

## OXFORD COUNTY COUNCIL

### MINUTES

**November 26, 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 Alternate Councillor Connie Lauder
Council Absent	Councillor Deborah Tait
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 and Corporate Services R. Smith, Director of Human Services

#### 1. **CALL TO ORDER**

Oxford County Council meets in regular session this twenty sixth day of November, 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 so that Item 13 - Closed Session and Item 14 - Consideration of Matters Arising from Closed Session follow Item 11.1 - Notice of Motions.

DISPOSITION: Motion Carried

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

Councillor Deb Gilvesy discloses a Pecuniary Interest regarding Items 11.1, Notice of Motion from Councillor Schaefer, and 14.1, Notice of Motion - Reconsideration of Report WDFL (CS) 2025-06, on the Open and Closed Meeting Agendas of November 26, 2025, as her mother-in-law is a resident of Woodingford Lodge, Tillsonburg.

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

4.1 November 12, 2025

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Jim Palmer

Resolved that the Council Minutes of November 12, 2025, be adopted.

DISPOSITION: Motion Carried

4.2 November 13, 2025

RESOLUTION NO. 3

Moved By: Jim Palmer

Seconded By: Jerry Acchione

Resolved that the Special Council Minutes of November 13, 2025, be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

NIL

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

6.1 SCOR EDC

Kimberly Earls, Executive Director

Re: SCOR EDC Membership

Ed Ketchabaw, Chair, and Kimberly Earls, Executive Director of SCOR EDC (South Central Ontario Regional Economic Development Corporation), join the meeting in the Council Chamber and proceed through a presentation which formed part of the Agenda. In conclusion, SCOR EDC requests that Oxford County reinstate SCOR EDC Membership for a fee in the amount of \$30,000 in 2026.

Warden Ryan opens the meeting to comments and questions from Members of Council. E. Ketchabaw and K. Earls respond to comments and questions from Councillors Martin, Gilvesy, and Warden Ryan.

RESOLUTION NO. 4

Moved By: Bernia Martin  
Seconded By: Phil Schaefer

Resolved that the information provided in Delegation 6.1 on the Open meeting Agenda of November 26, 2025, be received.

DISPOSITION: Motion Carried

**7. CONSIDERATION OF CORRESPONDENCE**

7.1 Ministry of Municipal Affairs and Housing

November 12, 2025  
Re: Fighting Delays, Building Faster Act

RESOLUTION NO. 5

Moved By: Connie Lauder  
Seconded By: Mark Peterson

Resolved that the Correspondence Item 7.1 from the Ministry of Municipal Affairs and Housing dated November 12, 2025 be received and referred for consideration with Report CP 2025-328 titled "Bill 60 - Fighting Delays, Building Faster Act and Proposed Conservation Authority Changes"

DISPOSITION: Motion Carried

7.2 Township of Norwich

November 19, 2025  
Re: Automated Speed Enforcement (ASE)

RESOLUTION NO. 6

Moved By: Jim Palmer  
Seconded By: Bernia Martin

Resolved that Correspondence Item 7.2 on the Open meeting Agenda of November 26, 2025, be received.

DISPOSITION: Motion Carried

**8. REPORTS FROM DEPARTMENTS**

8.1 COMMUNITY PLANNING

8.1.1 CP 2025-328 Bill 60 - Fighting Delays, Building Faster Act and Proposed Conservation Authority Changes

RECOMMENDATIONS:

1. That County Council receive Report CP 2025-328 entitled "Bill 60 – Fighting Delays, Building Faster Act and Proposed Conservation Authority Changes" and endorse the comments as outlined in this report.
2. And further, that Report CP 2025-328 be circulated to the Area Municipalities for information.

RESOLUTION NO. 7

Moved By: Jerry Acchione  
Seconded By: Brian Petrie

Resolved that the recommendations contained in Report CP 2025-328 titled "Bill 60 - Fighting Delays, Building Faster Act and Proposed Conservation Authority Changes, be adopted."

DISPOSITION: Motion Carried

8.2 CORPORATE SERVICES

8.2.1 CS 2025-35 Business Plan and Budget Review – 3rd Quarter

RECOMMENDATION:

1. That Report CS 2025-35 entitled "Business Plan and Budget Review – 3rd Quarter" be received for information.

RESOLUTION NO. 8

Moved By: Connie Lauder  
Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report CS 2025-35 titled "Business Plan and Budget Review – 3rd Quarter", be adopted.

DISPOSITION: Motion Carried

8.2.2 CS 2025-36 Purchasing Policy Update

RECOMMENDATIONS:

1. That Oxford County Council receive Report CS 2025-36 as information;
2. And further, that the Purchasing Policy 6.07, as attached to Report CS 2025-36, be approved and updated in the General Policy Manual, effective November 26, 2025.

RESOLUTION NO. 9

Moved By: Brian Petrie  
Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report CS 2025-36 titled "Purchasing Policy Update", be adopted.

