERTH (Holdings) Inc.; Dale Flynn, Sales Manager – ERTH (Holdings) Inc. and Jay Lee of ERTH (Holdings) Inc. were present to discuss the savings that would be achieved by changing the existing high pressure sodium street lights to LED technology.

Scott Garton noted he had met with several members of the Township Energy Committee in Ingersoll at 5:30 p.m. to show the group the six test street lights in Ingersoll so that the quality of lighting could be observed. Those observations could then be brought forward to the meeting tonight.

Scott Garton made a PowerPoint presentation to Council outlining the savings that could be achieved by converting the existing street lights to LED technology. The presentation included the following highlights:

- Turn-key program to change out to LED Lighting System
- Financing at Municipal Rates included (through Bank of Nova Scotia)
- Immediate year one budget savings to the Township
- 10-year warranty included – product and installation, backed by CRU and the manufacturer.
- Full 10-year maintenance contract included
- Payback in 7.5 years.

Current vs. LED Configuration

Current Configuration	Proposed LED Configuration
20 x 100 watts	20 x 52 watts
305 x 150 watts	305 x 88 watts
107 x 250 watts	107 x 110 watts
Total of 92,115 watts	Total of 39,650 watts

Power Savings = 52,465 watts (57%)

Year 1 Operating Cost Breakdown

Details	Current Cost	Proposed LED Cost
Energy Costs	\$60,038.00	\$25,966.00
Maintenance Costs	\$11,041.00	\$ 4,853.00
Total Costs	\$71,079.00	\$30,819.00

Operating Cost Savings (1 year) = \$40,260.00 + one-time OPA retrofit savings of \$10,811.00

- Rated for 17 years of life resulting in a savings in energy costs of \$579,224.00 (without any energy increases). A 6.5% increase in energy costs per year increase the projected savings to \$1,215,510.00.
- \$342,808.00 is the cost of labour, material, fusing of every street light where needed (Rewiring the light). This estimate has built in the additional cost of rewiring 50% of the lights in preparation for the LED conversion.
- Weakest point after the fact is photocell (5 years) so CRU Solutions has included the cost of replacing the photocells with electronic photocells under warranty for 20 years.
- 10 year warranty on fixture and installation and 20 year on photocell. Erie Thames (CRU Solutions) will tell the Township about any anomalies that are

DELEGATIONS *(continued)*

Ivan Bellovits with Solicitor Jim Battin

Fred Zimmer with Solicitor Chris Nunn

George Vermeersch

Solicitor Jim Battin reviewed the following information with Council on behalf of client Ivan Bellovits:

- The property owned by Ivan Bellovits was sold on the open market after the bank took it back.
- Adjoining property owners could have purchased the property at that time and chose not to and now wants to restrict access from Hawkins Road.
- Ivan Bellovits would like to purchase the former “Moore Road” allowance and use it as a laneway to access his property. This is the only option known at this time.

Mayor David Mayberry noted that an email had been received from Kelley Coulter, CAO for the Town of Tillsonburg regarding the one foot reserve owned by the Town of Tillsonburg. The email stated that the Town had not filed any objections but has asked as per normal protocol that a simple agreement is in place for passage over the one foot reserve.

Solicitor James Battin noted that his client was not aware of this. He confirmed that Mr. Bellovits was concerned about the liability potential that may arise when large farm equipment is driving through a subdivision where young families live.

Ivan Bellovits noted that he will rent the property he owns out to be farmed. It has not been farmed in the past several years. He bought the property in August 2011.

Christopher Nunn noted that his client Zimmer Farms has owned the land parcel to the south since 1978. The property purchased by Mr. Bellovits had been farmed up to about 5 years ago with the farmer using Quarter Town Line for access. Nothing has changed, that one foot reserve was there then and is there now. Access could therefore continue from Quarter Town Line.

The former “Moore Road” allowance is not a dirt road and is not marked as an entrance off the field. It is being farmed. Mr. Bellovits purchased the property knowing what the access to the property was. Farm equipment will not have to access the property on a regular basis...it could be done safely if caution is exercised.

