

**OXFORD COUNTY COUNCIL
MINUTES**

September 11, 2024

Council Present	Warden Marcus Ryan Deputy Warden Mark Peterson Councillor Jerry Acchione Councillor Bernia Martin Councillor Brian Petrie Councillor David Mayberry Councillor Deb Gilvesy Councillor Deborah Tait Councillor Jim Palmer Councillor Phil Schaefer
Council Absent	N/A
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 F. Gross, Acting Director of Public Works R. Hall, Director of Paramedic Services L. Mansbridge, Deputy Clerk P. Michiels, Director of Community Planning

1. CALL TO ORDER

Oxford County Council meets in regular session this eleventh day of September, 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: Jim Palmer

Seconded By: Brian Petrie

Resolved that the agenda be approved as amended to include a correspondence item from the Town of Ingersoll dated September 9, 2024 regarding installation of storm and sanitary sewers on King Street West (Oxford Road 9).

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Deputy Warden Peterson discloses a Pecuniary Interest regarding Item 8.3.1- HS 2024-10 - Oxford County Community Housing – Maximum Rent Increases for 2025 – 2027 on the Open meeting agenda of September 11, 2024, as his wife is on the Board of Directors at Maple Grove in Drumbo.

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

4.1 August 14, 2024

RESOLUTION NO. 2

Moved By: Brian Petrie

Seconded By: Deborah Tait

Resolved that the Council Minutes of August 14, 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. 3

Moved By: David Mayberry

Seconded By: Mark Peterson

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 9:32 a.m.

5.1.1 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-04-1 and SB 23-01-1 1967113 Ontario Inc.

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-04-1 and SB 23-01-1 1967113 Ontario Inc.

P. Michiels, through the use of a map, indicates that the Official Plan Amendment and Draft Plan of Subdivision proposes an amendment to the current 'Low Density Residential' to 'Medium Density Residential' and 'Open Space' to facilitate a residential subdivision with an initial phase

consisting of 19 lots for single-detached dwelling units, 22 street townhouse residential units, a stormwater management block, the extension of Henry Street, and the construction of a new local street connecting to Oxford Road 3, in the Village of Drumbo, Township of Blandford Blenheim.

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

Amer Cenqic, the applicant for the Official Plan Amendment and Draft Plan of Subdivision and President of 1967113 Ontario Inc. joins the meeting in the Council Chamber and expresses support for the application.

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

The Chair opens the meeting to comments and questions from members of the public.

Oxford County resident Mark Kirby joins the meeting in the Council Chamber and expresses concern over the proposed residential density, storm water management, parking, snow removal, water supply and the availability of fire services in the new proposed subdivision.

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

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

5.1.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that Council Adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the Chair.

DISPOSITION: Motion Carried at 9:51 a.m.

5.2 Consideration of the Report CP 2024-285 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-04-1 and SB 23-01-1 1967113 Ontario Inc.

RESOLUTION NO. 5

Moved By: Mark Peterson
 Seconded By: Brian Petrie

Resolved that the recommendations contained in Report CP 2024-285, titled “Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-04-1 and SB 23-01-1 1967113 Ontario Inc., be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Darryl Hall and Evan McHugh

Residents of Ingersoll
 Re: Oxford Road 9 Water and Wastewater Services

Darryl Hall, Evan McHugh and David Ulch, residents of Ingersoll, join the meeting in the Council Chamber and proceed through a presentation which formed part of Council’s agenda. The presenters indicate that the proposed mandatory connection date for water and wastewater will cause financial hardship for the owners of the properties on Oxford Road 9. In closing, the presenters request that the affected property owners be given the option to connect when they are financially able to do so.

Warden Ryan opens the meeting to comments and questions from members of Council. The presenters respond to questions from Councillors Schaefer and Mayberry. Don Ford, Manager of Water and Wastewater Services, responds to a question from Warden Ryan. Jennifer Lavallee, Manager of Capital Planning, responds to a question from Deputy Warden Peterson.

RESOLUTION NO. 6

Moved By: Brian Petrie
 Seconded By: Jim Palmer

Resolved that the information provided in Delegation 6.1 on the Open meeting of the agenda of September 11, 2024 be received;

And further, that Oxford County Council direct staff to bring back a report for Council’s consideration regarding policy options related to different opt-in options in regard to sewer connections within the County;

And further, that the report contain the advantages and disadvantages of the different policy options considered.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

7.1 Bright Water Security Committee Project

August 13, 2024

Re: Summary and Petition

7.2 Grand River Conservation Authority

August 26, 2024

Re: Grand River Conservation Authority's Conservation Areas Strategy – Consultation Period

7.3 Town of Ingersoll

September 9, 2024

Re: Installation of Storm and Sanitary Sewers on King Street West (Oxford Road 9)

RESOLUTION NO. 7

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that correspondence Items 7.1, 7.2 and 7.3 on the Open meeting agenda of September 11, 2024 be received.

