Township of South-West Oxford Council Minutes

October 15, 2024

Mayor David Mayberry, Paul

Buchner (Ward 1), Peter Ypma

Members Present:

Mayor:

Councillors:

(Ward 2), Valerie Durston (Ward 3),

George Way (Ward 4), Jim Pickard

(Ward 5), Craig Gillis (Ward 6)

Members Absent: None.

Mary Ellen Greb, CAO/Deputy Clerk Adam Prouse, Works Superintendent

Brooke Crane, Treasurer

<u>Staff Present</u>: 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 George Way

Seconded by Paul Buchner

RESOLVED that the regular meeting agenda for the October 15th, 2024 meeting of council be approved, as amended (Truck Traffic on Robinson Road).

DISPOSITION: Motion Carried

Declaration of Pecuniary Interest

None.

Minutes

October 1st, 2024 - Regular Council Meeting Minutes

Resolution No. 2 Moved by Jim Pickard

Seconded by Peter Ypma

RESOLVED that the regular minutes of the October 1st, 2024 council meeting be approved, as amended.

DISPOSITION: Motion Carried

Business Arising from the Minutes

CL 59-2024: Business Arising from the Minutes of October 1st, 2024

CAO Mary Ellen Greb provided 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 Craig Gillis Seconded by Peter Ypma

RESOLVED that the Council of the Township of South-West Oxford receive report CL 59-2024: Business Arising from the Minutes of October 1st, 2024 as information.

DISPOSITION: Motion Carried

Staff Reports

WD 08-2024: Full Load Road Budget Discussion

Works Superintendent Adam Prouse provided Council with a report to seek their direction regarding the conversion of a seasonal weight restricted road to full load road (Clarke Road).

Resolution No. 4 Moved by Jim Pickard Seconded by Valerie Durston

RESOLVED that the Council of South-West Oxford receive report WD 07-2024: Full Load Road Budget Discussion as information:

AND FURTHER, THAT Council provide direction to staff concerning converting a section of Clarke Road to a full load road as part of the Township 2025 Budget consideration.

DISPOSITION: Motion Carried

Appointments

6:35 p.m. - Committee of Adjustment Hearing Agenda

- Minor Variance Application A09-2024 submitted by Marty and Lorrie Lamers for property located at 403257 Robinson Road (Additional Residential Unit)
- Minor Variance Application A10-2024 submitted by Benjamin and Robert Lovell for property located at 283357 Daniel Road (Additional Residential Unit)

Resolution No. 5 Moved by George Way

Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford moved into Committee of

Adjustment at 6:35 p.m.

DISPOSITION: Motion Carried

Resolution No. 6 Moved by George Way

Seconded by Paul Buchner

RESOLVED that Council reconvene in regular session at 6:55 p.m.

DISPOSITION: Motion Carried

<u>6:55 p.m. - Policy Planner Emily Sousa - Review and Update of</u> Agricultural/Rural Zoning

Policy Planner Emily Sousa introduced herself to the Council, and explained that the purpose of the presentation is to formally initiate a review and update of the Township's Zoning By-Law required to support and implement the new OP agricultural policies, as approved through OPA 269. The review and updates are intended to establish clear zoning direction with respect to the various potential uses that may now be permitted within the Township's agricultural areas and applicable development standards. This summary is intended to serve as the basis for obtaining initial feedback to help inform the development of a draft Zoning By-Law Amendment for formal public and agency consultation.

The potential updates to the agricultural and rural zoning categories currently being contemplated generally include, but are not limited to:

1. Updating agricultural and rural zoning categories to provide clarity and consistency in mapping and establish appropriate updated zone

