

OXFORD COUNTY COUNCIL

MINUTES

June 11, 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 R. Hall, Director of Paramedic Services L. Mansbridge, Clerk P. Michiels, Director of Community Planning A. Smith, Director of Human Resources R. Smith, Director of Human Services

1. CALL TO ORDER

Oxford County Council meets in regular session this eleventh day of June, 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: David Mayberry

Resolved that the agenda be approved as amended:

By changing the order of business by moving Item 6.1 (South West Ontario Regional Base Hospital Program), after Item 4.2 (Adoption of Council Minutes of Previous Meetings);

and by changing the order of business by moving Item 8.2.1 (2024 Audited Financial Statements (Presentation)), after Item 5.3 (Consideration of Report CP 2025-164 Application for Draft Plan of Subdivision SB 24-04-8 -1000228651 Ontario Inc.)

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETINGS

4.1 May 28, 2025

RESOLUTION NO. 2

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the Council Minutes of May 28, 2025, be adopted.

DISPOSITION: Motion Carried

4.2 May 28, 2025 Workshop

RESOLUTION NO. 3

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the Council Minutes of the May 28, 2025 Workshop, be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

5.1 Resolution to go into a Public Meeting Pursuant to the Planning Act

RESOLUTION NO. 5

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

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 9:41 a.m.

5.1.1 Application for Draft Plan of Subdivision SB 24-04-8 - 1000228651 Ontario Inc.

The Chair calls Paul Michiels, Director of Community Planning, forward to present the Application for Draft Plan of Subdivision SB 24-04-8 1000228651 Ontario Inc.

P. Michiels, through the use of a map, indicates that the proposed Plan of Subdivision will contain 17 industrial lots served by the extension of Springbank Avenue and one new local street, in the City of Woodstock.

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

The Chair opens the meeting to members of the Public.

Andrea Sinclair of MHBC Planning 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. A. Sinclair responds to comments and questions from Councillor Mayberry.

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

5.2 Resolution to Adjourn the Public Meeting

RESOLUTION NO. 6

Moved By: Deb Gilvesy

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 9:49 a.m.

5.3 Consideration of Report CP 2025-164 Application for Draft Plan of Subdivision SB 24-04-8 - 1000228651 Ontario Inc.

RESOLUTION NO. 7

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report CP 2025-164 titled "Application for Draft Plan of Subdivision SB 24-04-8 1000228651 Ontario Inc. ", be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Southwest Ontario Regional Base Hospital Program

Dr. Matt Davis, Medical Director and Dr. Sean Doran, Local Medical Director for Oxford County

Re: Medical Directors Commendation Award to Ben Smith (Oxford County Paramedic)

The Warden calls Ryan Hall, Director of Paramedic Services, forward to introduce Dr. Matt Davis, Medical Director and Dr. Sean Doran, Local Medical Director for Oxford County.

Dr. M. Davis and Dr. S. Doran present Ben Smith, an Oxford County Paramedic, with a Medical Directors Commendation Award, from the Southwest Ontario Regional Base Hospital Program, which is given to Paramedics who have delivered exceptional care in a pre-hospital setting.

RESOLUTION NO. 4

Moved By: Phil Schaefer

Seconded By: David Mayberry

Resolved that the information provided in Delegation 6.1 on the Open meeting Agenda of June 11, 2025, be received.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

7.1 Municipality of Thames Centre

June 4, 2025

Re: Traffic and Roadway Study

7.2 Municipality of Brockton

June 5, 2025

Re: Letter of Thanks and Support

RESOLUTION NO. 9

Moved By: Mark Peterson

Seconded By: Bernia Martin

Resolved that Correspondence Item 7.1 - 7.2 on the Open meeting Agenda of June 11, 2025 be received and further that Item 7.1 be referred to the Chief Coroner's Office for consideration.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2025-158 Bill 17 and Proposed Related Regulatory Changes

RECOMMENDATIONS:

1. That the Director of Community Planning submit comments on behalf of the County in response to the Provincial consultations on Bill 17 (Protect Ontario by Building Faster and Smarter Act) and proposed related regulatory changes, as generally outlined in Report CP 2025-158;
2. And further, that Report CP 2025-158 be circulated to the Area Municipalities for information.

RESOLUTION NO. 10

Moved By: Brian Petrie

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report CP 2025-158 titled "Bill 17 and Proposed Related Regulatory Changes", be adopted.

DISPOSITION: Motion Carried

8.1.2 CP 2025-164 Application for Draft Plan of Subdivision SB 24-04-8 – 1000228651 Ontario Inc.

RECOMMENDATION:

1. That Oxford County Council grant draft approval to the proposed industrial plan of subdivision, submitted by 1000228651 Ontario Inc. (SB 24-0-48), for the lands described as Part Lot 13, Concession 2 (Blandford) in the City of Woodstock, with a lapsing date of 3 years from the date of draft plan approval, and subject to the conditions set out in Schedule "A" (included as Attachment 4 to Report CP 2025-164), being met prior to final approval.

The Report was dealt with following the Public Meeting.

8.2 CORPORATE SERVICES

8.2.1 CS 2025-18 2024 Audited Financial Statements (Presentation)

RECOMMENDATION:

1. That the Oxford County Consolidated Financial Statements and the County of Oxford Trust Funds Statements for the year ended December 31, 2024 be accepted.

Christene Scrimgeour, of the firm Scrimgeour & Company, Chartered Accountants, joins the meeting in the Council Chamber to address Council regarding the 2024 Audited Consolidated Financial Statements and Trust Funds Statements.

Following her presentation, C. Scrimgeour responds to comments and questions from Members of Council.

RESOLUTION NO. 8

Moved By: Deborah Tait
Seconded By: Brian Petrie

Resolved that the recommendation contained in Report CS 2025-18 titled "2024 Audited Financial Statements", be adopted.

