



## TOWN OF INGERSOLL COUNCIL MINUTES

Regular meeting of the Council of the Town of Ingersoll held at 5:00 p.m. in the Council Chambers, 130 Oxford St. on Monday, April 14, 2008.

**PRESENT:** Mayor Paul Holbrough (leaves 7:10 p.m., returns 9:15 p.m.)  
Deputy Mayor Freeman  
Councillors: Fortner, Hunt (leaves 7:35 p.m.), Lesser and Van Kooten-Bossence

**Also Present:** James Timlin, Chief Administrative Officer  
Elaine Clark – Clerk Deputy Administrator  
Gene McLaren, Engineering Co-ordinator  
John Phillips, Superintendent of Public Works  
Don Johnson, Chief Building Official  
Gary Seitz, Director of Finance/Treasurer  
Bonnie Ward – Director of Parks & Recreation  
Darell Parker, Fire Chief  
John Tapley, Ingersoll Times

Mayor Holbrough introduces and welcomes John Nooren, Building Inspector for the Town of Ingersoll.

### DECLARATION OF CONFLICT

Councillor Hunt declares a conflict of interest on Item (e) in Legal & Personnel due to a personal interest.

### MINUTES

**Moved by Councillor Fortner; seconded by Councillor Van Kooten-Bossence**

**C08-04-078** That the Minutes from the Council Meeting of March 10, 2008 be adopted as printed and circulated.

**CARRIED**

### ADDITIONS TO AGENDA

Resolutions – Item 11 – Appointment of Health Human Resource Retention and Recruitment Task Force.

**CORRESPONDENCE & COMMUNICATION**

**Moved by Councillor Lesser; seconded by Councillor Hunt**

**C08-04-079** That the following correspondence be noted and filed:

- a) AMO – Budget provides an additional \$1 billion for municipal infrastructure; Ontario Municipal Partnership fund increased for 2008; Survey to assist in the development of regulations for Long Term Care Homes Act, 2007; 2008 Conference Preview;
- b) Oxford Community Foundation – Invitation to attend Annual General Meeting, Apr. 22<sup>nd</sup> – 7:00 p.m. 212 Bysham Park Drive, Woodstock
- c) Ministry of Culture – Confirmation of the 2008 Operating Grant is \$7,976 (2007- \$6,400)
- d) Erie Thames Powerlines Announcement – Partnership with West Perth Power
- e) Erie Thames Power – Amendment to Shareholder’s Agreement
- f) Ingersoll Creative Arts Centre – Copy of letter forwarded to Engineering & Parks & Recreation for action
- g) Ministry of Transportation – Note of thanks from Minister on recent meeting at OGRA
- h) Oxford County – Notice of Public Meeting April 23, 2008 for new water and wastewater rates
- i) Ministry of Finance & Ministry of Municipal Affairs– Announcement of the introduction of Bill 35, the proposed Investing in Ontario Act, 2008
- j) Hydro One Networks Inc. – Utility Relocation Process to be used by municipalities
- k) Ministry of Municipal Affairs & Housing – Note of thanks from Minister on recent meeting at OGRA
- l) Erie Thames Power – Announcement of new partnership with DWQMS Service Provider
- m) AMO – 2008 Large Urban Symposium – May 12 & 13 Windsor
- n) OSUM – Conference & Trade Show April 30 – May 2 being held in Collingwood
- o) Ministry of Citizenship & Immigration – Lincoln M. Alexander Award 2008
- p) MPAC – Leave to Appeal Court Decision to not assess trailers
- q) Ministry of Municipal Affairs – Consultation on proposed changes to increase fire safety in residential buildings
- r) Information & Privacy Commissioner – Privacy & Video Surveillance in mass transit systems
- s) Ministry of Culture – Assessment Review Board, Board of Negotiation, Conservation Review Board, Environmental Review Tribunal and Ontario Municipal Board will cluster to share a common reception and mailroom
- t) Ministry of Government & Consumer Services – New approach to mediation by IPC

**CARRIED**

**ACCOUNTS – RESOLUTIONS**

**Moved by Councillor Hunt; seconded by Councillor Lesser**

**C08-04-080** That the Disbursement Sheets for the month of March 2008 be approved for payment.

**CARRIED**

**STAFF REPORTS**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-081** That Council do now go into Committee of the Whole.

**CARRIED**

Council in Committee of Whole, Councillor Fortner in the Chair.

While in Committee of Whole, Committee reviewed the Monthly and Special Staff Reports.

**STAFF REPORTS**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Fortner**

**C08-04-082** That the Committee do now rise.

**CARRIED**

**Moved by Councillor Hunt; seconded by Councillor Lesser**

**C08-04-082** That the following Monthly Staff Reports be received as amended:

- |  |            |
|--|------------|
| a) Public Works Report No.             | PW-051/08  |
| b) Building Report No.                 | B-052/08   |
| a) Fire Report No.                     | F-053/08   |
| b) Engineering Co-ordinator Report No. | ENG-054/08 |
| c) Recreation Report No.               | R-055/08   |
| d) Administrator's Report No.          | A-056/08   |
| e) Treasury Report No.                 | T-057/08   |
| f) Clerk's Report                      | C-058/08   |

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-083** That Council receive Report F-059/08 as information and further that the Fire Chief be authorized to negotiate an agreement with Oxford Community Police for dispatching and base communications services as per their proposal dated November 29, 2007.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-084** That Council receives Report F-060/08 as information and that the Emergency Management Program Committee be authorized to temporarily close Wilson St. on May 7<sup>th</sup>, 2008 from 7:00 a.m. to 8:00 p.m.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-085** That Council approve the request to purchase 5,000 pins prior to the approval of the budget as outlined in the Clerk's Report No. C-064/08.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-086** That Council approve the request to purchase 8 licences of Great Plains software as outlined in the Clerk's Report C-064/08 prior to the approval of the budget.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-087** That the Public Works Report PW-075/08 be received and that the County of Oxford Waste Management Co-ordinator be requested to amend the collection day for garbage and recycling pick-up in the core area Monday to Wednesday weekly.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-088** That the Engineering Services Report ENG-066/08 be received and that Council approve the guidelines for Street Light designed as policy for use in all new development in the Town of Ingersoll and further that Council adopts the policy for the use of Trafalgar Communications and Lighting Pole and Coach Head Fixture for all new developments and that a by-law be prepared to enter into an agreement with Trafalgar.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-089** That Council receive Engineering Services Report ENG-067/08 and approve the recommendations to close the capital projects, outlined in the report, and authorize the transfer of the previously committed funds to the 2008 budget.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-090** That Council authorize staff to allocate 2007 Capital Surplus funds from the VPCC change room lockers (\$10,000) towards the 2007 Parks Shop Capital Project – Parks Shop Reserve Fund Account.

**CARRIED**

**RECESS: 6:07 P.M.**

**RESUME: 6:14 P.M.**

**RESOLUTIONS AND CORRESPONDENCE**

**Moved by Councillor Fortner; seconded by Councillor Van Kooten-Bossence**

**C08-04-091** That the request from the Ingersoll Lions Club, to temporarily close Centennial Lane from the Creative Arts to the Museum on June 8, 2008 to accommodate the 1<sup>st</sup> Annual Purina Walk for Guide Dogs between the hours of Noon and 5 p.m., be approved.

**CARRIED**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Fortner**

**C08-04-092** That the request from the Oxford OPP Charity Golf Tournament 2008 for sponsorship be approved and that Council undertake to sponsor a hole at a cost of \$250.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-093** That the request from the Oxford County Right to Life to hold their annual walk on May 3<sup>rd</sup>, 2008 along Thames St. to Sacred Heart Church be approved subject to receipt of proof of insurance.

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Hunt**

**C08-04-094** That Deputy Mayor Freeman be appointed as the Town of Ingersoll's voting member at the Erie Thames Power Corporation's Annual Meeting.

**CARRIED**

**Moved by Councillor Hunt; seconded by Councillor Lesser**

**C08-04-095** That Council of the Town of Ingersoll support the resolution forwarded by the County of Oxford regarding the South Central Ontario Region Action Plan.

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Hunt**

**C08-04-096** That the request from the First Baptist Church Ingersoll Inc., to install new stairs from the church parking lot to Memorial Park, prior to budget, be deferred.

**CARRIED**

**Moved by Councillor Fortner; seconded by Councillor Van Kooten-Bossence**

**C08-04-097** That the request, from the Creative Arts Centre, to temporarily block off the parking area around the Centre on May 10<sup>th</sup>, 2008 from 8 a.m. to 2 p.m. be approved.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-098** That the request from St. James Anglican Church to temporarily close Oxford St. from the Town Centre to the church on May 25<sup>th</sup>, 2008 to accommodate the 8<sup>th</sup> Annual Zone B2 Parade and Church Service be approved.

**CARRIED**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Fortner**

**C08-04-099** That the request from IDCI to temporarily close Alma St. on June 6<sup>th</sup>, 2008 to accommodate the annual Car-b-que during class hours be approved.