- provisions (e.g. lot area), which will also assist with more consistent implementation and future monitoring;
- 2. Updating and introducing new defined terms to provide greater clarity and reflect updated Official Plan terminology;
- 3. Clarifying certain uses as 'agricultural uses' and developing regulations to permit these uses in the agricultural zones (e.g. cannabis production, Class I Anaerobic Digesters, and farm labour residences);
- 4. Introducing a new zone (e.g. 'A3') that would prohibit the construction of a new dwelling on a retained agricultural lot resulting from the severance of a surplus second farm dwelling, which is required by Provincial policy (PPS).
- 5. Introducing new zoning approaches (e.g. site-specific/overlay type zoning) and general provisions for 'on-farm diversified uses' and 'agriculture-related uses' to help support, inform and consistently implement individual zoning by-law amendments for such uses.
- 6. Retaining and updating the existing Agribusiness (AB) zone to ensure it conforms to current PPS and OP requirements, while also providing greater flexibility to locate 'agriculture-related uses' on certain existing AB zoned lots (i.e. those that already permit the full range of AB uses).
- 7. Introduce a new zone (e.g. REU) for Rural Entrepreneurial Uses and incorporate general provisions for REUs into zoning, to support and inform individual zoning by-law amendments for such uses.
- 8. Clarify and refine existing general provisions and related terminology to establish clear parameters around renewable energy projects permitted as per the Official Plan (i.e. small-scale solar).

There will be opportunities for agency and public consultation as part of the Zoning By-Law Amendment process, including a public open house, statutory public meeting, as well as targeted input from other community groups and agencies (e.g. Rural Oxford Economic Development Corporation, Agricultural and Planning Advisory Committee, etc.).

Discussion took place regarding opportunities and pathways available for rural and industrial development. Regarding the proposed A3 zone, it was clarified that several criteria must be met for a property to be eligible for severance, including having two dwellings constructed prior to 1995 and meeting minimum lot size requirements. All A3 zones will be registered on title. Development Planner Spencer McDonald noted that the zoning scenarios presented in this report have been dealt with by the Council in recent months; the County is expecting this to provide more clarification to applicants.

Mayor Mayberry thanked Ms. Sousa for her presentation.

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

RESOLVED that Council receive report CP 2024-332 for information purposes; and,

AND FURTHER THAT Council of the Township of South-West Oxford direct staff to proceed with initiating amendments to the Township Zoning By-Law under ss. 26(9) and S. 34 of the Planning Act, to support the implementation of the agricultural policies within the Oxford County Official Plan.

DISPOSITION: Motion Carried

7:20 p.m. - Lindsay Crane and Mitch Kirby - Foldens Hall Board - 2025 Budget Presentation

Mitch Kirby and Lindsay Crane, on behalf of the Foldens (West Oxford) Community Hall Board, presented their 2025 budget. The board is requesting a total grant amount of \$5,225.00. It was noted that the board may continue the existing snow clearing arrangement due to the joint ownership of the parking lot – provided the contractor has the proper insurance.

CAO Greb noted that under the Township's Health and Safety Policy, the municipality pays for any boundary fencing as it relates to safety concerns. The standard for this fencing is 6' high chain link. The \$15,000 cost for fencing would need to be removed from this Committee's budget and included in the draft 2025 budget. It was noted that the existing fence is approximately 40 years old and in poor condition.

Mayor Mayberry thanked Mr. Kirby and Ms. Crane for their presentation.

*Council took a 5-minute break at 7:42 p.m.

Staff Reports - Continued

CL 61-2024: Centreville Dam Update

CAO Mary Ellen Greb provided a report to update Council on the status of the Centreville Dam Safety Review and to inform them about upcoming projects and necessary work related to the dam. It was noted that the Upper Thames Region Conservation Authority has confirmed that the flow is not substantial enough to warrant the re-construction of the dam, and the pond will not support a clean-out (dredging). Council provided direction to Staff to provide more information regarding the anticipated costs and process for removing the dam and naturalizing the surrounding space.

Resolution No. 8 Moved by Peter Ypma

Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford receive report CL 61-2024:

Centreville Dam Update as information;

AND FURTHER THAT Council provide direction to

staff in relation to the potential removal of the

Centreville Dam.

DISPOSITION: Motion Carried

Discussion Items

Street Naming - Cooper Farm (Mayor David Mayberry request from Marilyn)

Mayor Mayberry received a request from Marilyn Cooper to name a street in Phase 6 of the Mount Elgin Subdivision after her family to honour their historic farming contribution to the area.

Resolution No. 9

Moved by Peter Ypma Seconded by Craig Gillis

RESOLVED that Council change the name of Highland Avenue to Cooper Drive in Phase 6 of the Mount Elgin Subdivision.

