

## OXFORD COUNTY COUNCIL

### MINUTES

**October 22, 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 M. Dager, Director of Long-Term Care R. Hall, Director of Paramedic Services C. King, Senior Manager of Financial 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 twenty second day of October, 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: Bernia Martin

Resolved that the Agenda be approved as amended to include a Verbal Report from the Chief Administrative Officer as Item 13.1.2.

DISPOSITION: Motion Carried

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

NIL

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

4.1 October 8, 2025

RESOLUTION NO. 2

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the Council Minutes of October 8, 2025, be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

NIL

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

NIL

**7. CONSIDERATION OF CORRESPONDENCE**

NIL

**8. REPORTS FROM DEPARTMENTS**

8.1 PUBLIC WORKS

8.1.1 PW 2025-56 Emergency Purchase – Oxford County Administration Building Flood

RECOMMENDATION:

1. That County Council receive Report PW 2025-56 entitled "Emergency Purchase – Oxford County Administration Building Flood" as information.

RESOLUTION NO. 3

Moved By: David Mayberry

Seconded By: Deborah Tait

Resolved that the recommendation contained in Report PW 2025-56 titled "Emergency Purchase - Oxford County Administration Building Flood", be adopted.

DISPOSITION: Motion Carried

8.1.2 PW 2025-57 Oxford Road 4 and Oxford Road 15 Intersection Improvements, Woodstock, Class Environmental Assessment Study – Notice of Completion

RECOMMENDATIONS:

1. That County Council authorize staff to proceed with the preferred alternative solution which includes implementing traffic signals at the intersection of Oxford Road 4 and Oxford Road 15 (Parkinson Road), and the preferred design concept (Alternative 4) which includes widening Oxford Road 15 (Parkinson Road) to the north with new eastbound left-turn lane and new westbound right-turn lane, for the Oxford Road 4 and Oxford Road 15 (Parkinson Road) Class Environmental Assessment Study, as summarized in Report PW 2025-57;
2. And further, that County Council authorize staff to issue a Notice of Completion and post the Schedule C Environmental Study Report for the Oxford Road 4 and Oxford Road 15 (Parkinson Road) Intersection Improvements in the public record for 30 days in accordance with the requirements of the Municipal Class Environmental Assessment process.

RESOLUTION NO. 4

Moved By: Jerry Acchione  
Seconded By: Brian Petrie

Resolved that the recommendations contained in Report PW 2025-57 titled "Oxford Road 4 and Oxford Road 15 Intersection Improvements, Woodstock, Class Environmental Assessment Study – Notice of Completion", be adopted.

DISPOSITION: Motion Carried

8.1.3 PW 2025-58 Oxford Road 2 Road Diet Analysis and Oxford Road 59 Post-Construction Analysis

RECOMMENDATION:

1. That County Council receive Report PW 2025-58 regarding a Road Diet Analysis for Oxford Road 2 (Dundas Street), and a Post-Construction Analysis for Oxford Road 59 (Wilson Street), both located in the City of Woodstock, as information.

RESOLUTION NO. 5

Moved By: Deborah Tait  
Seconded By: Mark Peterson

Resolved that the recommendation contained in Report PW 2025-58 titled "Oxford Road 2 Road Diet Analysis and Oxford Road 59 Post-Construction Analysis", be deferred until conversations with City of Woodstock Staff on the concerns with the design.

DISPOSITION: Motion Carried

8.1.4 PW 2025-59 Oxford County Road Safety Strategy

RECOMMENDATIONS:

1. That Oxford County Council receive Report PW 2025-59 entitled "Oxford County Road Safety Strategy" as information;
2. And further, that County Council adopt the Good Roads Ontario Road Safety Audit Guideline to guide road design projects and in-service safety reviews;
3. And further, that Council request that staff include for Council's consideration as part of the 2026 Business Plan and Budget process:
  - a. A new Supervisor position (1.0 FTE) to establish a Traffic Management and Road Safety team within the Transportation Services division of the Public Works department to lead the development of the Oxford County Road Safety Strategy;
  - b. Funds in the amount of \$100,000 in the Transportation Operating budget to retain a consultant to support the development of an Oxford County Road Safety Strategy in collaboration with Area Municipalities;
4. And further, that County Council authorize the establishment of an Ad Hoc Committee, including the Warden (Chair) and Councillors Mark Peterson, Phil Schaefer and Bernia Martin, including members from Area Municipalities, Police, Public Health, Paramedic Services, and Strategic Communications for the purpose of developing framework principles to guide the creation of an Oxford County Road Safety Strategy;
5. And further, that County Council advocate the Provincial Government to take action to implement the Rural Road Safety program that Good Roads has committed to lead;
6. And further, that County Council advocate the Federal Government to implement changes to Motor Vehicle Safety Regulations that mitigate driver error and reduce collision related injuries/fatalities.

RESOLUTION NO. 6

Moved By: Bernia Martin  
Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report PW 2025-59 title "Oxford County Road Safety Strategy", be adopted;

And further that Councillors M. Peterson, P. Schaefer, and B. Martin serve on the Ad-Hoc Committee identified in Recommendation 4.

DISPOSITION: Motion Carried

8.2 CAO

8.2.1 CAO 2025-07 2025-2026 Housing Insurance Program

RECOMMENDATION:

1. That County Council approve the 2025-2026 Social Housing Insurance Program proposed by Housing Services Corporation (HSC) - Marsh at a premium of \$199,850.

RESOLUTION NO. 7

Moved By: Deborah Tait  
Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report CAO 2025-07 titled "2025-2026 Housing Insurance Program", 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 Procedure By-law Amendments

To be considered at the November 12, 2025 meeting of Council

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

RESOLUTION NO. 8

Moved By: Deb Gilvesy  
Seconded By: Jim Palmer

That Council rise and go into a Closed Session to consider Verbal Reports from the Chief Administrative Officer regarding personal matters about an identifiable individual, including County or local board employees and the security of the property of the County or local board.

DISPOSITION: Motion Carried at 10:14 a.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this twenty second day of October, 2025.

10:17 a.m. with Warden Ryan in the chair.

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| Council Present: | Warden Marcus Ryan<br>Deputy Warden Brian Petrie<br>Councillor Jerry Acchione<br>Councillor Deb Gilvesy<br>Councillor Bernia Martin<br>Councillor David Mayberry<br>Councillor Jim Palmer<br>Councillor Mark Peterson<br>Councillor Phil Schaefer<br>Councillor Deborah Tait  |
| Council Absent:  | N/A   |
| Staff Present    | B. Addley, Chief Administrative Officer<br>M. Abercrombie, Director of Public Works<br>M. Cowan, Senior Manager of Business Systems<br>M. Dager, Director of Long-Term Care<br>R. Hall, Director of Paramedic Services<br>C. King, Senior Manager of Financial Services/Treasurer<br>L. Mansbridge, Clerk<br>G. Marles, Manager of Information Technology<br>P. Michiels, Director of Community Planning<br>A. Smith, Director of Human Resources<br>R. Smith, Director of Human Services |

**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:**

13.1.2 Verbal Report from the Chief Administrative Officer

All Members of Staff with the exception of B. Addley leave Closed Session at 10:33 a.m.

13.1.1 Verbal Report from the Chief Administrative Officer

**RESOLUTION NO. 9**

Moved By: Jim Palmer

Seconded By: Jerry Acchione

Resolved that Council reconvene in Open Session.

**DISPOSITION:** Motion Carried at 10:57 a.m.

All Members of Council and B. Addley return to the Council Chamber at 10:58 a.m.

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

14.1 Verbal Report from the Chief Administrative Officer

**RESOLUTION NO. 10**

Moved By: Phil Schaefer

Seconded By: David Mayberry

Resolved that the Verbal Report from the Chief Administrative Officer be received as information.

**DISPOSITION:** Motion Carried

14.2 Verbal Report from the Chief Administrative Officer

**RESOLUTION NO. 11**

Moved By: Phil Schaefer

Seconded By: David Mayberry

Resolved that the recommendations contained in the Verbal Report from the Chief Administrative Officer be deferred.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6770-2025

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. 12

Moved By: Brian Petrie

Seconded By: Bernia Martin

Resolved that By-law No. 6770-2025 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 13

Moved By: Brian Petrie

Seconded By: Bernia Martin

Resolved that By-law No. 6770-2025 be given a third and final reading.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 14

Moved By: Mark Peterson

Seconded By: Brian Petrie

Resolved that the Council Meeting of October 22, 2025 be adjourned until the next meeting scheduled for November 12, 2025.

DISPOSITION: Motion Carried at 11:00 a.m.

Minutes adopted on November 12, 2025 by Resolution No. \_\_\_\_.

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MARCUS RYAN, WARDEN

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LINDSEY A. MANSBRIDGE, CLERK