

OXFORD COUNTY COUNCIL

MINUTES

April 23, 2025

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

1. CALL TO ORDER

Oxford County Council meets in regular session this twenty-third 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.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

4.1 April 9, 2025

RESOLUTION NO. 2

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the Council Minutes of April 9, 2025, be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

NIL

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Ingersoll Rotary Club

Ted Comiskey

Re: Food Warehouse in the Town of Ingersoll

Warden Ryan calls Ted Comiskey forward for the delegation on behalf of the Ingersoll Rotary Club. T. Comiskey is not in attendance in the Council Chamber or online.

6.2 Kiclei Canada, Oxford County Chapter

Marie Russell, Oxford County Lead

Re: Partners for Climate Change Program (PCP)

Marie Russell, an Oxford County resident, joins the meeting in the Council Chamber and expresses concern regarding Oxford County's participation in the Partners for Climate Protection (PCP) program, from ICLEI (Local Governments for Sustainability) and FCM (Federation of Canadian Municipalities).

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

6.3 Kiclei Canada

Maggie Braun, Founder

Re: Partners for Climate Change Program (PCP)

Maggie Braun, Founder of Kiclei Canada, joins the meeting in the Council Chamber and expresses concern regarding Oxford County's participation in the Partners for Climate Protection (PCP) program, from ICLEI (Local Governments for Sustainability) and FCM (Federation of Canadian Municipalities).

Warden Ryan opens the meeting to questions and comments from members of Council. M. Braun responds to questions and comments from Deputy Warden Petrie, Councillors Gilvesy and Martin and Warden Ryan.

RESOLUTION NO. 3

Moved By: Brian Petrie

Seconded By: Deb Gilvesy

Resolved that the information provided in Delegations 6.2 and 6.3 on the Open meeting Agenda of April 23, 2025, be received as information.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

NIL

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2025-115 Application for Draft Plan of Condominium and Exemption from Draft Approval CD 25-01-8 – Woodstock Business Centre Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Application CD 25-01-8, submitted by Woodstock Business Centre Inc., for lands described as Part of Lot 10, Plan 41M-82, Part of Lot 9 of RCP 1654, Part 2 of 41R-9080 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 Woodstock Business Centre Inc., (File No. CD 25-01-8), prepared by Rudy Mak Surveying Ltd., for lands described as Part of Lot 10, Plan 41M-82, Part Lot 9 of RCP 1654, Part 2 of 41R-9080, in the City of Woodstock, as all matters relating to the development have been addressed through the Site Plan Approval process.

RESOLUTION NO. 4

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report CP 2025-115 titled "Application for Draft Plan of Condominium and Exemption from Draft Approval of CD 25-01-8 - Woodstock Business Centre Inc.", be adopted.

DISPOSITION: Motion Carried

8.2 HUMAN SERVICES

8.2.1 HS 2025-07 Child Care and Early Years System Plan 2025-2029 (Presentation)

RECOMMENDATION:

1. That County Council adopt the Child Care and Early Years System Plan 2025-2029, as provided in Attachment 1 of Report HS 2025-07, entitled "Child Care and Early Years System Plan 2025-2029", and that the priorities and recommended actions assist to guide the County's efforts in supporting the needs of children and families.

Cara VanKlaveren, Manager of Human Services, joins the meeting in the Council Chamber and introduces Lily Clark, Consultant, from Beam Group Inc. L. Clark proceeds through a presentation which formed part of Council's Agenda.

Warden Ryan opens the meeting to questions and comments from members of Council. L. Clark and C. VanKlaveren respond to questions and comments from Deputy Warden Petrie and Councillors Mayberry, Martin and Schaefer.

RESOLUTION NO. 5

Moved By: Bernia Martin

Seconded By: David Mayberry

Resolved that the recommendation contained in Report HS 2025-07 titled "Child Care and Early Years System Plan 2025-2029", be adopted.

And further that Council direct staff to return with a report on the feasibility and impact of developing a policy to include childcare ready space within any expansions or renovations at County owned facilities.

DISPOSITION: Motion Carried

8.3 PUBLIC WORKS

8.3.1 PW 2025-28 Construction, Renovation and Demolition Recycling Hauling and Processing Services – Multi-year Contract Award

RECOMMENDATION:

1. That County Council award Contract WM-02-2025 to TRY Recycling Inc., the lowest compliant Bidder, for a seven-year term (2025 – 2032) for the provision of hauling and processing of construction, renovation, and demolition waste received at the Oxford County Waste Management Facility, as outlined in Report PW 2025-28, and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 6

Moved By: David Mayberry

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report PW 2025-28 titled "Construction, Renovation and Demolition Recycling Hauling and Processing Services – Multi-year Contract Award", be adopted.

DISPOSITION: Motion Carried

8.3.2 PW 2025-29 Contract Award – SCADA Masterplan Upgrade for Oxford South Drinking Water System and Norwich Collection System

RECOMMENDATIONS:

1. That County Council award a contract to the highest ranked qualified bidder, Valley Integration Inc., in the amount of \$1,280,140 (excluding HST), for the design and construction of Supervisory Control and Data Acquisition upgrades in accordance with the County's Supervisory Control and Data Acquisition Master Plan, and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto;
2. And further that County Council authorize the transfer of \$15,695 from the Development Charges – Wastewater – Norwich reserve and \$207,464 from the Wastewater – Norwich reserve for a total of \$223,159, to fund the budget shortfall for the Norwich Collection System upgrades portion of this project.

RESOLUTION NO. 7

Moved By: Phil Schaefer

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2025-29 titled "Contract Award – SCADA Masterplan Upgrade for Oxford South Drinking Water System and Norwich Collection System", be adopted.

DISPOSITION: Motion Carried

Councillor Gilvesy leaves the Council Chamber at 11:00 a.m.

8.4 PARAMEDIC SERVICES

8.4.1 PS 2025-03 Contract Award-Primary Public Safety Answering Point Services

RECOMMENDATIONS:

1. That County Council approve the award of the contract for the provision of 911 Public Safety Answering Point services, commencing August 26, 2025, to the Ontario Provincial Police;
2. And further, that a by-law be raised authorizing the Chief Administrative Officer and Director of Paramedic Services to execute an agreement with the Ontario Provincial Police as outlined in this report.

RESOLUTION NO. 8

Moved By: Connie Lauder

Seconded By: Brian Petrie

Resolved that the recommendations contained in Report PS 2025-03 titled "Contract Award-Primary Public Safety Answering Point Services", be adopted.

DISPOSITION: Motion Carried

Councillor Gilvesy returns to the Council Chamber at 11:02 a.m.

8.5 CORPORATE SERVICES

8.5.1 CS 2025-14 Development Charges Annual Report - 2024

RECOMMENDATION:

1. That County Council receive Report CS 2025-14, prepared in accordance with Section 12 of O.Reg.82/98 of the *Development Charges Act*, 1997, and authorize posting the report for public information.

RESOLUTION NO. 9

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the recommendation contained in Report CS 2025-14 titled "Development Charges Annual Report - 2024", be adopted.

DISPOSITION: Motion Carried

8.5.2 CS 2025-15 OILC Financing Application – County

RECOMMENDATION:

1. That By-law No. 6723-2025, 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. 10

Moved By: Brian Petrie

Seconded By: Connie Lauder

Resolved that the recommendation contained in Report CS 2025-15 titled "OILC Financing Application - County", 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

NIL

12. ENQUIRIES

NIL

13. CLOSED SESSION

RESOLUTION NO. 11

Moved By: Jim Palmer

Seconded By: David Mayberry

That Council rise and go into a Closed Session to consider Reports HS (CS) 2025-06, PW (CS) 2025-30 and PW (CS) 2025-31 regarding labour relations or employee negotiations and proposed or pending acquisition or disposition of land by the County or local board.

DISPOSITION: Motion Carried at 11:05 a.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting this 23rd day of April, 2025.

11:07 a.m. with Warden Ryan in the chair.

All members of Council in attendance, with the exception of Councillor Tait.

Staff Participants:

- B. Addley, Chief Administrative Officer
- M. Abercrombie, Director of Public Works
- L. Buchner, Director of Corporate Services
- R. Hall, Director of Paramedic Services
- L. Mansbridge, Clerk
- P. Michiels, Director of Community Planning
- A. Smith, Director of Human Resources
- R. Smith, Acting Director of Human Services

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

DELEGATIONS AND PRESENTATIONS AND CONSIDERATION THEREOF:

NIL

CONSIDERATION OF CORRESPONDENCE:

NIL

REPORTS FROM DEPARTMENTS:

13.1.1 HS (CS) 2025-06

13.1.2 PW (CS) 2025-30

13.1.3 PW (CS) 2025-31

RESOLUTION NO. 12

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 11:59 a.m.

All Members of Council, with the exception of Councillor Tait, and Staff return to the Council Chamber at 12:01 p.m.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 HS (CS) 2025-06

RESOLUTION NO. 13

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report HS (CS) 2025-06, be adopted.

DISPOSITION: Motion Carried

14.2 PW (CS) 2025-30

RESOLUTION NO. 14

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendation contained in Report PW (CS) 2025-30, be adopted.

DISPOSITION: Motion Carried

14.3 PW (CS) 2025-31

RESOLUTION NO. 15

Moved By: Mark Peterson

Seconded By: Jerry Acchione

Resolved that the recommendations contained in Report PW (CS) 2025-31, be adopted.

DISPOSITION: Motion Carried

15. BY-LAWS

15.1 By-law No. 6722-2025

Being a By-law imposing special annual drainage levies upon Area Municipalities (herein termed the Area Municipality) in the County of Oxford (herein termed the Regional Municipality).

15.2 By-law No. 6723-2025

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.

15.3 By-law No. 6724-2025

Being a By-Law to remove certain lands from Part Lot Control.

15.4 By-law No. 6725-2025

Being a By-law to authorize the Chief Administrative Officer and the Director of Paramedic Services to execute an Agreement with the Minister of the Solicitor General on behalf of the Ontario Provincial Police, for provision of Primary Public Safety Answering Point (PSAP) services.

15.5 By-law No. 6726-2025

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. 16

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the following By-laws be read a first and second time: 6722-2025 to 6726-2025 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 17

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the following By-laws be given a third and final reading: 6722-2025 to 6726-2025 inclusive.

DISPOSITION: Motion Carried

16. ADJOURNMENT

RESOLUTION NO. 18

Moved By: Mark Peterson

Seconded By: Brian Petrie

Resolved that the Council meeting of April 23, 2025 be adjourned until the next meeting scheduled for May 14, 2025 at 9:30 a.m.

DISPOSITION: Motion Carried at 12:03 p.m.

Minutes adopted on May 14, 2025 by Resolution No. ____.

MARCUS RYAN, WARDEN

LINDSEY A. MANSBRIDGE, CLERK