

# CANDIDATE INFORMATION



## TOWNSHIP COUNCIL POSITIONS TO BE ELECTED:

Mayor  
Ward 1 Councillor  
Ward 2 Councillor  
Ward 3 Councillor  
Ward 4 Councillor  
Ward 5 Councillor  
Ward 6 Councillor

*Nominations to be filed with the Clerk of the Township of South-West Oxford*

## SCHOOL BOARD TRUSTEES TO BE ELECTED:

Thames Valley District School Board Trustee (2)

London District Catholic School Board Trustee (1)

Conseil scolaire catholique Providence (1) for the Counties of Oxford, Perth and Grey

*Nominations to be filed with the Clerk of the City of Woodstock*

Conseil Scolaire Viamonde (1) for the Counties of Oxford, Elgin, Lambton, Municipalities of Haldimand-Norfolk and Chatham-Kent

*Nominations to be filed with the Clerk of the City of Sarnia*

Office Hours - Monday - Friday 8:30 am to 4:30 pm

[www.swox.org](http://www.swox.org)

312915 Dereham Line, Mount Elgin ON N0J 1N0

## 2022 Municipal Election: Becoming a Candidate

The nomination period for the next Municipal Election opens on May 2, 2022 and closes on Nomination Day, August 19th, 2022 at 2:00 p.m. A Candidate for Municipal Office must, upon nomination, be a qualified municipal elector in the Township and fulfill the following requirements:

- Live in the Township of South-West Oxford, be an owner or tenant of land in the Township, or the spouse of an owner or tenant;
- Be a Canadian citizen;
- Be at least 18 years old on Voting Day;
- Not legally prohibited from voting or disqualified by any other legislation.

The Municipal Elections Act requires that anyone wishing to run for office as a member of Council submit signatures of at least 25 eligible voters supporting their nomination to run for office.

Campaign periods being when candidates file their nomination papers and end on Friday, August 19, 2022 at 2:00 p.m. (Nomination Day).

Candidates may not accept donations, spend money or adver-



tise until they file their nomination.

More information for candidates and electors is available on the Township's website.

Questions may be directed to Julie Middleton, Clerk at 519-485-0477 ext. 7023 or [clerk@swox.org](mailto:clerk@swox.org)



## TOWNSHIP WARDS AND REPRESENTATION

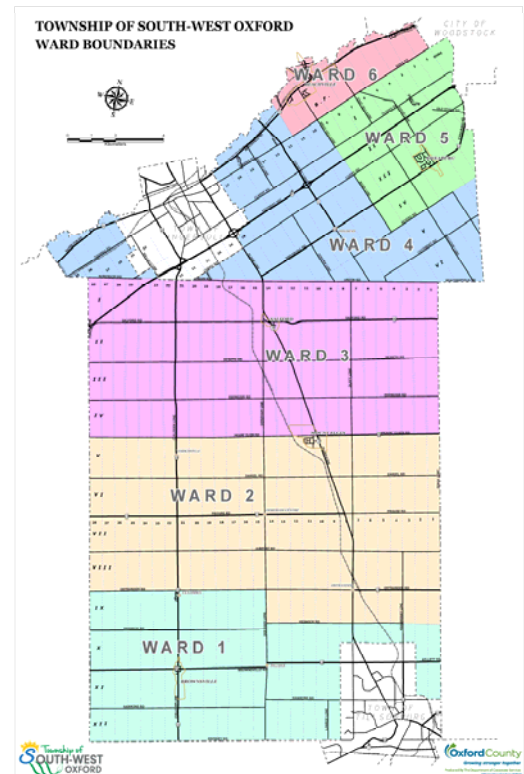
The Township of South-West Oxford Council consists of the Mayor and six Ward Councillors. There is one Councillor elected by vote of the residents within each Ward. The Mayor, also referred to as the Head of Council, is elected Township wide.

Members of Council are elected by residents to a four year term of office.