Solicitor Christopher Nunn noted that Zimmer Farms would be interested in purchasing the former road allowance if the Township decides to sell it.

Mayor Mayberry summarized the following:

- Recommendation of C.A.O. Report No. 45-2011 is to sell the property to Ivan Bellovits with conditions.
- Zimmer farms is also interested in purchasing the former road allowance
- Town of Tillsonburg may be interested in it for future development
- Council does not have to sell

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

RESOLVED that the petition for a new culvert serving parts of Lot 15, Concession 4 (former Township of Dereham) be accepted and that the firm of Spriet Associates London Limited be appointed to complete a new report in accordance with Section 4 of the Drainage Act R.S.O. 1990, Chapter D17.

DISPOSITION: Motion Carried

Report No. DD-18-2011 Petition for a new Engineer's Report

The landowner in part of Lot 11, Concession 4 plans to tile the property and needs a proper outlet. The existing tile portion of the Foster Drain crosses the property but has been sized to only service the west part of the lot. The new drain would be required to serve the watershed area in Lot 11 and 12, Concession 4 and 5.

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

RESOLVED that the petition be accepted and that the firm of Dietrich Engineering Limited be appointed to complete a new report in accordance with Section 4 of the Drainage Act, R.S.O. 1990, Chapter D17.

DISPOSITION: Motion Carried

Chief Administrative Officer's Reports

Report No. C.A.O. 41-2011 – Capital Investment Plan

The development and implementation of a capital investment plan ensures that;

1. the municipality makes appropriate long-term investments into its' Tangible Capital Assets that are considered "priorities"; and
2. develops a strategy to properly fund the upkeep and eventual replacement of these assets.

Resolution No. 11 Moved by Jim Pickard
Seconded by George Way

RESOLVED that Report No. C.A.O. 41-2011 be received as information;

AND FURTHER THAT the Capital Investment Plan dated December 20, 2011 be approved effective January 1, 2012.

DISPOSITION: Motion Carried

Report No. C.A.O. 42-2011 – Appointment of Township Treasurer

C.A.O. Greb reviewed the report which recommended that Council appoint Deputy Treasurer Diane Larder as Treasurer for the Township of South-West Oxford effective

January 1, 2012. This recommendation was based on the fact that the Deputy Treasurer has been largely responsible for the full treasury function since being hired in August 2009 and should be appropriately evaluated and compensated.

A discussion ensued regarding the timing of the recommendation as Council was awaiting the completion of the Human Resources Project by Ben Cornell of Ward & Uptigrove prior to finalizing any organizational chart changes.

Resolution No. 12 Moved by Jim Pickard
Seconded by Gerald Mitchell

RESOLVED that the recommendation of Report No. C.A.O. 42-2011 be accepted in principle pending the acceptance of the Ward Uptigrove Report Recommendations.

DISPOSITION: Motion Carried

Report No. C.A.O. 43-2011 – Draft Township Reserve Policy

A preliminary draft of the Township Reserve Policy was presented to Council for review. The draft policy addresses the creation and maintenance of long term reserves through budgetary consideration. Further information will be forthcoming from Deputy Treasurer Diane Larder.

Resolution No. 13 Moved by Ron Sackrider
Seconded by Gerald Mitchell

RESOLVED that Council receive Report No. C.A.O. 43-2011 as information and further that the report be brought back to Council at the January 10, 2012 meeting.

DISPOSITION: Motion Carried

Report No. C.A.O. 44-2011 – Appointment of Acting Fire Chief

Resolution No. 14 Moved by Jim Pickard
Seconded by George Way

RESOLVED that the Council of the Township of South-West Oxford Appoint Jeff Smith as the Acting Fire Chief for the Township of South-West Oxford effective January 1, 2012;

To allow the Township time to examine cost sharing proposals from various municipalities for the provision of contracting the services of a Fire Chief.

