

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MEETING MINUTES
July 6th, 2004

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

MEMBERS ABSENT: None

STAFF PRESENT: Allen Forrester, Clerk-Treasurer Administrator

MEETING CALLED TO ORDER

The meeting was called to order at 9:00 a.m. by Mayor James Hayes

APPROVAL OF AGENDA

Resolution No. 1 – Moved by G. Mitchell
Seconded by J. Heaman

RESOLVED that the agenda for the July 6th, 2004, meeting
of Council be approved.

DISPOSITION: Motion Carried.

Resolution No. 2 – Moved by G. Mitchell
Seconded by J. Heaman

Resolved that the minutes of the June 15th, 2004, meeting of Council be
accepted.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

DELEGATION:

Clayton Sampson, Waste Management Co-ordinator for the County of Oxford, and Steven Lund, Director of Operations for the Town of Tillsonburg, made a presentation on behalf of the Oxford County Waste Management Steering Committee. Their purpose was to inform Council about the Committee's Terms of Reference, Workplan, and activity to date.

BUILDING DEPARTMENT

Chief Building Official Geno Vanhaelewyn gave his building report numbered B.D. 15-2004.

Resolution No. 3 – Moved by G. Mitchell
Seconded by David Mayberry

RESOLVED that the C.B.O.'s Report No. B.D. 15- 2004 be accepted

DISPOSITION: Motion Carried.

Mr. Vanhaelewyn also reviewed his report numbered B.D. 16-2004 and entitled "Beachville Library, Barrier Free Access".

Resolution No. 4 – Moved by G. Mitchell
Seconded by David Mayberry

RESOLVED that the C.B.O.'s Report No. B.D. 16-2004 be accepted.

DISPOSITION: Motion Carried.

Resolution No. 5 – Moved by David Mayberry
Seconded by G. Mitchell

RESOLVED that the quote of D. J. Design and Drafting to prepare plans for the Beachville Library project be accepted.

DISPOSITION: Motion Carried.

DRAINAGE DEPARTMENT

Wray Ramsay, Drainage Superintendent, gave his report numbered D.D. 6-2004.

Resolution No. 6 – Moved by D. Anne Vanhoucke
Seconded by G. Mitchell

RESOLVED that the Drainage Superintendent's Report No. D.D. 06-2004 be accepted.

DISPOSITION: Motion Carried.

STOCKVALUER'S REPORT RE: CLAIM OF STEPHEN HEENEY FOR COMPENSATION FOR BEEF CALF KILLED BY DOGS

Resolution No. 7 – Moved by David Mayberry
Seconded by G. Mitchell

RESOLVED that the Stock Valuers Report re: Stephen Heeneey claim be accepted and the Stock Valuer's fee and mileage be paid.

| | |
|---------------------------------|-----------------|
| FEE | \$ 25.00 |
| MILEAGE 40 cents km. x 43 km. = | <u>\$ 17.20</u> |
| TOTAL - | \$ 42.20 |

DISPOSITION: Motion Carried.

Resolution No. 8 – Moved by David Mayberry
Seconded by G. Mitchell

RESOLVED that Stephen Heeneey be paid \$800.00 with regard to his claim for compensation for a beef calf killed by dogs on or about June 22nd, 2004.

DISPOSITION: Motion Carried.

ONTARIO PROVINCIAL POLICE (O.P.P.) 2ND QUARTER 2004 REPORT

Sergeant John Rutkauskas, Operations Manager, O.P.P., reviewed the report on policing for the 2nd Quarter of 2004.

Sergeant Rutkauskas informed Council that there will be an Internet Safety Presentation at Mt. Elgin Community Hall on October 28th, 2004, at 7:00 p.m.

Also the ATV Save/Team will be in the South-West Oxford area August 27th, 28th and 29th.

