

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES

December 5, 2006

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

MEMBERS ABSENT: Councillors: Ron Sackrider (left at 9:25 a.m.)
Jay Heaman (left at 11:00 a.m.)

STAFF PRESENT: Mary Ellen Greb, Deputy Clerk-Treasurer

MEETING WAS CALLED TO ORDER

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

DECLARATION OF OFFICE

The Oath of Office was taken by the following individuals:

Ward 1 Councillor D. Anne Vanhoucke
Ward 2 Councillor Ron Sackrider
Ward 3 Councillor George Klosler
Ward 4 Councillor David Mayberry
Ward 5 Councillor Jay Heaman
Ward 6 Councillor Gerald Mitchell

Mayor James Hayes had taken the oath of office previously from Clerk Allen Forrester at the Township office.

Reverend Robert Widdowson of Mount Elgin United Church read a passage from the bible and said a brief prayer.

Mayor Hayes addressed all those present and several members of council said a few words.

A short break was taken for picture taking after which the regular council meeting continued.

APPROVAL OF AGENDA

Resolution No. 1 Moved by George Klosler
Seconded by Gerry Mitchell

RESOLVED that the agenda for the December 5, 2006, meeting of Council be approved.

DISPOSITION: Motion Carried.

MINUTES:

November 21, 2006 regular meeting

Resolution No. 2 Moved by Gerry Mitchell
Seconded by George Klosler

RESOLVED that the minutes of the November 21, 2006 meeting of Council be accepted.

DISPOSITION: Motion Carried.

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

- Walton noted that there appears to be two main issues:
 1. Budgetary and how they operate...City doesn't want to go to the County for approval. Currently the County and City work several years in advance for road and drainage projects to ensure water/sewage issues have been properly dealt with.
 2. Want to put the pipes in the ground where they want when they want...all of this can be dealt with through service agreement
- Councillor Mayberry questioned who carries the ultimate liability for the water/sewer systems. He noted that the party that carries responsibility would want to be in control overall.

Mayor Hayes thanked Walton and Goudreau for coming to the meeting and noted that the City of Woodstock would be attending the January 16, 2006 meeting.

10:30 a.m. Terry Patterson – Senior Vice President, Public Sector Division for Jardine Lloyd Thompson Canada.

2007 Request for Proposal for Municipal Insurance and Risk Management Services

- Terry Patterson reviewed a fact sheet that he had handed out to Council
- Liability limit is \$50,000,000
- Jardine Lloyd Thompson offers the latest in risk management solutions through a software package called Risk E-map. Tutorials are available to staff on line for hazard and risk identification. He conducts risk management seminars when needed.
- He noted that 24 hours coverage for Council is included in the proposal.
- Other options are also available including for an additional cost:
 - Council Recovery Assistance Plan
 - Volunteer Fire Fighters Recovery Assistance Plan
 - Municipal Volunteers Accident.
- He works out of his home in Waterloo and is available by phone when needed.
- Jardine uses local adjusters

Councillor Jay Heaman left the Council meeting at 11:00 a.m.

11:00 a.m. Bryce Sibbick – Regional Manager for Frank Cowan Company Limited

2007 Request for Proposal for Municipal Insurance and Risk Management Services

- Bryce Sibbick reviewed the proposed policy with Council.
- He noted that Cowan had quoted on a \$15,000,000 liability as it would meet the needs of the municipality. The liability limited could be raised to \$20,000,000 for an additional fee.
- He stressed the importance of having access to a risk management department with specialists who deal full-time with the issues. This department will do inspections of all municipal properties and will conduct seminars.
- There is a 20 year replacement cost on equipment versus other insurers which quote on a 7 year replacement cost.
- Policy wording is the nuts and bolts of the coverage. When comparing proposals it is imperative to ensure you are comparing the same thing so that you know the pricing is consistent. Council needs to know it doesn't have any gaps in the coverage.
- Test of insurance is the claims...they have always been handled. The coverage and services are equal to the differences in premium.
- Due diligence is necessary and therefore council needs to get into coverage wordings to make sure you know what you are getting.
- AD & D for volunteers could be purchased at additional cost.

STAFF REPORTS (continued)

Administration

Deputy Clerk-Treasurer Mary Ellen Greb gave her report No. D.C.T.21-2006.

- The report reviewed the hydro costs for last several years of the municipal office building.
- Council requested that an attempt be made to break out the cost of heating/cooling from the billing.

RE-APPOINTMENT OF SALARY/WAGE GRID COMMITTEE

Resolution No. 12 Moved by Gerald Mitchell
Seconded by David Mayberry

RESOLVED that the following persons be reappointed to the Salary/Wage Grid Committee:

George Klosler
David Mayberry
Jay Heaman

DISPOSITION: Motion Carried

AGENDA ITEMS (continued)

#1156 Ken Minler – Letter requesting financial support to send our Military troops in Afghanistan Tim Horton's coffee coupons
Council agreed that a donation box be set up on the front desk of the municipal office so that anyone wishing to donate money to this cause can do so. The funds will then be forwarded to the Town of Ingersoll for distribution to the troops.

Resolution No. 13 Moved by David Mayberry
Seconded by Anne Vanhoucke

RESOLVED that correspondence item #1156 be noted and filed.

DISPOSITION: Motion Carried

#1163 Ontario Ministry of Citizenship and Immigration – Ontario's volunteer recognition programs

- Council will give it further consideration at the next meeting.

ACCOUNTS PAYABLE

Resolution No. 14 Moved by Gerald Mitchell
Seconded by David Mayberry

RESOLVED that the following accounts be approved for Payment:

Accounts Payable Council Report	\$271,579.88
G.S.T. Recoverable	12,836.43
Pre-authorized payments	8,022.12
Bi-weekly payroll #24	<u>26,736.56</u>
Total	<u>\$319,174.99</u>

Council will receive a receivables report at the next meeting.

INFORMATION ITEMS & CORRESPONDENCE

- #883 Association of Ontario Road Supervisors - Newsletter
- #1133 Ministry of Tourism – October-December issue of Business conditions survey
- #1141 Ministry of Tourism – Letter seeking the views of tourism operators and others with a stake in tourism in Ontario
- #1143 Ministry of Natural Resources – Designation of private lands in Ontario and establishing fee increases under the aggregate resources act
- #1145 Ministry of Tourism – November issue of Tourism Performance
- #1146 Hydro One Networks – Class environmental assessment study: Woodstock area transmission reinforcement
- #1148 A.M.O. – Board makes appointments to Provincial-Municipal fiscal and service delivery review
- #1149 A.M.O. – Submission to standing committee on Bill 151
- #1154 Dalton McGuinty – Letter acknowledging receipt of Township's resolution regarding LCBO deposit return system
- #1155 Upper Thames River Conservation Authority – Source water protection update
- #1157 A.M.O. – Report to members on November board meeting
- #1158 A.M.O. – OPA seeking input on integrated power supply plan

Third and Final Reading

Resolution No. 19 Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the By-Law to authorize the execution of a Mutual Fire Protection Agreement with the Township of Malahide now be read a third time and finally passed, signed, sealed and numbered 57-2006.

DISPOSITION: Motion Carried

By-Law No. 56-2006 To appoint Committee of Adjustment

First and Second Reading

Resolution No. 20 Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the mover be granted leave to introduce a By-law to appoint a Committee of Adjustment for the Township of South-West Oxford for 2007 to 2010 and this shall constitute the First and Second reading thereof.
(By-Law No. 56-2006)

DISPOSITION: Motion Carried

Third and Final Reading

Resolution No. 21 Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the By-Law to appoint a Committee of Adjustment for the Township of South-West Oxford for 2007 to 2010 now be read a third time and finally passed, signed, sealed and numbered 56-2006.

DISPOSITION: Motion Carried

NEW BUSINESS

Letter from Ken Hutchison of Silverbow Farms Ltd. requesting a repair of Branch "A" of the Ruckle Drain under Section 78 of the Drainage Act

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

RESOLVED that Council accept the request for improvements on Branch A of the Ruckle Drain as requested by Ken Hutchison of Silverbow Farms Ltd. and appoint Spriet Associates London Ltd. to prepare a new report under Section 78 of the Drainage Act.

DISPOSITION: Motion Carried

Letter from Brian Graydon and George Beard requesting an engineer to bring in a new report on Branch 2 of the C.E. Smith Drain as per Section 78 of the Drainage Act

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

RESOLVED that Council accept the request for improvements on Branch #2 of the C.E. Smith Drain – Lot 20, Concession 12 submitted by Brian Graydon and George Beard and that Dietrich Engineering be appointed to prepare a new report under Section 78 of the Drainage Act.

DISPOSITION: Motion Carried