DISPOSITION: Motion Carried

Report No. C.A.O. 45-2011 – Sale of former Moore Road Allowance

The Report recommended that Council proceed with the conditional sale of the remaining portion of Moore Road to Ivan Bellovits.

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

RESOLVED that the Council of the Township of South-West Oxford receive Report No. C.A.O. 45-2011 as information.

DISPOSITION: Motion Carried

PLANNING & ZONING

*#429 Notification of Application for Category 1 “Class A” Below Water Pit under the Aggregate Resources Act – Applicant: Johnson Brothers (Bothwell) Limited
Owner: Erwin Farm Estate*

Resolution No. 16 Moved by D. Anne Vanhoucke
Seconded by George Way

RESOLVED that the Township of South-West Oxford receive Oxford County Community and Strategic Planning Report No. 2011-293 as information;

AND FURTHER that the Council of the Township of South-West Oxford advise the Ministry of Natural Resources, that it has no objection to the Johnston Brothers (Bothwell) Limited ‘Erwin Pit’ license application for a proposed Category ‘A’ Below Water Pit.

DISPOSITION: Motion Carried

AGENDA ITEMS CORRESPONDENCE

Closed Meeting Investigator Appointment Agreement Extension – John Maddox, JGM Consulting

The Township in conjunction with the County of Oxford appointed JGM Consulting, as a Closed Meeting Investigator for 2008-2011. A proposal was put forward for renewal of the contractual arrangement for 2012. The annual fee for the Township is \$300.00 and an hourly rate of \$75.00 should investigative services be required.

Resolution No. 17 Moved by George Klosler
Seconded by Jim Pickard

RESOLVED that Council of the Township of South-West Oxford support the renewal of the appointment of JGM Consulting as the Closed Meeting Investigator for the Township for 2012.

DISPOSITION: Motion Carried

#419 – Ministry of Citizenship and Immigration – nominations for 2012 Volunteer Service Awards (VSA)

Resolution No. 18 Moved by Ron Sackrider
Seconded by George Way

RESOLVED that Gladys Campbell be nominated for the 2012 Volunteer Service Award.

DISPOSITION: Motion Carried

#428 – Special Council Presentation: Town of Goderich & Area 2011 Disaster
Council and staff are invited to attend a special presentation about the Town's response to the disaster by Lynda Rotteau (Community Emergency Management Coordinator for the Town of Goderich). The presentation will take place on Monday, January 23, 2011 at 10:00 a.m. at the Quality Inn in Woodstock.

INFORMATION CORRESPONDENCE ITEMS

#424 – OMB Corner – “Case Law” – 1390957 Ontario Ltd. v. Acchione

#425 – Woodstock Hospital Foundation – Thank you for donation in memory of Allen Bond

#434 – AMO Breaking News - Court Security and Prisoner Transportation Upload to start in 2012

Unnumbered – Invitation to attend Lieutenant Governor's 2012 New Year's Levee at Fort George National Historic Site of Canada on Sunday, January 1, 2012 from 1:00 p.m. to 4:00 p.m.

Resolution No. 19 Moved by Gerald Mitchell
Seconded by D. Anne Vanhoucke

RESOLVED that Information Correspondence Items No. #424, #425, #434 and the invitation from the Lieutenant Governor be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE

Resolution No. 20 Moved by Jim Pickard
Seconded by D. Anne Vanhoucke

RESOLVED that the following Accounts be approved for payment:

Accounts Payable –Dec 7 to 20, 2011	\$255,740.26
HST Recoverable	\$8,667.43
Bi-Weekly Payroll #25-2011	\$31,381.34
Council remuneration for November 2011	\$6,404.56
TOTAL	<u>\$302,193.59</u>

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 25 Moved by Ron Sackrider
Seconded by George Klosler

RESOLVED that there being no further business Council adjourn at 10:35 p.m. to meet again on Tuesday, January 10, 2012 at 9:00 a.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 10th day of January, 2012.

MAYOR: David Mayberry

CLERK: Mary Ellen Greb