Township of South-West Oxford Council Minutes September 5, 2023

<u>Members Present</u> :	Mayor: Councillors:	Mayor David Mayberry, Paul Buchner (Ward 1), Peter Ypma (Ward 2), Valerie Durston (Ward 3), George Way (Ward 4), Jim Pickard (Ward 5), Craig Gillis (Ward 6)
<u>Members Absent</u> .	None.	
<u>Staff Present</u> :	Mary Ellen Greb, CAO/Treasurer Julie Middleton, Clerk Adam Prouse, Works Superintendent Brooke Crane, Deputy Treasurer Howard Leaver, Chief Building Official Rob Serson, Fire Chief and CEMC Nicole Chambers, Records Management Co- ordinator/Clerk's Assistant	

Call Meeting to Order

The meeting was called to order at 9:00 a.m. by Mayor David Mayberry and a quorum was present.

Motion to Accept Agenda

Resolution No. 1 Moved by Craig Gillis Seconded by Paul Buchner

RESOLVED that the regular meeting agenda for the September 5th, 2023 meeting of council be approved.

DISPOSITION: Motion Carried

<u>Declaration of Pecuniary Interest</u> None.

<u>Minutes</u>

August 8th, 2023 Regular Council Meeting Minutes

Resolution No. 2 Moved by George Way Seconded by Peter Ypma RESOLVED that the regular minutes of the August 8th, 2023 council meeting be approved, as amended.

DISPOSITION: Motion Carried

Business Arising from the Minutes

CL 38-2023: Business Arising from the Minutes of August 8th, 2023

Clerk Julie Middleton provided Council with a report to provide an overview for Council of the staff actions arising from the minutes of the last Council meeting.

Resolution No. 3 Moved by Jim Pickard Seconded by Peter Ypma

> RESOLVED that the Council of the Township of South-West Oxford receive report CL 38-2023 Summary of Staff Actions Related to Business Arising from the Minutes of August 8th, 2023 as information.

DISPOSITION: Motion Carried

Staff Reports

BD-07-2023: July 2023 Building Report

Chief Building Official Howard Leaver provided Council with a report to provide them with the status of the activities in the building department as of the end of July, 2023.

Resolution No. 4 Moved by Craig Gillis Seconded by Valerie Durston

> RESOLVED that the Council of the Township of South-West Oxford receive report BD-07-2023 Monthly Building Report for July 2023 as information.

DISPOSITION: Motion Carried

CL 39-2023: Property Standards Committee Terms of Reference and Appointments

Clerk Julie Middleton provided Council with follow up information in relation to the updated Property Standards By-law, and to establish and appointment members to the Township's Property Standards Committee. Resolution No. 5 Moved by Peter Ypma Seconded by Valerie Durston

> RESOLVED that the Council of the Township of South-West Oxford receive report CL 39-2023: Property Standards Committee Terms of Reference and Appointments;

> AND FURTHER THAT Council approve the draft Terms of Reference for the Township's Property Standards Committee as attached to Report CL 39-2023.

DISPOSITION: Motion Carried

Resolution No. 6 Moved by Craig Gillis Seconded by George Way

> RESOLVED that the Council of the Township of South-West Oxford appoint the following members to the Township's Property Standards Committee to coincide with the current term of Council, ending on November 15th, 2026:

- Craig Gillis
- Paul Buchner
- Valerie Durston

DISPOSITION: Motion Carried

CL 40-2023: 2024 Council Meeting Dates

Clerk Julie Middleton provided Council with a report to establish and approve the Council meeting schedule for 2024 and request Council's consideration of a proposed change to the start time of evening Council meetings commencing January 1st, 2024.

Members of Council expressed some concern in relation to a proposed 6:30 p.m. Council meeting start time. Council agreed to try this and review after a few months.

Resolution No. 7	Moved by Paul Buchner	
	Seconded by Valerie Durston	

RESOLVED that the Council of the Township of South-West Oxford receive report CL40-2023: 2024 Council Meeting Dates as information;

AND FURTHER THAT Council approve the 2024 Council Meeting Date schedule as outlined in Report No. CL 40-2023;

AND FURTHER THAT Council provide direction to staff to amend Section 4.1 of the Township's Procedural By-law No. 41-2020 to provide that evening Council meetings begin at 6:30 p.m. effective January 1st, 2024 on a trial basis for one year, and to review after the first three months in 2024.