DISPOSITION: Motion Carried

8.2.2 CS 2025-19 2025 Asset Management Plan

RECOMMENDATION:

1. That the 2025 Asset Management Plan as attached to Report CS 2025-19 be adopted.

RESOLUTION NO. 11

Moved By: Deborah Tait
Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report CS 2025-19 titled "2025 Asset Management Plan", be adopted.

DISPOSITION: Motion Carried

8.2.3 CS 2025-20 2026 Draft Budget Schedule and Budget Survey

RECOMMENDATIONS:

1. That the 2026 draft budget schedule as set out in Report CS 2025-20 entitled "2026 Draft Budget Schedule and Budget Survey" be approved;
2. And further, that the 2026 budget communication, engagement and reporting plan be approved.

RESOLUTION NO. 12

Moved By: Deb Gilvesy

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report CS 2025-20 titled "2026 Draft Budget Schedule and Budget Survey", be adopted.

DISPOSITION: Motion Carried

8.2.4 CS 2025-21 OILC Debenture Issue – County

RECOMMENDATION:

1. That By-law 6737-2025, being a by-law to authorize the borrowing by issuing debentures, for a term of 25 years, in the amount of \$2,468,014.00, for the purposes of the County of Oxford, be presented to Council for enactment.

RESOLUTION NO. 13

Moved By: Phil Schaefer

Seconded By: Bernia Martin

Resolved that the recommendation contained in Report CS 2025-21 titled "OILC Debenture Issue - County", be adopted.

DISPOSITION: Motion Carried

8.3 PUBLIC WORKS

8.3.1 PW 2025-36 Contract Award – Supply and Distribution of Curbside Collection Containers

RECOMMENDATIONS:

1. That County Council approve the contract award to Orbis Canada Limited for the supply and distribution of curbside collection containers in the amount of \$1,497,046 (excluding HST);
2. And further, that Schedule "A" to By-law 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 June 11, 2025, as outlined in this report to reflect container pricing obtained through the competitive bid process;

3. And further, that County Council authorize the Chief Administrative Officer and the Director of Public Works to execute all documents related hereto.

RESOLUTION NO. 14

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report PW 2025-36 titled "Contract Award - Supply and Distribution of Curbside Collection Containers", be adopted.

DISPOSITION: Motion Carried

8.3.2 PW 2025-37 Contract Award – Green Initiatives Construction MURB 2025

RECOMMENDATION:

1. That Oxford County Council award a contract to the low bidder, Elgin Contracting and Restoration Ltd., in the amount of \$1,225,100 (excluding HST), for Green Initiatives Construction for Multi-Unit Residential Buildings 2025 and authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

RESOLUTION NO. 15

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that the recommendation contained in Report PW 2025-37 titled "Contract Award - Green Initiatives Construction MURB 2025", 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

Deputy Warden Petrie

Amend 5.5 of Oxford County Policy 6.07 Purchasing Policy, so that competitive procurements that are of an amount of \$1,000,000 or greater have the same approval authority as the competitive procurements that are currently more than \$100,000 and less than a \$1,000,000.

12. ENQUIRIES

NIL

13. CLOSED SESSION

RESOLUTION NO. 16

Moved By: Jim Palmer

Seconded By: Jerry Acchione

That Council rise and go into a Closed Session to consider Reports PW (CS) 2025-38 and PW (CS) 2025-35 regarding proposed or pending acquisition of land by the County or local board.

DISPOSITION: Motion Carried at 10:39 a.m.

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

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this 11th day of June, 2025.

10:44 a.m. with Warden Ryan in the Chair.

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

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, Director of Human Services

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

DELEGATIONS AND PRESENTATIONS:

NIL

CONSIDERATION OF CORRESPONDENCE:

NIL

ENQUIRIES:

NIL

REPORTS FROM DEPARTMENTS:

13.1.1 PW (CS) 2025-38

UNFINISHED BUSINESS:

13.2.1 PW (CS) 2025-35

RESOLUTION NO. 17

Moved By: Jim Palmer

Seconded By: Jerry Acchione

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 10:56 a.m.

Members of Council and Staff return to the Council Chamber at 10:58 a.m.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 PW (CS) 2025-38

RESOLUTION NO. 18

Moved By: David Mayberry

Seconded By: Jim Palmer

Resolved that the recommendation contained in Report PW (CS) 2025-38, be adopted, as amended.

DISPOSITION: Motion Carried

14.2 PW (CS) 2025-35

RESOLUTION NO. 19

Moved By: Brian Petrie

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report PW (CS) 2025-35, be adopted.

DISPOSITION: Motion Carried

15. BY-LAWS

15.1 By-law No. 6737-2025

Being a By-law of the County of Oxford to authorize the borrowing upon serial debentures in the principal amount of \$2,468,014.00 towards the cost of a certain capital work of the County of Oxford set out in Schedule "A" to this By-law

15.2 By-law No. 6738-2025

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: David Mayberry

Seconded By: Mark Peterson

Resolved that By-laws 6737-2025 and 6738-2025 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 21

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that By-laws 6737-2025 and 6738-2025 be given a third and final reading.

DISPOSITION: Motion Carried

16. ADJOURNMENT

RESOLUTION NO. 22

Moved By: Mark Peterson

Seconded By: Brian Petrie

June 11, 2025

Resolved that the Council Meeting of June 11, 2025 be adjourned until the next Council Meeting scheduled for June 25, 2025 at 9:30 a.m.

DISPOSITION: Motion Carried at 10:59 a.m.

Minutes adopted on June 25, 2025 by Resolution No. ____.

MARCUS RYAN, WARDEN

LINDSEY A. MANSBRIDGE, CLERK