

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES

April 18th, 2006

MEMBERS PRESENT: Mayor James Hayes
Councillors: D. Anne Vanhoucke, Ron Sackrider (arrived
7:10 p.m.), Jay Heaman, George Klosler, David
Mayberry, Gerry Mitchell

MEMBERS ABSENT: David Mayberry

STAFF PRESENT: Allen Forrester, Clerk-Treasurer Administrator

MEETING WAS CALLED TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor James Hayes.

APPROVAL OF AGENDA

Resolution No. 1 –

Moved by D. Anne Vanhoucke
Seconded by Gerry Mitchell

RESOLVED that the agenda for the April 18th, 2006, meeting of Council
be approved.

DISPOSITION: Motion Carried.

MINUTES:

Resolution No. 2-

Moved by D. Anne Vanhoucke
Seconded by Gerry Mitchell

RESOLVED that the minutes of the April 4, 2006, meeting of Council be
accepted.

DISPOSITION: Motion Carried.

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

SCHEDULE OF FEES IN ENVIRONMENTAL POLICY MANUAL OF UPPER THAMES
RIVER CONSERVATION AUTHORITY (UTRCA)

Drainage Superintendent Wray Ramsay reviewed with Council the UTRCA's Schedule of Fees
and how it would apply to the Municipal Drains.

Resolution No. 3 -

Moved by Gerry Mitchell
Seconded by George Klosler

WHEREAS the Upper Thames River Conservation Authority has submitted a
copy of their new Environmental Planning Policy Manual which will consolidate
the Policies and implement the Authorities integrated systems approach for
watershed planning for review by the affected Municipalities;

AND WHEREAS in review of this Manual in section 9, there was mention of a
Schedule of Fees which applies to all activities within the watershed;

AND WHEREAS in part of Section 9, there was mention of a Fee to review New
Municipal Drainage Reports;

AND WHEREAS over the last several years, through the M.N.R. and the
Conservation Authorities, certain devices such as Buffer Strips, Grassed

Waterways, Erosion control, and Silt Traps have been requested and included in the cost New Drainage Reports;

AND WHEREAS the costs for including these devices are included in the Engineer's Drainage Report and paid for by the Landowners assessed on the report;

AND WHEREAS the Municipality of the Township of South-West Oxford recognizes the need for the devices such as mentioned but also that to be charged a fee to review the report is unnecessary;

THEREFORE BE IT RESOLVED THAT the Upper Thames River Conservation Authority according to Section 9.1.1 of this Manual can waive this fee and that Municipalities now including these devices such as Buffer Strips, Grassed Waterway, Erosion Control, and Silt Traps be exempt from paying these Review Fees.

AND FURTHER THAT Council for the Municipality of the Township of South-West Oxford circulates this resolution to all Municipalities within the Upper Thames River Conservation Watershed.

DISPOSITION: Motion Carried

BUILDING DEPARTMENT

Chief Building Official Dwayne Daniel gave his Report number B.D. 03-2006.

Resolution No. 4 –

Moved by Gerry Mitchell
Seconded by Jay Heaman

RESOLVED that the C.B.O.'s Report No. B.D. 03-2006 be accepted.

DISPOSITION: Motion Carried

CLOSED MEETING

Resolution No. 5 –

Moved by D. Anne Vanhoucke
Seconded by Jay Heaman

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 7:23 p.m. and reconvened "in public" at 7:36 p.m.

FIRE DEPARTMENT

Fire Chief Dirk Verboom gave his report for Brownsville Fire Hall.

Resolution No. 6 –

Moved by Gerry Mitchell
Seconded by Jay Heaman

RESOLVED that the Fire Chief's Report for the Brownsville Fire Hall be accepted.

DISPOSITION: Motion Carried

Captain Dick Bell reported for Mt. Elgin Fire Hall.

Resolution No. 7 –

Moved by Gerry Mitchell
Seconded by Jay Heaman

RESOLVED that the Fire Chief's Report for the Mt. Elgin Fire Hall be accepted.

