

TOWNSHIP OF SOUTH-WEST OXFORD  
COUNCIL MINUTES

February 20, 2007

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

MEMBERS ABSENT: David Mayberry, George Klosler

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 Jay Heaman  
Seconded by D. Anne Vanhoucke

RESOLVED that the agenda for the February 20, 2007, meeting of Council be approved.

DISPOSITION: Motion Carried.

MINUTES:

Resolution No. 2 –

Moved by Jay Heaman  
Seconded by D. Anne Vanhoucke

RESOLVED that the minutes of the February 6, 2007, meeting of Council be accepted.

DISPOSITION: Motion Carried.

Resolution No. 3 –

Moved by D. Anne Vanhoucke  
Seconded by Ron Sackrider

RESOLVED that the minutes of the February 12, 2007, special meeting of Council be accepted.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

WORKS DEPARTMENT

Works Superintendent Bill Freeman gave his report numbered W.D. 04-2007.

Resolution No. 4 –

Moved by D. Anne Vanhoucke  
Seconded by Jay Heaman

RESOLVED that the Works Superintendent's Report No. W.D. 04-2007 be accepted.

DISPOSITION: Motion Carried

Works Superintendent Bill Freeman reported that he is proposing to order about 200 trees from Long Point Conservation Authority. The trees will cost \$21.00 each.

BUILDING DEPARTMENT

Chief Building Official Dwayne Daniel gave his report numbered B.D. 03-2007.

Resolution No.5 -

Moved by Gerry Mitchell  
Seconded by Jay Heaman

RESOLVED that the Chief Building Official be directed to obtain quotes for upgrading the insulation in the Mt. Elgin Hall as follows:

- 1) to tape and repair the vapour barrier
- 2) to add to the existing insulation in the ceiling with a class clad or clad mate insulation.

DISPOSITION: Motion Carried

Councillor Ron Sackrider reported that the Mt. Elgin Hall Board was proposing to improve the lighting at the Hall's driveway entrance on to Plank Line. The proposal was to install a used street light to be obtained from Erie Thames Power which would be connected to the street light system for the village of Mt. Elgin.

Council directed that the Hall Board also look into the cost of an energy efficient light for the driveway entrance.

The Chief Building Official was directed to obtain quotes for the Foldens Community Hall as follows:

- 1) modifying the ramp at the front of the Hall (handicapped accessibility) to meet current standards;
- 2) installing a washroom for handicapped persons.

Resolution No. 6 -

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

RESOLVED that the Chief Building Official's Report No. B.D. 03-2007 be received.

DISPOSITION: Motion Carried

Council directed that the \$10,600 holdback cheque to Domm Construction, with regard to the Mt. Elgin Fire Hall, be held until some issues relating to the proposed replacement of ventilation louvers with a Heat Recovery Ventilation system are resolved.

FIRE DEPARTMENT

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

Chief Verboom reported that the thermal imaging camera for Brownsville Fire Hall had been repaired. He was instructed not to pay the repair bill yet, but to wait and see if the supplier of the camera would make any adjustment or compensation.

Chief Verboom reported that the fire extinguisher in the basement of Brownsville Hall needs to be replaced. Also, emergency lighting needs to be installed in the Hall.

Chief Verboom reported that he had obtained a quote from Tillsonburg Plumbing Centre to remodel the washrooms in the Fire Hall in order to obtain more room to accommodate the new fire truck that has been ordered. The amount of the quote was \$3,650.00.

Fire Chief Eric Johnson reported for Mt. Elgin Fire Hall.

Fire Chief Wayne Lillywhite reported for Beachville Fire Hall.

SALE OF FOLDENS WORKS YARD

No one appeared either in support of or in opposition to the proposed sale of the Foldens Works Yard.

CONSIDERATION OF PROPOSED BY-LAW TO CLOSE AND SELL PART OF HINCKS STREET ADJACENT TO LOTS 33 AND 65, REGISTERED PLAN 66, BROWNSVILLE

Jim Crane was present for the consideration of the proposal to close and sell the part of Hincks Street, in Brownsville, that abuts Lots 33 and 65, R.P.66.

Mr. Crane said that he had purchased Lots 33 and 65, R.P. 66, from Ken Dowling. He was interested in purchasing the subject part of Hincks Street to increase the size of his property. He was also interested in acquiring ownership of the unnamed alley between Glover Street and Ann Street that abut his property on its east side.

Jake Van Gulp was also present. Mr. Van Gulp said that he knows the area very well. He said that in 1988 a swale had been put in on Ann Street to alleviate flooding on property on the south side of Ann Street. The swale runs westerly along Ann Street from Culloden Line and around the corner and southerly on Hincks Street. If the subject part of Hincks Street were to become private property, he was concerned as to what might happen to the swale. A low area on the Crane property has been filled in, reducing the capacity of the area for holding run-off. Also, it would take a lot of fill to build up Hincks Street so that it could be used as a driveway to the Crane property and Mr. Van Gulp thought that this would create a hindrance for drainage for the property owned by Peter and Laura Couture on the east side of Hincks Street (Lots 33 and 34, R.P. 66).

Mayor Jim Hayes commented that there is an 18 inch diameter municipal drain tile that runs along Ann Street from Culloden Line, south along on Hincks Street and then west across Hincks street to an outlet in the Vincent Drain.

Jake Van Gulp said that he didn't know the exact location on Hincks Street of the municipal drain.

Mayor Jim Hayes pointed out that improving Hincks Street would block the swale and force drainage water on to Jake Van Gulp's field.

Jim Crane said that he was interested in the alley and requested Council to consider selling it to him. The alley is approximately 16 ft wide.

The Clerk was directed to advertise the proposed closing and sale of the unnamed alley between Glover Street and Ann Street.

ADJOURN FOR PUBLIC MEETING FOR A ZONE CHANGE APPLICATION

Resolution No. 7 –

Moved by D. Anne Vanhoucke

Seconded by Jay Heaman

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

DISPOSITION: Motion Carried

PUBLIC MEETING FOR ZONE CHANGE APPLICATION ZONE 4-06-15, LOTS 177, 183 AND 184, R.P. 120 AND PART LOT 21, CONCESSION 9 (DEREHAM), OWNERS: JOHN & MARGARET BRAUN, APPLICANTS: LARRY & PEGGY FRENCH

Bill and Larry French were present in support of the application.

Steve Couture, Planner, Community and Strategic Planning, County of Oxford, gave the Planning Report. Mr. Couture commented that the development would require a stormwater management/grading plan.

Larry French said that the hours of operation of his business were 9:00 a.m. to 5: p.m. Bill French said that they were not licensed for trucking – they could only deliver the trailers empty.

Mrs. Audrey Van Den Brink expressed concern about dust from the proposed business.

Larry French said that there will be a gate at the road and traffic from the property would be light so dust was not really a concern.

Mr. French requested that Council consider 99 transport trailers on the property rather than limiting them to 80 as proposed in the Planning Report.

Steve Couture explained that to go more than 80 it would be necessary to consider the impact on neighbours, although the area of the property is sufficient for more than 80.

Permitting 80 trailers to begin with would give them an opportunity to show that they can operate without problems. They could then come back at a later time for permission to expand.

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

Mayor James Hayes declared the Public Meeting concluded.

The Council Meeting was resumed.

BY-LAW NO 09-2007

SUBJECT: TO DESIGNATE LOTS 177, 183 AND 184, PLAN 120, AND PART LOT 21, CONCESSION 9 (DEREHAM) AS A SITE PLAN CONTROL AREA

---

Resolution No. 8 –

Moved by Gerry Mitchell  
Seconded by D. Anne Vanhoucke

RESOLVED that the mover be granted leave to introduce a by-law to designate Lots. 177, 183 and 184, Plan 120 and Part Lot 21, Concession 9 (Dereham), in the Township of South-West Oxford, as a Site Plan Control Area and this shall constitute the First and Second Reading thereof. (By-Law No 09-2007)

DISPOSITION: Motion Carried

Resolution No. 9 –

Moved by Gerry Mitchell  
Seconded by D. Anne Vanhoucke

RESOLVED that the By-Law to designate Lots 177, 183 and 184, Plan 120 and Part Lot 21, Concession 9, (Dereham), in the Township of South-West Oxford, as a Site Plan Control Area now be read a Third time and Finally Passed, signed, sealed and numbered 09-2007.

