

**OXFORD COUNTY COUNCIL  
MINUTES**

**May 22, 2024**

Council Present	Warden Marcus Ryan Deputy Warden Mark Peterson Councillor Jerry Acchione Councillor Deb Gilvesy Councillor Bernia Martin Councillor David Mayberry Councillor Jim Palmer Councillor Brian Petrie Councillor Phil Schaefer Councillor Deborah Tait
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 A. Smith, Director of Human Resources

**1. CALL TO ORDER**

Oxford County Council meets in regular session this twenty-second day of May, 2024, 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: Jerry Acchione  
Seconded By: Jim Palmer

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 May 8, 2024

RESOLUTION NO. 2

Moved By: Jim Palmer  
Seconded By: Brian Petrie

Resolved that the Council Minutes of May 8, 2024 be adopted.

DISPOSITION: Motion Carried

4.2 May 8, 2024 Workshop

RESOLUTION NO. 3

Moved By: Brian Petrie  
Seconded By: David Mayberry

Resolved that the Minutes of the Asset Management Plan Workshop held May 8, 2024 be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

5.1 Resolution to go into a Public Meeting pursuant to the Planning Act and the Disposal of Lands Policy

RESOLUTION NO. 4

Moved By: David Mayberry  
Seconded By: Mark Peterson

Resolved that Council rise and go into a Public Meeting pursuant to the Planning Act and the Disposal of Lands Policy, and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried at 9:31 a.m.

5.1.1 Application for Official Plan Amendment OP-23-13-7 - Harvest Ave. Inc.

The chair asks Gord Hough, Director of Community Planning to present the application. G. Hough, through use of a map, indicates that the Application for Official Plan Amendment proposes to redesignate the

subject lands from 'Service Commercial' to 'High Density Residential' to facilitate the development of four apartment dwellings in the Town of Tillsonburg with special provisions that would include commercial space and allow for a residential density on the entire site of approximately 126 units/ha. G. Hough further indicates that a Phase I Environmental Site Assessment, Landscape Plan, Planning Justification Report, Transportation Impact Brief, Noise and Vibration and Land Use Compatibility Study, Functional Servicing and Stormwater Management Report, and Servicing Report were completed in support of the applications. In closing, G. Hough indicates that Planning staff are of the opinion that the proposal is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan with respect to providing for the land requirements and the need for housing and commercial options for current and future residents of the Town. As such, staff are satisfied that the application can be given favourable consideration.

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

Brandon Flewwelling from GSP Group Inc. introduces Jason Stubbe from Stubbes' Precast who proceed through a presentation which has been posted to the County's website outlining additional details of the proposal.

The Chair opens the meeting to questions from members of Council. B. Flewwelling and J. Stubbe respond to comments and questions from Councillors Acchione, Gilvesy, Petrie and Schaefer.

No members of the public were present with respect to this application.

#### 5.1.2 Declaration of Surplus Land: 135 Main Street, Norwich

The chair asks David Simpson, Director of Public Works to speak to the declaration of surplus land. D. Simpson, through use of a map, indicates that the property located at 135 Main Street in Norwich, owned by a third party, contains a small land parcel within it which is owned by Oxford County, adding that the property is approximately 50'x48' and contained the former municipal Well 3 supply that was previously part of the County water system. This municipal well was decommissioned by the County in 2006 and capped with a bentonite plug as the asset was no longer required. Due to the nature of the site, the well building structure remained in place after well decommissioning since it was attached to the main property owner's building. In 2024, County staff were contacted by a party who was interested in purchasing 135 Main Street, and was inquiring as to the ability to purchase this small parcel of land within the property. The interested party is looking to remove the existing building structure in an effort to redevelop the site. It has been confirmed that this

property no longer serves an operational need and can be declared surplus and disposed of. The interested party has since proceeded with submitting an offer on the property with a condition of being able to purchase the County parcel.

The Chair opens the meeting to questions from members of Council. D. Simpson responds to comments and questions from Councillor Palmer.

No members of the public were present with respect to this declaration of surplus land.

