

**OXFORD COUNTY COUNCIL**

**MINUTES**

**May 14, 2025**

**Council Present**

Warden Marcus Ryan  
Councillor Deb Gilvesy  
Councillor Bernia Martin  
Councillor David Mayberry  
Councillor Jim Palmer  
Councillor Mark Peterson  
Councillor Phil Schaefer  
Councillor Deborah Tait  
Alternate Councillor Connie Lauder  
Alternate Councillor Lindsay Wilson

**Council Absent**

Deputy Warden Brian Petrie  
Councillor Jerry Acchione

**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  
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 fourteenth day of May, 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: Mark Peterson  
Seconded By: Deb Gilvesy

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 23, 2025

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the Council Minutes of April 23, 2025 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: Lindsay Wilson

Seconded By: Bernia Martin

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 24-06-7 Station View Development Inc.

The Chair calls Eric Gilbert, Manager of Development Planning, forward to present the Application for Official Plan Amendment OP 24-06-7, Station View Development Inc.

E. Gilbert, through the use of a map, indicates that the Application for Official Plan Amendment proposes to redesignate the subject lands from 'Entrepreneurial District' and 'Community Facility' to 'Entrepreneurial District' with special provisions, to permit a high-density residential development with a proposed residential density of up to 215 units per hectare and associated ground floor commercial space, in the Town of Tillsonburg.

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

The Chair opens the meeting to members the public.

Lesley Hutton-Rhora and Eldon Darbyson of G. Douglas Vallee Limited join the meeting in the Council Chamber and Hanna Domagala from BMI Group joins the meeting via WebEx, and express support for the Application.

The Chair opens the meeting to questions from Members of Council. L. Hutton-Rhora answers questions from Councillors Schaefer, Martin and Gilvesy.

Mark Renaud of the Downtown Tillsonburg Business Improvement Area (BIA) joins the meeting in the Council Chamber and expresses support for the Application.

The Chair opens the meeting to questions from Members of Council. There are none.

Oxford County residents Deb Marshall and Betty Davies join the meeting in the Council Chamber and express concern over traffic, parking, amenities, construction nuisance and rodents.

The Chair calls for questions from Members of Council. D. Marshall and B. Davies respond to comments and questions from Councillor Palmer and Warden Ryan.

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

#### 5.1.2 Application for Official Plan Amendment OP 25-02-1 Josif and Lidia Catana

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Official Plan Amendment OP 25-02-1 Josif and Lidia Catana.

P. Michiels, through the use of a map, indicates that the Official Plan Amendment Application proposes to include site-specific policies to recognize an existing special events facility, approximately 960 m<sup>2</sup> (10,333.4 ft<sup>2</sup>) in size, as an On-Farm Diversified Use (OFDU), in the Township of Blandford-Blenheim.

The Chair opens the meeting to questions and comments from Council. P. Michiels responds to questions and comments from Councillor Gilvesy.

The Chair opens the meeting to members of the public.

Pierre Chauvin of MHBC Planning and Urban Design and Landscape Architecture joins the meeting in the Council Chamber to speak in support of the Application. P. Chauvin indicates the Applicants operate a dual-purpose business described as a working flower farm and a wedding and

event venue. P. Chauvin indicates that the Applicants have undertaken a noise study, following complaints heard at Blandford-Blenheim Township Council, where the Zoning Application was denied.

The Chair opens the meeting to questions and comments of Members of Council. P. Chauvin responds to questions and comments from Councillors Martin and Peterson and Alternate Councillor Wilson.

A resident of Oxford County, Wayne Coghlin, joins the meeting in the Council Chamber expresses concern for the Application citing constant noise and his observations as an adjacent neighbour.

The Chair opens the meeting to questions or comments from Members of Council. There are none.

A resident of Oxford County, Myra Livingstone, joins the meeting in the Council Chamber and expresses concern for the Application, citing excessive noise and light, impact on natural habitat and observations of the business operations on the property.

The Chair opens the meeting to questions or comments from Members of Council, there are none.

Warden Ryan calls for recess at 11:10 a.m.

All Members of Council and Staff return to the Council Chamber at 11:20 a.m.

#### 5.1.3 Application for Official Plan Amendment OP 25-01-8 B & R Holding Inc.

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Official Plan Amendment OP 25-01-8 B & R Holding Inc.

P. Michiels, through the use of a map, indicates that the Official Plan amendment proposes to add a special policy to the Business Park Designation to permit an indoor recreational use, with a maximum area of 945 m<sup>2</sup> (10,171.9 ft<sup>2</sup>) within a portion of an existing building, in the City of Woodstock.

The Chair opens the meeting to questions and comments from Council, there are none.

Raied Nafie of B & R Holding Inc. joins the meeting via WebEx audio and expresses support for the Application.

