

**Township of South-West Oxford  
Council Minutes  
February 7, 2023**

**Members Present:** Mayor: David Mayberry  
Councillors: Paul Buchner (Ward 1), Peter Ypma (Ward 2), Valerie Durston (Ward 3), Jim Pickard (Ward 5 – via Zoom), Craig Gillis (Ward 6)

**Members Absent:** George Way (Ward 4)

**Staff Present:** Mary Ellen Greb, Chief Administrative Officer/Treasurer  
Adam Prouse, Works Superintendent  
Rob Serson, Fire Chief & CEMC  
Howard Leaver, Chief Building Official  
Julie Middleton, Clerk

**Call Meeting to Order**

This 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 Paul Buchner  
Seconded by Craig Gillis

RESOLVED that the regular meeting agenda for the February 7th, 2023 meeting of council be approved, as amended.

DISPOSITION: Motion Carried

**Declaration of Pecuniary Interest**

None.

**Minutes**

**January 24th, 2023 Regular Council Meeting Minutes**

Resolution No. 2 Moved by Peter Ypma  
Seconded by Valerie Durston



CL 03-2023: Updated Open Air Burning By-law

Clerk Julie Middleton provided Council with a report to provide them with a proposed updated and amended Open Air Burning By-law for the Township for their review and consideration. She reviewed the highlights of the proposed changes to the By-law and advised Council that staff intend to move towards an online burn permit application to make this process more efficient for staff, and to enhance the public education component of the permit process.

Members of Council expressed concerns in relation to the proposed changes to the by-law particularly in relation to the need for a permit for a recreational fire as well as the reduced time limit for agricultural burns. Members of Council suggested that the time limit on a permit for an agricultural burn be extended from two weeks to four weeks, and the requirement that a permit be obtained for a recreational fire be removed from the by-law.

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

RESOLVED that the Council of the Township of  
South-West Oxford receive report CL 03-2023:  
Updated Open-Air Burning By-law as information;

AND FURTHER THAT Council defer approval of the  
amended draft Open Air Burning By-law attached as  
Appendix 'A' to this report, for staff to make the  
requested amendments and bring back to Council for  
final consideration at a later date.

*Discussion on the motion:*

It was suggested that public notice be provided to  
advise the public of the proposed changes and when  
the by-law will receive final consideration at Council.

DISPOSITION: Motion Carried

CL 04-2023: Sale of Surplus Land - Follow Up: sale price

Clerk Julie Middleton provided Council with a report to provide them with follow up information, as requested, in relation to the sale price to be used when considering the sale of unopened road allowances to abutting property owners. As outlined within the staff report, she suggested that should Council consider the sale of any land that has development or agricultural value, that





Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford approve payment of the invoice received from Top Aggregate Producing Municipalities of Ontario in the amount of \$1,900.

DISPOSITION: Motion Carried

ERTH Shareholder Breakfast - March 23, 2023 - Elmhurst Inn

Mayor David Mayberry will be attending the ERTH Shareholder Breakfast. Members of Council are asked to let CAO Mary Ellen Greb know if they are also planning to attend.

**Agenda Items & Correspondence**

#22 - Long Point Region Conservation Authority Minutes of January 11, 2023

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

RESOLVED that the Council of the Township of South-West Oxford receive agenda and correspondence item #22 as information and that it be noted and filed.

DISPOSITION: Motion Carried

**Accounts Payable Reports**

February 7th, 2023 - Accounts Payable Report

Resolution No. 9      Moved by Valerie Durston  
                                    Seconded by Paul Buchner

RESOLVED that the following Accounts be approved for payment:

|                        |              |
|------------------------|--------------|
| Accounts Payable for   |              |
| January 21 to February | \$343,361.87 |
| 3, 2023                |              |
| Bi-Weekly Payroll #2   | \$45,571.42  |
| Total:                 | \$388,933.29 |

DISPOSITION: Motion Carried

**Information Items & Correspondence**

#23 - Township of Montague Resolution re: World Thinking Day  
[World Thinking Day](#)

#24 - Township of Montague Resolution re: [Renfrew Inquest](#)

#25 - Lanark Highlands Resolution re: Violence Against Women

#26 - City of Hamilton - Impacts of Bill 23, More Homes Built Faster Act, 2022

#27 - City of Thunder Bay Resolution - Bill 42 - Gender Affirming Healthcare Act

#28 - City of Kitchener Resolution re: Ontario's Big City Mayors (OBCM) Bill 23, More Homes Built Faster Act, 2022

#29 - Town of Halton Hills Resolution re: Repeal Bill 23 - The Build More Homes Faster Act

#30 - Emergency Management Ontario - Supporting First Nations Communities During the Upcoming 2023 Flood and Wildland Fire Season

Resolution No. 10 Moved by Paul Buchner  
Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive information and correspondence items #23 to #27 and #30 as information and that they be noted and filed.

DISPOSITION: Motion Carried

Resolution No. 11 Moved by Craig Gillis  
Seconded by Peter Ypma

RESOLVED that the Council of the Township of South-West Oxford provide direction to staff to send a letter of support in relation to information and correspondence items #28 and #29.

DISPOSITION: Motion Carried





(c) a proposed or pending acquisition or disposition of land by the municipality or local board (proposed purchase of land).

DISPOSITION: Motion Carried

Resolution No. 15      Moved by Valerie Durston  
                                    Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford reconvene in regular session at 11:03 a.m.

DISPOSITION: Motion Carried

**Council Round Table**

*Council members shared updates from their respective wards and community involvement. Dereham Centre Hall kitchen renovation are ongoing. Pickleball has started at the Mount Elgin Community Centre and has been well attended so far. The LPRCA is anticipating another strong camping season. The Salford Hall Board will be meeting tonight – issues in relation to the well at the community centre are still being investigated. The Winter Walk for Warmth is coming up on Saturday, February 25<sup>th</sup>. The Beachville District Museum Board will be meeting on Wednesday this week.*

**Confirmatory By-law**

- By-Law No. 10-2023 - To confirm all actions and proceedings of Council (February 10th, 2023)

Resolution No. 16      Moved by Paul Buchner  
                                    Seconded by Craig Gillis

RESOLVED that By-law 10-2023 being a By-law to confirm the proceedings of Council held Tuesday, February 7<sup>th</sup>, 2023 be read a first, second and third time this 7<sup>th</sup> day of February, 2023.

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

DISPOSITION: Motion Carried

**Adjournment**

Resolution No. 17      Moved by Jim Pickard  
                                    Seconded by Craig Gillis

RESOLVED that there being no further business, the Council meeting be adjourned at 11:14 a.m. to meet again on Tuesday, February 21st, 2023 at 7:00 p.m. at the Mount Elgin Community Centre.

DISPOSITION: Motion Carried

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CLERK: Julie Middleton

MAYOR: David Mayberry

This document is available in alternate formats upon request.

APPROVED