DISPOSITION: Motion Carried

BY-LAW NO. 10-2007

SUBJECT: TO RE-ZONE LOTS 177, 183 AND 184, PLAN 120 AND PART LOT 21, CONCESSION 9 (DEREHAM) FROM GENERAL AGRICULTURE ZONE (A2) TO SPECIAL HIGHWAY COMMERCIAL ZONE (HC-6) TO PERMIT DEVELOPMENT OF A COMMERCIAL TRANSPORT TRAILER RENTAL ESTABLISHMENT

---

Resolution No. 10 –

Moved by Gerry Mitchell  
Seconded by D. Anne Vanhoucke

RESOLVED that mover be granted leave to introduce a by-law to amend Zoning By-Law 25-98 by changing to “HC-6” the zone symbol of lands described as Lots 177, 183 and 184, Plan 120 and Part Lot 21, Concession 9 (Dereham), in the Township of South-West Oxford and this shall constitute the First and Second Reading thereof. (By-Law No. 10-2007)

DISPOSITION: Motion Carried

Resolution No. 11 –

Moved by Gerry Mitchell  
Seconded by D. Anne Vanhoucke

RESOLVED that the By-Law to amend Zoning By-Law 25-98 by changing to “HC-6” the zone symbol of lands described as Lots 177, 183 and 184, Plan 120 and Part Lot 21, Concession 9 (Dereham), in the Township of South-West Oxford now be read a Third time and Finally Passed, signed, sealed and numbered 10-2007.

DISPOSITION: Motion Carried

CLOSED MEETING

Resolution No. 12 –

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

RESOLVED THAT Council hold a closed meeting in order to address a matter pertaining to: Labour relations or employee negotiations.

DISPOSITION: Motion Carried

Council went into the Committee of the Whole “in camera: at 9:30 p.m. and reconvened “in public” at 9:38 p.m.

WORKS SUPERINTENDENT’S REPORT NO. W.D. 5-2007

SUBJECT: WORKS DEPARTMENT EMPLOYMENT

Resolution No. 13 –

Moved by Gerry Mitchell  
Seconded by Jay Heaman

RESOLVED that the Works Superintendent’s (Closed Session) Report No. W.D. 5-2007 be accepted.

DISPOSITION: Motion Carried

COUNCIL'S COMMENTS RE: SEVERANCE APPLICATION NOS. B-112/06 TO B-114/06,  
APPLICANTS: TONY AND KATHARINA OOSTERMAN

---

Resolution No. 14 –

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

RESOLVED that South-West Oxford Council's comments re: Consent Application Nos. B-122/06 to B-144/06, Applicant(s): Tony and Katharina Oosterman are as follows:

No objections

DISPOSITION: Motion Carried

FIRE CHIEF REPORTS

Resolution No. 15 –

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

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

DISPOSITION: Motion Carried

Resolution No. 16 –

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

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

DISPOSITION: Motion Carried

Resolution No. 17 –

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

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

DISPOSITION: Motion Carried

APPOINTMENT OF TOWNSHIP REPRESENTATIVE ON BOARD OF DIRECTOR FOR  
ERIE THAMES POWER CORPORATION

---

Resolution No. 18 –

Moved by Ron Sackrider  
Seconded by D. Anne Vanhoucke

RESOLVED that Gerald Mitchell be appointed as South-West Oxford Township's representative on the Board of Directors for Erie Thames Power Corporation.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 123 FROM TOWN OF NEWMARKET  
RE: FLUORESCENT YELLOW-GREEN SCHOOL SIGNS

---

Resolution No. 19 –

Moved by Jay Heaman  
Seconded by Gerry Mitchell

RESOLVED that the resolution of the Town of Newmarket with regard to Fluorescent Yellow-Green School signs be noted and filed.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 124 FROM TOWNSHIP OF LANARK HIGHLANDS  
RE: OFF-ROAD VEHICLES ON PUBLIC ROADS

---

Resolution No.20 –

Moved by Ron Sackrider  
Seconded by D. Anne Vanhoucke

RESOLVED that the resolution of the Township of Lanark Highlands with regard to use of highways by all-terrain or off-road vehicles be noted and filed.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 137 FROM ASSOCIATION OF MUNICIPALITIES OF ONTARIO (AMO) AND ASSOCIATION OF MUNICIPAL RECYCLING CO-ORDINATORS OF ONTARIO (AMRC)  
RE: AMO/AMRC DISCUSSION PAPER ON STRENGTHENING PRODUCER RESPONSIBILITIES FOR ONTARIO'S BLUE BOX

---

Resolution No. 21 –

Moved by Ron Sackrider  
Seconded by D. Anne Vanhoucke

RESOLVED that the AMO/AMRC discussion paper on Strengthening Extended Producer Responsibilities for Ontario's Blue Box be supported.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 142 FROM TOWNSHIP OF SCUGOG  
RE: JOINT EMERGENCY PREPAREDNESS PROGRAM (JEPP)

---

Resolution No. 22 –

Moved by D. Anne Vanhoucke  
Seconded by Gerry Mitchell

RESOLVED that the resolution of the Township of Scugog with regard to revising the funding formula and application process for the Joint Emergency Preparedness Program (JEPP) be supported.

DISPOSITION: Motion Carried

DEPUTY CLERK-TREASURER'S REPORT NO. D.C.T. 6-2007  
SUBJECT: BROWNSVILLE HALL COUNCIL COMMITTEE

---

Resolution No. 23 –

Moved by D. Anne Vanhoucke  
Seconded by Gerry Mitchell

RESOLVED that Deputy Clerk-Treasurer's Report No. D.C.T. 6-2007, SUBJECT: BROWNSVILLE HALL COUNCIL COMMITTEE be accepted.

DISPOSITION: Motion Carried

The Deputy Clerk-Treasurer was directed to try to arrange for the first meeting of the Committee to be on March 19, 2007, in the Council Chamber.

ACCOUNTS

Resolution No. 24 –

Moved by Gerry Mitchell  
 Seconded by Ron Sackrider

RESOLVED that the following Accounts be approved for payment:

Accounts Payable Council Report	\$	295,571.13
GST recoverable	\$	4,301.86
Council Remuneration – January 2007	\$	5,325.36
Bi-weekly #4	\$	30,747.61
<b>TOTAL</b>	<b>\$</b>	<b><u>335,945.96</u></b>

DISPOSITION: Motion Carried

INFORMATION CORRESPONDENCE

Resolution No. 25 –

Moved by Ron Sackrider  
 Seconded by D. Anne Vanhoucke

RESOLVED that correspondence numbered as follows be noted and filed.  
 #126, #130, #131, #138, #140, #141, #143.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 161 FROM TOWN OF AYLMER  
 RE: EXIT STRATEGY FOR TOBACCO GROWERS

Resolution No. 26 –

Moved by D. Anne Vanhoucke  
 Seconded by Ron Sackrider

RESOLVED that the resolution of the Town of Aylmer with regard to implementing a full and complete “exit strategy” for tobacco growers be endorsed.

DISPOSITION: Motion Carried

REPORT OF STOCKVALUER  
 RE: CLAIM OF JANET JUSTUS

Resolution No. 27 –

Moved by D. Anne Vanhoucke  
 Seconded by Ron Sackrider

RESOLVED that the Stock Valuer’s February 16/07 Report RE: Janet Justus claim be accepted and the Stock Valuer’s fee and mileage be paid.

FEE	\$	25.00
MILEAGE 40¢ km. X 26 km. =	\$	<u>10.40</u>
TOTAL	\$	35.40

DISPOSITION: Motion Carried

PURCHASE LAP-TOP COMPUTER FOR MAYOR FOR ELECTRONIC AGENDA  
 PURPOSES

Resolution No. 28 –

Moved by Gerry Mitchell  
 Seconded by D. Anne Vanhoucke

RESOLVED that the Township supply a lap-top computer for the Mayor.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 29 -

Moved by Gerry Mitchell  
Seconded by Ron Sackrider

RESOLVED that there being no further business Council adjourn at 10:40 p.m. to meet again on March 6, 2007 commencing 9:00 a.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 6<sup>th</sup> day of March, 2007.

---

MAYOR: James Hayes

---

CLERK: Allen Forrester