

**OXFORD COUNTY COUNCIL
MINUTES**

August 14, 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
D. Ford, Acting Director of Public Works
R. Hall, Director of Paramedic Services
P. Michiels, Director of Community Planning
C. Senior, Clerk
A. Smith, Director of Human Resources

1. CALL TO ORDER

Oxford County Council meets in regular session this fourteenth day of August, 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: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that the agenda be approved as amended by moving Closed Session and Consideration of Closed Session to follow Delegation 6.1.

DISPOSITION: Motion Carried

RESOLUTION NO. 2

Moved By: Bernia Martin
Seconded By: Phil Schaefer

Resolved that the motion to adjourn the Council meeting of August 14, 2024 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

4.1 July 10, 2024

RESOLUTION NO. 3

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that the Council minutes of July 10, 2024 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

5.1 Resolution to go into a Public Meeting pursuant to the Planning Act

RESOLUTION NO. 4

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that Council rise and go into a Public Meeting pursuant to the Planning Act, 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 24-05-8 - Caressant Care Nursing and Retirement Homes Limited and James Lavelle

The Chair calls Paul Michiels, Director of Community Planning forward to present Application for Official Plan Amendment OP 24-05-8 - Caressant Care Nursing and Retirement Homes Limited and James Lavelle.

P. Michiels, through use of a map, indicates that the the Official Plan amendment proposes to redesignate the subject lands from Community Facility to Residential and Low Density Residential to recognize and facilitate the continued use of the lands for single detached residential purposes (i.e. an existing single-detached dwelling) on lands municipally known as 801 Walter Street, in the City of Woodstock.

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

Payden Shrubbs of White Coad LLP joins the meeting virtually and has no comments.

5.1.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 5

Moved By: Jerry Acchione

Seconded By: Jim Palmer

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

DISPOSITION: Motion Carried at 9:34 a.m.

5.2 Consideration of Report CP 2024-257 - Application for Official Plan Amendment OP 24-05-8 - Caressant Care Nursing and Retirement Homes Limited and James Lavelle

RESOLUTION NO. 6

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report CP 2024-257, titled "Application for Official Plan Amendment OP 24-05-8 - Caressant Care Nursing and Retirement Homes Limited and James Lavelle", be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 South Central Ontario Region (SCOR) Economic Development Corporation

Amy Martin, Chair, Board of Directors

Kimberly Earls, Executive Director

Re: Mid-year update

Amy Martin and Kimberly Earls join the meeting in the Council Chamber and proceed through a presentation which formed part of Council's agenda.

Warden Ryan opens the meeting to comments and questions from members of Council. There are none.

RESOLUTION NO. 7

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the information provided in Delegation 6.1 on the Open meeting agenda of August 14, 2024 be received.

DISPOSITION: Motion Carried

* Closed Session and Consideration of Closed Session were moved to follow Delegation 6.1 – See Resolution No. 1.

7. CONSIDERATION OF CORRESPONDENCE

7.1 Upper Thames Region Conservation Authority

Re: Request to rescind the Minister's direction to conservation authorities to freeze the fees associated with planning, development and permitting

RESOLUTION NO. 17

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that correspondence Item 7.1 on the Open meeting agenda of August 14, 2024 be received;

And further, that Council authorize the Warden to sign the draft letter addressed to the Minister of Natural Resources and Forestry requesting that the Direction to conservation authorities to freeze the fees associated with planning, development and permitting be rescinded.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2024-257 - Application for Official Plan Amendment OP 24-05-8 – Caressant Care Nursing and Retirement Homes Limited and James Lavelle

RECOMMENDATIONS

1. That Oxford County Council approve Application No. OP 24-05-8 submitted by Caressant Care Nursing and Retirement Homes Limited and James Lavelle, for lands described as Plan 187, Part Lot 1 e/s Fyfe Avenue in the City of Woodstock, to redesignate the subject lands from Community Facility to Residential and Low Density Residential;
2. And further, that Council approve the attached Amendment No. 320 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 320 be raised.

The Report was dealt with following the Public Meeting.

8.2 HUMAN SERVICES

8.2.1 HS 2024-09 - Housing for All 2024-2033 (10-Year Housing & Homelessness Plan) - Presentation

RECOMMENDATIONS

1. That County Council approve "Housing for All 2024-2033 Plan", the County's new 10-Year Housing and Homelessness Plan, as attached to Report HS 2024-09;
2. And further, that Report HS 2024-09 be circulated to Area Municipalities for information purposes.

Rebecca Smith, Manager of Housing Development introduces Kerry Hobbs, Director, Sector Services, HSC Business Solutions who proceeds through a presentation which formed part of Council's agenda. The presenters respond to comments and questions from members of Council throughout the presentation.

RESOLUTION NO. 18

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that the recommendations contained in Report HS 2024-09, titled "Housing for All 2024-2033 (10-Year Housing & Homelessness Plan)", be adopted.