Council acts as the Township's decision making body. Decisions are made by Council as a whole and by majority vote at Council meetings.

The elected Council representatives represent the public and considers the well-being and interests of the Township on a range of issues such as roads, emergency services, buildings, by-law enforcement, licensing, property taxes, winter maintenance and economic development.

Council develops and determines which services the Township will provide and carries out the duties of Council as provided for the Municipal Act and the Township's Procedural By-law.



## INTERNET AND TELEPHONE VOTING METHODS IN THE UPCOMING ELECTION

Township Council approved the continued use of Internet and Telephone voting methods for the 2022 Municipal Election.

These voting methods were used during the 2018 Municipal Election. Internet and telephone voting is fast and convenient and gives voters the opportunity to cast their ballots from anywhere using a computer, smart phone, tablet or touchtone telephone, 24 hours a day throughout the eleven day voting period.

Whether an elector is away on personal travel, suffering from an illness, working days or nights, has a disability or difficulty travelling, they may cast their ballot from anywhere with an in-

ternet connection or a telephone. Additionally, voters will no longer need to get in their cars and travel to polling locations, reducing greenhouse gas emissions; and no ballots will need to be printed which reduces the amount of paper needed for the election.

Telephone voting is comparable to telephone banking and is like internet voting, however voters make their selections by touchtone phone. Telephone voting is not compatible with rotary dial phones.

During the voting period,

Township staff will be available to help voters by phone or at the Voting Help Centre to check to see if they are on the voters list, add or amend their information on the list, use a computer to vote or answer any questions about the election or voting process.

A Voter Instruction Letter will be mailed to each eligible elector on the voters list near the beginning of October, 2022. Included with the letter will be voting instructions and a unique Personal Identification Number (PIN).

## TIME COMMITMENT AS A COUNCIL MEMBER:

The Township of South-West Oxford Council meets on the first and third Tuesday of every month, except for the months of July and August, where the schedule is modified to meet only on one Tuesday of each month.

On the first Tuesday of each month, Council meetings start at 9:00 a.m. and on the third Tuesday of each month, Council meetings start at 7:00 p.m. This equates to 22 regular Council meetings each year which typically last from one to three hours, or more on occasion per meeting.

All members of Council are required to attend Council meetings. Special meetings of Council may be called if required, usually when an issue cannot wait until the next regularly scheduled meeting or for special projects of topics.

Members of Council can expect to spend a considerable amount of time reviewing reports, emails and correspondence that come to and through the Township. These materials form the basis of

the discussions to be held at Council and Committee meetings. Members will need to commit the time necessary to read and understand the material, and to ask questions or get clarification on issues so that they can speak to the issues at the Council and Committee meetings they are required to attend.

The Township has moved to a paperless records management system and provides members of Council with an iPad to allow them to receive and review most documents, including Council meeting agenda packages, digitally. Agendas are sent out electronically via email and are published through an iPad App, Agenda Notes, provided by iCompass Technologies.

Council meeting agendas and minutes, once approved, are made available on the Township's website for public access and transparency.

## COUNCIL REMUNERATION:

The Township establishes rates to be paid to members of Council for remuneration as well as to compensate them for any expenses incurred by By-law. Rates established for 2023 are as follows:

- ◆ \$22,500 Mayor
- ◆ \$15,000 Ward Councillor (each)
- ◆ Mileage—based on Canada Revenue Agency (\$.61/km)
- ◆ Members of Council are reimbursed for expenses incurred for attending conferences/training
- ◆ \$40 per day for meals while attending conferences/training

## COUNCIL REPRESENTATION ON LOCAL COMMITTEES

Township of South-West Oxford Council Members are also appointed as local representatives on various Committees. These Committees currently include:

- ◆ Engage and Inform Committee
- ◆ Environment and Energy Innovation Committee
- ◆ SWOX Housing Opportunities Committee
- ◆ SWOX Zero Waste Committee
- ◆ SWOX Broadband Implementation Committee
- ◆ Rural Oxford Economic Development Corporation Board
- ◆ Beachville Historical Society Museum Board
- ◆ Long Point Region Conservation Authority
- ◆ Catfish Creek Conservation Authority
- ◆ Beachville Parks and Rec Committee
- ◆ Brownsville Community Centre Committee
- ◆ West Oxford Hall Board (Foldens)
- ◆ Hilltop Park Committee
- ◆ Mt. Elgin Hall Board
- ◆ Salford Community Centre
- ◆ Sweaburg Parks and Recreation

Council members are required to attend the Committee meetings for which they are appointment and participate in the planning and execution of Committee initiatives and events. Each member of Council is typically appointed to at least three Committees.

The commitment to these meetings varies depending on the nature of the Committee, however normally each Committee meets once per month and the meetings range in length between 1-2 hours long. Committee members are required to review agenda packages in advance of the meeting. Committees of Council will be reviewed at the beginning of each term of Council.



## TOWNSHIP OF SOUTH-WEST OXFORD SERVICES AT A GLANCE:

**Public Works Department:** Maintains the Township road network year round. Maintenance activities include clearing snow from roadways, sidewalks and road surface repairs and maintenance, asphalt and concrete repairs, rural road resurfacing, grading or gravel roads and shoulders. Garbage/Recycling collection and tree planting.

**Building Department:** Is an administrative division of the Township that enforces the Ontario Building Code Act and Regulations. It is responsible for reviewing and issuing building permits which grant legal permission for property owners to begin construction of a new structure, addition/renovation or demolition. Oversee maintenance of Township facilities.

**Fire & Emergency Services:** Operates a volunteer fire department which consists of three stations located in Brownsville, Mount Elgin and Beachville. It is responsible for firefighting and all forms of rescue including handling hazardous materials; public education/outreach and inspection.

**Finance Department:** Primary responsibility to manage the Township's financial resources in an accountable and fiscally trustworthy manner. Maintains Township financial records and responsible for leading annual budget development and tax collection.

**Administration:** Responsible to Council for the efficient and effective administration of the Township. Provides legislative assistance to Council and a variety of duties as provided by provincial legislation.

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The Township of South-West Oxford



@SWOX123

## TOWNSHIP BUDGET OVERVIEW

The Township of South-West Oxford manages a total budget of approximately **\$13.7 million**. The amount raised through taxation in 2022 was approximately **\$5.7 million**. The Township's budget process for the upcoming year begins in the Fall of the preceding year (November, 2022 for 2023).

In 2021, as part of the regular budget process for 2022, an online survey was conducted to identify residents' budget priorities. There were 48 participants from the Township of South-West Oxford. The survey was completed in partnership with the County of Oxford and lower tier municipalities. The survey seeks input from residents on their priorities for the upcoming year.

Highlights of the approved 2022 budget include:

- Special levy for future broadband servicing throughout the Township;
- Solar panel installation at the Beachville Fire Hall;
- Purchase of a second electric vehicle to be added to Township fleet;
- Reconstruction of Dodge Line south;
- Community grants and donations;
- Proposed office renovation;
- Continued response to Covid-19 pandemic;
- Purchase of new pumper for Beachville Fire Station;
- Purchase of new grader and public works pick-up truck;
- Elimination of Township's dog tag annual sales program;
- Contract by-law enforcement services.



## CURRENT TOPICS IN SWOX

Some current issues that the Council of the Township of South-West Oxford have had to consider include:

- ◆ Education and promotion of energy efficiencies
- ◆ Funding for economic development initiatives
- ◆ Community and Park Improvement
- ◆ Community Engagement
- ◆ Affordable Housing/Development
- ◆ Volunteer Firefighter recruitment
- ◆ Rural Broadband/Fiber Servicing
- ◆ Public Events/Volunteer Appreciation

HOT  
TOPICS!