

TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES

June 5, 2007

MEMBERS PRESENT: Mayor James Hayes
Councillors: Jay Heaman (left meeting at 12:00 p.m.),
George Klosler, David Mayberry,
Gerry Mitchell, Ron Sackrider, D. Anne Vanhoucke

MEMBERS ABSENT: None

STAFF PRESENT: Allen Forrester, Clerk-Treasurer Administrator

MEETING WAS 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 Jay Heaman
Seconded by D. Anne Vanhoucke

RESOLVED that the agenda for the June 5th, 2007, meeting of Council be accepted.

DISPOSITION: Motion Carried.

MINUTES:

Resolution No. 2 –

Moved by Jay Heaman
Seconded by D. Anne Vanhoucke

RESOLVED that the minutes of the May 15, 2007, Council Meeting minutes be accepted.

DISPOSITION: Motion Carried.

Resolution No. 3 –

Moved by D. Anne Vanhoucke
Seconded by Jay Heaman

RESOLVED that the minutes of the May 22, 2007, Special Council meeting be received.

DISPOSITION: Motion Carried

Resolution No. 4 –

Moved by D. Anne Vanhoucke
Seconded by Gerry Mitchell

RESOLVED that the minutes of the May 29, 2007 Special Council Meeting be accepted.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations.

RENOVATIONS TO MAKE FOLDENS COMMUNITY HALL HANDICAPPED ACCESSIBLE

Chief Building Official Dwayne Daniel was directed to review the County of Oxford's Facility Accessibility Design Standards (FADS), to ensure that they are incorporated in the contract for accessibility renovations at Foldens Community Hall, and report back to Council.

O.P.P. 1st QUARTER, 2007, REPORT

Sergeant John Rutkauskas, Oxford Detachment, Ontario Provincial Police (O.P.P.), reviewed with Council the O.P.P. 1st Quarter Report for 2007.

Resolution No. 5 –

Moved by D. Anne Vanhoucke
Seconded by Jay Heaman

RESOLVED that the 2007 1st Quarter Report on Policing be accepted.

DISPOSITION: Motion Carried

WORKS DEPARTMENT

Works Superintendent Bill Freeman gave his report numbered W.D. 16-2007 on

- 1) Pressey Road
- 2) Tractor Backhoe
- 3) Works Department Activity

Resolution No. 6 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Works Superintendent's Report No. W.D. 16-2007 be accepted.

DISPOSITION: Motion Carried

The Works Superintendent also gave his report numbered W.D. 17-2007 with regard to Bridge Inspections.

Resolution No. 7 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Works Superintendent's Report No. W.D. 17-2007 be accepted.

DISPOSITION: Motion Carried

Mayor James Hayes reported that he had received a complaint about a tree near the pump house that serves the municipal water system for Loweville Subdivision in Beachville. The tree needs to be removed before it falls and damages the pump house. Also there is another tree in the park area that should be removed and there is some leveling of topsoil and filling in of deep ruts to be done. This will be brought to the attention of County of Oxford officials since the County owns the property.

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

Resolution No. 8 –

Moved by Jay Heaman
Seconded by D. Anne Vanhoucke

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

DISPOSITION: Motion Carried

PUBLIC MEETING FOR ZONE CHANGE APPLICATION NO. ZON 4-07-3, APPLICANT:
NANCY J. CHRISTO, PART LOT 22, CONCESSION 10 (DEREHAM) IN BROWNSVILLE

The Public Meeting was held for Zone Change Application No. ZON 4-07-3 of Nancy J. Christo.

Jim Kovacs of Re-Max Tri-county Realty Inc. was present in support of the application, acting as agent for the applicant.

Chief Building Official Dwayne Daniel was also present.

Stephen Couture, Planner, Community and Strategic Planning, County of Oxford, gave the Planning Report for the application.

Mr. Kovacs said that the proposed lot would meet all the requirements of zoning and the Board of Health.

Mr. Kovacs gave Mr. Couture a copy of a survey of the subject property. This was needed in order to prepare a draft by-law.

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

Chairperson James Hayes declared the Public Meeting concluded.

The Council Meeting was reconvened.

