

MINUTES
OF THE
COUNCIL OF THE
COUNTY OF OXFORD

County Council Chamber
Woodstock
October 28, 2009

MEETING #26

Oxford County Council meets in regular session this twenty-eighth day of October 2009, in the Council Chamber, County Administration Building, Woodstock.

1. CALL TO ORDER:

7:00 p.m., with Warden Holbrough in the chair.

All members of Council present.

Staff Present: M. R. Bragg, Chief Administrative Officer
L. S. Buchner, Director of Corporate Services
J. Kubiak, Corporate Manager of Human Resources
M. Metcalfe, Acting Director of Public Health and Emergency Services
M. Misek-Evans, Corporate Manager of Community and Strategic Planning
S. Shafai, Manager of Wastewater Services
R. G. Walton, Director of Public Works
B. J. Tabor, Clerk

2. APPROVAL OF AGENDA:

RESOLUTION NO. 1:

Moved by: Kenn. R. Howling
Seconded by: Donald Doan

That the Agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING:

Council Minutes of October 14, 2009

RESOLUTION NO. 2:

Moved by: Kenn. R. Howling
Seconded by: Donald Doan

That the Council Minutes of October 14, 2009 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS:

RESOLUTION NO. 3:

Moved by: Margaret Lupton
Seconded by: James Hayes

That Council rise and go into a special public meeting pursuant to Section 26(3) of the Planning Act, R.S.O. 1990, to initiate the five year review of the County Official Plan and that the Warden chair the special public meeting.

DISPOSITION: Motion Carried (7:02 p.m.)

1. Five Year Official Plan Review
to provide information on the five year Official Plan Review process and to receive initial public input
geographic scope of the review includes all lands within Oxford County

The Chair asks M. Misek-Evans, Corporate Manager of Community and Strategic Planning, to come forward to present Community and Strategic Planning Report No. C-1 2009-256 regarding the initiation of the five year review of the County Official Plan. M. Misek-Evans summarizes the contents of the Report highlighting the key policy areas proposed to be considered as part of the review. She draws attention to the proposed project work plan attached as Appendix 1 to the Report and comments on the timing of the project.

The Chair opens the meeting to questions from members of Council. There are none.

The Chair asks if there are any members of the public wishing to provide comments or pose questions on the process.

Fred Zimmer comes forward and states that the 2005 Provincial Policy Statement recommends a higher density for residential development. He comments that in the Otterville area there is not adequate servicing and he is suggesting to Council tonight that they investigate full servicing of the Otterville area.

Marie Keasey comes forward and comments on certain areas that she hopes are covered off in the proposals. Under Bill 51, she is wondering about site plan powers around existing buildings and states that it sounds like it is referring to new structures. She asks whether there is an ability to establish an Urban Design Committee for the County. Under Section d. of the work plan (Oxford Natural Heritage Study), M. Keasey states that she hopes that a policy can be included for the protection of mature trees along County roads, such as No. 2, and a policy be established for under planting knowing that mature trees have a limited life. Under Section e. (Community/Urban Design Review) she notes that the study is to be outsourced. She wonders who will determine the terms of reference; whether there is an ability to establish a County-wide Heritage Committee to ensure the protection of the same; and who is determining the stakeholder groups. Under Section i. (General Review of Policies and Related Schedules) she wonders if the cultural planning policies will include heritage issues.

The Chair asks if M. Misek-Evans could respond to any of the questions posed at this point. M. Misek-Evans provides insight on site plan powers provided for under Bill 51; the concept of an Urban Design Committee for the County and the ability to look at that through the reporting process; the development of terms of reference at the staff level for the Urban Design Study and the process involved regarding

the outsourcing of that study and how the resulting recommendations will be dealt with; and that the design process will consider the heritage policies contained in the plan.

RESOLUTION NO. 4:

Moved by: Margaret Lupton
Seconded by: James Hayes

That Council adjourn the special public meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried (7:13 p.m.)

C-1 2009-256

Re: Initiation of the 5 Year Review of the County Official Plan

RESOLUTION NO. 5:

Moved by: Margaret Lupton
Seconded by: James Hayes

That the recommendations contained in Report No. C-1 2009-256, titled "Initiation of the 5 Year Review of the County Official Plan", be adopted.