DISPOSITION: Motion Carried

Agenda Items & Correspondence

#186 - Oxford County Council Report: PW 2024-36 Automated Speed Enforcement Program Update

#187 - ROEDC - June-Sept Economic Development Activity Report

#188 - ROMA Conference: Registration and Hotel Information

#189 - Invitation to UTRCA Watershed Strategy Engagement Session

#190 - Safe and Well Oxford Steering Committee Meeting Minutes

Resolution No. 10 Moved by Jim Pickard Seconded by Valerie Durston

RESOLVED that the Council of South-West Oxford receive agenda and correspondence items #186 to #190 inclusive as information and that they be noted and filed.

DISPOSITION: Motion Carried

Accounts Payable Report

October 15th, 2025 - Accounts Payable Report

Resolution No. 11 Moved by Paul Buchner Seconded by Peter Ypma

RESOLVED that the following Accounts be approved for payment:

Accounts Payable for September 29th to \$850,068.88 October 12th, 2024

Bi-Weekly Payroll #20 \$53,286.43

Total: \$903,355.31

DISPOSITION: Motion Carried

Information Items & Correspondence

#191 - Township of Springwater Resolution - AMO OMA Joint Health Resolution Campaign

#192 - Clearview Township Resolution to Support AMCTO Provincial Updates to the Municipal Elections Act

#193 - Town of Bradford West Gwillimbury Resolution re: Ontario Deposit Return Program Expansion Endorsement

#194 - Oxford County Council Resolution re: SCOR Southwest Community Transit Services

#195 - Western Ontario Wardens' Caucus (WOWC) Resolution re: Roadside Zoos legislation

#196 - Township of Brock Resolution re: Rideshare Services

Resolution No. 12 Moved by Valerie Durston Seconded by Peter Ypma

RESOLVED that the Council of South-West Oxford receive information and correspondence items #191 to #196 inclusive as information and that they be noted and filed.

DISPOSITION: Motion Carried

By-laws and Agreements

- By-Law No. 73-2024 To amend Township of South-West Oxford Zoning By-law (ZN 4-24-09 Murgo Farms)
- By-Law No. 74-2024 To appoint Aird & Berlis LLP as the Closed Meeting Investigator and Integrity Commissioner for the Township
- By-Law No. 75-2024 To amend Township of South-West Oxford Sign By-law No. 13-2022
- By-Law No. 76-2024 To provide for the collection of actual costs for the construction of the Longsworth Municipal Drain in the Township of Norwich

Resolution No. 13

Moved by Craig Gillis Seconded by Jim Pickard



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

- By-Law No. 73-2024 being a By-law to amend Township of South-West Oxford Zoning By-law (ZN 4-24-09 - Murgo Farms);
- By-Law No. 74-2024 being a By-law to appoint Aird & Berlis LLP as the Closed Meeting Investigator and Integrity Commissioner for the Township;
- By-Law No. 75-2024 being a By-law to amend Township of South-West Oxford Sign By-law No. 13-2022:
- By-Law No. 76-2024 being a By-law to provide for the collection of actual costs for the construction of the Longsworth Municipal Drain in the Township of Norwich.

DISPOSITION: Motion Carried

Resolution No. 14 Moved by Paul Buchner Seconded by Valerie Durston

RESOLVED that By-Laws No. 73-2024 to 76-2024 inclusive be read a third time and finally passed, and that the Mayor and Deputy Clerk be authorized to sign the By-Law and affix the corporate seal.

DISPOSITION: Motion Carried

Committees

- SWOX Housing Opportunities Committee
- Engage and Inform Committee
- Environment and Energy Innovation Committee

Resolution No. 15 Moved by Peter Ypma Seconded by Valerie Durston

RESOLVED that the Council of the Township of South-West Oxford receive the following committee meeting minutes as information:



- SWOX Housing Opportunities Committee Meeting Minutes of September 3rd, 2024
- Engage and Inform Committee Meeting Minutes of June 5th, 2024
- Environment and Energy Innovation Committee Meeting Minutes of October 9th, 2024

DISPOSITION: Motion Carried

Strategic Planning

CL 60-2024: SWOX Strategic Plan 2023 to 2026 - 2024 Third Quarter Progress Report

CAO Mary Ellen Greb provided a report to provide Council with a summary of comments and input received from members of Council and staff in relation to the short and long-term goals established in relation to the Township's new strategic planning initiatives, progress to date and to provide members of Council with an opportunity to provide any additional comment and direction that they may have.