**CARRIED**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Fortner**

**C08-04-100** Be it resolved that the following individuals be appointed to the Town of Ingersoll's Health Human Resource Retention and Recruitment Task Force:

**Mayor Paul Holbrough, Chair**

**Ken Vyse  
Michael Hennessy  
Donald Sanderson  
Maryellen Borndahl  
Cath Kindree  
Steve Tait  
Tom Mayberry or designate  
and Chief Administrative Officer for the Town of Ingersoll.**

**CARRIED**

**BY-LAWS**

**Moved by Councillor Lesser; seconded by Councillor Hunt**

**CO8-04-101** That the following by-laws be introduced, read a first and second time:

**By-Law No. 08-4403** – By-law to clarify a legal description of land contained in By-law No. 88-3334 (part Haines St.)

**By-Law No. 08-4417** – By-law to enter into an agreement with the Province for the Safer Communities – 1,000 Officers Partnership Program

**By-Law No. 08-4418** – By-law to enter into an agreement with Execulink Telecom Inc. (distribute and sell communications service in Town)

**By-Law No. 08-4419** - By-law to enter into an agreement with MTO (Municipal Road and Bridge Infrastructure Investment)

**By-Law No. 08-4420** – By-law to enter into an agreement with Ministry of Agriculture, Food and Rural Affairs (RED program – BR + E)

**By-Law No. 08-4421** – To appoint John Nooren as Building Inspector for the Town of Ingersoll

And that constitutes the first and second reading of the by-law.

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Hunt**

**C08-04-102** That By-law No. 08-4403 and 08-17 to 08-4421 be now read a third time, passed signed and sealed and that this constitutes the third reading.

**CARRIED**

**GENERAL COMMENTS**

Don Johnson, Chief Building Official, reminds homeowners of the upcoming large goods clean-up and urges participation.

Chief Parker extends an invitation to the May 7<sup>th</sup> Emergency Preparedness Open House being held at the Fire Hall.

John Phillips reminds homeowners of the upcoming large pick-up that starts Monday, April 21<sup>st</sup> in Zone 1. To check your zone, the information is located on the town's website, Ingersoll Times and Oxford Review.

Councillor Lesser issues an invitation from the BIA to members of Council to attend the May 13<sup>th</sup> BIA meeting to discuss future activities of the BIA. Councillor Lesser reminds the public to mark May 29<sup>th</sup> on your calendar to come out and enjoy the rib fest.

Councillor Van Kooten-Bossence reminds all to participate in the Thames River Clean up this Saturday – registration will be held at the Fire Hall; and encourages teams to register in the upcoming Maxwell Tournament being held on May 3<sup>rd</sup> and 4<sup>th</sup>.

Councillor Fortner offers his thoughts, prayers to Councillor McLeod and his family and encourages all drivers to pay special attention to the action around them

Deputy Mayor Freeman expresses his best wishes to Councillor McLeod.

Mayor Holbrough notes that two local area farmers were recently recognized for their participation in agriculture and commends them for their contribution to the community. He further notes that the County budget has been passed and that the County Offices will commence moving to their new facility on Friday April 18<sup>th</sup> with an open house to be held on June 20<sup>th</sup>, 2008 commencing at 10 a.m.

#### **NEXT REGULAR MEETING OF COUNCIL**

**Monday, May 12, 2008  
6:00 p.m.**

#### **LEGAL & PERSONNEL**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-103** That Council do now go into Committee of Whole in Camera pursuant to Section 239 (2) of the Municipal Act, 2001, as amended, to discuss the following legal and personnel matters:

- a) a) Minutes of Closed Session of Council March 10, 2008 – Resolution to adopt
- b) Personnel – Negotiation Update & New Staff Position R-068/08
- c) Property – Industrial Subdivision (Access and Extension of Agreement)
- d) Personnel – Staffing Update –
- e) Personnel – Ingersoll Police Services Board – Pension Request C-063/08

- f) Educational – Insurance
- g) Educational – Accessibility
- h) Legal – Possible litigation – Mandarin Creek Development
- i) Educational – Hiring Policy

C-062/08  
C-061/08

**CARRIED**

**6:50 p.m.**

**RESUME COUNCIL: 7:10 P.M.**

### **DEPUTATIONS & PRESENTATION**

**1. Broderick Carey – Oxford Regional Council – Day of Mourning**

Mr. Carey appears before Council on behalf of the Oxford Regional Council to request Council's support for the National Day of Mourning being held on April 28<sup>th</sup>, 2008 by lowering the flags on this day and authorize the use of Dewan Park between 6:30 and 7:00 p.m.. This event is to recognize and honour those workers who have lost their life in the line of duty and to promote and achieve a safe working environment so that loved ones return home at the end of their shift each day.