DISPOSITION: Motion Carried

8.3 PARAMEDIC SERVICES

8.3.1 PS 2025-07 Medical Delegation Services Agreement with Southwest Centre for Prehospital Care

RECOMMENDATION:

1. That County Council direct the Chief Administrative Officer and the Director of Paramedic Services to enter into an agreement with the Southwest Centre for Prehospital Care (SWCPC) for medical delegation services to support the medical tiered response program for the County's Area Municipal Fire Departments.

RESOLUTION NO. 10

Moved By: Bernia Martin  
Seconded By: Jim Palmer

Resolved that the recommendation contained in Report PS 2025-07 titled "Medical Delegation Services Agreement with Southwest Centre for Prehospital Care", be adopted.

DISPOSITION: Motion Carried

8.3.2 PS 2025-08 Oxford County Emergency Plan Update

RECOMMENDATIONS:

1. That Oxford County Council approve the new Oxford County Emergency Management Program and Emergency Plan, as attached to this report, to ensure full compliance with the Emergency Management and Civil Protection Act (EMCPA) and Ontario Regulation 380/04 and that By-law 6775-2025 , being a by-law to adopt the Emergency Management Program and Emergency Plan and repeal By-laws 5561-2014 and 5656-2015, be presented to Council for enactment .
2. And further, that Council direct staff to submit the updated Emergency Plan to Emergency Management Ontario (EMO) for verification of compliance.

RESOLUTION NO. 11

Moved By: Mark Peterson  
Seconded By: Connie Lauder

Resolved that the recommendations contained in Report PS 2025-08 titled "Oxford County Emergency Plan Update", 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 Councillor Schaefer

RESOLUTION NO. 12

Moved By: Phil Schaefer  
Seconded By: Mark Peterson

Be it resolved that Council reconsider Resolution No. 8 from the meeting of October 8, 2025 with respect to adoption of the recommendations contained in Report WDFL (CS) 2025-06.

DISPOSITION: See Disposition of Council following Resolution No. 15.

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

RESOLUTION NO. 13

Moved By: Phil Schaefer  
Seconded By: Jerry Acchione

That Council rise and go into a closed session to consider the Notice of Motion for Reconsideration of Report WDFL (CS) 2025-06 and Report PW (CS) 2025-61 regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board and a proposed or pending acquisition or disposition of land by the County or local board.

DISPOSITION: Motion Carried at 10:21a.m.

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

10:24 a.m. with Warden Ryan in the Chair.

Council Present	Warden Marcus Ryan Deputy Warden Brian Petrie Councillor Jerry Acchione Councillor Deb Gilvesy (11:18 a.m) Councillor Bernia Martin Councillor David Mayberry Councillor Jim Palmer Councillor Mark Peterson Councillor Phil Schaefer Alternate Councillor Connie Lauder
Council Absent	Councillor Deborah Tait
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

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

NIL

**DELEGATIONS AND PRESENTATIONS:**

NIL

**CONSIDERATION OF CORRESPONDENCE:**

NIL

**UNFINISHED BUSINESS:**

NIL

**REPORTS FROM DEPARTMENTS:**

1. Notice of Motion - Reconsideration of Report WDFL (CS) 2025-06
2. PW (CS) 2025-61  
Councillor Gilvesy joins Closed Session at 11:18 a.m.

RESOLUTION NO. 14

Moved By: Jerry Acchione  
Seconded By: Phil Schaefer

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 11:21 a.m.

All Members of Council and Staff return to the Council Chamber at 11:22 a.m.

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

14.1 Notice of Motion - Reconsideration of Report WDFL (CS) 2025-06

RESOLUTION NO. 15

Moved By: Phil Schaefer  
Seconded By: Bernia Martin

Resolved that the motion to reconsider WDFL (CS) 2025-06 be deferred pending an updated report regarding information requested in closed session.

DISPOSITION: Motion Carried

14.2 PW (CS) 2025-61

RESOLUTION NO. 16

Moved By: Mark Peterson  
Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report PW (CS) 2025-61, be adopted.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6775-2025

Being a By-law to repeal By-law No. 5561-2014 and By-law No. 5656-2015, and to enact a new By-law adopting an Emergency Management Program that includes an Emergency Plan along with other legislated requirements, for protecting property and the health, safety and welfare of the inhabitants of an emergency area.

15.2 By-law No. 6776-2025

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

15.3 By-law No. 6777-2025

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

15.4 By-law No. 6778-2025

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. 17

Moved By: Deb Gilvesy

Seconded By: David Mayberry

Resolved that the following By-laws be read a first and second time: 6775-2025 to 6778-2025 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 18

Moved By: Deb Gilvesy

Seconded By: David Mayberry

Resolved that the following By-laws be given a third and final reading: 6775-2025 to 6778-2025 inclusive.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 19

Moved By: Mark Peterson

Seconded By: Brian Petrie

Resolved that the Council Meeting of November, 26 2025 be adjourned until the next meeting scheduled for December 10, 2025.

DISPOSITON: Motion Carried at 11:23 a.m.

Minutes adopted on December 10, 2025 by Resolution No. \_\_\_\_\_.

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MARCUS RYAN, WARDEN

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LINDSEY A. MANSBRIDGE, CLERK