DISPOSITION: Motion Carried

Captain Gord Cowell reported for Beachville Fire Hall.

Resolution No. 8 –

Moved by Gerry Mitchell
Seconded by Jay Heaman

RESOLVED that the Fire Chief's Report for the Beachville Fire Hall be accepted.

DISPOSITION: Motion Carried

Captain Gord Cowell thanked the Beachville firefighters for their assistance and co-operation while Fire Chief Wayne Lillywhite is recuperating from illness.

SPECIAL MEETING FOR FIRE BUDGETS

The date of April 24, 2006 was appointed for a Special Meeting of Council to consider Fire Department Budgets.

APPLICATION NOS. M.V.-S-1 AND M.V.-S-2 FOR MINOR VARIANCE FROM THE SIGN BY-LAW, APPLICANT: ELDON VIEW HOLDINGS INC.

Brian Graydon was present in support of the application.

Ivan and Florence Baldwin were present for the consideration of Application No. M.V.-S-1. They indicated that they were in favor of the application.

Brian Graydon apologized for having the signs erected before applying for minor variance from the sign by-law.

He had received approval from the Ontario Ministry of Transport because of the proximity of the sign location to Highway 19 (Plank Line). He said that it had taken 4 months from the date of application to get MTO approval.

Some members of Council had received complaints from residents about the signs having been erected before the notices for consideration of the minor variance from the sign by-law had gone out.

No one else appeared either in favor of or in opposition to Application Nos. M.V.-S-1 and M.V.-S-2. No written submissions had been received relative to them.

Resolution No. 9 –

Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the decision on Application No. M.V.-S-1 of Eldon View Holdings Inc. for minor variance from the Sign By-Law be as follows: GRANTED

DISPOSITION: Motion Carried

Resolution No. 10 –

Moved by George Klosler
Seconded by Gerry Mitchell

RESOLVED that the decision on Application No. M.V.-S-2 of Eldon View Holdings Inc. for minor variance from the Sign by-law be as follows: GRANTED

DISPOSITION: Motion Carried

ADJOURNMENT FOR A MEETING OF THE TOWNSHIP OF SOUTH-WEST OXFORD COMMITTEE OF ADJUSTMENT

Resolution No. 11 –

Moved by Jay Heaman
Seconded by Gerry Mitchell

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

DISPOSITION: Motion Carried

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

WORKS DEPARTMENT

Works Superintendent Bill Freeman gave his report numbered W.D. 06-2006.

This report included the proposed 5 Year Road Reconstruction Program and the results for the 2007 Tri-Axle Truck Tender.

Resolution No. 12 –

Moved by Gerry Mitchell
Seconded by Jay Heaman

RESOLVED that the Works Superintendent's Report No. W.D. 06-2006 be accepted.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NOS. 347 & 368

RE: NOTICE OF ANNUAL GENERAL MEETING OF ERIE-THAMES POWER CORPORATION AND DESIGNATION OF VOTING REPRESENTATIVE

Resolution No. 13 –

Moved by D. Anne Vanhoucke
Seconded by Jay Heaman

RESOLVED that Gerry Mitchell be appointed as the designated representative for the Township of South-West Oxford for the purpose of casting votes at the Annual Meeting of Shareholders of Erie Thames Power Corporation

DISPOSITION: Motion Carried

The following persons indicated that they would attend the Annual Meeting for Erie Thames Power Corporation:

Mayor James Hayes
Councillor Gerry Mitchell
Clerk Allen Forrester

JOINT COUNCIL MEETING WITH TOWNSHIP OF ZORRA
RE: BEACHVILLE MUSEUM

The Clerk was directed to contact the Township of Zorra to arrange a meeting to consider matters relating to the Beachville Museum. He suggested the date for the meeting would be Tuesday May 9, 2006 at 7 p.m. but if that is not acceptable Zorra is to be requested to propose a couple of dates, on Tuesday evenings.

The Clerk was directed to inquire as to how the Norwich Museum is funded.

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 06-2006
SUBJECT: DRAINAGE ASSESSMENT APPORTIONMENT FOR SEVERANCE
APPLICATIONS B-60/05 OF JIM & HALLEY BLOXSIDGE,
B-80/05 OF ROBERT & SYLVIA REEVE AND B-84/05 OF
JAMES MEDAI & LILLIAN BIRO

Resolution No. 14 –

Moved by Gerry Mitchell
Seconded by George Klosler

RESOLVED that the Clerk-Treasurer & Administrator's Report No. C.T.A. 06-2006 be accepted.

DISPOSITION: Motion Carried

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 07-2006
SUBJECT: EARLY AND SAFE RETURN TO WORK PROGRAM

Resolution No. 15 –

Moved by Gerry Mitchell
Seconded by George Klosler

RESOLVED that the Clerk-Treasurer & Administrator's Report No. C.T.A. 07-2006 be accepted.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 376 FROM RANDY SILVERTHORNE ON BEHALF OF
EAST OXFORD/SWEABURG SCHOOLS HOME & SCHOOL ORGANIZATION

Resolution No. 16 –

Moved by Gerry Mitchell
Seconded by George Klosler

RESOLVED that \$25 be donated towards the East Oxford/Sweaburg School, Home and School fundraising auction.

DISPOSITION: Motion Carried

DELEGATION FROM DELMER CEMETERY
RE: CARE AND MAINTENANCE FUNDS

Jim Smith, Secretary-Treasurer for Delmer Cemetery Board along with Lyle Rooks and Keith Sanderson, also members of the Board, spoke to Council in support of the Cemetery Board's request for the Township to act as trustee for the Board's Care and Maintenance Funds.

Resolution No. 17 –

Moved by D. Anne Vanhoucke
Seconded by Jay Heaman

RESOLVED that the Township of South-West Oxford agree to act as trustee for Care and Maintenance Funds for the Delmer Cemetery Board.

DISPOSITION: Motion Carried

WORKPLACE HEALTH & SAFETY

Resolution No. 18 –

Moved by Jay Heaman
 Seconded by Gerry Mitchell

RESOLVED that members of Council participate in training to familiarize themselves with Workplace Health and Safety Act responsibilities and to demonstrate commitment to them.

DISPOSITION: Motion Carried

ACCOUNTS

Resolution No. 19 –

Moved by D. Anne Vanhoucke
 Seconded by Jay Heaman

RESOLVED that the following Accounts be approved for payment:

Accounts Payable Council Report	\$	165,282.04
GST Recoverable (due back)	\$	3,454.58
Council March Remuneration	\$	5,654.04
Bi-Weekly payroll #8	\$	25,278.82
Fire Hall #1 (Jan to March 2006)	\$	13,308.33
Fire Hall #1 (Jan to March 2006)	\$	19,470.11
Fire Hall #3 (Jan to March 2006)	\$	20,038.49
TOTAL	\$	<u>252,486.41</u>

DISPOSITION: Motion Carried

INFORMATION CORRESPONDENCE

Resolution No.20–

Moved by George Klosler
 Seconded by Gerry Mitchell

RESOLVED that correspondence numbered as follows be noted and filed.
 #342, #343, #345, #346, #348 #349, #351, #358, #360, #366, #367, #378

DISPOSITION: Motion Carried

BUDGET MEETING – TUESDAY, MAY 23, 2006 7:00 p.m.

DATE FOR SECOND REGULAR MEETING OF COUNCIL IN AUGUST, 2006 CHANGED TO AUGUST 22

Resolution No. 21 –

Moved by Gerry Mitchell
 Seconded by D. Anne Vanhoucke

RESOLVED that the date of the second Regular Meeting of Council in August, 2006 be changed to August 22nd commencing at 7:00 p.m.

DISPOSITION: Motion Carried

The date for the second regular meeting of Council in August, 2006 was changed because three members of Council will be absent attending the Association of Municipalities of Ontario conference in Ottawa on the 3rd Tuesday in August.

GRANTS FOR THE YEAR 2006

Resolution No. 22 –

Moved by D. Anne Vanhoucke

Seconded by George Klosler

RESOLVED that grants for 2006 be made to boards/organizations as follows:

Board	2006
<u>COMMUNITY CENTRES</u>	
Brownsville Community Hall Board	2,700
Dereham Center Community Centre & Park	2,700 & 5,000
West Oxford Community Hall Board (Foldens)	2,700
Mount Elgin Community Hall Board	7,200
Salford Community Hall Board	2,700
<u>PARKS</u>	
Beachville Recreation Committee – Regular	7,500
Brownsville Park & Athletic Assoc.	2,700
Centreville Pond	2,700
Foldens Minor Ball Association (Softball)	2,700
Mount Elgin Recreation Committee	2,700 & 2,000
Oxford Heights Peace Park Committee	2,700
Salford Recreation Committee	2,700
Sweaburg Lions Club	2,700
Sweaburg Recreation Committee (now paid to Sweaburg Lions Club)	0
<u>CEMETERIES</u>	
Beachville Cemetery Board	1,100
Mount Elgin Cemetery Board	1,100
Sweaburg Cemetery Board	1,100
Ebenezer Cemetery Board (Grove)	1,100
<u>Other</u>	
Tillsonburg & District Multi-Service Centre	1,500
Beachville District Historical Society Museum	36,000
Salford District Museum	500
<u>SPECIAL</u>	
Oxford 4-H	500
Crime Stoppers	1,000
Ingersoll & District Minor Hockey	1,500
Ingersoll Big Bros/Big Sisters Association	2,700
Tillsonburg Minor Hockey Association	1,500
Ingersoll & District Nature Club	1,000
Royal Canadian Legion Beachville	1,300
TOTAL GRANTS	

DISPOSITION: Motion Carried

ADDENDUM TO TENDER FOR SUPPLY OF TWO FIRE DEPARTMENT TANKER TRUCKS

Resolution No. 23 –

Moved by Gerry Mitchell
 Seconded by Jay Heaman

RESOLVED that the following addendums to the tender to supply two (2) single axle tankers be approved by Council:

Addendum One dated April 12, 2006

REQUIREMENTS

Items 1, 9 and 11 on Page 5 are to be amended as follows:

1. The bidder should have in place, a documented and certified ISO 9001 or equal quality program. YES NO
 Exception _____
9. The apparatus manufacturer should be certified by the Fire Apparatus Manufacturers Association (FAMA) YES NO
 Exception _____
 Certificate Attached YES NO
11. The manufacturer of the apparatus should be registered with Transport Canada to the National Safety mark Standard. YES NO
 Exception _____
 Certificate Attached YES NO

Addendum Two dated April 17, 2006

1. Page 15 is amended as follows:

TANK FILL VALVE 2.5" AKRON

A 2.5" quarter turn valve is installed in the supply line from the pump to the tank.

COMPLIANCE
 YES NO
 Exception _____

2. Page 25 is amended as follows:

The following specification is to be deleted

BODY SUBFRAME – ALUMINUM
 A steel sub-frame is not acceptable and will be terms for an immediate rejection

3. Page 1 is amended as follows to extend the tender period:

- Sealed proposals plainly marked “Tender for Fire Tankers” will be received by the Deputy Clerk of the Municipality at the Township of South-West Oxford Municipal Office located at:
 312915 Dereham Line
 R.R. #1
 Mount Elgin, ON N0J 1N0
 Until **12:00 noon Local Time on Monday, May 8th, 2006.**
- Tenders will be opened at **12:05 p.m. Local Time on Monday, May 8th, 2006**
 Tenders received after the deadline will not be opened.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 24 –

Moved by Gerry Mitchell
 Seconded by George Klosler

RESOLVED that there being no further business Council adjourn at 10:35 p.m. to meet again on May 2nd, commencing at 9:00 a.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 2nd, day of May, 2006.

MAYOR: James Hayes

CLERK: Allen Forrester