DISPOSITION: Motion Carried

<u>CL 41-2023: Request for Special Occasion Permit (Event of Municipal Significance): Mount Elgin Community Centre Trivia Night</u>

Clerk Julie Middleton provided Council with a report to bring forward a request for a special occasion permit for Council's consideration that has been received by the Mount Elgin Community Centre Hall Board for their upcoming Trivia Night fundraising event.

Resolution No. 8 Moved by Peter Ypma Seconded by Paul Buchner

> RESOLVED that the Council of the Township of South-West Oxford receive report CL 41-2023 Request for Special Occasion Permit (Event of Municipal Significance): Mount Elgin Community Centre Trivia Night as information;

AND FURTHER THAT Council designate the event to be hosted by the Mount Elgin Community Centre Hall Board on October 20th, 2023 from 7:00 p.m. to 12:00 midnight as an event of municipal significance and express the Township's support of their application to the Alcohol and Gaming Commission of Ontario for a Special Occasion Permit.

DISPOSITION: Motion Carried

FC 01-2023: South-West Oxford Fire & Emergency Services 2022-year end and January 1 to June 30 2023 Activity Report

Fire Chief Rob Serson provided Council with a report to provide them with information on the fire department's activities and inform them that the department is meeting legislative requirements.

Councillor Pickard requested clarification in relation to the breakdown of call types. Changes to the training schedule were also discussed. Training attendance has increased since Covid-19 restrictions have been lifted. It was also noted that the Mount Elgin station responds to a lot of assistance calls to other stations – they are back-up response for Brownsville and Beachville stations.

Resolution No. 9 Moved by Craig Gillis Seconded by George Way

> RESOLVED that Council for the Corporation of South-West Oxford receive report FC 01-2023: 2022 Yearend and January 1 to June 30, 2023 Activity Report as information.

DISPOSITION: Motion Carried

FC 02-2023: Request to Approve the Transfer of Reserves for Emergency Repairs to the Fire Communication System

Fire Chief Rob Serson provided Council with a report to provide them with information on the fire department radio system and the emergency repairs currently required, which were not included in the 2023 budget. It was questioned if the funds required for the repairs will be put back into reserves in 2024 – this will be considered and confirmed as part of the 2024 budget deliberations.

Resolution No. 10 Moved by Jim Pickard Seconded by Peter Ypma

> RESOLVED that Council for the Corporation of South-West Oxford receive report FC 02-2023 as information;

AND FURTHER THAT Council authorize the transfer of \$10,492.00 from the Fire Radio/Communication Reserve to cover the unexpected 2023 expenditure.

DISPOSITION: Motion Carried

Appointment

Resolution No. 11 Moved by George Way Seconded by Valerie Durston

> RESOLVED that the Council of the Township of South-West Oxford move into public meeting at 9:25 a.m. to consider Zone Change Application ZN 4-22-28 submitted by Connie Lucassen for property located at 564512 Karn Road.

DISPOSITION: Motion Carried

<u>9:25 a.m. - Development Planner Spencer McDonald - Public Meeting: Zone</u> Change Application ZN 4-22-28 submitted by Connie Lucassen for property located at 564512 Karn Road

Development Planner Spencer McDonald explained that the application for zone change proposes to rezone the lot to be severed resulting from consent application B22-92-4 from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' to recognize the use of the subject lands for nonfarm rural residential purposes, including an oversized accessory structure, and to fulfil a condition of consent. The related application for consent was approved by the Oxford County Land Division Committee on March 2, 2023 via an application for farm consolidation and will facilitate the 'creation' of a non-farm rural residential lot.