DISPOSITION: Motion Carried

8.3 PUBLIC WORKS

- 8.3.1 PW 2024-29 - Mutual Access Easement Agreement – Oxford Road 35 (Devonshire Avenue) and Clarke Street North Intersection Improvements, City of Woodstock

RECOMMENDATION

1. That County Council authorize the Chief Administrative Officer and Acting Director of Public Works to execute a Mutual Access Agreement with the Property Owners of 925 Devonshire (2334488 Ontario Ltd.) and 951 Devonshire (Hy-Ton Enterprises Ltd.), to outline the maintenance and legal requirements of each Property Owner with respect to the shared entrance.

RESOLUTION NO. 19

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that the recommendation contained in Report PW 2024-29, titled "Mutual Access Easement Agreement – Oxford Road 35 (Devonshire Avenue) and Clarke Street North Intersection Improvements, City of Woodstock", be adopted.

DISPOSITION: Motion Carried

- 8.3.2 PW 2024-30 - All-Way Stop at Oxford Road 28 and 16th Line, Township of East Zorra-Tavistock

RECOMMENDATION

1. That County Council authorize the implementation of an all-way stop condition at the intersection of Oxford Road 28 and 16th Line in the Township of East Zorra-Tavistock, as outlined in Report PW 2024-30.

RESOLUTION NO. 20

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that the recommendation contained in Report PW 2024-30, titled "All-Way Stop at Oxford Road 28 and 16th Line, Township of East Zorra-Tavistock", be adopted.

DISPOSITION: Motion Carried

- 8.3.3 PW 2024-31 - Parking and Stopping By-law Amendments

RECOMMENDATIONS

1. That a by-law be enacted to amend By-law 4897-2007, Schedule "I", to designate on-street accessible parking near the Canada Post building on Oxford Road 18 in Norwich;
2. And further, that the amending by-law also include a stopping offence on approaches to and following a pedestrian crossover as required in the Ontario Traffic Manual and as detailed in Report PW 2024-31.

RESOLUTION NO. 21

Moved By: Brian Petrie
Seconded By: David Mayberry

Resolved that the recommendations contained in Report PW 2024-31, titled "Parking and Stopping By-law Amendments", be adopted.

DISPOSITION: Motion Carried

8.4 CORPORATE SERVICES

8.4.1 CS 2024-23 - Water Financial Plan 2024-2030

RECOMMENDATIONS

1. That County Council approve the Water Financial Plan for the period of 2024 to 2030, as a necessary step in maintaining the County's Municipal Drinking Water Licences;
2. And further, that staff be authorized to submit the Water Financial Plan and Council Resolution to the Ministry of the Environment, Conservation and Parks and the Ministry of Municipal Affairs and Housing as required;
3. And further, that staff make the Water Financial Plan publicly available and advertise its availability, as prescribed by Ontario Regulation 453/07.

RESOLUTION NO. 22

Moved By: Brian Petrie
Seconded By: David Mayberry

Resolved that the recommendations contained in Report CS 2024-23, titled "Water Financial Plan 2024-2030", be adopted.

DISPOSITION: Motion Carried

8.4.2 CS 2024-24 - Business Plan and Budget Review – Q2 2024

RECOMMENDATIONS

1. That Report CS 2024-24 entitled "Business Plan and Budget Review – Q2 2024", be received;
2. And further, that staff be directed to fund all Development Charge Exemptions from the general levy, with the exception of Library services, beginning with the 2025 Budget year, and that changes to impacted policies be brought forward at a future council meeting.

RESOLUTION NO. 23

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report CS 2024-24, titled "Business Plan and Budget Review – Q2 2024", be adopted.

DISPOSITION: Motion Carried

8.4.3 CS 2024-25 - OILC Financing Applications – Woodstock, Blandford-Blenheim, County

RECOMMENDATIONS

1. That By-law No. 6647-2024, being a by-law to authorize the submission of an application to the Ontario Infrastructure Lands Corporation for financing certain capital works through the issue of debentures for the City of Woodstock, be presented to Council for enactment;
2. And further, that By-law No. 6648-2024, being a by-law to authorize the submission of an application to the Ontario Infrastructure Lands Corporation for financing certain capital works through the issue of debentures for the Township of Blandford-Blenheim, be presented to Council for enactment;
3. And further, that By-law No. 6649-2024, being a by-law to authorize the submission of an application to the Ontario Infrastructure Lands Corporation for financing certain capital works through the issue of debentures for the County of Oxford, be presented to Council for enactment.

RESOLUTION NO. 24

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report CS 2024-25, titled "OILC Financing Applications – Woodstock, Blandford-Blenheim, County", 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

13. CLOSED SESSION

RESOLUTION NO. 8

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that Council rise and go into a Closed Session to consider Report WDFL (CS) 2024-06, PS (CS) 2024-02, PW (CS) 2024-32, CS (CS) 2024-26, CS (CS) 2024-27, one verbal report and one delegation regarding a proposed or pending acquisition or disposition of land by the County or local board; personal matters about an identifiable individual, including County or local board employees; and a position, plan, procedure, criteria or instruction 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 9:48 a.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this fourteenth day of August, 2024.

9:51 a.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
D. Ford, Acting Director of Public Works
F. Gross, Manager of Transportation and Waste Management
R. Hall, Director of Paramedic Services
P. Michiels, Director of Community Planning
C. Senior, Clerk
A. Smith, Director of Human Resources

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

DELEGATIONS AND PRESENTATIONS:

- 13.1 Delegation - Watson and Associates Economists Ltd. (Presentation and Report)
Sean-Michael Stephen, Managing Partner
Jamie Cook, Managing Partner
Adam Fischer, Manager

Councillor Tait leaves the Council meeting at 10:56 a.m.

Sean-Michael Stephen, Jamie Cook and Adam Fischer leave the Council meeting at 11:07 a.m.

F. Gross leaves Room 129 at 11:07 a.m.

Warden Ryan calls for a recess at 11:07 a.m.

Members of Council and Staff return to Room 129 at 11:12 a.m.

All members of Council present with the exception of Councillor Tait.

REPORTS FROM DEPARTMENTS:

- 13.2 WDFL (CS) 2024-06 (Presentation)

Andrew Rodrigues, Colliers Project Leaders joins the meeting virtually at 11:20 a.m. and leaves at 12:03 p.m.

Warden Ryan calls for a recess at 12:03 p.m.

Members of Council and Staff return to Room 129 at 12:09 p.m.

All members of Council present with the exception of Councillor Tait.

F. Gross joins the meeting in Room 129 at 12:09 p.m.

- 13.3 PW (CS) 2024-32

F. Gross leaves Room 129 at 12:11 p.m.

- 13.4 PS (CS) 2024-02

- 13.5 CS (CS) 2024-26

- 13.6 CS (CS) 2024-27

13.7 Verbal Report from Director of Human Services

13.8 Closed Session Ends

RESOLUTION NO. 9

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that Council reconvene in Open session.

DISPOSITION: Motion Carried at 12:26 p.m.

Council and Staff return to the Council Chamber at 12:29 p.m.

All members of Council present with the exception of Councillor Tait.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 Delegation from Watson and Associates

RESOLUTION NO. 10

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the information provided in the delegation from Watson and Associates be received.

DISPOSITION: Motion Carried

14.2 WDFL (CS) 2024-06

RESOLUTION NO. 11

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the recommendation contained in Report WDFL (CS) 2024-06 be adopted.

DISPOSITION: Motion Carried

14.3 PW (CS) 2024-32

RESOLUTION NO. 12

Moved By: Mark Peterson

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report PW (CS) 2024-32, be adopted.

DISPOSITION: Motion Carried

14.4 PS (CS) 2024-02

RESOLUTION NO. 13

Moved By: Mark Peterson

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PS (CS) 2024-02, be adopted.

DISPOSITION: Motion Carried

14.5 CS (CS) 2024-26

RESOLUTION NO. 14

Moved By: Brian Petrie

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report CS (CS) 2024-26, be adopted.

DISPOSITION: Motion Carried

14.6 CS (CS) 2024-27

RESOLUTION NO. 15

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendations contained in Report CS (CS) 2024-27, be adopted.

DISPOSITION: Motion Carried

14.7 Verbal Report from Director of Human Services

RESOLUTION NO. 16

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the information provided in the verbal report from the Director of Human Services be received.

DISPOSITION: Motion Carried

15. BY-LAWS

- 15.1 By-law No. 6646-2024
Being a By-Law to adopt Amendment Number 320 to the County of Oxford Official Plan.
- 15.2 By-law No. 6647-2024
Being a by-law to authorize the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing certain capital work(s) of the Corporation of the City of Woodstock; and to authorize long-term borrowing for such capital work(s) through the issue of debentures by the County of Oxford (the “Upper Tier Municipality”) to OILC.
- 15.3 By-law No. 6648-2024
Being a by-law to authorize the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing certain capital work(s) of the Corporation of the Township of Blandford-Blenheim; and to authorize long-term borrowing for such capital work(s) through the issue of debentures by the County of Oxford (the “Upper Tier Municipality”) to OILC.
- 15.4 By-law No. 6649-2024
Being a by-law to approve the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for the long-term financing of certain capital work(s) of the County of Oxford (the “Municipality”); and to authorize the entering into of a rate offer letter agreement pursuant to which the Municipality will issue debentures to OILC.
- 15.5 By-law No. 6650-2024
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. 25

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the following by-laws be given a first and second reading: 6646-2024 to 6650-2024 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 26

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the following by-laws be given a third and final reading: 6646-2024 to 6650-2024 inclusive.

DISPOSITION: Motion Carried

16. ADJOURNMENT

Prior to adjournment, Chief Administrative Officer Ben Addley indicates that after twelve years of service, that Chloe Senior, County Clerk has announced her retirement, with this being her last Council meeting. Warden Ryan and members of Council extend congratulations and best wishes to Chloe on behalf of Council and the residents of Oxford County.

RESOLUTION NO. 27

Moved By: Mark Peterson
Seconded By: David Mayberry

Resolved that the Council meeting of August 14, 2024 be adjourned until the next meeting scheduled for September 11, 2024.

DISPOSITION: Motion Carried at 1:13 p.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

DEPUTY CLERK