ZONE CHANGE APPLICATION NO. ZON 4-07-3

Resolution No. 9 –

Moved by Gerry Mitchell

Seconded by David Mayberry

RESOLVED that Zone Change Application ZON 4-07-3, Applicant: Nancy J. Christo, to rezone lands in Brownsville described as Parts 1 and 2, Reference Plan 41R-899, from Limited Agricultural Zone (A1) to Residential Type 1 Zone (R1) and Special Limited Agricultural Zone (A1-Special) to allow development of a residential building lot and an undersized agricultural lot, be approved in principle.

DISPOSITION: Motion Carried

BUILDING DEPARTMENT

Dwayne Daniel, Chief Building Official, reviewed his report numbered B.D. 12-2007 with regard to Building Department matters.

With regard to the fan and louvers for removing carbon monoxide from Mt. Elgin Fire Hall, Mr. Daniel was directed to refer this to the engineer, Nelson Dawley for advice as to how to fix problems of the mezzanine area being cold and the system being noisy. Also, Mr. Dawley's advice is to be sought as to how to deal with humidity from washing fire trucks in the Hall.

The Chief Building Official is to request Mr. Nelson Dawley attend a Council Meeting.

FOLDENS COMMUNITY HALL HANDICAPPED ACCESSIBILITY RENOVATIONS

Quotes for the handicapped accessibility renovations to Foldens Community Hall were deferred to allow the Chief Building Official to review them to ensure that the Facility Accessibility Design Standards (FADS), adopted by the County of Oxford, have been incorporated.

QUOTES FOR RE-SHINGLING THE ROOF OF THE MUNICIPAL OFFICE IN DEREHAM CENTRE

Resolution No. 10 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the quote of Janzen Exterior Renovating for repairs to the Municipal Office roof be accepted as follows:

- Re-shingle roof and install straps on eavetroughs
 - Replace 3 vents and install 2 new ones
- Quoted price for the work...\$5,937.14, incl. G.S.T.

DISPOSITION: Motion Carried

Resolution No. 11 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the quote of Grassmere Construction for renovations to the Mt. Elgin Community Hall be accepted as follows:

Price #2

Remove ceiling tile in main hall
Remove and reset ceiling tile in other areas
Supply and install rigid insulation in all areas \$11,890.00 plus G.S.T.

Price #3

Supply and install new ceiling tile in main hall \$4,239.00
\$16,129.00 plus G.S.T.

DISPOSITION: Motion Carried

REPORT NO B.D. 12-2007

Resolution No. 12 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Chief Building Official's Report No. B.D. 12-2007 be accepted.

DISPOSITION: Motion Carried

HEALTH & SAFETY COORDINATOR'S REPORT NO. HSC 02-2007

SUBJECT: RESULTS OF WSIB WORKWELL AUDIT

Margret Weiland, Health and Safety Coordinator presented her report with regard to the Workers Safety Insurance Board (WSIB) Audit, Final Results.

The Township received a grade of 86% on the audit.

Resolution No. 13 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Health & Safety Coordinator's Report No. HSC 02-2007 be accepted.

DISPOSITION: Motion Carried

HEALTH & SAFETY COORDINATOR'S REPORT NO. HSC 03-2007
SUBJECT: PLAYGROUND EQUIPMENT INSPECTIONS

Resolution No. 14 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Health & Safety Coordinator's Report No. HSC 03-2007 be accepted.

DISPOSITION: Motion Carried

DRAINAGE DEPARTMENT

Resolution No. 15 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Drainage Superintendent's Report No. D.D. 11-2007 be accepted.

DISPOSITION: Motion Carried

COMMENTS RE: SEVERANCE APPLICATIONS

Resolution No. 16 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that South-West Oxford Council's comments re: Consent Application No. B-46/07, Applicant(s): Kloefer Holdings & Hermannes Wolters are as follows:

No objections

DISPOSITION: Motion Carried

Resolution No. 17 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that South-West Oxford Council's comments re: Consent Application No. B-54/07, Applicant(s): Jacob & Janine Van Roekel are as follows:

No objections

DISPOSITION: Motion Carried

Resolution No. 18 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that South-West Oxford Council's comments re: Consent Application No. B-60/07, Applicant(s): Anna VanBommel are as follows:

No objections

DISPOSITION: Motion Carried

Council adjourned for lunch at noon and reconvened at 1:00 p.m.

Councillor Jay Heaman was absent for the balance of the meeting.

DELEGATION: BEACHVILLE MUSEUM VISIONING COMMITTEE

The following persons discussed with Council the Beachville Museum Visioning Committee Report:

- Councillor David Mayberry
- Marion Parsons, Chair of Beachville District Historical Society
- Terry Lynch, Chair of Beachville Museum Board

Resolution No. 19 –

Moved by Gerry Mitchell

Seconded by David Mayberry

RESOLVED that the policy be established whereby the Township funds handicapped accessibility improvements to municipal facilities, although contributions from local boards for this purpose are appreciated.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 420 FROM E. PAUL ELSTON OF R.J. BURNSIDE,
DETAILED BREAKDOWN OF INVOICE UZ-02-2844
RE: VINCENT DRAIN IMPROVEMENT 2002

Staff was directed to include this invoice, totaling \$1,831.04, plus tax, on a voucher for payment.

CORRESPONDENCE ITEM NO. 439 FROM ONTARIO HERITAGE TRUST
RE: 2007 HERITAGE COMMUNITY RECOGNITION PROGRAM

Resolution No. 20 –

Moved by David Mayberry

Seconded by Gerry Mitchell

RESOLVED that Correspondence Item No. 439 be noted and filed.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 307 FROM CITY OF KAWARTHA LAKES
RE: CANADA GOOSE PROBLEM

Resolution No. 21 –

Moved by Gerry Mitchell

Seconded by David Mayberry

RESOLVED that the City of Kawartha Lakes resolution requesting the Province of Ontario to establish a province-wide Canada Goose Management Program be noted and filed.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 465 FROM TOWNSHIP OF SMITH-ENNISMORE-
LAKEFIELD
RE: COSMETIC USE OF PESTICIDES

Resolution No. 22 –

Moved by Ron Sackrider

Seconded by D. Anne Vanhoucke

RESOLVED that the resolution of the Township of Smith-Ennismore-Lakefield requesting the Province of Ontario to ban the cosmetic use of pesticides on non-agricultural lands be supported.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 488 FROM ONTARIO GOOD ROADS ASSOCIATION
 RE: MUNICIPAL DATAWORKS, A DATA REPOSITORY AND ASSET MANAGEMENT
 APPLICATION

Resolution No. 23 –

Moved by Gerry Mitchell
 Seconded by David Mayberry

RESOLVED that the Clerk-Treasurer Administrator be authorized to sign the Municipal DataWorks Data Provision Agreement with the Ontario Good Roads Association.

DISPOSITION: Motion Carried

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 09-2007
 SUBJECT: FUNDING ACCESSIBILITY IMPROVEMENTS AT MT. ELGIN AND
 SALFORD COMMUNITY HALLS

Resolution No. 24 –

Moved by Gerry Mitchell
 Seconded by David Mayberry

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 09-2007 be accepted.

DISPOSITION: Motion Carried

ACCOUNTS

Resolution No. 25 –

Moved by D. Anne Vanhoucke
 Seconded by Gerry Mitchell

RESOLVED that the following Accounts be approved for payment:

Accounts Payable Council Report	\$	155,732.37
GST recoverable	\$	7,409.54
Bi-weekly #11-2007 (2% retro included)	\$	30,107.25
Pre-authorized payments	\$	8,979.09
TOTAL	\$	<u>202,228.25</u>

DISPOSITION: Motion Carried

INFORMATION CORRESPONDENCE

Resolution No. 26 –

Moved by David Mayberry
 Seconded by Gerry Mitchell

RESOLVED that correspondence numbered as follows be noted and filed:

#409, #414, #417, #423, #427, #429, #430, #441, #442, #443, #445, #446, #449,
 #450, #451, #452, #453, #454, #455, #459, #460, #463, #466, #470, #471, #473,
 #476, #478, #483, #487, #488.

DISPOSITION: Motion Carried

BY-LAW NO. 19-2007 (3rd READING)
SUBJECT: TO INCREASE FEES FOR PHEASANT AND RABBIT HUNTING LICENCE IN
TOWNSHIP OF SOUTH-WEST OXFORD

Resolution No. 27 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the By-Law to increase fees for pheasant and rabbit hunting licences in the Township of South-West Oxford be now Read a Third Time and Finally Passed, signed, sealed and numbered 19-2007.

DISPOSITION: Motion Carried

BY-LAW NO. 22-2007
SUBJECT: TO AUTHORIZE EXECUTION OF AN AGREEMENT WITH DAWNE LEA
FEWSTER TO ALLOW THE HOUSE ON THE FEWSTER PROPERTY IN NORTH HALF
OF LOT 12, CON. 5 (DEREHAM) TO CONTINUE TO BE OCCUPIED AS A RESIDENCE
WHILE A NEW HOUSE IS CONSTRUCTED

Resolution No. 28 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the mover be granted leave to introduce a by-law to authorize the Mayor and Clerk to sign an Agreement between the Corporation of the Township of South-West Oxford and Dawne Lea Fewster and this shall constitute the First and Second Reading thereof. (By-Law No. 22-2007)

DISPOSITION: Motion Carried

Resolution No. 29 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the By-Law to authorize the Mayor and Clerk to sign an Agreement between the Corporation of the Township of South-West Oxford and Dawne Lea Fewster be now Read a Third Time and Finally Passed, signed, sealed and numbered 22-2007.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 497 FROM ASSOCIATION OF MUNICIPALITIES OF
ONTARIO (AMO)
RE: MINISTRY OF ENERGY'S COMMUNITY CONSERVATION INITIATIVES (CCI)
FUND

A copy of Correspondence Item No. 497 is to be sent to the Township's Community Hall Boards.

CLOSED MEETING

Resolution No. 30 –

Moved by Gerry Mitchell
Seconded by David Mayberry

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 2:20 p.m. and reconvened "in public" at 2:48 p.m.

SPRIET ASSOCIATES' ENGINEERING INVOICE
RE: BROWNSVILLE COMMUNITY HALL

Resolution No. 31 –

Moved by D. Anne Vanhoucke
Seconded by David Mayberry

RESOLVED that the Township fund half of the cost of the invoice from Spriet Associates with regard to Brownsville Community Hall with the balance to be the responsibility of the Hall Board.

DISPOSITION: Motion Carried

CLERK-TREASURER ADMINISTRATOR'S REPORT NO C.T.A. 07-2007
SUBJECT: REMUNERATION FOR CONTRACTED TDAFL EMPLOYEE

Resolution No. 32 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 07-2007 be accepted.

DISPOSITION: Motion Carried

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 08-2007
SUBJECT: REPORT ON ASSESSMENT AND TAXES (TOWNSHIP) IN THE AREA OF
PROPOSED ADJUSTMENT OF BOUNDARY WITH WOODSTOCK

Resolution No. 33 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 08-2007 be accepted.

DISPOSITION: Motion Carried

DEPUTY CLERK-TREASURER'S REPORT NO. D.C.T. 18-2007
SUBJECT: FINANCIAL STATEMENTS 2001-2006 FOR FIRE STATIONS

Resolution No. 34 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Deputy Clerk-Treasurer's Report No. D.C.T. 18-2007 be accepted.

DISPOSITION: Motion Carried

DEPUTY CLERK-TREASURER'S REPORT NO. D.C.T. 19-2007
SUBJECT: SECOND DRAFT OF 2007 TOWNSHIP BUDGET

Resolution No. 35 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Deputy Clerk-Treasurer's Report No. D.C.T. 19-2007 be accepted.

DISPOSITION: Motion Carried

SPECIAL COUNCIL MEETING, MONDAY JUNE 18, 2007, 7:00 P.M.

Resolution No. 36 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that a Special Council Meeting be held on Monday, June 18, 2007, to consider Fire Department estimates and the monthly reports for the Fire Halls.

DISPOSITION: Motion Carried

REMUNERATION RATES FOR 2007 FOR FIREFIGHTERS

Resolution No. 37 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that remuneration rates for Township firefighters be increased by 2% retro-active to January 1, 2007.

DISPOSITION: Motion Carried

FUNDING OF OPERATIONAL COSTS OF BEACHVILLE DISTRICT MUSEUM

Resolution No. 38 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Beachville District Museum be advised that the Township of South-West Oxford is prepared to commit to funding the operational costs of the museum, as outlined in the May 9, 2007, Visioning Report, on the basis of a 60/40 split with the Township of Zorra, commencing with the year 2008.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 39 -

Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that there being no further business Council adjourn at 4:20 p.m. to meet again on June 18, 2007 commencing 7:00 p.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 19th day of June, 2007

MAYOR: James Hayes

CLERK: Allen Forrester