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

5.1.4 Application for Official Plan Amendment OP 24-15-5 David Kittmer and Lloy Wylie

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Official Plan Amendment OP 24-15-5 David Kittmer and Lloy Wylie.

P. Michiels, through the use of a map, indicates that the Official Plan Amendment Application proposes to include a site-specific agricultural policy to permit the future creation of an undersized agricultural lot with an area of approximately 8.2 ha (20 ac), rather than the required minimum lot area of 30 ha (74.1 ac), in the Township of Zorra.

The Chair opens the meeting to questions and comments from Members of Council, P. Michiels responds to a question from Councillor Martin.

The Applicants, David Kittmer and Lloy Wylie join the meeting in the Council Chamber. The Applicants speak in support of their Application indicating commitment to stewardship in their farming practices and land management.

The Chair opens the meeting to questions and comments from members of Council. D. Kittmer and L. Wylie respond to questions and comments from Warden Ryan.

5.2 Resolution to Adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Connie Lauder

Seconded By: Phil Schaefer

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

DISPOSITION: Motion Carried at 12:01 p.m.

5.3 Consideration of Report CP 2025-133 Application for Official Plan Amendment OP 24-06-7 Station View Development Inc.

RESOLUTION NO. 5

Moved By: Deb Gilvesy

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report CP 2025-133 titled "Application for Official Plan Amendment OP 24-06-7 Station View Development Inc.", be adopted.

DISPOSITION: Motion Carried

- 5.4 Consideration of Report CP 2025-136 Application for Official Plan Amendment  
OP 25-02-1 Josif and Lidia Catana

RESOLUTION NO. 6

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the recommendation contained in Report CP 2025-136 titled  
"Application for Official Plan Amendment OP 25-02-1 Josif and Lidia Catana", be  
adopted.

DISPOSITION: Motion Carried

- 5.5 Consideration of Report CP 2025-139 Application for Official Plan Amendment  
OP 25-01-8 B & R Holding Inc.

RESOLUTION NO. 7

Moved By: Deborah Tait

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report CP 2025-139 titled  
"Application for Official Plan Amendment OP 25-01-08 B & R Holding Inc.", be  
adopted.

DISPOSITION: Motion Carried

- 5.6 Consideration of Report CP 2025-140 Application for Official Plan Amendment  
OP 24-15-5 David Kittmer and Lloy Wylie

RESOLUTION NO. 8

Moved By: Phil Schaefer

Seconded By: Connie Lauder

Resolved that the recommendation contained in Report CP 2025-140 titled  
"Application for Official Plan Amendment OP 24-15-5 David Kittmer and Lloy  
Wylie", be adopted.

DISPOSITION: Motion Carried

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

- 6.1 Ingersoll Rotary Club

Ted Comiskey

Re: Food Warehouse in the Town of Ingersoll

Ted Comiskey, a Rotarian from the Ingersoll Rotary Club, joins the meeting in the Council Chamber. T. Comiskey indicates the need for financial support for a Food Warehouse in the Town of Ingersoll, as an initiative of the Ingersoll Rotary Club.

Ted responds to questions and comments from Alternate Councillor Wilson and Councillor Martin.

6.2 Association of Ontario Road Supervisors

Kelly Elliott

Re: 2025 AORS Municipal Public Works Trade Show

Kelly Elliott joins the meeting in the Council Chamber and proceeds through a presentation which was included with Council's Agenda.

Kelly Elliott responds to questions and comments from Councillor Martin.

6.3 Southwestern Public Health

Dr. Ninh Tran

Re: Update on Measles Outbreak

Dr. Nihn Tran joins the meeting in the Council Chamber and proceeds through a presentation which formed part of Council's Agenda.

Dr. Tran responds to comments and questions from Councillors Gilvesy, Martin and Palmer.

RESOLUTION NO. 9

Moved By: Lindsay Wilson

Seconded By: Bernia Martin

Resolved that the information provided in Delegations 6.1 to 6.3 inclusive on the Open meeting Agenda of May 14, 2025, be received.

DISPOSITION: Motion Carried

**7. CONSIDERATION OF CORRESPONDENCE**

7.1 SCOR EDC Board of Directors

April 29, 2025

Re: Rail Project Update

RESOLUTION NO. 10

Moved By: Bernia Martin

Seconded By: David Mayberry

Resolved that Correspondence Item 7.1 on the Open meeting Agenda of May 14, 2025, be received.

DISPOSITION: Motion Carried

RESOLUTION NO. 11

Moved By: Mark Peterson

Seconded By: Bernia Martin

Resolved that the motion to adjourn the Council meeting of May 14, 2025 be extended to 2:30 p.m.

DISPOSITION: Motion Carried

**8. REPORTS FROM DEPARTMENTS**

**8.1 COMMUNITY PLANNING**

8.1.1 CP 2025-133 Application for Official Plan Amendment OP 24-06-7 Station View Development Inc.

**RECOMMENDATIONS:**

1. That Oxford County Council approve Application OP 24-06-7, submitted by Station View Developments Inc., for lands legally described as Lots 797-801, 849-854, Part Lot 797A and 855, Part 1 of Plan 41R-5113, Parts 1 and 2 of Plan 41R-7407, Part 1 of Plan 41R8786 Town of Tillsonburg, to redesignate the subject lands from Community Facility and Entrepreneurial District to Entrepreneurial District with a special policy area, to permit a high-density residential development with a density of up to 215 units per hectare and retail commercial uses;
2. And further, that Oxford County Council raise the necessary by-law to approve the attached Amendment No. 337 to the County Official Plan.

The Report was dealt with following the Public Meeting.

8.1.2 CP 2025-136 Application for Official Plan Amendment OP 25-02-1 Josif and Lidia Catana

**RECOMMENDATION:**

1. That Oxford County Council not approve Application No. OP 25-02-1, submitted by Josif and Lidia Catana for lands legally described as Part Lot 7, Concession 7 (Blenheim), except Parts 3 and 6, Registered Plan 41R-3823, in the Township of Blandford-Blenheim, to amend the Official Plan to include a site specific



policy to permit a special events facility as an On-Farm Diversified Use on the subject lands.

The Report was dealt with following the Public Meeting.

- 8.1.3 CP 2025-139 Application for Official Plan Amendment OP 25-01-8 B & R Holding Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Application No. OP 25-01-8 submitted by B & R Holding Inc., for lands described as Block 1, Plan 41M-311 in the City of Woodstock, to add a special policy area to lands designated Business Park;
2. And further, That Oxford County Council approve the attached Amendment No. 340 to the County of Oxford Official Plan and raise the necessary by-law to approve Amendment No. 340.

The Report was dealt with following the Public Meeting.

- 8.1.4 CP 2025-140 Application for Official Plan Amendment OP 24-15-5 David Kittmer and Lloy Wylie

RECOMMENDATION:

1. That Oxford County Council not approve Application No. OP 24-15-5, submitted by David Kitter and Lloy Wylie for lands legally described as Part of Lot 30, Concession 14 (East Nissouri) in the Township of Zorra, to amend the Official Plan to create a site specific policy for the subject lands to facilitate the future creation of an undersized agricultural lot with an approximate area of 8.2 ha (20 ac).

The Report was dealt with following the Public Meeting.

- 8.1.5 CP 2025-137 Bill 5 and Special Economic Zones

RECOMMENDATIONS:

1. That the Director of Community Planning submit comments on behalf of the County in response to the Provincial consultations on the Special Economic Zones Act under Bill 5 (Protect Ontario by Unleashing our Economy Act), as generally outlined in Report No. CP 2025-137;
2. And further, that Report CP 2025-137 be circulated to the Area Municipalities for information.

RESOLUTION NO. 12

Moved By: Jim Palmer

Seconded By: Connie Lauder

Resolved that the recommendations contained in Report CP 2025-137 titled "Bill 5 and Special Economic Zones", be adopted.

DISPOSITION: Motion Carried

8.2 PUBLIC WORKS

8.2.1 PW 2025-32 Single Source Award - Landfill Gas Collection and Flaring System Upgrades and Annual Maintenance, Monitoring and Reporting

RECOMMENDATIONS:

1. That County Council approve single source award for the design and construction of the Landfill Gas Collection and Flaring System Upgrade to Comcor Environmental Limited in the amount of \$790,000 as outlined in Report PW 2025-32, pursuant to Section 7.3 of the County's Purchasing Policy 6.07;
2. And further, that County Council approve single source award of the Annual Landfill Gas Collection and Flaring System Maintenance, Monitoring, and Reporting for a five-year term commencing in 2026 to Comcor Environmental Limited for an anticipated cost of \$871,200 as outlined in Report PW 2025-32, pursuant to Section 7.3 of the County's Purchasing Policy 6.07;
3. And further, that County Council authorize the transfer of \$236,000 from the Landfill and Waste Diversion Reserve Fund to fund the budget shortfall for upgrades to the Landfill Gas Collection and Flaring System;
4. And further, that County Council authorize the Chief Administrative Officer and the Director of Public Works to execute all documents related hereto.

RESOLUTION NO. 13

Moved By: Phil Schaefer

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report PW 2025-32 titled " Single Source Award - Landfill Gas Collection and Flaring System Upgrades and Annual Maintenance, Monitoring and Reporting", be adopted.

DISPOSITION: Motion Carried

8.2.2 PW 2025-33 2024 Drinking Water System Performance Update

RECOMMENDATION:

1. That County Council receive Report PW 2025-33 entitled "2024 Drinking Water System Performance Update" as information.

RESOLUTION NO. 14

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendation contained in Report PW 2025-33 titled "2024 Drinking Water System Performance Update", be adopted.

DISPOSITION: Motion Carried

8.3 CORPORATE SERVICES

8.3.1 CS 2025-16 Internal Debt Financing – Blandford-Blenheim

RECOMMENDATION:

1. That By-law No. 6727-2025, being a by-law to authorize the borrowing of funds in the amount of \$142,749.00 from the Landfill and Waste Diversion Reserve Fund, for the purposes of financing capital works associated with municipal drains authorized by Township of Blandford-Blenheim by-laws, be presented to Council for enactment.

RESOLUTION NO. 15

Moved By: Mark Peterson

Seconded By: Connie Lauder

Resolved that the recommendation contained in Report CS 2025-16 titled "Internal Debt Financing – Blandford-Blenheim", be adopted.

DISPOSITION: Motion Carried

8.3.2 CS 2025-17 Internal Debt Financing – South-West Oxford

RECOMMENDATION:

1. That By-law No. 6728-2025, being a by-law to authorize the borrowing of funds in the amount of \$81,091.00 from the Landfill and Waste Diversion Reserve Fund, for the purposes of financing

capital works associated with municipal drains authorized by Township of South-West Oxford by-law, be presented to Council for enactment.

RESOLUTION NO. 16

Moved By: David Mayberry  
Seconded By: Lindsay Wilson

Resolved that the recommendation contained in Report CS 2025-17 titled "Internal Debt Financing – South-West Oxford", 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. 17

Moved By: Connie Lauder  
Seconded By: Phil Schaefer

Resolved that Council rise and go into a Closed Session to consider a Verbal Report from the Chief Administrative Officer regarding labour relations or employee negotiations.

DISPOSITION: Motion Carried at 1:27 p.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this 14<sup>th</sup> day of May, 2025.

1:29 p.m. with Warden Ryan in the chair.

Council Present: Warden Marcus Ryan  
Councillor Deb Gilvesy

Councillor Bernia Martin  
Councillor David Mayberry  
Councillor Jim Palmer  
Councillor Mark Peterson  
Councillor Phil Schaefer  
Councillor Deborah Tait  
Alternate Councillor Connie Lauder  
Alternate Councillor Lindsay Wilson

Staff Participants: B. Addley, Chief Administrative Officer/Acting Clerk

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

NIL

**DELEGATIONS AND PRESENTATIONS:**

NIL

**CONSIDERATION OF CORRESPONDENCE:**

NIL

**UNFINISHED BUSINESS:**

NIL

**ENQUIRIES:**

NIL

**REPORTS FROM DEPARTMENTS:**

1. Verbal Report from the Chief Administrative Officer

**RESOLUTION NO. 18**

Moved By: Deborah Tait

Seconded By: Jim Palmer

Resolved that Council reconvene in Open Session.

**DISPOSITION:** Motion Carried at 1:40 p.m.

All Members of Council and B. Addley return to the Council Chamber at 1:42 p.m.

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

14.1 Verbal Report from the Chief Administrative Officer

RESOLUTION NO. 19

Moved By: Deborah Tait

Seconded By: Jim Palmer

Resolved that the recommendation contained in the Verbal Report from the Chief Administrative Officer, be adopted.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6727-2025

Being a By-law to authorize the borrowing upon reserve funds in the amount of \$142,749.00 for the purposes of The Corporation of the Township of Blandford-Blenheim.

15.2 By-law No. 6728-2025

Being a By-law to authorize the borrowing upon reserve funds in the amount of \$81,091.00 for the purposes of The Corporation of the Township of South-West Oxford.

15.3 By-law No. 6729-2025

Being a By-Law to adopt Amendment Number 340 to the County of Oxford Official Plan.

15.4 By-law No. 6730-2025

Being a By-Law to adopt Amendment Number 337 to the County of Oxford Official Plan.

15.5 By-law No. 6731-2025

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. 20

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the following By-laws be read a first and second time: 6727-2025 to 6731-2025 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 21

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that following By-laws be given a third and final reading: 6727-2025 to 6731-2025 inclusive.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 22

Moved By: Mark Peterson

Seconded By: Lindsay Wilson

Resolved that the Council Meeting of May 14, 2025 be adjourned until the next meeting scheduled for May 28, 2025 at 9:30 a.m.

DISPOSITION: Motion Carried at 1:44 p.m.

Minutes adopted on May 28, 2025 by Resolution No. \_\_\_\_.

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MARCUS RYAN, WARDEN

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LINDSEY A. MANSBRIDGE, CLERK