ADJOURN FOR PUBLIC MEETING FOR ZONE CHANGE APPLICATION

Resolution No. 9 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that Council adjourn in order that a Public Meeting for a Zone Change Application may be held.

DISPOSITION: Motion Carried.

PUBLIC MEETING FOR ZONE CHANGE APPLICATION NO. ZON 4-04-4
OF JOHN & MARIAN JANSSEN, PART LOT 13, CON. 3 (WEST OXFORD)

Mark Janssen said that he was present in support of the application on behalf of John and Marian Janssen.

Steve Couture of the County of Oxford Department of Community and Strategic Planning, gave the Planning Report for the application.

Mark Janssen said that he thought the proposed purchasers of the subject land wanted additional land for a weeping bed.

No one else appeared in support of or in opposition to the application.

Chairman James Hayes declared the Public Meeting closed.

COUNCIL MEETING RESUMED

Resolution No. 10 – Moved by Ron Sackrider
Seconded by D. Anne Vanhoucke

RESOLVED that Zone Change Application ZON 4-04-4 of John and Marian Janssen for lands in Part Lot 13, Concession 3 (West Oxford) be approved in principle.

DISPOSITION: Motion Carried.

FIRE DEPARTMENT POLICY & REGULATIONS

Resolution No. 11 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the Fire Department Policy and Regulations be approved as revised.

DISPOSITION: Motion Carried.

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 12-2004, SUBJECT:
PURCHASING POLICY FOR THE TOWNSHIP OF SOUTH-WEST OXFORD

Council reviewed the above report which contained a draft set of purchasing policies for the Township.

Further discussion was deferred to later in the meeting.

CONSIDERATION OF ENGINEER'S REPORT FOR THE CLEAR CREEK
DRAIN 2004

The following persons were present for the consideration of the Report:

| | | |
|---------------------------------|----------------|----------------|
| John R. Cook | Dick Dykxhoorn | Anna Cook |
| James Stevens (Anglican Church) | | Cecil Franklin |
| Bev Paget | Jerry Van Ham | Paul Nicholson |
| Jack Van Ham | Fred Nicholson | G.W. Cattle |
| Ben Wellink | Mike De Vos | |

Mike DeVos, P. Eng. Spriet Associates, reviewed the Engineer's Report for the Clear Creek Drain 2004.

Dick Dykxhoorn expressed his concerns about grassed waterways and corn stalks and other material blocking catch basins.

Mr. Jack Van Ham discussed his concerns about the Engineer's Report with Mike DeVos.

Mr. DeVos commented that the drain is designed to a "Two-year Storm" standard.

Mr. DeVos explained how assessments are determined.

Resolution No. 12 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the South-West Oxford Council accept the Engineer's Report on the Clear Creek Drain 2004, and the Clerk be instructed to draw up the necessary by-laws.

DISPOSITION: Motion Carried.

WORKS DEPARTMENT

Works Superintendent Bill Freeman gave his report numbered W.D. 18-2004.

Resolution No. 13 – Moved by J. Heaman
Seconded by G. Mitchell

RESOLVED that the Works Superintendent's Report No. W.D. 18-2004 be accepted.

DISPOSITION: Motion Carried.

BY-LAW ENFORCEMENT

By-law Enforcement Officer Ian MacInnes gave is report numbered B.E. 6-2004.

Discussion of the following draft by-laws was deferred to later in the meeting:

- 1) No Parking on Dereham Line in Salford and Delmer.
- 2) A by-law to limit the number of dogs per dwelling unit to three
- 3) A by-law to prohibit heavy trucks on Oak Street and Vine Street in Beachville.

ADJOURN FOR A MEETING OF THE COMMITTEE OF ADJUSTMENT

Resolution No. 14 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

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

DISPOSITION: Motion Carried.

COUNCIL MEETING RESUMED

The meeting of the Committee of Adjustment having been concluded the Council meeting was resumed.