DISPOSITION: Motion Carried

Recommendations Contained in Report No. C-1 2009-256:

That Oxford County Council hold a special public meeting pursuant to Section 26(3) of the Planning Act;

That Oxford County Council adopt Report No. C-1 2009-256 as the framework for the current 5-year review of the County of Oxford Official Plan; and

That Oxford County Council have regard for written and verbal submissions regarding the review of Official Plan policies and direct staff to provide a report to Council regarding the incorporation of any such submissions into the 5-year review.

6. DELEGATIONS AND PRESENTATIONS:

1. Michael Barrett, Chief Executive Officer
Ferne Woolcott, Director
South West Local Health Integration Network (LHIN)
Re: South West LHIN Update

Michael Barrett, Chief Executive Officer, and Ferne Woolcott, Director, South West Local Health Integration Network (LHIN) come forward to give an update on the South West LHIN. F. Woolcott thanks Council for the opportunity to attend the meeting and gives introductory comments. She turns the podium over to M. Barrett who proceeds through a PowerPoint presentation that was provided as an attachment to Council's electronic Agenda, updated slightly following that posting.

M. Barrett and F. Woolcott respond to comments and questions from Warden Holbrough and Councillor Molnar.

At 8:01 p.m., Council recesses for a break.

At 8:10 p.m., Council resumes with Warden Holbrough in the chair.

All members of Council present.

7. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS:

RESOLUTION NO. 6:

Moved by: Don McKay
Seconded by: Donald Doan

That the South West LHIN presentation be received as information.

DISPOSITION: Motion Carried

8. CONSIDERATION OF CORRESPONDENCE:

NIL

9. REPORTS FROM DEPARTMENTS:

A CORPORATE SERVICES

A-1 2009-54
Re: Fees and Charges By-law

RESOLUTION NO. 7:

Moved by: Don McKay
Seconded by: Donald Doan

That the recommendation contained in Report No. A-1 2009-54, titled "Fees and Charges By-law", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-1 2009-54:

That Schedule "A" to By-law No. 4889-2007, being a by-law to impose fees and charges for services that the County of Oxford provides that are not covered through direct taxation of its ratepayers, be amended.

A-2 2009-55
Re: Delegation of Powers Policy Amendment

RESOLUTION NO. 8:

Moved by: Don McKay
Seconded by: Donald Doan

That the recommendation contained in Report No. A-2 2009-55, titled "Delegation of Powers Policy Amendment", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-2 2009-55:

That Schedule "A" to By-law No. 4890-2007, being a by-law to establish a Delegation of Powers and Duties Policy, be amended in accordance with Appendix "A" to Report No. A-2 2009-55 titled "Delegation of Powers Policy Amendment" dated October 28, 2009.

A-3 2009-56
Re: Prosecution Services for Part 1 Provincial Offences

RESOLUTION NO. 9:

Moved by: Stephen Molnar
Seconded by: Patrick Sobeski

That the recommendation contained in Report No. A-3 2009-56, titled "Prosecution Services for Part 1 Provincial Offences", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-3 2009-56:

That the CAO be authorized to sign an agreement with Kevin G. McHugh, Barrister and Solicitor for the provision of prosecution services related to Part I Provincial Offences for a period of one year with two one year extensions.

A-4 2009-57
Re: CMHC Debenture Issues

RESOLUTION NO. 10:

Moved by: Stephen Molnar
Seconded by: Patrick Sobeski

That the recommendations contained in Report No. A-4 2009-57, titled "CMHC Debenture Issues", be adopted.

DISPOSITION: Motion Carried

Recommendations Contained in Report No. A-4 2009-57:

That the Warden and Treasurer be authorized to sign a Debenture Loan Agreement with Canada Mortgage and Housing under the Municipal Infrastructure Lending Program, for the purposes of financing capital works for the Town of Ingersoll and the County of Oxford;

And that the Warden and Clerk be authorized to sign an Agreement with the Town of Ingersoll in respect to the provision of the necessary documents required under the aforementioned Debenture Loan Agreement as it relates to the Town's projects;

And that By-law No. 5113-2009, being a by-law to authorize the borrowing upon installment debentures, for a term of 15 years, in the amount of \$4,899,085, for the purposes of the Town of Ingersoll and the County of Oxford, be presented to Council for enactment.

A-5 2009-58
Re: Canada-Ontario Municipal Rural Infrastructure Funding
Funding Agreement Addendum

RESOLUTION NO. 11:

Moved by: Stephen Molnar
Seconded by: Patrick Sobeski

That the recommendation contained in Report No. A-5 2009-58, titled "Canada-Ontario Municipal Rural Infrastructure Fund Funding Agreement Addendum", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-5 2009-58:

That By-law No. 5112-2009, being a by-law to authorize the Warden and Clerk to sign an Amending Agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs, under the Canada-Ontario Municipal Rural Infrastructure Fund, be presented to Council.