DISPOSITION: Motion Carried

Warden Ryan calls for a recess at 10:39 a.m.

Council and staff return to the Council Chamber at 10:51 a.m.

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2024- 285 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-04-1 and SB 23-01-1 1967113 Ontario Inc.

RECOMMENDATIONS:

1. That Oxford County Council grant draft approval to the proposed plan of subdivision, Application SB 23-01-1 submitted by 1967113 Ontario Inc. for lands described as Part Centre St. Plan 104, Closed By By-law as in CO 273790; Lots 27 to 34 Block A Plan 104; Lots 8, 9 & 10 Block K Plan 104; Lots 3, 4, 7 & 8 Block L Plan 104; Part Lots 11 & 12 Block L Plan 104; Lots 1 to 10 Block M Plan 104, Lots 1 to 8 Block N Plan 104; Part Lots 9 to 12 Block N Plan 104; Lots 1 to 10 Block O Plan 104; Part Lots 11 & 12 Block O Plan 104; Part Henry St. Plan 104; Part South St. Plan 104; Part Catherine St. Plan 104 (Part Catherine St., Part Henry

St. & Part South St. Plan 104, Closed by By-Law 2377-2023 as in R511266), Part 1 41R-10687 Township of Blandford-Blenheim, located south of Maitland Street and west of Oxford Road 3 in the Village of Drumbo, subject to the conditions attached to this report as Schedule 'A' being met prior to final approval;

2. And further, that Oxford County Council approve the attached Amendment No. 323 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 323 be raised.

See Item 5.2

- 8.1.2 CP 2024-286 Application for Draft Plan of Condominium and Exemption from Draft Approval CD 24-03-8 – Villages of Sally Creek Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Application CD 24-03-8, submitted by Villages of Sally Creek Inc., for lands described as Block 9, Registered Plan 41M-394 in the City of Woodstock for draft approval of a proposed common element condominium;
2. And further, that Council approve the application for exemption from the draft plan of condominium approval process submitted by Villages of Sally Creek Inc., (File No. CD 24-03-8), prepared by Kim Husted Surveying Limited, for lands described as Block 9, Registered Plan 41M-394, in the City of Woodstock, as all matters relating to the development have been addressed through the Site Plan Approval process.

RESOLUTION NO. 8

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report CP 2024-286 titled "Application for Draft Plan of Condominium and Exemption from Draft Approval CD 24-03-8 – Villages of Sally Creek Inc.", be adopted.

DISPOSITION: Motion Carried

8.2 CORPORATE SERVICES

- 8.2.1 CS 2024-28 Fees and Charges By-Law Update

RECOMMENDATIONS:

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, 2025, as set out in Report CS 2024-28 entitled “Fees and Charges By-law Update”;
2. And further, By-law No. 6656-2024, being a by-law to amend By-law No. 5274-2011, a by-law to authorize the receipt of small quantities of hazardous and liquid waste from the Industrial, Commercial and Institutional (ICI) sector at the Oxford County Municipal Hazardous Special Waste (MHSW) Depot and to adopt a load surcharge for those materials not funded under the Provincial Municipal Hazardous Special Waste (MHSW) program, be amended to remove reference to a load surcharge of \$30.00 per 25 litre container for materials not funded under the Provincial Municipal Hazardous Special Waste Program received at the Oxford County Municipal Hazardous Waste Depot, effective January 1, 2025, be presented to Council for enactment.

RESOLUTION NO. 9

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendations contained in Report CS 2024-28 titled "Fees and Charges By-law Update", be adopted.

DISPOSITION: Motion Carried

- 8.2.2 CS 2024-29 County Road 4 Water Services Extension Project – Internal Long-term Debt Issue

RECOMMENDATION:

1. That By-law No. 6654-2024, being a by-law to authorize the borrowing of funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$7,038 for the purposes of financing property owners’ charges for capital costs related to the County Road 4 Water Services Extension Project, be presented to Council for enactment.

RESOLUTION NO. 10

Moved By: Deborah Tait

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report CS 2024-29 titled "County Road 4 Water Services Extension Project – Internal Long-term Debt Issue", be adopted.

DISPOSITION: Motion Carried

- 8.2.3 CS 2024-30 Policy Review and Amendments – Purchasing Policy; Employee Expense Policy; and Recording and Devices in Long-Term Care Policy

RECOMMENDATIONS:

1. That the Purchasing Policy 6.07, as attached to Report CS 2024-30, be approved and updated in the General Policy Manual, effective September 11, 2024;
2. And further, that the Employee Expense Policy 6.02, as attached to Report CS 2024-30, be approved and updated in the General Policy Manual, effective September 11, 2024;
3. And further, that the new Recording and Monitoring Devices in Long-Term Care Policy 8.15, as attached to Report CS 2024-30, be approved and added to the General Policy Manual, effective September 11, 2024.

RESOLUTION NO. 11

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report CS 2024-30 titled "Policy Review and Amendments – Purchasing Policy; Employee Expense Policy; and Recording and Devices in Long-Term Care Policy", be adopted.

DISPOSITION: Motion Carried

- 8.2.4 CS 2024-31 Grants Program Policy

RECOMMENDATIONS:

1. That the Grants Program Policy 6.26, as attached to Report CS 2024-31, be approved and included in the General Policy Manual, effective September 11, 2024;
2. And further, that County Council give notice to Community Futures Oxford that the Future Oxford Legacy Fund be wound down, and the principal funds be repatriated to the County as collected and contributed to the General Reserve to support future years' tax stabilization as determined by Council.

Deputy Warden Peterson leaves the Council Chamber at 11:39 a.m.

RESOLUTION NO. 12

Moved By: Deb Gilvesy

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report 2024-31, titled "Grants Program Policy", be adopted;

And further, that prior to the 2026 grant considerations a report come forth highlighting any recommendations or changes to the policy for Council consideration.

DISPOSITION: Motion Carried

Deputy Warden Peterson returns to the Council Chamber at 11:47 a.m.

8.3 HUMAN SERVICES

8.3.1 HS 2024-10 Oxford County Community Housing – Maximum Rent Increases for 2025 - 2027

RECOMMENDATION:

1. That County Council approve a multi-year increase to the maximum rents of all County owned Community Housing buildings, being 10% in January 2025, 10% in January 2026, and an additional 2.9% added to the rent control guideline in 2027, as outlined in Report HS 2024-10.

RESOLUTION NO. 13

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report HS 2024-10 titled "Oxford County Community Housing – Maximum Rent Increases for 2025 - 2027", be adopted.

DISPOSITION: Motion Carried

8.4 PUBLIC WORKS

8.4.1 PW 2024-33 Environment and Climate Change Canada Proposed "Regulations Respecting the Reduction in the Release of Methane (Waste Sector)"

RECOMMENDATION:

1. That Oxford County Council receive Report PW 2024-33 entitled 'Environment and Climate Change Canada Proposed Regulations

Respecting the Reduction in the Release of Methane (Waste Sector)', as information.

RESOLUTION NO. 14

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendation contained in Report PW 2024-33 "Environment and Climate Change Canada Proposed Regulations Respecting the Reduction in the Release of Methane (Waste Sector)", be adopted.

DISPOSITION: Motion Carried

8.5 PARAMEDIC SERVICES

8.5.1 PS 2024-03 Single Source Capital Purchase of Zoll Defibrillator and Autopulse Systems

RECOMMENDATIONS:

1. That Oxford County Council approve the purchase of Zoll Next-Gen Defibrillators and Zoll Next-Gen Autopulse Systems that exceed the scope of equipment replacements included in the 2024 Capital Budget, for total estimated cost of \$1,067,971 pursuant to Section 7.3 of the County's Purchasing Policy 6.07, as a single-source purchase as outlined in Report PS 2024-03;
2. And further, that County Council authorize transfer of \$843,971 from the Paramedic Services – Capital Reserve to fund the equipment purchases.

RESOLUTION NO. 15

Moved By: Phil Schaefer

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report PS 2024-03 titled "Single Source Capital Purchase of Zoll Defibrillator and Autopulse Systems", be adopted.

DISPOSITION: Motion Carried

Councillor Mayberry leaves the Council Chamber at 11:48 a.m.

8.5.2 PS 2024-04 Legacy Oil and Gas Well Year 2 Funding Approval

RECOMMENDATION:

1. That County Council received Report PS 2024-04 entitled “Legacy Oil and Gas Well Year 2 Funding Approval” and authorize the Chief Administrative Officer and the Director of Paramedic Services to sign a transfer payment agreement related to this funding program as described herein.

RESOLUTION NO. 16

Moved By: Jerry Acchione

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report PS 2024-04, titled "Legacy Oil and Gas Well Year 2 Funding Approval", be adopted.

DISPOSITION: Motion Carried

Councillor Mayberry returns to the Council Chamber at 11:50 a.m.

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

10. MOTIONS

10.1 Councillor Petrie

Re: South Central Ontario Rural Economic Development Corporation (SCOR)

That Oxford County Council direct staff to provide SCOR (South Central Ontario Region) the required one-year notice that Oxford County will be leaving as a member of the EDC (Economic Development Corporation);

And further, that Council direct staff to provide all current members of SCOR with a copy of the notice of resignation, within 60 days of the passing of this motion.

RESOLUTION NO. 17

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that Oxford County Council direct staff to provide SCOR (South Central Ontario Region) the required one-year notice that Oxford County will be leaving as a member of the EDC (Economic Development Corporation);

And further, that Council direct staff to provide all current members of SCOR with a copy of the notice of resignation, within 60 days of the passing of this motion.

DISPOSITION: Motion Carried

11. NOTICE OF MOTIONS

NIL

12. ENQUIRIES

NIL

13. CLOSED SESSION**RESOLUTION NO. 18**

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that Council rise and go into a Closed Session to consider report CS (CS) 2024-32 regarding personal matters about an identifiable individual, including County or local board employees.

DISPOSITION: Motion Carried at 11:55 a.m.

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

11:58 a.m. with Warden Ryan in the chair.

All members of Council present.

Staff Present:

B. Addley, Chief Administrative Officer

L. Buchner, Director of Corporate Services, Acting Clerk

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

1. REPORTS FROM DEPARTMENTS

1.1 CS (CS) 2024-32

2. BY-LAWS

2.1 By-Law 6657-2024

DELEGATIONS AND PRESENTATIONS

NIL

UNFINISHED BUSINESS

NIL

TIME OF COMPLETION OF CLOSED SESSION:

12:04 P.M.

RESOLUTION NO. 19

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried 12:07 p.m.

Council and staff return to the Council Chamber at 12:07 p.m.

All members of Council present.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 CS (CS) 2024-32 Appointment of Clerk

RECOMMENDATIONS:

1. That a by-law to appoint Lindsey Mansbridge as Clerk for the County of Oxford, and repeal By-laws No. 6025-2018 and 6251-2020, being appointment by-laws for the former Clerk and former Deputy Clerk, be presented to Council for enactment;
2. And further, that the Recommendations contained in Report CS (CS) 2024-32 be publicly released.

RESOLUTION NO. 20

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the recommendations contained in report CS (CS) 2024-32, be adopted.

DISPOSITION: Motion Carried

15. BY-LAWS

15.1 By-law No. 6651-2024

Being a By-law to amend By-law No. 4897-2007 and Schedule "I", as amended, to regulate the parking or stopping of vehicles on Highways and municipal parking lots within the County of Oxford.

15.2 By-law No. 6652-2024

Being a By-law to amend By-law No. 3741-98 by removing a northbound stop condition on Oxford Road 5 at the intersection of Perth-Oxford Road/Oxford Road 24 in the Township of East Zorra-Tavistock.

15.3 By-law No. 6653-2024

Being a By-Law to adopt Amendment Number 323 to the County of Oxford Official Plan.

15.4 By-law No. 6654-2024

Being a By-law to authorize the borrowing of funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$7,038 for the purposes of financing property owners' charges for capital costs related to services provided under the County Road 4 Water Services Extension Project (the "Services").

15.5 By-law No. 6655-2024

Being a By-law to authorize the execution of an Agreement between the County of Oxford and Aird & Berlis LLP for the provision of Municipal Accountability Officer Services - Integrity Commissioner and Closed Meeting Investigator in accordance with sections 233.3 and 239.2, of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, and repeals By-law No. 6498-2023.

15.6 By-law No. 6656-2024

Being a By-law to amend By-law No. 5274-2011, a by-law to authorize the receipt of small quantities of hazardous and liquid industrial waste from the Industrial, Commercial and Institutional (IC&I) sector at the Oxford County Municipal Hazardous Special Waste (MHSW) Depot and to adopt a load surcharge for those materials not funded under the Provincial Municipal Hazardous Special Waste (MHSW) Program.

15.7 By-Law No. 6657-2024

Being a by-law to appoint a Clerk for the County of Oxford and repeal By-law No. 6025-2018, being a by-law to appoint a Clerk, and By-law No. 6251-2020, being a by-law to appoint a Deputy Clerk.

15.8 By-law No. 6658-2024

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. 21

Moved By: Jim Palmer

Seconded By: Jerry Acchione

Resolved that the following by-laws be given a first and second reading: 6651-2024 to 6658-2024 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 22

Moved By: Jim Palmer

Seconded By: Jerry Acchione

Resolved that the following by-laws be given a third and final reading: 6651-2024 to 6658-2024 inclusive.

DISPOSITION: Motion Carried

16. ADJOURNMENT

RESOLUTION NO. 23

Moved By: Phil Schaefer

Seconded By: Bernia Martin

Resolved that the Council meeting of September 11, 2024 be adjourned until the next meeting scheduled for September 25, 2024.

DISPOSITION: Motion Carried at 12:09 p.m.

Minutes adopted on September 25, 2024 by Resolution No._____.

WARDEN

CLERK