

**OXFORD COUNTY COUNCIL  
MINUTES**

**November 15, 2023**

Council Present      Warden Marcus Ryan  
Deputy Warden Jerry Acchione  
Councillor Deb Gilvesy arrives at 10:14 a.m.  
Councillor Bernia Martin  
Councillor David Mayberry  
Councillor Jim Palmer  
Councillor Mark Peterson  
Councillor Brian Petrie  
Councillor Phil Schaefer  
Councillor Deborah Tait arrives at 9:37 a.m.

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  
R. Hall, Director of Paramedic Services  
G. Hough, Director of Community Planning  
C. Senior, Clerk  
D. Simpson, Director of Public Works  
A. Smith, Director of Human Resources

**1. CALL TO ORDER**

Oxford County Council meets in special session this fifteenth day of November, 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:      Phil Schaefer  
Seconded By: Jerry Acchione

Resolved that the agenda be approved.

DISPOSITION: Motion Carried

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that Section 11.3.1 of the Procedure By-law, which reads "Presentations by County staff at meetings shall endeavor to be a maximum of fifteen (15) minutes", be waived for the purpose of Budget and Business Plan deliberations.

DISPOSITION: Motion Carried

RESOLUTION NO. 3

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the motion to adjourn the Special Meeting of November 15, 2023 be extended to 2:30 p.m.

DISPOSITION: Motion Carried

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

NIL

**4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING**

NIL

**5. PUBLIC MEETINGS**

NIL

**6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**

**6.1 Staff Presentations**

Re: 2024 Business Plans and Budgets

Lynn Buchner, Director of Corporate Services provides a high-level overview relating to the Budget process as well as highlights of the proposed 2024 Budgets and Business Plans using a presentation which formed part of Council's agenda.

Councillor Tait arrives at 9:37 a.m.

Jennifer Lavalley, Manager of Capital Planning proceeds through the highlights of the proposed Capital Plan.

Warden Ryan opens the meeting to questions from Council. There are none.

### **Public Works**

David Simpson, Director of Public Works speaks to the Draft 2024 Public Works Business Plan and Budget.

Councillor Gilvesy joins the meeting via WebEx at 10:14 a.m.

Councillor Tait leaves the Council Chamber at 10:30 a.m.  
She returns at 10:31 a.m.

Councillor Mayberry leaves the Council Chamber at 10:42 a.m.  
He returns at 10:45 a.m.

Warden Ryan calls for a recess at 10:50 a.m.  
Staff and members of Council return to the Council Chamber at 11:01 a.m.  
Councillor Gilvesy joins the meeting via WebEx.  
Deputy Warden Acchione returns to the Council Chamber at 11:02 a.m.

D. Simpson continues the presentation of the Draft 2024 Public Works Business Plan and Budget.

Warden Ryan opens the meeting to questions from Council. D. Simpson responds to comments and questions from members of Council throughout the presentation.

### **Human Services**

Kelly Black, Director of Human Services speaks to the Draft 2024 Human Services Business Plan and Budget.

Warden Ryan opens the meeting to questions from Council. K. Black responds to comments and questions from members of Council.

Warden Ryan calls for a recess at 11:49 a.m.  
Councillor Tait leaves the Council meeting at 11:49 a.m.

Staff and members of Council return to the Council Chamber at 12:20 p.m.  
Councillor Gilvesy joins the meeting via WebEx.  
All members of Council in attendance with the exception of Councillor Tait.

### **Woodingford Lodge**

Mark Dager, Director of Woodingford Lodge speaks to the Draft 2024 Woodingford Lodge Business Plan and Budget.

Warden Ryan opens the meeting to questions from Council. M. Dager responds to comments and questions from members of Council.

### **General and Council**

Lynn Buchner, Director of Corporate Services speaks to the Draft 2024 General and Council Budgets.

Warden Ryan opens the meeting to questions from Council. L. Buchner responds to comments and questions from members of Council.

