

**OXFORD COUNTY COUNCIL
MINUTES**

September 13, 2023

Council Present	Warden Marcus Ryan Deputy Warden Jerry Acchione Councillor Deb Gilvesy Councillor David Mayberry Councillor Jim Palmer Councillor Mark Peterson Councillor Brian Petrie Councillor Phil Schaefer Councillor Deborah Tait Councillor Bernia Wheaton
Council Absent	N/A
Staff Present	B. Addley, Chief Administrative Officer K. Black, Director of Human Services L. Buchner, Director of Corporate Services M. Cowan, Manager of Information Services M. Dager, Director of Woodingford Lodge G. Hough, Director of Community Planning C. Senior, Clerk D. Simpson, Director of Public Works

1. CALL TO ORDER

Oxford County Council meets in regular session this thirteenth day of September, 2023, in the Council Chamber, County Administration Building, Woodstock at 9:30 a.m. with Warden Ryan in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: Brian Petrie
Seconded By: David Mayberry

Resolved 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

4.1 August 9, 2023

RESOLUTION NO. 2

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the Council Minutes of August 9, 2023 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS
NIL

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Big Brothers Big Sisters of Oxford County

Kristen Ralph, Executive Director

Re: Big Brothers Big Sisters Month in Oxford County

Kristen Ralph, Executive Director joins the meeting in the Council Chamber and proceeds through a PowerPoint presentation which formed part of the agenda.

K. Ralph responds to comments and questions from Deputy Warden Acchione and Councillor Schaefer. Following the presentation, Warden Ryan proclaims the month of September, 2023 as Big Brothers Big Sisters Month, adding that the Big Brothers Big Sisters flag will be raised at the County Administration building the week of September 18, 2023.

7. CONSIDERATION OF CORRESPONDENCE

7.1 Township of Blandford-Blenheim

August 3, 2023

Re: 2024 Oxford County Water and Wastewater Master Plan Study

RESOLUTION NO. 3

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that correspondence item 7.1 from the Township of Blandford-Blenheim on the Open meeting agenda of September 13, 2023 be received and taken into consideration in conjunction with all other comments received from the public and

area municipalities with respect to the draft 2024 Water and Wastewater Master Plan to be presented at the October 11, 2023 Council meeting.

DISPOSITION: Motion Carried

7.2 Safe and Well Oxford Communities
Minutes of June 19, 2023

7.3 Minister of Infrastructure
August 17, 2023
Re: Asset Management Support Tools and Programs for Municipalities

RESOLUTION NO. 4

Moved By: Mark Peterson
Seconded By: Deborah Tait

Resolved that Correspondence Items 7.2 and 7.3 on the Open meeting agenda of September 13, 2023 be received as information.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2023-259 - Application for Draft Plan of Condominium and Exemption from Draft Plan Approval CD 22-02-6 – Reeves Land Corporation

RECOMMENDATIONS

1. That Oxford County grant draft plan approval to a proposed condominium submitted by Reeves Land Corporation (File No. CD 22-02-6), prepared by Brooks Lise Surveying Limited, dated July 13, 2023, for lands described as Block 85, Registered Plan 41M-342, in the Town of Ingersoll;
2. And further, that Oxford County Council approve the application for exemption from the draft plan of condominium approval process submitted by Reeves Land Corporation (File No. CD 22-02-6), prepared by Brooks Lise Surveying Limited, dated July 13, 2023, for lands described as Block 85, Registered Plan 41M-342, in the Town of Ingersoll.

RESOLUTION NO. 5

Moved By: David Mayberry
Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CP 2023-259, titled "Application for Draft Plan of Condominium and Exemption from Draft Plan Approval CD 22-02-6 – Reeves Land Corporation", be adopted.

DISPOSITION: Motion Carried

8.2 CAO

8.2.1 CAO 2023-03 - 2023-2026 Strategic Plan

RECOMMENDATIONS

1. That Report No. CAO 2023-03 entitled "2023 – 2026 Strategic Plan" be received;
2. And further, that Council approves the final version of the 2023 – 2026 Strategic Plan as attached in Attachment 1.

RESOLUTION NO. 6

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CAO 2023-03, titled "2023-2026 Strategic Plan", be adopted.

DISPOSITION: Motion Carried

8.3 PUBLIC WORKS

8.3.1 PW 2023-36 - Request for Project Approval and Transfer of Funds – Lansdowne Avenue Trunk Sanitary Sewer Design, Woodstock

RECOMMENDATIONS

1. That County Council approve the Lansdowne Avenue Trunk Sanitary Sewer Design (Woodstock) as part of the 2023 Capital Budget;
2. And further, that County Council authorize the transfer of \$100,000 from the Wastewater - Woodstock Reserve to fund the planned design costs.

RESOLUTION NO. 7

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report No. PW 2023-36, titled "Request for Project Approval and Transfer of Funds – Lansdowne Avenue Trunk Sanitary Sewer Design, Woodstock", be adopted.

DISPOSITION: Motion Carried

8.3.2 PW 2023-37 - Construction Staging and Traffic Control Options for Rehabilitation of Bridge on Oxford Road 59/Vansittart Avenue, Woodstock

RECOMMENDATION

1. That Oxford County Council support Alternative 3 for traffic and construction staging ahead of the anticipated rehabilitation of bridge 59755 located at Oxford Road 59 and Vansittart Avenue in Woodstock to begin in early 2024, as described in Report No. PW 2023-37.

RESOLUTION NO. 8

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report No. PW 2023-37, titled "Construction Staging and Traffic Control Options for Rehabilitation of Bridge on Oxford Road 59/Vansittart Avenue, Woodstock", be adopted.

DISPOSITION: Motion Carried

8.4 HUMAN SERVICES

8.4.1 HS 2023-14 - 24/7 Shelter Model Update and Strategy for Pathways Out of Homelessness

RECOMMENDATIONS

1. That County Council receive Report No. HS 2023-14, entitled "24/7 Shelter Model Update and Strategy for Pathways out of Homelessness" as information;
2. And further, that County Council authorize up to \$125,000 from the Affordable Housing Reserve to be used for the purposes of retaining a consultant for the development of a Strategy in support of pathways out of homelessness to work alongside the 24/7 Shelter Model;

3. And further, that Council authorize the Chief Administrative Officer and the Director of Human Services to sign all necessary documents related thereto.

RESOLUTION NO. 9

Moved By: Jerry Acchione
Seconded By: Deb Gilvesy

Resolved that Report No. HS 2023-14 titled "24/7 Shelter Model Update and Strategy for Pathways Out of Homelessness", be deferred;

And further, that County Council request that staff investigate and bring a report back to Council as timely as possible, the position of a full-time co-ordinator for the development of a strategy in support of pathways out of homelessness and other options.

DISPOSITION: Motion Carried

Warden Ryan calls a recess at 11:21 a.m.
Council and staff return to the Council Chamber at 11:36 a.m.

8.5 CORPORATE SERVICES

8.5.1 CS 2023-27 - Fees and Charges By-law Update

RECOMMENDATION

1. That Schedule "A" to By-law No. 4889-2007, being a by-law to impose fees and charges for services provided by the County of Oxford that are not covered through direct taxation, be amended effective January 1, 2024, with the exception of haircare fees which will no longer apply as of October 13, 2023, as set out in Report No. CS 2023-27 entitled "Fees and Charges By-law Update".

RESOLUTION NO. 10

Moved By: Deb Gilvesy
Seconded By: Bernia Wheaton

Resolved that the recommendation contained in Report No. CS 2023-27, titled "Fees and Charges By-law Update", be adopted.

DISPOSITION: Motion Carried

8.5.2 CS 2023-28 - Lansdowne Ave Watermain Extension Project – Internal Long-term Debt Issue

RECOMMENDATION

1. That By-law No. 6568-2023, being a by-law to authorize the borrowing of funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$15,960 to be used for the purposes of financing property owners' charges for capital costs related to the Lansdowne Ave Watermain Extension Project, be presented to Council for enactment.

RESOLUTION NO. 11

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report No. CS 2023-28, titled "Lansdowne Ave Watermain Extension Project – Internal Long-term Debt Issue", be adopted.

DISPOSITION: Motion Carried

8.5.3 CS 2023-29 - Economic Development Group Recommendations

RECOMMENDATIONS

1. That Report No. CS 2023-29 entitled "Economic Development Group Recommendations" be received;
2. And further, that staff be directed to facilitate annual Economic Development forums to advance collaboration and seek enhanced service delivery as it relates to local economic development that will encourage participation from the following:
 - Local Economic Development Offices
 - The Small Business Centre
 - Community Futures Oxford
 - SCOR EDC
 - Community Employment Services/Multi-Service Centre
 - Tourism Oxford
 - Director or designate from Oxford County, including
 - CAO
 - Human Services
 - Community Planning
 - Public Works

- Corporate Services.