The subject lands are described as Part Lot 8, Concession 1 (West Oxford), Township of South-West Oxford. The lands are located on the south side of Karn Road, between West Hill Line and East Hill Line and are municipally known as 564512 Karn Road. They are approximately 0.81 ha (2 ac) in area and contain an existing single detached dwelling, an oversized accessory structure and a smaller metal clad shed. The larger accessory structure is approximately 204 m2 / 2,200 ft2 in size. The cumulative total of the accessory structures will be approximately 288 m2 (3,100 ft2) for which the special zoning provision has been requested.

As the proposal will recognize an existing permanent dwelling rendered surplus as a result of farm consolidation, planning staff are satisfied that the proposal complies with the policies of the PPS regarding agricultural uses in prime agricultural areas. The proposed lot area and locations of the existing dwelling and accessory structure relative to the new lot boundaries appear to meet the provisions of the RR zone. However, the cumulative total gross floor area of the existing accessory structures exceeds the maximum permitted for a building or structure accessory to a residential use (approximately 288 m2 / 3,100 ft2 rather than the maximum permitted 150 m2 / 1,614 ft2).

With respect to the applicant's proposal to retain the existing accessory structures for storage purposes, staff are of the opinion that this request is reasonable. The existing structures are currently utilized for storage purposes, as well buffered by existing trees, and will remain of such proportions that they are accessory to and/or subordinate to the principle use of the lot for residential purposes. In light of the foregoing, it is the opinion of planning staff that the application to rezone the subject lands from 'A2' to 'RR-sp' is consistent with the policies of the PPS and maintains the general intent and purpose of the Official Plan. Planning staff are satisfied that the application can be given favourable consideration.

No member of the public spoke in support of or opposed to the application.

Connie Lucassen, Applicant, commented that she is in support of planning staff's recommendation as contained within the report.

Resolution No. 12	Moved by Valerie Durston	
	Seconded by Paul Buchner	

RESOLVED that the Council of the Township of South-West Oxford reconvene in regular session at 9:27 a.m.

DISPOSITION: Motion Carried

Resolution No. 13 Moved by Craig Gillis Seconded by Jim Pickard

> RESOLVED that the Council of the Township of South-West Oxford approve the zone change application submitted by Connie Lucassen, whereby the lands described as Part Lot 8, Concession 1 (West Oxford), Township of South-West Oxford are to be rezoned from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-43).

DISPOSITION: Motion Carried

9:35 a.m. - Marnie Dawson, Boralex Beyond Renewable Energy

Marnie Dawson, on behalf of Boralex Beyond Renewable Energy, provided a presentation to Council in relation to a proposed battery storage facility in South-West Oxford. She commented as follows:

- Guided by social and environmental values, Boralex provides its customers with clean energy in the most competitive way possible. The Corporation generates profitable and sustainable growth, thereby creating and sharing value while respecting its stakeholders.
- Ontario is entering a period of emerging electricity system needs that will require new electricity resources this decade.
- To address this need, The Independent Electricity System Operator (IESO) is competitively securing up to 4,000 MW through the first long term request for proposals process (LT RFP).
- The IESO is now holding another competitive procurement, LT1 RFP to secure up to 2,500 MW of capacity, of which 1,600 MW is to come from energy storage.
- Boralex first reached out to Oxford County Mayors in Spring, 2022 to consult on potential interest to host a new project within the County.
- Through ongoing discussions, the guidance from South-West Oxford was that an ideal location would be to utilize depleted aggregate land for a battery project.
- After outreach with several area companies, Hydro One, aggregate operators, the Innes family and South-West Oxford staff, the site was selected.
- We have been engaging with the Innes family and Thornton Sand & Gravel Limited to determine the best location on the site for our proposed Oxford Battery Energy Storage Project. (Project)
- In June, with approval from the Innes family, we submitted a deliverability test into the IESO to determine the capacity on the existing HONI 115kV line and potential size of our Proposed Project.
- Provided an explanation in relation to how battery energy storage systems work and why they are beneficial to support the hydro grid.
- Boralex is hosting an open house for the proposed Oxford Battery Storage Project on Thursday, September 14th, 2023 at the Folden's Hall from 4:00 p.m. to 8:00 p.m.

Mayor and Council thanked them for their presentation. Members of Council has the following comments:

- Discussion took place regarding the lifetime of the batteries. The goal of the battery storage facility is to provide full power for four hours. Life expectancy of the batteries is usually over 20 years; however, batteries need to be changed out each year to maintain full power.
- Construction of the facility is estimated to take approximately one year.
- Batteries are not currently fully recyclable; however, this is new technology and it is anticipated that batteries will be fully recyclable in the future.
- Access to the proposed site would be off Clarke Road. The entire development is proposed to consist of approximately 12 acres of a depleted aggregate site. Design will take into consideration flooding

possibility to ensure that drainage is adequate and will not be flooded. Aggregate extraction of the proposed site is not below the water table.

- Fire protection and systems to prevent stray voltage were also discussed. Best practice in relation to fire protection is to let the batteries burn and protect surrounding structures so that the fire doesn't spread.
- There would be no permanent structures associated with the facility. The structures will be dropped in place.
- Other battery storage sites were also discussed there are some small sites in Toronto currently and another one in Hagersville. There are many sites operating in the United States.
- Zoning requirements and consultation with planning staff will need to follow. An Official Plan Amendment and Zoning Amendment may be required.
- The aggregate site plan will also require an amendment with the Ministry of Natural Resources.
- County Public Works also has questions in relation to the location of various structures to make up the facility and access to the proposed site.
- Members of staff and Council are encouraged to come to the upcoming open house to discuss the project in more details and get more information about the proposal.

<u>10:00 a.m. - Christene Scrimgeour, Scrimgeour & Company CPA</u> Professional Corporation - 2022 Audited Financial Statements

Christene Scrimgeour, on behalf of Scrimgeour & Company CPA Professional Corporation, presented the Township's audited financial statement and trust fund statement as of December 31, 2022. She thanked Deputy Treasurer Brooke Crane and all finance staff for all their work towards completing the audit process for the year. She presented a clean auditor's opinion to Council.

Ms. Scrimgeour provided Council with a high-level review of the audited financial statement and trust fund statement. She noted that the Township had significant new capital improvements in 2022 (almost \$4 million) and related new debenture of just over \$1 million. She noted a decreased of net financial assets for the Township which is directly related to the new debenture for capital works. For a municipality of this size, South-West Oxford does not have a lot of debt.

Ms. Scrimgeour noted the importance of billing out drain receivables as soon as possible. Several projects have been completed, expenses have been paid and the Township is waiting on receipt of grant dollars to invoice benefiting property owners. She noted that there was nothing else of concern in relation to the Township's financial statement and trust fund statement. Resolution No. 14 Moved by Jim Pickard Seconded by George Way

> RESOLVED that the Council of the Township of South-West Oxford receive and approve the Township's Financial Statement and Trust Fund statement as of December 31st, 2022.

DISPOSITION: Motion Carried

*Council took a ten-minute break at 10:20 a.m.

Planning & Zoning – For Information

- Public Notice: B23-28-4 & B23-29-4: Thames Talbot Land Trust & Carol Godbout for property located on Robinson Road
- Public Notice: B23-18-4 & B23-19-4: Van Roekel Holsteins Inc. & Ruth Ingham for property located on Clarke Road

Agenda Items & Correspondence

#147 - Oxford County Council Report - August, 2023

Discussion took place regarding disappointment in relation to the changes approved for County Council meetings. An amendment to the County's procedural by-law was approved to provide that all County Council meetings take place during the day which will limit the availability of some members to participate on County Council, as well as for members of the public to attend.

It was noted that the County also amended their flag policy. Flag policies are not consistent throughout Oxford. It was requested that staff bring back more information in relation to this matter for Council's consideration. It was suggested that consistency with other Oxford municipalities may be appropriate.

Discussion also took place regarding the proposed development of the former hospital grounds within Woodstock – Councillor Gillis commented that he was disappointed not to see a higher density of development proposed at this location.

#148 - Oxford County Community Planning Resource Needs - County Council Report

#149 - Resolution of Oxford County Council re: Strong Mayors

Council commended Oxford County for stating that they do not want to be a part of the expansion of strong mayor powers. Council discussed concerns in relation to strong mayor powers at the local level. Councils are elected to make decisions as a whole on behalf of the community.

#150 - Changes to Oxford County Council Meeting Schedule

#151 - Safe & Well Oxford - Update: June 19th, 2023 Minutes, DEI Update, Communication/Awareness Substance Misuse, Intimate Partner Violence

Councillor Pete Ypma prepared a written statement in relation to the document included in the agenda package from the Safe and Well Oxford Steering Committee titled "Why Pronouns Matter". He expressed opposition to this initiative, and called on the Township and County to scrap this document.

Councillor Valerie Durston stated that she would like to get more information on this topic (pronouns) to understand why this is important and become more educated on it. She expressed concerns in relation to terminology used surrounding substance misuse/use and 'safe' consumption.

#152 - Big Brothers Big Sisters Month - Proclamation Request

Councillor Paul Buchner requested that the Township support the request to proclaim September Big Brothers Big Sisters month.

#153 - AMO Policy Update - Property Tax Assessment

CAO Mary Ellen Greb advised Council that she has sent an email to the Oxford MPP in this matter.

#154 - Province announces new investments and tools for municipalities at 2023 AMO conference - Build Ontario

The SWOX Housing Opportunities Committee will review this at their next meeting in October.

#155 - MADD Message Yearbook Advertising Information

#156 - Streamlining of Approvals under the Aggregate Resources Act and Supporting Policy

Resolution No. 15 Moved by Valerie Durston Seconded by Craig Gillis RESOLVED that agenda and correspondence items #147, #148, #150, #151, #154 to #156 inclusive be received as information and that they be noted and filed.

DISPOSITION: Motion Carried

Resolution No. 16 Moved by George Way Seconded by Paul Buchner

> RESOLVED that the Council of the Township of South-West Oxford provided direction to the Mayor to send a letter of opposition in relation to the proposed expansion of strong mayor powers (#149).

DISPOSITION: Motion Carried

Resolution No. 17 Moved by Jim Pickard Seconded by George Way

> WHEREAS Big Brothers Big Sisters of Oxford County play an integral role in creating and supporting caring, healthy and positive role models for young people in the Oxford County; and

WHEREAS for over 50 years many have made it a priority to provide excellent mentors for young people, regardless of their age, gender, race, and religion; and

WHEREAS there is quantifiable proof that mentorship leads to measurable outcomes in Social Emotional Competence, Mental Health & Wellbeing, and Educational Engagement & Employment Readiness; and

WHEREAS they realize they are making an investment in the future of our community; and

WHEREAS they envision a community where all young people realize their full potential; and

WHEREAS, they rely on the generosity and support of volunteers and donors to help them achieve their goals.

NOW THEREFORE, I, David Mayberry, Mayor of the Township of South-West Oxford, DO HEREBY PROCLAIM September, 2023 as Big Brother Big Sister Month. I encourage everyone to Volunteer or Donate by visiting www.bbbsoxford.ca and discover how you can be the spark that ignites the power and potential of a young person in your community!

DISPOSITION: Motion Carried

Resolution No. 18 Moved by Craig Gillis Seconded by Peter Ypma

> RESOLVED that the Council of the Township of South-West Oxford provided direction to staff to send a letter of opposition to the Premier, Minister of Finance and Oxford MPP in relation the Province's recent announcement regarding property tax assessment.

DISPOSITION: Motion Carried

Account Payable Report

September 5th, 2023 - Accounts Payable Report

Resolution No. 19 Moved by Paul Buchner Seconded by George Way

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for August 6 to 26, 2023	\$1,686,773.46
Bi-Weekly Payroll #16	\$48,079.52
Bi-Weekly Payroll #17	\$49,348.28
Fire Pay #8	\$18,980.16
Council Pay #8	\$8,430.77
Total:	\$1,811,612.19

DISPOSITION: Motion Carried

Information Items & Correspondence

#157 - Township of The Archipelago Resolution re: Request to Province to Establish a Regulatory Framework for Digital Platforms such as Airbnb and VRBO #158 - Resolution of Support Township of Selwyn re: Short Term Rentals

#159 - Township of Severn Resolution re: Just Transition Transfer

#160 - Northumberland County Resolution re: Use of Long-Term Care Funding to Support Community Care Services

#161 - Township of Emo Resolution re: Black Ash Tree - Endangered Species Classification

Resolution No. 20 Moved by George Way Seconded by Peter Ypma

> RESOLVED that information and correspondence items #157 to #161 inclusive be received as information and that they be noted and filed.

DISPOSITION: Motion Carried

By-laws and Agreements

- By-Law No. 49-2023 To amend Township of South-West Oxford Zoning By-law (ZN 4-22-28 Lucassen)
- By-Law No. 50-2023 To authorize the execution of an agreement of purchase and sale (Erik Neumann)
- Resolution No. 21 Moved by Jim Pickard Seconded by George Way

RESOLVED that the following By-Laws be introduced and that they be read a first and second time:

- By-Law No. 49-2023 being a By-law to amend Township of South-West Oxford Zoning By-law (ZN 4-22-28 - Lucassen)
- By-Law No. 50-2023 being a By-law to authorize the execution of an agreement of purchase and sale (Erik Neumann)

DISPOSITION: Motion Carried

Resolution No. 22 Moved by Paul Buchner Seconded by Craig Gillis RESOLVED that By-Laws 49-2023 and 50-2023 inclusive be read a third time and finally passed, and that the Mayor and Clerk be authorized to sign the By-Law and affix the corporate seal.

DISPOSITION: Motion Carried

Committees

- Mount Elgin Community Centre Meeting Minutes of July 24th, 2023
- Engage and Inform Committee Meeting Minutes of June 7th, 2023
- Environment and Energy Innovation Committee Meeting Minutes of June 7th, 2023

 Resolution No. 23 Moved by Valerie Durston Seconded by George Way
 RESOLVED that the Council of the Township of South-West Oxford received the following minutes as information:

 Mount Elgin Community Centre Meeting Minutes of July 24, 2023
 Engage and Inform Committee Meeting Minutes of June 7th, 2023
 Environment and Energy Innovation Committee Meeting Minutes of June 7th, 2023

DISPOSITION: Motion Carried

Strategic Planning

Notice: Final Public Consultation to take place on Tuesday, September 19th, 2023 at the Mount Elgin Community Centre. Meeting to start at 6:30 p.m. Public Consultation to take place at 7:00 p.m. Members of the public that wish to speak are asked to register their attendance at the meeting in advance by contacting the Clerk at clerk@swox.org or 519-485-0477 ext. 7023.

Council Round Rable

Council members shared updates from their respective wards and community involvement. Mount Elgin Hall Board will be hosting Trivia Night on Friday, October 20th. Music in the Park is coming up in Foldens on September 16th. The final car show of this summer will take place at the Beachville Museum on Sunday, September 17th. The Township's Environment and Energy Innovation Committee and Engage and Inform Committee meet tomorrow. A meeting with concerned residents and Oxford MP has been scheduled to take place at the railway track in Beachville (north on Zorra Line) on September 13th at 5:00 p.m. Mount Elgin Firefighter fish fry is coming up on Saturday, September 16th at the Mount Elgin Community Centre.

Confirmatory By-law

By-Law No. 51-2023 - To confirm all actions and proceedings of Council (August 8th, 2023)

Resolution No. 24 Moved by Craig Gillis Seconded by Peter Ypma

RESOLVED that By-law 51-2023 being a By-law to confirm the proceedings of Council held Tuesday, September 5th, 2023 be read a first, second and third time this 5th day of September, 2023.

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the By-law and affix the corporate seal.

DISPOSITION: Motion Carried

<u>Adjournment</u>

Resolution No. 25 Moved by Paul Buchner Seconded by Jim Pickard

> RESOLVED that there being no further business, the Council meeting be adjourned at 11:34 a.m. to meet again on Tuesday, September 19th, 2023 at 6:30 p.m. (Mount Elgin Community Centre).

DISPOSITION: Motion Carried

CLERK: Julie Middleton

MAYOR: David Mayberry

This document is available in alternate formats upon request.