Discussion took place regarding opportunities to establish a business innovation hub. Councillor Ypma requested that information about the Sydenham Campus in Grey County be circulated to Council for information and to spark further discussion. It was noted that partnership for a facility

such as this would need to be achieved from both the rural and urban municipalities in the County.

With respect to the life cycle of recreational equipment, Councillor Ypma suggested that the Township partner with the YMCA to offer programming in our facilities.

Mayor Mayberry reached out to SWIFT, who provided feedback regarding the draft Beachville/Dorland broadband RFP. This will be reviewed by the Broadband Implementation Steering Committee and then brought to Council by the end of November for approval. It was noted that coax cable may still run through the village of Brownsville. Staff will reach out to Execulink and East Link to determine next steps – Council does not want the village to be excluded from broadband implementation.

Resolution No. 16 Moved by Jim Pickard Seconded by Paul Buchner

RESOLVED that the Council of the Township of South-West Oxford receive report CL 60-2024: SWOX Strategic Plan 2023 to 2026 - 2024 Third Quarter Progress Report as information;

AND FURTHER THAT Council provide direction and comment to staff in relation to the short and long-term goals established in relation to the Township's strategic planning initiatives.

DISPOSITION: Motion Carried

New Business

Truck Traffic on Robinson Road

Councillor Way received a phone call from a resident who voiced concerns regarding increased truck traffic on Robinson Road. Works Superintendent Adam Prouse noted that a traffic count was completed on September 20th, 2024 and nothing abnormal was reported. Large vehicles accounted for 12% of overall traffic, with an average speed being 75.4 km/hr. He speculated that development in the area has led to a large amount of topsoil being moved to the Paton Pit, which has caused the increase in traffic.

Closed Session - None

Council Round Table

Council members shared updates from their respective wards and community involvement. Community Hall and Park Boards and Committees of Council are preparing and submitting their 2025 budgets for Council's consideration. The Big Brothers Big Sisters Charity Ball (Halloween Bash) is this Saturday at 6pm. Beachville Parks and Recreation are hosting their Halloween Dance at the Legion on October 26th. The Beachville Museum board met last week – they are working on new by-laws. Christmas lights will be installed at the museum on November 16th and 24th, they are looking for volunteers to assist. The Beachville District Historical Society's 50th Anniversary Fundraiser is a 50/50 draw – sales close November 19th with draws the end of November and January 1st. The Brownville Christmas Craft Show will take place November 18th. The UTRCA will meet next week to discuss the 2025 budget. LPRCA have finalized their new 5-year accessibility plan. The Mount Elgin Hall Board hosted trivia night on October 4th and raised approximately \$1,800 - special thank you to Katie Prouse for her efforts. The Dereham Centre Hall Board are hosting their annual Christmas in the Village event on November 30th from 2-4pm. The Mount Elgin Parks and Recreation Committee will meet with two potential new members. The Hilltop Park Committee meets tomorrow night. The Salford Hall Board's Pork Chop Dinner will take place on November 5th – this will be drive-thru only. The Oxford County Library Board met today and prepared their 2025 budget - a significant increase is anticipated. Oxford County expects to release their budget in the next few weeks.

Confirmatory By-law

By-Law No. 77-2024 - To confirm all actions and proceedings of Council (October 15th, 2024)

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

RESOLVED that By-law 77-2024 being a By-law to confirm the proceedings of Council held Tuesday, October 15th, 2024 be read a first, second and third time this 15th day of October, 2024.

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

DISPOSITION: Motion Carried

Adjournment

Resolution No. 18 Moved by Valerie Durston Seconded by George Way

RESOLVED that there being no further business, the Council meeting be adjourned at 8:45 p.m. to meet again on Tuesday, November 5th, 2024 at 9:00 a.m.

DISPOSITION: Motion Carried

CLERK: Julie Middleton MAYOR: David Mayberry

This document is available in alternate formats upon request.

