

**OXFORD COUNTY COUNCIL**

**MINUTES**

**April 9, 2025**

Council Present	Warden Marcus Ryan Deputy Warden Brian Petrie Councillor Jerry Acchione Councillor Deb Gilvesy Councillor Bernia Martin Councillor David Mayberry Councillor Jim Palmer Councillor Mark Peterson Councillor Phil Schaefer Councillor Deborah Tait
Council Absent	N/A
Staff Present	B. Addley, Chief Administrative Officer M. Abercrombie, Director of Public Works L. Buchner, Director of Corporate Services M. Dager, Director of Long-Term Care R. Hall, Director of Paramedic Services L. Mansbridge, Clerk P. Michiels, Director of Community Planning R. Smith, Acting Director of Human Services

**1. CALL TO ORDER**

Oxford County Council meets in regular session this ninth day of April, 2025, 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: Brian Petrie  
Seconded By: Mark Peterson

Resolved that the Agenda be approved as amended:

By changing the order of business by moving Item 6.1 (Oxford County Federation of Agriculture - Agricultural Hall of Fame Award), after Item 4.1 (Adoption of Council Minutes of Previous Meeting);

And by changing the order of business by moving Items 13 and 14 (Closed Session and Consideration of Matters Arising from the Closed Session), after Item 6.1 (Oxford County Federation of Agriculture - Agricultural Hall of Fame Award).

DISPOSITION: Motion Carried

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

Councillor Deb Gilvesy discloses a Pecuniary Interest regarding Items 8.2.1, 13.1.3 and 14.3 - WDFL 2025-03 Long-Term Care Committee of Management Quarterly Report and WDFL (CS) 2025-02, on the Open and Closed Agendas of April 9, 2025, as her mother-in-law is a resident of Woodingford Lodge, Tillsonburg.

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

4.1 March 26, 2025

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Brian Petrie

Resolved that the Council Minutes of March 26, 2025 be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

NIL

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

6.1 Oxford County Federation of Agriculture

Davina Garner, Vice President

Re: Agricultural Hall of Fame Award

Davina Garner, Vice President of the Oxford County Federation of Agriculture introduces Steve Veldman as the 2025 OCFA Agricultural Hall of Fame Recipient, providing members of Council and attendees with the history of S. Veldman's farming background and many accomplishments in the community.

Warden Ryan expresses congratulations to S. Veldman for being selected as this

year's award recipient as well as his many accomplishments in the agricultural industry. S. Veldman's photo will be displayed at the Oxford County Administration Building alongside photos of previous Agricultural Hall of Fame Award winners.

**7. CONSIDERATION OF CORRESPONDENCE**

**7.1 Western Ontario Warden's Caucus**

March 18, 2025

Re: Tariffs and International Trade

**RESOLUTION NO. 8**

Moved By: Brian Petrie

Seconded By: Jim Palmer

Resolved that correspondence Item 7.1 on the Open meeting Agenda of April 9, 2025 be received.

**DISPOSITION:** Motion Carried

**8. REPORTS FROM DEPARTMENTS**

**8.1 HUMAN SERVICES**

**8.1.1 HS 2025-05 Employment Services Transformation for Ontario Works**

**RECOMMENDATION:**

1. That County Council receive Report HS 2025-05, entitled "Employment Services Transformation for Ontario Works", as information.

**RESOLUTION NO. 9**

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendation contained in Report HS 2025-05 titled "Employment Services Transformation for Ontario Works", be adopted.

**DISPOSITION:** Motion Carried

Councillor Gilvesy leaves the Council Chamber at 10:43 a.m.

**8.2 WOODINGFORD LODGE**

**8.2.1 WDFL 2025-03 Long-Term Care Committee of Management Quarterly Report**

**RECOMMENDATION:**

1. That Oxford County Council receives the Committee of Management Updates from Woodingford Lodge for information as per requirements under the Fixing Long-Term Care Act, 2021, Section 135.

RESOLUTION NO. 10

Moved By: Bernia Martin  
Seconded By: Jerry Acchione

Resolved that the recommendation contained in Report WDFL 2025-03 titled "Long-Term Care Committee of Management Quarterly Report", be adopted.

DISPOSITION: Motion Carried

Councillor Gilvesy returns to the Council Chamber at 10:55 a.m.

8.3 PUBLIC WORKS

- 8.3.1 PW 2025-22 Contract Award – County-Wide Culvert Replacements on Parts of Oxford Road 6, 8, 25, 59 and 119

RECOMMENDATION:

1. That County Council award a contract to the low bidder, Cassidy Construction London Ltd., in the amount of \$2,320,473 (excluding HST), for the 2025 County-Wide Culvert Replacements on Parts of Oxford Road 6, 8, 25, 59 and 119 and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

RESOLUTION NO. 11

Moved By: Phil Schaefer  
Seconded By: Bernia Martin

Resolved that the recommendation contained in Report PW 2025-22 titled "Contract Award - County-Wide Culvert Replacements on Parts of Oxford Road 6, 8, 25, 59 and 119", be adopted.

DISPOSITION: Motion Carried

- 8.3.2 PW 2025-23 Contract Award – Janitorial Services

RECOMMENDATION:

1. That County Council award a contract to the low bidder, Kleenway Building Maintenance Services Inc., in the amount of \$1,821,328

(excluding HST) for janitorial services in various Oxford County buildings for a three-year term and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 12

Moved By: Deb Gilvesy

Seconded By: Deborah Tait

Resolved that the recommendation contained in Report PW 2025-23 titled "Contract Award - Janitorial Services", be adopted.

DISPOSITION: Motion Carried

8.3.3 PW 2025-24 Contract Award – Oxford Road 6 Bridge 374623 Rehabilitation

RECOMMENDATION:

1. That County Council award a contract to the low bidder, Sierra Bridge Inc., in the amount of \$1,582,144 (excluding HST) for the rehabilitation of Bridge 374623 on Oxford Road 6 in the Township of South-West Oxford and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 13

Moved By: David Mayberry

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report PW 2025-24 titled "Contract Award - Oxford Road 6 Bridge 374623 Rehabilitation", be adopted.

DISPOSITION: Motion Carried

8.3.4 PW 2025-25 Request for Project Approval - Water and Sanitary Linear Projects – City of Woodstock

RECOMMENDATIONS:

1. That County Council approve the addition of the York Street and Powell Street water and sanitary sewer replacement projects, and the Alyea Street sanitary sewer design and construction project as part of the 2025 Capital Budget;

2. And further, that County Council authorize the transfer of \$317,000 from the Water – Woodstock Reserve and \$751,500 from the Wastewater – Woodstock reserve to fund the projects.

RESOLUTION NO. 14

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2025-25 titled "Request for Project Approval - Water and Sanitary Linear Projects - City of Woodstock", be adopted.

DISPOSITION: Motion Carried

8.3.5 PW 2025-26 Norwich Wastewater Treatment Plant Capacity Expansion  
Municipal Class Environmental Assessment Study

RECOMMENDATIONS:

1. That County Council authorize staff to proceed with Alternative 3 – Upgrade the Existing Lagoon-Based System – Submerged Attached Growth Reactor, as the preferred solution for the Norwich Wastewater Treatment Plant Capacity Expansion Class Environmental Assessment Study, as summarized in Report PW 2025-26;
2. And further, that County Council authorize staff to issue a Notice of Completion and post the Schedule C Environmental Study Report for the Norwich Wastewater Treatment Plant Capacity Expansion in the public record for 30 days in accordance with the requirements of the Municipal Class Environmental Assessment process.

RESOLUTION NO. 15

Moved By: Jim Palmer

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report PW 2025-26 titled "Norwich Wastewater Treatment Plant Capacity Expansion Municipal Class Environmental Assessment Study", be adopted.

DISPOSITION: Motion Carried

8.4 CORPORATE SERVICES

8.4.1 CS 2025-13 2025 Tax Policy and Rates By-law

RECOMMENDATION:

1. That By-law No. 6720-2025, being a by-law to establish tax ratios and levy tax rates for upper-tier purposes for the year 2025, be presented to Council for enactment.

RESOLUTION NO. 16

Moved By: Phil Schaefer

Seconded By: Jerry Acchione

Resolved that the recommendation contained in Report CS 2025-13 titled "2025 Tax Policy and Rates By-law", be adopted.

DISPOSITION: Motion Carried

**9. UNFINISHED BUSINESS**

9.1 Pending Items List

No discussion takes place regarding the Pending Items List.

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

11.1 Deputy Warden Petrie

Whereas the Provincial Government passed *COVID-19 Economic Recovery Act, 2020, S.O. 2020, c. 18 - Bill 197*, which requires support from all municipalities within 3.5 kilometers of a landfill application; and,

Whereas Oxford County has never officially endorsed this change made in Bill 197; and,

Whereas at least one company has registered lobbyist with the Provincial Government for the purpose of removing this requirement;

Therefore, be it resolved that Oxford County Council fully endorses the changes passed in *COVID-19 Economic Recovery Act, 2020, S.O. 2020, c. 18 - Bill 197*, giving municipalities within 3.5 kilometers of a new landfill application the right of approval;

And furthermore, that advocating that this requirement stay in place and that it be included in the list of items that Oxford County actively advocates on.

RESOLUTION NO. 17

Moved By: Brian Petrie

Seconded By: David Mayberry

Whereas the Provincial Government passed *COVID-19 Economic Recovery Act, 2020, S.O. 2020, c. 18 - Bill 197*, which requires support from all municipalities within 3.5 kilometers of a landfill application; and,

Whereas Oxford County has never officially endorsed this change made in Bill 197; and,

Whereas at least one company has registered lobbyist with the Provincial Government for the purpose of removing this requirement;

Therefore, be it resolved that Oxford County Council fully endorses the changes passed in *COVID-19 Economic Recovery Act, 2020, S.O. 2020, c. 18 - Bill 197*, giving municipalities within 3.5 kilometers of a new landfill application the right of approval;

And furthermore, that advocating that this requirement stay in place and that it be included in the list of items that Oxford County actively advocates on.

DISPOSITION: Motion Carried

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

RESOLUTION NO. 3

Moved By: Jim Palmer

Seconded By: Jerry Acchione

That Council rise and go into a Closed Session to consider a Delegation from Legal Counsel and Reports PW (CS) 2025-27 and WDFL (CS) 2025-02, regarding the receiving of advice that is subject to solicitor client privilege 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 9:43 a.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting this 9<sup>th</sup> day of April, 2025.

9:45 a.m. with Warden Ryan in the chair.

All members of Council in attendance.



Staff Participants:

- B. Addley, Chief Administrative Officer
- M. Abercrombie, Director of Public Works
- L. Buchner, Director of Corporate Services
- M. Dager, Director of Long-Term Care
- E. Gilbert, Manager of Development Planning
- R. Hall, Director of Paramedic Services
- L. Mansbridge, Clerk
- P. Michiels, Director of Community Planning
- R. Smith, Acting Director of Human Services

**DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:**

Councillor Deb Gilvesy discloses a Pecuniary Interest regarding Items 8.2.1, 13.1.3 and 14.3 - WDFL 2025-03 Long-Term Care Committee of Management Quarterly Report and WDFL (CS) 2025-02, on the Open and Closed Agendas of April 9, 2025, as her mother-in-law is a resident of Woodingford Lodge, Tillsonburg.

**DELEGATIONS AND PRESENTATIONS AND CONSIDERATION THEREOF:**

13.1.1 Delegation from Legal Counsel

**CONSIDERATION OF CORRESPONDENCE:**

NIL

**REPORTS FROM DEPARTMENTS:**

13.1.2 PW (CS) 2025-27

Councillor Gilvesy leaves Closed Session at 10:23 a.m.

13.1.3 WDFL (CS) 2025-02

Councillor Tait leaves Closed Session at 10:34 a.m.

RESOLUTION NO. 4

Moved By: Mark Peterson

Seconded By: Phil Schaefer

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 10:38 a.m.

Council and staff return to the Council Chamber at 10:40 a.m. All members of Council present.

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

14.1 Delegation from Legal Counsel

RESOLUTION NO. 5

Moved By: Bernia Martin

Seconded By: Brian Petrie

Resolved that the recommendations contained in the memorandum and delegation from Legal Counsel be adopted.

DISPOSITION: Motion Carried

14.2 PW (CS) 2025-27

RESOLUTION NO. 6

Moved By: Deborah Tait

Seconded By: David Mayberry

Resolved that the recommendations contained in Report PW (CS) 2025-27, be adopted.

DISPOSITION: Motion Carried

Councillor Gilvesy leaves the Council Chamber at 10:41 a.m.

14.3 WDFL (CS) 2025-02

RESOLUTION NO. 7

Moved By: Bernia Martin

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report WDFL (CS) 2025-02, be adopted.

DISPOSITION: Motion Carried

Councillor Gilvesy returns to the Council Chamber at 10:42 a.m.

**15. BY-LAWS**

15.1 By-law No. 6720-2025

Being a By-Law to Establish Tax Ratios and Levy Tax Rates for Upper-Tier Purposes for the Year 2025.

15.2 By-law No. 6721-2025

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. 18

Moved By: Deborah Tait  
Seconded By: Phil Schaefer

Resolved that By-laws 6720-2025 and 6721-2025 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 19

Moved By: Deborah Tait  
Seconded By: Phil Schaefer

Resolved that By-laws 6720-2025 and 6721-2025 be given a third and final reading.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 20

Moved By: Mark Peterson  
Seconded By: Brian Petrie

Resolved that the Council meeting of April 9, 2025 be adjourned until the next meeting scheduled for April 23, 2025 at 9:30 a.m.

DISPOSITION: Motion Carried

Minutes adopted on April 23, 2025 by Resolution No. \_\_\_\_.

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MARCUS RYAN, WARDEN

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LINDSEY A. MANSBRIDGE, CLERK