### **Human Resources**

Amy Smith, Director of Human Resources speaks to the Draft 2024 Human Resources Business Plan and Budget.

Warden Ryan opens the meeting to questions from Council. A. Smith responds to comments and questions from members of Council.

### **Community Planning**

Gord Hough, Director of Community Planning speaks to the Draft 2024 Community Planning Business Plan and Budget.

Warden Ryan opens the meeting to questions from Council. G. Hough responds to comments and questions from members of Council.

### **CAO's Office**

Ben Addley, Chief Administrative Officer speaks to the Draft 2024 CAO's Office Business Plan and Budget.

Councillor Petrie leaves the Council Chamber at 1:25 p.m.  
He returns at 1:27 p.m.

In closing, L. Buchner speaks to Pending Adjustments and explains the process for the remaining 2023 Council meetings.

Warden Ryan opens the meeting to questions from Council. L. Buchner responds to comments and questions from members of Council.

### **RESOLUTION NO. 4**

Moved By: Jerry Acchione  
Seconded By: Jim Palmer

Resolved that the information provided in the 2024 Business Plans and Budgets presentation be received and referred to 2024 Budget and Business Plan deliberations.

**DISPOSITION:** Motion Carried

**7. CONSIDERATION OF CORRESPONDENCE**

- 7.1 Grand River Conservation Authority (GRCA)  
November 2, 2023  
Re: 2024 Grand River Conservation Authority Draft Budget
- 7.2 Long Point Region Conservation Authority (LPRCA)  
November 9, 2023  
Re: 2024 Long Point Region Conservation Authority Draft Budget

**RESOLUTION NO. 5**

Moved By: Jim Palmer  
Seconded By: Brian Petrie

Resolved that the Grand River Conservation Authority and Long Point Region Conservation Authority 2024 Draft Budgets be received and referred to 2024 Budget and Business Plan deliberations.

**DISPOSITION:** Motion Carried

**8. REPORTS FROM DEPARTMENTS**

NIL

**9. UNFINISHED BUSINESS**

The following Reports are provided for ongoing information purposes during Budget consideration:

- 9.1 CS 2023-39 - 2024 Business Plans and Budget  
Report No. [CS 2023-39](#), titled 2024 Business Plans and Budget was received for discussion purposes by Council on November 8, 2023.
- 9.2 CS 2023-40 - 2024 Oxford County Library Business Plan and Budget  
Report No. [CS 2023-40](#), titled 2024 Oxford County Library Business Plan and Budget was received for discussion purposes by Council on November 8, 2023.
- 9.3 CS 2023-41 - Court Security Grant Special Tax Levy  
Report No. [CS 2023-41](#), titled Court Security Grant Special Tax Levy was received for discussion purposes by Council on November 8, 2023.
- 9.4 CS (CS) 2023-42  
Report No. CS (CS) 2023-42 [Closed Session Document] was received for discussion purposes by Council on November 8, 2023.

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

11.1 Note: Section 9.1.2 of Procedure By-law No. 6268-2020 as amended states:

Notwithstanding Section 9.1.1, during Council's review and consideration of annual business plans and budgets, all amending motions shall be tabled in writing and duly signed as Notices of Motion to be debated at the Budget meeting specifically identified for budget debate. The Clerk will ensure that all such motions are printed in full on the Agenda for the meeting when debate is scheduled to occur.

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

NIL

**14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION**

NIL

**15. BY-LAWS**

15.1 By-law No. 6584-2023

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. 6

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that By-law No. 6584-2023 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 7

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that By-law No. 6584-2023 be given a third and final reading.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 8

Moved By: Mark Peterson  
Seconded By: David Mayberry

Resolved that the Special Council meeting of November 15, 2023 be adjourned until the next meeting scheduled for November 22, 2023 at 9:30 a.m.

DISPOSITION: Motion Carried at 1:42 p.m.

Minutes adopted on \_\_\_\_\_ by Resolution No. \_\_\_\_\_.

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK