

OXFORD COUNTY COUNCIL

MINUTES

November 24, 2025

Council Present Deputy Warden Brian Petrie
 Councillor Jerry Acchione
 Councillor Deb Gilvesy
 Councillor Bernia Martin
 Councillor David Mayberry
 Councillor Jim Palmer
 Councillor Phil Schaefer

Council Absent Warden Marcus Ryan
 Councillor Deborah Tait
 Councillor Mark Peterson

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
 J. Lavallee, Manager of Capital Planning
 L. Mansbridge, Clerk
 P. Michiels, Director of Community Planning
 A. Smith, Director of Human Resources and Corporate Services
 R. Smith, Director of Human Services

1. CALL TO ORDER

Oxford County Council meets in special session this twenty fourth day of November, 2025 in the Council Chamber, County Administration Building, Woodstock at 9:30 a.m. with Deputy Warden Petrie in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: David Mayberry

Seconded By: Jim Palmer

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Jim Palmer

Resolved that Section 11.3.1 of the Procedure By-law, which reads "Presentations by County staff at meetings shall endeavor to be a maximum of fifteen (15) minutes", be waived for the purpose of Budget and Business Plan deliberations.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

NIL

5. PUBLIC MEETINGS

NIL

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Staff Presentations

Re: 2026 Business Plans and Budgets

Carolyn King, Senior Manager of Finance, provides a high-level overview relating to the Budget process as well as highlights of the proposed 2026 Budget and Business Plans, using a presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meetings to questions from Council. C. King responds to comments and questions from Members of Council throughout the presentation.

COUNCIL

C. King speaks to the Draft 2026 Council Business Plan and Budget, using the presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meetings to questions from Council. C. King responds to comments and questions from Members of Council throughout the presentation.

CAO

Ben Addley, Chief Administrative Officer, speaks to the Draft 2026 CAO Business Plan and Budget using the presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meetings to questions from Council. B. Addley responds to comments and questions from Members of Council throughout the presentation.

PARAMEDIC SERVICES

Ryan Hall, Director of Paramedic Services, speaks to the Draft 2026 Paramedic Services Business Plan and Budget using the presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meeting to questions from Council. R. Hall responds to comments and questions from Members of Council throughout the presentation.

OXFORD COUNTY LIBRARY

Amy Smith, Director of Human Resources and Corporate Services, speaks to the Draft 2026 Oxford County Library Business Plan and Budget using the presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meeting to questions from Council. A. Smith responds to comments and questions from Members of Council throughout the presentation.

COURT SECURITY

C. King speaks to the Draft 2026 Court Security Budget using the presentation which formed part of Council's Agenda.

Deputy Warden Petrie opens the meeting to questions from Council. C. King responds to comments and questions from Members of Council throughout the presentation.

C. King speaks to the highlights, new information, pending budget adjustments, notices of motion and decision points with respect to the Draft 2026 Oxford County Business Plans and Budget.

RESOLUTION NO. 3

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the information provided in the 2026 Business Plans and Budgets presentation be received and referred to 2026 Budget and Business Plan deliberations.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

7.1 Long Point Region Conservation Authority (LPRCA)

November 17, 2025

Re: 2026 Long Point Region Conservation Authority Draft Budget

RESOLUTION NO. 4

Moved By: Jim Palmer

Seconded By: Phil Schaefer

Resolved that the Long Point Conservation Authority 2026 Draft Budget be received and referred to 2026 Budget and Business Plan deliberations.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

NIL

9. UNFINISHED BUSINESS

The following Reports are provided for ongoing information purposes during Budget consideration:

9.1 CS 2025-29 2026 Business Plans and Budget

[Report CS 2025-29](#) 2026 Business Plans and Budget was received for discussion purposes by Council on November 12, 2025.

9.2 CS 2025-30 2026 Oxford County Library Business Plan and Budget

[Report CS 2025-30](#) titled Oxford County Library Business Plan and Budget was received for discussion purposes by Council on November 12, 2025.

9.3 CS 2025-31 2026 Court Security Grant Special Tax Levy

[Report CS 2025-31](#) titled 2026 Court Security Grant Special Tax Levy was received for discussion purposes by Council on November 12, 2025.

9.4 CS 2025-32 2026 Water and Wastewater Rates

[Report 2025-32](#) 2026 titled Water and Wastewater Rates was received for discussion purposes by Council on November 12, 2025.

9.5 CS 2025-33 2026 Preliminary Assessment and Tax Analysis

[Report 2025-33](#) 2026 Preliminary Assessment and Tax Analysis was received for discussion purposes by Council on November 12, 2025.

9.6 CS (CS) 2025-34 [Closed Session Report]

Report CS (CS) 2025-34 [Closed Session Document] was received for discussion purposes by Council on November 12, 2025.

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

Note: Section 9.1.2 of Procedure By-law No. 6268-2020 as amended states:

Notwithstanding Section 9.1.1, during Council's review and consideration of annual business plans and budgets, all amending motions shall be tabled in writing and duly signed as Notices of Motion to be debated at the Budget meeting specifically identified for budget debate. The Clerk will ensure that all such motions are printed in full on the Agenda for the meeting when debate is scheduled to occur.

12. ENQUIRIES

NIL

13. CLOSED SESSION

NIL

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

NIL

15. BY-LAWS

15.1 By-law No. 6774-2025

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. 5

Moved By: Bernia Martin
Seconded By: Deb Gilvesy

Resolved that By-law 6774-2025 be given a first and second reading.

DISPOSITION: Motion Carried

RESOLUTION NO. 6

Moved By: Bernia Martin
Seconded By: Deb Gilvesy

Resolved that By-law 6774-2025 be given a third and final reading.

DISPOSITION: Motion Carried

16. ADJOURNMENT

RESOLUTION NO. 7

Moved By: David Mayberry
Seconded By: Jim Palmer

Resolved that the Special Council Meeting of November 24, 2025 be adjourned until the Regular Council Meeting scheduled for November 26, 2025.

DISPOSITION: Motion Carried at 10:33 a.m.

Minutes adopted on December 10, 2025 by Resolution No. _____.

MARCUS RYAN, WARDEN

LINDSEY A. MANSBRIDGE, CLERK