

## OXFORD COUNTY COUNCIL

### MINUTES

**November 20, 2024**

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|-----------------|--|
| Council Present | Warden Marcus Ryan<br>Deputy Warden Mark Peterson<br>Councillor Bernia Martin<br>Councillor Brian Petrie<br>Councillor David Mayberry<br>Councillor Deb Gilvesy (arrives at 11:21 a.m.)<br>Councillor Deborah Tait<br>Councillor Jerry Acchione<br>Councillor Jim Palmer<br>Councillor Phil Schaefer   |
| Council Absent  | N/A  |
| Staff Present   | B. Addley, Chief Administrative Officer<br>M. Abercrombie, Acting Director of Public Works<br>L. Buchner, Director of Corporate Services<br>M. Dager, Director of Woodingford Lodge<br>D. Ford, Manager of Water and Wastewater<br>F. Gross, Manager of Transportation and Waste Management<br>R. Hall, Director of Paramedic Services<br>C. King, Manager of Finance<br>J. Lavallee, Manager of Capital Planning<br>L. Mansbridge, Clerk<br>P. Michiels, Director of Community Planning<br>A. Smith, Director of Human Resources<br>R. Smith, Acting Director of Human Services |

#### 1. **CALL TO ORDER**

Oxford County Council meets in special session this twentieth day of November 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: Mark Peterson

Seconded By: David Mayberry

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

RESOLUTION NO. 2

Moved By: Deborah Tait

Seconded By: Jim Palmer

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: Jim Palmer

Seconded By: Jerry Acchione

Resolved that the motion to adjourn the Special Meeting of November 20, 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**

NIL

**5. PUBLIC MEETINGS**

NIL

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

6.1 Staff Presentations

Re: 2025 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 2025 Budgets and Business Plans using a presentation which formed part of Council's agenda.

Councillor Tait leaves the Council Chamber at 9:34 a.m.

Councillor Tait returns to the Council Chamber at 9:43 a.m.

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

### **Public Works**

Melissa Abercrombie, Acting Director of Public Works, speaks to the Draft 2025 Public Works Business Plan and Budget overview as well as the Engineering Services Budget.

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

Frank Gross, Manager of Transportation and Waste Management, speaks to the Draft 2025 Public Works Business Plan and Budget for Transportation and Waste Management.

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

Warden Ryan calls for recess at 10:52 a.m.

Council and Staff return to the Council Chamber at 11:08 a.m.

Don Ford, Manager of Water and Wastewater Services, speaks to the Draft 2025 Public Works Business and Plan and Budget for Water and Wastewater.

Councillor Gilvesy arrives at the meeting at 11:21 a.m.

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

### **Human Services**

Rebecca Smith, Acting Director of Human Services, speaks to the Draft 2025 Human Services Business Plan and Budget.

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

### **Woodingford Lodge**

Mark Dager, Director of Woodingford Lodge, speaks to the Draft 2025 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 throughout the presentation.

Warden Ryan calls for recess at 11:51 a.m.

Council and Staff return to the Council Chamber at 12:21 a.m.

### **Corporate Services**

Lynn Buchner, Director of Corporate Services, speaks to the Draft 2025 Corporate Services Business Plan and Budget.

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

Lynn Buchner, Director of Corporate Services, speaks to the Draft 2025 Oxford County Library Business Plan and Budget.

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

### **General and Court Security**

Lynn Buchner, Director of Corporate Services, speaks to the Draft 2025 General and Court Security Levy Budget.

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

### **Human Resources**

Amy Smith, Director of Human Resources, speaks to the Draft 2025 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.

### **RESOLUTION NO. 4**

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that the information provided in the 2025 Business Plans and Budgets presentation be received and referred to 2025 Budget and Business Plan deliberations.

DISPOSITION: Motion Carried

## **7. CONSIDERATION OF CORRESPONDENCE**

### **7.1 Grand River Conservation Authority (GRCA)**

October 28, 2024

Re: 2025 Grand River Conservation Authority Draft Budget

### **7.2 Catfish Creek Conservation Authority (CCCA)**

October 30, 2024

Re: 2025 Catfish Creek Conservation Authority Draft Budget

RESOLUTION NO. 5

Moved By: Phil Schaefer

Seconded By: Bernia Martin

Resolved that the Grand River Conservation Authority and Catfish Creek Conservation Authority 2025 Draft Budgets be received and referred to 2025 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 2024-39 2025 Water and Wastewater Rates

Report [CS 2024-39](#), titled 2025 Water and Wastewater rates was received for discussion purposes by Council on November 13, 2024.

9.2 CS 2024-40 2025 Business Plans and Budget

Report [CS 2024-40](#), titled 2025 Business Plans and Budget was received for discussion purposes by Council on November 13, 2024.

9.3 CS 2024-41 2025 Oxford County Library Business Plan and Budget

Report [CS 2024-41](#), titled 2025 Oxford County Library Business Plan and Budget was received for discussion purposes by Council on November 13, 2024.

9.4 CS 2024-42 2025 Court Security Grant Special Tax Levy

Report [CS 2024-42](#), titled 2025 Court Security Grant Special Tax Levy was received for discussion purposes by Council on November 13, 2024.

9.5 CS (CS) 2024-45

Report CS (CS) 2024-45 [ Closed Session Document ] was received for discussion purposes by Council on November 13, 2024.

**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.

11.2 Notice of Motion 1

Warden Ryan

Whereas Council passed a resolution at their November 13, 2024 Council meeting directing staff to take all necessary steps to amend the development charge policy and by-law at the earliest date to remove the non-statutory exemption related to industrial buildings, and will allow for the funding provision for the non-statutory exemption to be removed from the draft 2025 budget;

Therefore be it resolved, that the 2025 Business Plan and Budget be amended to remove the funding provision for non-statutory exemptions related to industrial development.

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

NIL

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

**15. BY-LAWS**

15.1 By-law No. 6680-2024

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. 6

Moved By: Brian Petrie

Seconded By: Deborah Tait

Resolved that By-law No. 6680-2024 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 7

Moved By: Brian Petrie  
Seconded By: Bernia Martin

Resolved that By-law No. 6680-2024 be given a third and final reading.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 8

Moved By: Mark Peterson  
Seconded By: Deb Gilvesy

Resolved that the Special Council meeting of November 20, 2024 be adjourned until the next Special Council meeting of November 25, 2024 at 9:30 a.m.

DISPOSITION: Motion Carried at 1:12 p.m.

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

\_\_\_\_\_  
MARCUS RYAN, WARDEN

\_\_\_\_\_  
LINDSEY A. MANSBRIDGE, CLERK