

**TOWNSHIP OF SOUTH-WEST OXFORD
COUNCIL MINUTES**

November 4, 2008

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

MEMBERS ABSENT: Councillor(s): Jay Heaman

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 David Mayberry
Seconded by Ron Sackrider

RESOLVED that the agenda for the November 4, 2008, Meeting of
Council be accepted.

DISPOSITION: Motion Carried.

MINUTES:

Resolution No. 2 –

Moved David Mayberry
Seconded by Ron Sackrider

RESOLVED that the minutes of the October 21, 2008, Regular Meeting of
Council be accepted.

DISPOSITION: Motion Carried.

Resolution No. 3 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the minutes of the October 21, 2008, Closed Meeting of
Council be accepted.

DISPOSITION: Motion Carried

Resolution No. 4 –

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that the minutes of the September 16th, 2008, Meeting of
Council be revised by inserting the following which was omitted in error:

“Resolution No. 5
Moved by George Klosler
Seconded by Gerry Mitchell
RESOLVED that the annual allowance rate for the position of
Lieutenant in a Fire Department be set at \$1,400.00 per annum.
DISPOSITION: Motion Carried.”

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

Councillor Gerry Mitchell declared a conflict of interest with regard to appointment to the positions of Lieutenant in the Fire Departments.

WORKS DEPARTMENT

Works Superintendent Bill Freeman gave his report as follows:

Report No. W.D. 29-2008, Subject:

- 1) Dodge Line
- 2) Works Department Activity

Resolution No. 5 –

Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the Works Superintendent's Report No. W.D. 29-2008 be accepted.

DISPOSITION: Motion Carried

Resolution No. 6 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that the Reconstruction of Dodge Line in the village of Sweaburg be approved and an application be submitted for funding for this project under the Building Canada Fund – Communities Component (Intake One).

DISPOSITION: Motion Carried

BUILDING DEPARTMENT

Chief Building Official Dwayne Daniel gave his report as follows:

Report No. B.D. 19-2008, Subjects:

- 1) Ontario Building Officials Association 52nd Annual Meeting and Training Session.
- 2) Community Planning and Zoning Administration Course
- 3) Stubbe House
- 4) Inspections

Resolution No. 7 –

Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the Chief Building Official's Report No. B.D. 19-2008 be received.

DISPOSITION: Motion Carried

DRAINAGE DEPARTMENT

Drainage Superintendent Wray Ramsay gave his report as follows:

Report No. D.D. 25-2008, Subject(s):

- 1) Drainage Activity for October

Resolution No. 8 –

Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the Drainage Superintendent's Report No. D.D. 25-2008 be received.

DISPOSITION: Motion Carried

CLOSED MEETING

Resolution No. 9 –

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 9:42 a.m. and reconvened “in public” at 10:09 a.m.

BY-LAW ENFORCEMENT

Resolution No. 10 –

Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that the By-Law Enforcement Officer’s Report No. B.E. 10-2008 be accepted.

DISPOSITION: Motion Carried

INSURANCE PROGRAM FOR THE YEAR 2009

Bryce Sibbick of Frank Cowan Company Ltd. previewed the program of insurance coverage proposed for 2009.

Mr. Sibbick said he would review the deductible and claims experience on property coverages to see if there is potential for savings.

Resolution No. 11 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that the Municipal Insurance Program for the Year 2009 presented by Frank Cowan Company Ltd. be received.

DISPOSITION: Motion Carried

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

Resolution No. 12 –

Moved by David Mayberry
Seconded by Ron Sackrider

RESOLVED that Council adjourn in order that a meeting of the Township of South-West Oxford Committee of Adjustment may be held.

DISPOSITION: Motion Carried

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

**CORRESPONDENCE ITEM NO. 923 FROM UPPER THAMES RIVER CONSERVATION AUTHORITY (UTRCA)
RE. 2009 PRELIMINARY BUDGET AND PROPOSED ADMINISTRATION OFFICE
DRAFT FINANCE PLAN**

Council discussed the UTRCA’s proposed administrative office building project.

***CORRESPONDENCE ITEM NO. 938 FROM ONTARIO MINISTRY OF CITIZENSHIP
AND IMMIGRATION
RE. 2009 ONTARIO VOLUNTEER RECOGNITION PROGRAM***

Resolution No. 13 –

Moved by D. Anne Vanhoucke
Seconded by George Klosler

RESOLVED that Marilyn Wilken be nominated for a Volunteer Service Award (VSA) in recognition of her continuous years of service with the Community Oriented Police Service (COPS) Committee.

DISPOSITION: Motion Carried

***CORRESPONDENCE ITEM NO. 957 FROM TOWN OF EAST GWILLIMBURY
RE. REQUESTING FEDERAL AND PROVINCIAL GOVERNMENTS TO PROVIDE
MORE FUNDING TO SUPPORT MUNICIPAL ROADS AND BRIDGES***

Resolution No. 14 –

Moved by D. Anne Vanhoucke
Seconded by Ron Sackrider

RESOLVED that the resolution of the Town of East Gwillimbury requesting the Federal and Provincial Governments to provide more funding for municipal roads and bridges that is predictable and sustainable be supported.

DISPOSITION: Motion Carried

ADJOURN FOR A PUBLIC MEETING FOR SITE PLAN APPROVAL GUIDELINES

Resolution No. 15 –

Moved by Gerry Mitchell
Seconded by David Mayberry

RESOLVED that Council adjourn for a Public Meeting for Site Plan Control Guidelines.

DISPOSITION: Motion Carried

Melissa Sherran, Planner, Community and Strategic Planning, County of Oxford, reviewed Planning Report No. 2008-307 with regard to Site Plan Approval Guidelines for the Township of South-West Oxford.

The report included a draft by-law to designate the whole of the Township of South-West Oxford as a site plan control area and outlined a formal site plan approval process for the Township.

Resolution No. 16 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the Public Meeting for Site Plan Approval Guidelines be adjourned.

DISPOSITION: Motion Carried

REQUEST FOR NEW STREETLIGHT ON GLOVER STREET, BROWNSVILLE

Resolution No. 17 –

Moved by David Mayberry
Seconded by Gerry Mitchell

RESOLVED that the request of Dave and Jackie Piche for a street light at the end of their laneway at Glover Street in Brownsville be deferred to the next meeting of Council.

DISPOSITION: Motion Carried

DEPUTY CLERK-TREASURER'S REPORT NO. D.C.T. 14-2008

SUBJECT: REVENUE REPORT FOR 2008 (TO OCTOBER 28, 2008)

Resolution No. 18 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that the Deputy Clerk-Treasurer's Report No. D.C.T. 14-2008 be received.

DISPOSITION: Motion Carried

CORRESPONDENCE ITEM NO. 945 FROM LOUISE TASCHNER, SECRETARY, COUNTY OF OXFORD LAND DIVISION COMMITTEE RE. TRAINING SESSION FOR LAND DIVISION AND COMMITTEE OF ADJUSTMENT MEMBERS

The Clerk was directed to inform Louise Taschner that the Township of South-West Oxford is willing to co-host a training session and that some members of the Township of South-West Oxford Committee of Adjustment are interested in attending, depending on the date it will be held on.

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 28-2008

SUBJECT: HEALTH & SAFETY POLICY

Resolution No. 19 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 28-2008 be accepted.

DISPOSITION: Motion Carried

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. 30-2008

SUBJECT: DECISION AS TO WHETHER A STANDARD SEVERANCE AGREEMENT IS REQUIRED FOR CONSENT APPLICATION NO. B-41/08 OF DAVID AND DEBBIE PATON

The report recommended that a standard severance agreement not be required.

Resolution No. 20 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 30-2008 be accepted.

DISPOSITION: Motion Carried

SAFTEY REPORT – BROWNSVILLE PLAYGROUND

Council discussed safety items in the October 20, 2008, inspection report for the Brownsville Playground that had not yet been addressed.

The Clerk was directed to speak to the Works Superintendent about having the Works Department correct safety deficiencies at the playground.

Resolution No. 23 –

Moved by Ron Sackrider
Seconded by Gerry Mitchell

RESOLVED that the tender of Metalfab Limited for
1) Supply of two (2) rescue vans at the price of \$399,768.60 including tax
2) Option: Supply of two (2) generators (Honda 5000w)
at the price of \$6,930.00 including tax
for a total of \$406,698.60
be accepted.

DISPOSITION: Motion Carried

ADJOURN FOR LUNCH

Council adjourned for lunch at 12:15 p.m. and reconvened at 12:50 p.m.

COMBINED FIRE DEPARTMENTS REPORT NO. C.F.R. 1-2008

SUBJECT: PROMOTION OF FIRE FIGHTERS TO LIEUTENANT POSITIONS

Councillor Gerry Mitchell, having declared a conflict of interest absented himself from the Council Chamber during the consideration of this matter.

Resolution No. 24 –

Moved by Ron Sackrider
Seconded by George Klosler

RESOLVED that Report No. C.F.R. 1-2008 from the Fire Chiefs recommending that the following persons be appointed to the position of Lieutenant:

Mike Verboom, Brownsville Fire Station
Bill Wilford, Mt. Elgin Fire Station
David Mitchell, Beachville Fire Station
be accepted.

DISPOSITION: Motion Carried

Councillor Gerry Mitchell rejoined the meeting.

CLOSED MEETING

Resolution No. 25 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

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 1:05 p.m. and reconvened “in public” at 2:09 p.m.

CLERK-TREASURER ADMINISTRATOR'S REPORT NO. C.T.A. 29-2008

SUBJECT: ORGANIZATION CHART

Resolution No. 26 –

Moved by George Klosler
Seconded by D. Anne Vanhoucke

RESOLVED that the Clerk-Treasurer Administrator's Report No. C.T.A. 29-2008 be accepted.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No. 27 -

Moved by Ron Sackrider
Seconded by David Mayberry

RESOLVED that there being no further business Council adjourn at 2:15 p.m. to meet again on November 18, 2008 commencing 7:00 p.m.

DISPOSITION: Motion Carried

These minutes were adopted by Council on the 18th day of November, 2008.

MAYOR: James Hayes

CLERK: Allen Forrester