A-6 2009-59
Re: Internal Long-term Debt Issue

RESOLUTION NO. 12:

Moved by: Patrick Sobeski
Seconded by: Stephen Molnar

That the recommendation contained in Report No. A-6 2009-59, titled "Internal Long-term Debt Issue", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-6 2009-59:

That By-law No.5114-2009, being a by-law to authorize the borrowing upon reserve funds in the amount of \$648,410 for the purposes of financing capital projects for the Town of Ingersoll, be presented to Council for enactment.

B SOCIAL SERVICES AND HOUSING

NIL

C COMMUNITY AND STRATEGIC PLANNING

C-1 2009-256
Re: Initiation of the 5 Year Review of the County Official Plan

Report dealt with under Public Meetings.

D PUBLIC WORKS

D-1 2009-84
Re: LAS Electricity Procurement Program Update

RESOLUTION NO. 13:

Moved by: Patrick Sobeski
Seconded by: Stephen Molnar

That the recommendation contained in Report No. D-1 2009-84, titled "LAS Electricity Procurement Program Update", be referred back to staff for further competitive cost review.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-1 2009-84:

That County Council receive Public Works Report No. D-1 2009-84, regarding the LAS Electricity Procurement Program update, as information.

D-2 2009-85
Re: Tower Use License Agreement Amendment, Bower Hill, Woodstock

RESOLUTION NO. 14:

Moved by: Patrick Sobeski
Seconded by: Stephen Molnar

That the recommendation contained in Report No. D-2 2009-85, titled "Tower Use License Agreement Amendment, Bower Hill, Woodstock", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-2 2009-85:

That a by-law be raised to authorize the Warden and Clerk to sign a Tower Use License Agreement Amendment allowing Barrett Xplore to lease space from the County in order to install one additional communication antenna at Bower Hill.

D-3 2009-86

Re: Phase 3, Oxford Road 51 (Simcoe Street), Tillsonburg – 2010 Project

RESOLUTION NO. 15:

Moved by: Sandra Talbot
Seconded by: Don McKay

That the recommendation contained in Report No. D-3 2009-86, titled "Phase 3, Oxford Road 51 (Simcoe Street), Tillsonburg – 2010 Project", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-3 2009-86:

That County Council authorize Public Works Department staff to proceed with tendering Phase 3 of the Oxford Road 51 (Simcoe Street) project in the Town of Tillsonburg prior to the approval of the 2010 County budget.

D-4 2009-87

Re: Access Agreement – Upper Thames River Conservation Authority
Trillium Woods Sewage Pumping Station

RESOLUTION NO. 16:

Moved by: Sandra Talbot
Seconded by: Don McKay

That the recommendation contained in Report No. D-4 2009-87, titled "Access Agreement – Upper Thames River Conservation Authority – Trillium Woods Sewage Pumping Station", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-4 2009-87:

That a by-law be raised to authorize the Warden and Clerk to sign an Access Agreement with Upper Thames River Conservation Authority for the Trillium Woods Sewage Pumping Station.

D-5 2009-88

Re: Waste Management 2010/2011 Financial Plan

RESOLUTION NO. 17:

Moved by: Sandra Talbot
Seconded by: Michael Harding

That the recommendation contained in Report No. D-5 2009-88, titled "Waste Management 2010 Financial Plan", be adopted. (2011 removed from Report title)

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-5 2009-88:

That County Council direct Public Works staff to include a phased in increase for bag tag prices as part of the 2010 Budget and Business Plan as set out in Public Works Report D-5 2009-88.

D-6 2009-89

Re: Non-compliance Customers for Installation of Water Meters – Woodstock

RESOLUTION NO. 18:

Moved by: Donald Doan
Seconded by: Kenn. R. Howling

That the recommendation contained in Report No. D-6 2009-89, titled "Non-compliance Customers for Installation of Water Meters - Woodstock", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-6 2009-89:

That a by-law be raised to implement a flat rate for all customers on the Oxford County water system in Woodstock that refuse the installation of a water meter, and to set an additional charge per read for all industrial, commercial, and institutional customers on the Oxford County water system in Woodstock that do not comply with the upgrade of the water meter or reading equipment;

And that County Council direct staff to report back to Council with a low interest loan program for home owners that need to repair deteriorated plumbing to allow for the installation of the water meter.

E HUMAN RESOURCES

E-1 2009-8

Re: General Policy Manual:
Volunteer and Student Placements
Non-Union Job Evaluation and Salary Administration

RESOLUTION NO. 19:

Moved by: Donald Doan
Seconded by: Kenn. R. Howling

That the recommendation contained in Report No. E-1 2009-8, titled "General Policy Manual: Volunteer and Student Placements; Non-Union Job Evaluation and Salary Administration", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. E-1 2009-8:

That Oxford County Council approve and authorize the CAO to sign the General Policy Manual policies attached to Report E-1 2009-8 entitled: "Volunteer and Student Placements" "Non-Union Job Evaluation and Salary Administration"

F C.A.O./CLERK

F-1 2009-17

Re: Appointment to the Land Division Committee

RESOLUTION NO. 20:

Moved by: Donald Doan

Seconded by: Kenn. R. Howling

That the recommendations contained in Report No. F-1 2009-17, titled "Appointment to Land Division Committee", be adopted.

DISPOSITION: Motion Carried

Recommendations Contained in Report No. F-1 2009-17:

That advertising proceed in accordance with County practices to fill one vacancy on the Land Division Committee.

That County Council establish a Committee comprised of the Warden, Deputy Warden, C.A.O. and Corporate Manager of Human Resources to pre-screen the applications for lay appointment to the above Committee and to possibly conduct interviews and bring forth a recommendation for the filling of the position.

G PUBLIC HEALTH AND EMERGENCY SERVICES

NIL

H WARDEN

NIL

10. UNFINISHED BUSINESS:

NIL

11. NOTICE OF MOTIONS:

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS:

Councillor Molnar, through the Warden, thanks Mary Metcalfe, Acting Director of Public Health and Emergency Services, and staff for the presentation given to Tillsonburg Town Council regarding H1N1. He also recognizes a Building Healthy Communities session held in his community which was well represented by the County with Planning, Public Works and Public Health staff contributing.

Councillor Harding compliments Robert Walton, Director of Public Works, for hosting the Ontario Municipal Water Association in Woodstock. A high standard has been set by Oxford among adjoining municipalities, providing good information and documentation that will be provided on the web site.

Warden Holbrough updates Council on his recent activities. He thanks Councillor Lupton for her part in hosting Taiwanese visitors to the County on October 20th, who were very excited to see the Dr. Mackay bust and historical sites in Zorra Township. The Warden mentions that the Committee will get together to discuss and budget for a celebration of the Tenth Anniversary of the twinning relationship next year.

The Warden advises that he had the opportunity to participate in the Woodstock General Hospital "topping off" ceremony last week and also at the Tillsonburg District Memorial Hospital unveiling of their CT Scan.

Warden Holbrough advises that he attended a Public Meeting in Mount Elgin last night regarding wastewater concerns.

The Warden also advises that attended graduation ceremonies at Fanshawe College, a couple of commencements, the Chamber of Commerce Breakfast with the Warden in Woodstock and Breakfast with the Mayor in Ingersoll recently.

Warden Holbrough draws Council's attention to an invitation which was placed on their desks tonight regarding a lunch and awards ceremony in celebration of National Housing Day to be held on Tuesday, November 17th.

The Warden reminds Council of Remembrance Day services throughout the County and reminds Council that the regular Council meeting which would normally be held on November 11th will be held on the 12th.

The Warden also reminds Council of the Special Meeting of Council to be held on Thursday, November 5th at 1:00 p.m. regarding water/wastewater rates and suggests that an Agenda will be published on Friday for that meeting.

Warden Holbrough asks M. Metcalfe, Acting Director of Public Health and Emergency Services to give an update on the H1N1 clinics. M. Metcalfe states that the clinics have been well attended with 1,236 shots given in Woodstock yesterday, 1,323 shots given in Tillsonburg today and another clinic in Ingersoll tomorrow. She comments that many young children have attended and advises that a flyer went out today regarding clinics scheduled for next week. The Warden asks that M. Metcalfe pass on thanks to Public Health staff and health care providers for the service they are giving.

R. Walton, Director of Public Works, brings Council up-to-date on the completion of the roundabout on the north side of Woodstock on the boundary of East Zorra-Tavistock which will take place next week. Public Works is planning a tentative media event on Tuesday at 10:30 a.m. with the scheduled opening for Wednesday. An event is planned for the public to be driven through the roundabout in buses on November 7th.

13. CLOSED SESSION:

RESOLUTION NO. 21:

Moved by: Michael Harding
Seconded by: Sandra Talbot

That Council rise and go into a Closed session for the purpose of considering Report No. D-1 (CS) 2009-90 regarding matters that have not been made public concerning a proposed or pending acquisition or disposition of land.

DISPOSITION: Motion Carried (9:07 p.m.)

Oxford County Council meets in Closed session, as part of a regular meeting, this twenty-eighth day of October 2009, in the Council Chamber, County Administration Building, Woodstock.

A. CLOSED SESSION COMMENCEMENT TIME:

9:07 p.m., with Warden Holbrough in the chair.
All members of Council present.

Staff Present: M. R. Bragg, Chief Administrative Officer
L. S. Buchner, Director of Corporate Services
J. Kubiak, Corporate Manager of Human Resources
M. Metcalfe, Acting Director of Public Health and Emergency Services
M. Misek-Evans, Corporate Manager of Community and Strategic Planning
R. G. Walton, Director of Public Works
B. J. Tabor, Clerk

B. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

C. DELEGATIONS AND PRESENTATIONS:

NIL

D. CONSIDERATION OF CORRESPONDENCE:

NIL

E. REPORTS FROM DEPARTMENTS:

A CORPORATE SERVICES

NIL

B SOCIAL SERVICES AND HOUSING

NIL

C COMMUNITY AND STRATEGIC PLANNING

NIL

D PUBLIC WORKS

D-1 (CS) 2009-90

E HUMAN RESOURCES

NIL

F C.A.O./CLERK

NIL

G PUBLIC HEALTH AND EMERGENCY SERVICES

NIL

H WARDEN

NIL

F. UNFINISHED BUSINESS:

NIL

G. NEW BUSINESS/ENQUIRIES/COMMENTS:

NIL

H. TIME OF COMPLETION OF CLOSED SESSION:

9:10 p.m.

RESOLUTION NO. 22:

Moved by: Michael Harding
Seconded by: Sandra Talbot

That Council rise and reconvene in Open session.

DISPOSITION: Motion Carried (9:10 p.m.)

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION:

A CORPORATE SERVICES

NIL

B SOCIAL SERVICES AND HOUSING

NIL

C COMMUNITY AND STRATEGIC PLANNING

NIL

D PUBLIC WORKS

D-1 (CS) 2009-90

RESOLUTION NO. 23:

Moved by: Michael Harding
Seconded by: Sandra Talbot

That the recommendation contained in Report No. D-1 (CS) 2009-90 be adopted.

DISPOSITION: Motion Carried

E HUMAN RESOURCES

NIL

F C.A.O./CLERK

NIL

G PUBLIC HEALTH AND EMERGENCY SERVICES

NIL

H WARDEN

NIL

15. BY-LAWS:

BY-LAW NO. 5112-2009

Being a By-law to authorize the Warden and Clerk to sign an addendum to the Funding Agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs, under the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF).

BY-LAW NO. 5113-2009

Being a By-law to authorize the borrowing upon debentures in the aggregate principal amount of \$4,899,085.00 for a purpose of the County of Oxford and for purposes of the Town of Ingersoll.

BY-LAW NO. 5114-2009

Being a By-law to authorize the borrowing upon reserve funds in the amount of \$648,410.00 for the purposes of the Corporation of the Town of Ingersoll.

BY-LAW NO. 5115-2009

Being a By-law to authorize the Warden and Clerk to sign a Tower Use License Agreement Amendment between the County of Oxford and Barrett Xplore Corporation, Woodstock, New Brunswick, allowing for the lease of additional antenna space on the County communication tower on Bower Hill, Woodstock, Ontario.

RESOLUTION NO. 24:

Moved by: James Hayes
Seconded by: Margaret Lupton

That the following By-laws be now read a first and second time: No. 5112-2009, No. 5113-2009, No. 5114-2009 and No. 5115-2009.

DISPOSITION: Motion Carried

RESOLUTION NO. 25:

Moved by: James Hayes
Seconded by: Margaret Lupton

That the following By-laws be now given third and final reading: No. 5112-2009, No. 5113-2009, No. 5114-2009 and No. 5115-2009.

DISPOSITION: Motion Carried

16. ADJOURNMENT:

Council adjourns its proceedings until the next meeting scheduled for Thursday, November 5, 2009 at 1:00 p.m.

9:14 p.m.

Minutes adopted on November 12, 2009 by Resolution No. 2

Paul J. Holbrough
WARDEN

Brenda J. Tabor
CLERK