5.1.3 Resolution to adjourn the Public Meeting

RESOLUTION NO. 5

Moved By: Mark Peterson  
Seconded By: Deborah Tait

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried at 9:54 a.m.

5.2 Consideration of Report CP 2024-129 - Application for Official Plan Amendment - OP 23-13-7 – Harvest Ave. Inc.

RESOLUTION NO. 6

Moved By: Deborah Tait  
Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report CP 2024-129, titled "Application for Official Plan Amendment - OP 23-13-7 – Harvest Ave. Inc.", be adopted.

DISPOSITION: Motion Carried

5.3 Consideration of Report PW 2024-22 - Declaration of Surplus Land - 135 Main Street, Norwich

RESOLUTION NO. 7

Moved By: Deb Gilvesy  
Seconded By: Bernia Martin

Resolved that the recommendations contained in Report PW 2024-22, titled "Declaration of Surplus Land - 135 Main Street, Norwich", be adopted.

DISPOSITION: Motion Carried

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

6.1 Nicole Toth  
Resident of Tillsonburg  
Re: Charges at Tillsonburg Transfer Station

Nicole Toth joins the meeting via telephone to discuss the pricing structure at the Tillsonburg Transfer Station as individuals are charged the full load price of a truck and trailer, regardless of the truck being empty.

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

RESOLUTION NO. 8

Moved By: Deb Gilvesy  
Seconded By: Deborah Tait

Resolved that the delegation from Nicole Toth be received as information;

Whereas the Tillsonburg Transfer Station has seen over a 50% decline in usage since the new fee structure was implemented;

Whereas without the presence of scales challenges with regards to fees has pushed residents to use the services available in Salford;

And further, that the current fee structure charges for a Truck and Trailer or Passenger Vehicle and Trailer when waste may only be in the trailer not both the vehicle and the trailer;

Therefore, be it resolved that the County establish a fee for a “trailer only” at the Tillsonburg Transfer Station.

DISPOSITION: See Action of Council following Resolution No. 9.

RESOLUTION NO. 9

Moved By: Deb Gilvesy  
Seconded By: Deborah Tait

Resolved that the delegation from Nicole Toth be received as information.

Whereas the Tillsonburg Transfer Station has seen over a 50% decline in usage since the new fee structure was implemented;

Whereas without the presence of scales challenges with regards to fees has pushed residents to use the services available in Salford;

And further, that the current fee structure charges for a Truck and Trailer or Passenger Vehicle and Trailer when waste may only be in the trailer not both the vehicle and the trailer;

Therefore, be it resolved that the County establish a loaded trailer only fee at any County transfer station.

DISPOSITION: Motion Carried

**7. CONSIDERATION OF CORRESPONDENCE**

NIL

**8. REPORTS FROM DEPARTMENTS**

**8.1 CORPORATE SERVICES**

**8.1.1 CS 2024-16 - 2023 Audited Financial Statements (Presentation)**

**RECOMMENDATION**

1. That the Oxford County Consolidated Financial Statements and the County of Oxford Trust Funds Statements for the year ended December 31, 2023 be accepted.

Christene Scrimgeour, of the firm Scrimgeour & Company, Chartered Accountants, joins the meeting in the Council Chamber to address Council regarding the 2023 Audited Consolidated Financial Statements and Trust Funds Statements.

Following her presentation, C. Scrimgeour responds to comments and questions from members of Council.

**RESOLUTION NO. 10**

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report CS 2024-16, titled "2023 Audited Financial Statements", be adopted.

DISPOSITION: Motion Carried

**8.2 COMMUNITY PLANNING**

**8.2.1 CP 2024-129 - Application for Official Plan Amendment - OP 23-13-7 – Harvest Ave. Inc.**

**RECOMMENDATIONS**

1. That Oxford County Council approve Application OP 23-13-7, submitted by Harvest Ave Inc. for lands described as Part Lot 24, Plan 1653, 41R-8458 Town of Tillsonburg, to redesignate the subject lands from 'Service Commercial' to 'High Density Residential' with special provisions to allow a maximum density of 126 units/ha (51 units/ac) and service commercial uses on the subject lands;
2. And further, that Council approve the attached Amendment No. 317 to the County of Oxford Official Plan, and that the necessary By-law to approve Amendment No. 317 be raised.