**2. OPP & Ingersoll Police Service Board – 2007 Annual Report**

Mr. Hutchinson, Chair of the Ingersoll Police Service Board, appears with Inspector Goodlett to present the 5<sup>th</sup> Annual Report and highlight the achievements of the detachment throughout 2007.

**3. Elise Clayton & Peter Abel, Co-Chairs CiB – Thames River Clean-Up**

Elise Clayton & Peter Abel, Co-Chairs of the CiB reports that the Committee would be undertaking the Annual Thames River Clean-Up event at the request of Rick Debackere, founder of the event. The Committee requests approval to host the event at the Fire Hall on April 19<sup>th</sup>, 2008 from 9 a.m. to 1 p.m. and the services of Parks & Recreation and the Public Works. Please come and volunteer your time and assist in the beautification of the town while being eligible to win one of the 3 prizes.

Mayor Holbrough and Council extend a special thanks to Rick Debackere for initiating and undertaking this environmentally friendly venture.

Deputy Mayor encourages all to volunteer and clean-up the town.

**BUSINESS ARISING FROM DEPUTATIONS**

**Moved by Councillor Hunt; seconded by Councillor Lesser**

**C08-04-104** That the request from the Communities in Bloom to use the grass area east of the fire hall for a meeting area and barbeque are plus the services of the Parks & Recreation and Public Works for bag and large article pick-up be approved.

**CARRIED**

**RESUME: COMMITTEE OF WHOLE 7:35**

**Moved by Councillor Lesser; seconded by Councillor Fortner**

**C08-04-105** That the Committee do now rise.

**CARRIED**

**9:05 p.m.**

**BUSINESS ARISING FROM LEGAL & PERSONNEL**

**Moved by Councillor Lesser; seconded by Councillor Van Kooten-Bossence**

**C08-04-106** That the following by-law be introduced, read a first and second time:

**By-Law No. 08-4422** – A by-law to authorize the execution of the 2008-09 Working Agreement between CUPE Parks & Recreation and the Town of Ingersoll.

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Van Kooten-Bossence**

**C08-04-107** That By-law No. 08-4422 be now read a third time, passed signed and sealed and this constitutes the third reading.

**CARRIED**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Lesser**

**C08-04-108** That Council defer the request to create a new full time maintenance worker position for the Thames Centre.

**CARRIED**

**Moved by Councillor Fortner; seconded by Councillor Lesser**

**C08-04-109** That the CAO be authorized to engage in a contract arrangement with Bill Mates to a maximum period of six (6) months and further that Mr. Mates be authorized to engage the services of a Co-Op student/summer student.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Fortner**

**C08-04-110** That the request from the former Ingersoll Police Officers and the Ingersoll Police Service Board to match remittance of the credit service reduction (50% maximum) that was realized from transferring from the town service to the OPP be approved subject to the former Ingersoll Officers/Staff entering into a written agreement outlining the terms of repayment and releasing the municipality from any further obligations or liabilities

Councillor Fortner requests a Recorded Vote

YEAS	RECORDED VOTE 2008	NAYS
√	Councillor John Fortner	
√	Councillor Fred Freeman	
	Councillor Ernie Hunt	
	Councillor Gordon Lesser	√
	Councillor Dave McLeod	
√	Councillor Kristy Van Kooten-Bossence	
√	Mayor Paul Holbrough	
	<b>TOTALS</b>	

Lost by \_\_\_\_\_

Carried by 4:1

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Van Kooten-Bossence**

**C08-04-111** That Council elects not to tender the 2008-09 Comprehensive Insurance Program and that Administration be authorized to prepare a draft policy on the tender process for Council's consideration.

**CARRIED**

**Moved by Councillor Van Kooten-Bossence; seconded by Councillor Fortner**

**C08-04-112** That the Clerk's Report C-061/08 be received as information.

**CARRIED**

**Moved by Councillor Fortner; seconded by Councillor Lesser**

**C08-04-113** That the request from HDL for a further 60 day extension of the Due Diligence Date from July 31, 2008 to September 29<sup>th</sup>, 2008 and Section 4.2 of the Purchase Agreement be approved.

**CARRIED**

**ADJOURNMENT**

On motion, Council adjourned at 9:40 p.m.

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**Paul Holbrough, Mayor**

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**Elaine Clark, Clerk**