BY-LAW ENFORCEMENT

The draft by-laws referred to in By-Law Enforcement Officer Ian MacInnes' report numbered B.D. 6-2004 were discussed.

CLOSED SESSION

Resolution No. 15 – Moved by J. Heaman
Seconded by Ron Sackrider

RESOLVED that Council hold a closed meeting in order to address a matter pertaining to: a proposed or pending acquisition or disposition of land by the municipality or local board.

DISPOSITION: Motion Carried.

Council went into Committee of the Whole "in camera" at 1:58 p.m. and reconvened "in public" at 3:03 p.m.

BY-LAW ENFORCEMENT OFFICER'S REPORT NO. B.F. 6-2004

Resolution No. 16 – Moved by David Mayberry
Seconded by D. Anne Vanhoucke

RESOLVED that the By-Law Enforcement Officer's Report No. 6-2004 be accepted.

DISPOSITION: Motion Carried.

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 12-2004, SUBJECT: PURCHASING POLICY

Resolution No. 17 – Moved by David Mayberry
Seconded by D. Anne Vanhoucke

RESOLVED that the Clerk-Treasurer & Administrator's Report C.T.A. No. 12-2004 be accepted.

DISPOSITION: Motion Carried.

The draft by-law for purchasing policy will be presented to the next meeting of Council, with revisions.

CLERK-TREASURER ADMINISTRATORS' REPORT NO. C.T.A. 13-2004, SUBJECT: FEE FOR PARK PURPOSES WHEN A NEW RESIDENTIAL LOT IS CREATED BY SEVERANCE

Report No. C.T.A. 13-2004 was considered by Council.

Councillor Jay Heaman left the meeting.

Resolution No. 18 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the Clerk-Treasurer & Administrator's Report C.T.A. No. 13-2004 be accepted.

DISPOSITION: Motion Carried.

Resolution No. 19 – Moved by David Mayberry
Seconded by G. Mitchell

RESOLVED that the fee for park purposes required when a new lot is created where there is potential for a new residential dwelling be increased to \$700.00.

DISPOSITION: Motion Carried.

TENDER FOR PURCHASE OF LOT 11, R.P. 725, IN BEACHVILLE

Resolution No. 20 – Moved by G. Mitchell
Seconded by J. Heaman

RESOLVED that the tender of Paul Gee and Dianne Fleming for purchase of Lot 11, R.P. 725 be not excepted.

DISPOSITION: Motion Carried.

ACCOUNTS

Resolution No. 21 – Moved by G. Mitchell
 Seconded by David Mayberry

RESOLVED that the following accounts be approved for payment:

| | |
|---------------------------------|---------------------|
| Accounts Payable Council Report | \$236,141.27 |
| GST Recoverable (due back) | \$ 12,892.64 |
| Pre-Authorized Payments | \$ 8,378.71 |
| Bi-Weekly payroll #13 | <u>\$ 26,913.85</u> |
| Total | <u>\$284,326.47</u> |

INFORMATION CORRESPONDENCE

Resolution No. 22 – Moved by David Mayberry
 Seconded by G. Mitchell

RESOLVED that correspondence numbered as follows be noted and filed: #452, #453, #455, #458, #458A, #460, #462, #463, #464, #467, #469, #470, #471, #472, #474, #475, #476, #479, #484, #485, #488, #489, #490, #491, #492, #497, #498, #500

DISPOSITION: Motion Carried.

BY-LAW NO. 28-2004, SUBJECT: CLEAR CREEK DRAIN 2004 (1st & 2nd READING)

Resolution No. 23 – Moved by D. Anne Vanhoucke
 Seconded by Ron Sackrider

RESOLVED that the mover be granted leave to introduce a by-law to provide for drainage works in the Township of South-West Oxford, and this shall constitute the first and second reading thereof. (Bylaw No. 28-2004) Clear Creek Drain 2004.

DISPOSITION: Motion Carried.

BY-LAW NO. 32-2004 SUBJECT: TO AMEND BY-LAW NO. 47-02 TO INCLUDE OAK AND VINE STREETS AS STREETS WHERE HEAVY TRUCKS ARE PROHIBITED

Resolution No. 24 – Moved by David Mayberry
 Seconded by G. Mitchell

RESOLVED that the mover be granted leave to introduce a by-law to amend By-law No. 47-02 which is a by-law to regulate and prohibit heavy traffic on certain highways, and this shall constitute the first and second reading thereof. (Bylaw No. 32-2004).

DISPOSITION: Motion Carried.

Resolution No. 25 – Moved by G. Mitchell
 Seconded by David Mayberry

RESOLVED that a by-law to amend By-Law No. 47-02 which is a by-law to regulate and prohibit heavy traffic on certain highways, be now read a third time and finally passed signed sealed and numbered No. 32-2004.

DISPOSITION: Motion Carried.

BY-LAW NO. 33-2004 SUBJECT: TO AMEND BY-LAW NO. 46-2002 TO PROVIDE FOR
"NO PARKING" ON DEREHAM LINE IN SALFORD AND DELMER

Resolution No. 26 – Moved by George Klosler
Seconded by David Mayberry

RESOLVED that the mover be granted leave to introduce a by-law to amend By-Law No. 46-02 being a by-law to regulate parking in the Township of South-West Oxford, and this shall constitute the first and second reading thereof. (By-Law No. 33-2004.)

DISPOSITION: Motion Carried.

Resolution No. 27 – Moved by George Klosler
Seconded by David Mayberry

RESOLVED that a by-law to amend By-Law No. 46-02 being a by-law to regulate parking in the Township of South-West Oxford be now read a third time and finally passed signed sealed and numbered No. 33-2004.

DISPOSITION: Motion Carried.

BY-LAW NO. 34-2004 SUBJECT: TO AMEND BY-LAW NO. 52-77, AS AMENDED, TO
LIMIT THE NUMBER OF DOGS THAT MAY BE KEPT IN A DWELLING UNIT TO
THREE

Resolution No. 28 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the mover be granted leave to introduce a by-law to amend By-Law No. 52-77 as amended, which is a by-law for Regulating and Prohibiting the Keeping of Animals and Birds and this shall constitute the first and second reading thereof. (Bylaw No. 34-2004).

DISPOSITION: Motion Carried.

Resolution No. 29 – Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that a by-law to amend By-Law No. 52-77 as amended, which is a by-law for Regulating and Prohibiting the Keeping of Animals and Birds be now read a third time and finally passed signed sealed and numbered No. 34-2004.

DISPOSITION: Motion Carried.

BY-LAW NO. 35-2004 SUBJECT: TO PROVIDE FOR THE ADOPTION OF AN
EMERGENCY PLAN FOR THE TOWNSHIP OF SOUTH-WEST OXFORD

Resolution No. 30 – Moved by D. Anne Vanhoucke
Seconded by George Kirwin

RESOLVED that the mover be granted leave to introduce a by-law to provide for the adoption of an Emergency Plan for the Township of South-West Oxford, and this shall constitute the first and second reading thereof. (Bylaw No. 35-2004).

DISPOSITION: Motion Carried.

Resolution No. 31 – Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that a by-law to provide for the adoption of an Emergency Plan for the Township of South-West Oxford, be now read a third time and finally passed signed sealed and numbered No. 35-2004.

DISPOSITION: Motion Carried.

ADJOURNEMENT

Resolution No. 32 – Moved by G. Mitchell
Seconded by D. Anne Vanhoucke

RESOLVED that there being no further business, Council adjourn at 3:40 p.m. to meet again on July 20th, 2004 commencing 7:00 p.m.

DISPOSITION: Motion Carried.

These minutes were adopted by Council on the 20th day of July, 2004.

MAYOR: James Hayes

CLERK: Allen Forrester