The Report was dealt with following the Public Meeting.

### 8.3 PUBLIC WORKS

#### 8.3.1 PW 2024-22 - Declaration of Surplus Land: 135 Main Street, Norwich

##### RECOMMENDATION

1. That, in accordance with the Disposal of Land Policy 6.15, County Council enact a by-law at the May 22, 2024 Council meeting to declare property legally described as Part of Lot 10 Concession 5 North Norwich Parts 1 & 3 41R2366; T/W & S/T 268637; Norwich, as described in Report PW 2024-22, as surplus lands.

The Report was dealt with following the Public Meeting.

#### 8.3.2 PW 2024-23 - Municipal Curbside Waste Collection Program (Presentation)

##### RECOMMENDATIONS

1. That County Council authorize staff to release procurement documents for regional residential curbside collection of garbage, source separated organics, large items, and recycling from non-eligible sources as referenced in Report PW 2024-23, starting May 2027 for a seven year term, subject to contract award by County Council;
2. And further, that County Council authorize staff to negotiate contract amendments with the County's current curbside collection and recycling processing Contractor for extended contracted services from May 2025 to April 2027 in order to accommodate the municipal blue box program transition as referenced in Report PW 2024-23, for Council's further consideration and approval;
3. And further, that County Council authorize staff to negotiate pricing with a local vendor for source separated organics

processing starting May 2027 for a seven year term, subject to Council's further consideration and approval, until feasibility of a County-owned organics processing facility can be further evaluated and considered for County Council's final award approval.

David Simpson, Director of Public Works introduces Pamela Antonio, Supervisor of Waste Management and Frank Gross, Manager of Transportation and Waste Management, who proceed through a presentation which formed part of Council's agenda.

The presenters respond to comments and questions from members of Council throughout the presentation.

Councillor Mayberry leaves the Council Chamber at 11:25 a.m.  
He returns at 11:26 a.m.

#### RESOLUTION NO. 11

Moved By: Phil Schaefer

Seconded By: Jerry Acchione

Resolved that the recommendations contained in Report PW 2024-23, titled "Municipal Curbside Waste Collection Program", be adopted with the addition of consideration of a third collection option, namely a 5-day collection cycle with weekly organic and weekly garbage collection.

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**

Councillor Petrie speaks of the Red Shirt Day of Action for AccessAbility and Inclusion, which is on May 29, 2024, adding that Red Shirt Day is a day when people across Canada come together and wear red to create a visible display of solidarity. A photo opportunity for members of Council wearing their red shirts takes place following the Council meeting.



**13. CLOSED SESSION**

NIL

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

NIL

**15. BY-LAWS**

15.1 By-law No. 6636-2024

Being a By-Law to adopt Amendment Number 317 to the County of Oxford Official Plan.

15.2 By-law No. 6637-2024

Being a By-law to declare lands legally described as Part of Lot 10 Concession 5 North Norwich Parts 1 & 3 41R2366; T/W & S/T 268637; Norwich, and municipally known as 135 Main St, Norwich, as surplus to the needs of the County.

15.3 By-law No. 6638-2024

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. 12**

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the following by-laws be read a first and second time: 6636-2024 to 6638-2024 inclusive.

**DISPOSITION:** Motion Carried

**RESOLUTION NO. 13**

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the following by-laws be given a third and final reading: 6636-2024 to 6638-2024 inclusive.

**DISPOSITION:** Motion Carried

**16. ADJOURNMENT**

Prior to adjournment, Warden Ryan indicates that after twenty-four years of service, that Gord Hough, Director of Community Planning has announced his retirement, with this being his last Council meeting. Warden Ryan extends congratulations and best wishes on behalf of Council and the residents of Oxford County. Chief Administrative Officer Ben Addley and members of Council express gratitude and best wishes to Gord on his next chapter.

RESOLUTION NO. 14

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the Council meeting of May 22, 2024 be adjourned until the next meeting scheduled for June 12, 2024 at 9:30 a.m.

DISPOSITION: Motion Carried at 12:08 p.m.

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

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK