

**Township of South-West Oxford
Council Minutes
May 21, 2024**

Members Present:

Mayor: Mayor David Mayberry, Paul
Councillors: Buchner (Ward 1), Peter Ypma
(Ward 2), George Way (Ward 4),
Jim Pickard (Ward 5), Craig Gillis
(Ward 6)

Members Absent:

Valerie Durston (Ward 3)

Staff Present:

Mary Ellen Greb, CAO/Deputy Clerk
Julie Middleton, Clerk/Deputy CAO
Adam Prouse, Works Superintendent
Brooke Crane, Treasurer
Spencer McDonald, Development Planner
Nicole Chambers, Records Management Co-
ordinator/Clerk's Assistant

Call Meeting to Order

The meeting was called to order at 6:30 p.m. by Mayor David Mayberry and a quorum was present.

Motion to Accept Agenda

Resolution No. 1 Moved by Paul Buchner
Seconded by George Way

RESOLVED that the regular meeting agenda for the May 21st, 2024 meeting of council be approved, as amended (Brownsville Drainage).

DISPOSITION: Motion Carried

Declaration of Pecuniary Interest

None.

Minutes

May 7th, 2024 Regular Council Meeting Minutes

Resolution No. 2 Moved by Jim Pickard
Seconded by George Way

DISPOSITION: Motion Carried

Account Payable Report

May 17th, 2024 - Accounts Payable Report

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

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for May 5 th to May 18 th , 2024	\$406,149.66
Bi-Weekly Payroll #10	\$49,111.65
Total:	\$455,261.31

DISPOSITION: Motion Carried

Information Items & Correspondence

#113 - *Hastings County Resolution re: Sustainable Infrastructure Funding for Small Rural Municipalities*

#114 - *Township of Alnwick/Haldimand Resolution re: Province to undertake with AMO a comprehensive review of municipal finances across Ontario*

#115 - *Greater Napanee Resolution re: Protecting Our Community's Water*

#116 - *Minister Seniors and Accessibility - June is Seniors Month 2024*

#117 - *Township of Brudenell, Lyndock and Raglan Resolution re: Amenity Sharing Memorandum of Understanding (MOU) with School Boards for Evening/Weekend Gymnasium Use*

Resolution No. 11 Moved by Peter Ypma
Seconded by Jim Pickard

RESOLVED that the Council of the Township of South-West Oxford receive information and correspondence items #113 to #117 inclusive as information and that they be noted and filed.

DISPOSITION: Motion Carried

Committees

Brownsville Hall Board Meeting Minutes - April 10th, 2024

Resolution No. 12 Moved by Paul Buchner
 Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive Brownsville Hall Board meeting minutes of April 10th, 2024 as information.

DISPOSITION: Motion Carried

Appointments (continued)

6:50 p.m. - Development Planner Spencer McDonald - Public Meeting: Zone Change Application ZN 4-24-02 submitted by Roos Dairy Goats Ltd. for property located at 293679/293699 Culloden Line

Resolution No. 13 Moved by Jim Pickard
 Seconded by George Way

RESOLVED that the Council of the Township of South-West Oxford move into public meeting at 6:35 p.m. to consider zone change application ZN 4-24-02 submitted by Roos Dairy Goats Ltd. for property located at 293679/293699 Culloden Line.

DISPOSITION: Motion Carried

Development Planner Spencer McDonald explained that the zone change application has been submitted to recognize an existing dwelling as an additional residential unit (ARU) and to permit the establishment of a new single detached dwelling, for the purpose of full-time farm help for the agricultural operation on the subject lands. Special provisions are being requested to recognize the distance between the ARU (existing dwelling) and the proposed (new) dwelling.

The subject lands are described as Part Lot 2, Concession 2 North (Dereham), South-West Oxford. The lands are located on the west side of Culloden Line, between Salford Road and McBeth Road, and are municipally known as 293679/293699 Culloden Line.

second permanent single-detached dwelling to be established while retaining an existing single detached dwelling to be recognized as an additional residential unit (ARU).

DISPOSITION: Motion Carried

7:00 p.m. - [Committee of Adjustment Hearing](#) (Minor Variance Application A06-2024 - Hendrik Maat)

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

RESOLVED that the Council of the Township of South-West Oxford move into Committee of Adjustment at 6:58 p.m. to consider minor variance application A06-2024 (Hendrik Maat).

DISPOSITION: Motion Carried

Resolution No. 17 Moved by Craig Gillis
 Seconded by Paul Buchner

RESOLVED that Council reconvene in regular session at 7:15 p.m.

DISPOSITION: Motion Carried

New Business

Drainage in Brownsville – 292280 Culloden Line

Council discussed an ongoing drainage concern in relation to property located at 292280 Culloden Line. The property owner has claimed that their septic system is failing due to lack of drainage. Township staff have advised the property owner that confirmation from a septic system service provider is required to confirm that their septic is in proper working condition. Improvement may be required. It was discussed that the property owners will be advised that a Petition for Drainage Works may be filed if the issue continues. The Township's Drainage Superintendent has investigated the matter and notes that the water table is fairly shallow throughout Brownsville. A sand filter bed for the septic system may be required. Township staff have not received complaints from other landowners within the area. A contractor is required to provide an evaluation of their septic system. Council provided direction to staff to advise the property owner of the above.