RESOLUTION NO. 12

Moved By: Bernia Wheaton
Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report No. CS 2023-29, titled "Economic Development Group Recommendations", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

NIL

12. ENQUIRIES

NIL

Warden Ryan calls a recess at 11:41 a.m.

Council and staff return to the Council Chamber at 12:18 p.m.

RESOLUTION NO. 13

Moved By: Brian Petrie
Seconded By: Jerry Acchione

Resolved that the motion to adjourn the meeting of September 13, 2023 be extended to 2:30 p.m. to allow Council time to consider the remaining items on the Agenda.

DISPOSITION: Motion Carried

13. CLOSED SESSION

RESOLUTION NO. 14

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that Council rise and go into a Closed Session to consider Report No. PW (CS) 2023-39, Report No. HS (CS) 2023-15 and Report No. HS (CS) 2023-16 regarding a proposed or pending acquisition or disposition of lands by the County or local board and positions, plans, procedures, criteria or instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

DISPOSITION: Motion Carried at 12:19 p.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this thirteenth day of September, 2023.

12:20 p.m. with Warden Ryan in the chair.

All members of Council in attendance.

Staff Present	B. Addley, Chief Administrative Officer
	K. Black, Director of Human Services
	L. Buchner, Director of Corporate Services
	M. Dager, Director of Woodingford Lodge
	G. Hough, Director of Community Planning
	C. Senior, Clerk
	D. Simpson, Director of Public Works

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

CONSIDERATION OF CORRESPONDENCE:

NIL

DELEGATIONS AND PRESENTATIONS:

NIL

UNFINISHED BUSINESS:

NIL

REPORTS FROM DEPARTMENTS:

1. PW (CS) 2023-39

Councillor Gilvesy leaves Room 129 at 1:04 p.m. She returns at 1:09 p.m.

2. HS (CS) 2023-15

3. HS (CS) 2023-16

Councillor Gilvesy leaves the meeting at 1:52 p.m.

RESOLUTION NO. 15

Moved By: Phil Schaefer

Seconded By: Jerry Acchione

Resolved that Council reconvene in Open session.

DISPOSITION: Motion Carried at 2:12 p.m.

Council and staff return to the Council Chamber at 2:15 p.m. All members of Council present with the exception of Councillors Gilvesy and Palmer.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 PW (CS) 2023-39

RESOLUTION NO. 16

Moved By: Jerry Acchione

Seconded By: Brian Petrie

Resolved that the recommendations contained in Report No. PW (CS) 2023-39 be adopted.

DISPOSITION: Motion Carried

Councillor Palmer returns to the Council Chamber at 2:16 p.m.

14.2 HS (CS) 2023-15

RESOLUTION NO. 17

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendation contained in Report No. HS (CS) 2023-15 be adopted.

DISPOSITION: Motion Carried

14.3 HS (CS) 2023-16

RESOLUTION NO. 18

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that Report No. HS (CS) 2023-16 be received;

And further, that Council authorize staff to retain a commercial real estate appraiser to provide an independent current value assessment of potential properties in the City of Woodstock as a potential location for the delivery of 24/7 Emergency Shelter Services, to be funded from the Affordable Housing Reserve.

DISPOSITION: Motion Carried

15. BY-LAWS

15.1 By-law No. 6568-2023

Being a by-law to authorize the borrowing of funds from the Landfill and Waste

Diversion Reserve Fund in the amount of \$15,960 to be used for the purposes of financing property owners' charges for capital costs related to water services provided under the Lansdowne Ave Watermain Extension Project (the "Services").

- 15.2 By-law No. 6569-2023
Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

RESOLUTION NO. 19

Moved By: Jim Palmer
Seconded By: Brian Petrie

Resolved that the following By-laws be read a first and second time: 6568-2023 and 6569-2023.

DISPOSITION: Motion Carried

RESOLUTION NO. 20

Moved By: Jim Palmer
Seconded By: Brian Petrie

Resolved that the following By-laws be now given a third and final reading: 6568-2023 and 6569-2023.

DISPOSITION: Motion Carried

16. ADJOURNMENT

RESOLUTION NO. 21

Moved By: Mark Peterson
Seconded By: David Mayberry

Resolved that Council meeting of September 13, 2023 be adjourned until the next meeting scheduled for September 27, 2023 at 9:30 a.m.

DISPOSITION: Motion Carried at 2:18 p.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

CLERK