

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
Council Absent	Councillor Deborah Tait
Staff Present	B. Addley, Chief Administrative Officer C. King, Senior Manager of Financial Services J. Lavallee, Manager of Capital Planning L. Mansbridge, Clerk P. Michiels, Director of Community Planning

1. CALL TO ORDER

Oxford County Council meets for a hearing held pursuant to the Development Charges Act and the Statutory Powers Procedure Act in a special session this twenty-sixth day of November, 2025 in the Council Chamber, County Administration Building, Woodstock at 1:00 p.m. with Warden Ryan in the chair.

2. OPENING OF THE HEARING AND APPROVAL OF AGENDA

Moved By: Jerry Acchione
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. STAFF PRESENTATIONS

4.1 Jennifer Lavallee, Manager of Capital Planning

Re: Section 20 Development Charges Complaint

Jennifer Lavallee, Manager of Capital Planning provides an overview of the information contained in Report CS 2025-37, titled Development Charge Complaint. J. Lavallee indicates in conclusion that staff are recommending that County Council dismiss the development charge complaint received from CDN Buildings related to the structure proposed at 1358 Dundas Street Woodstock, as no evidence was found that the development charge was incorrectly determined; that any credit against the charge was available; or that there was an error in the application of the by-law.

The Chair opens the meeting to Members of Council. J. Lavallee responds to questions from Deputy Warden Petrie and Councillor Acchione.

5. DELEGATIONS

5.1 Christine Schweertman and William Reed

Re: Section 20 Development Charges Complaint

Christine Schweertman and William Reed

Christine Schweertman joins the meeting in the Council Chamber and provides an overview of the Section 20 Development Charges Complaint on behalf of CDN Buildings related to the structure proposed at 1358 Dundas Street Woodstock. C. Schweertman explains that she believes that the structure was not properly classified as “non-industrial”, that there was an inappropriate inclusion of water and sewer charges, and that the gross floor area was not applied correctly.

The Chair opens the meeting to Members of Council. C. Schweertman responds to a question from Deputy Warden Petrie.

6. CORRESPONDENCE

NIL

7. STAFF REPORTS

7.1 CS 2025-37 Development Charge Complaint

RECOMMENDATION:

1. That County Council dismiss the development charge complaint received from CDN Buildings related to the structure proposed at 1358 Dundas Street Woodstock, as no evidence was found that the development

charge was incorrectly determined; that any credit against the charge was available; or that there was an error in the application of the by-law.

8. DELIBERATION AND DECISION

Council retires to deliberate. J. Lavallee and C. Schweeterman leave the Council Chamber at 1:17 p.m.

Council concludes deliberations at 1:32 p.m. J. Lavallee and C. Schweeterman return to the Council Chamber.

Moved by: David Mayberry

Seconded by: Mark Peterson

That the complaint submitted by Woodstock Enterprise regarding the development charges imposed by the County of Oxford for its development located at 1358 Dundas Street, as heard by Council during the hearing held on November 26, 2025, be dismissed.

DISPOSITION: Motion Carried

9. CLOSING OF THE HEARING

The Chair advises the Complainant that Written notice of this decision, with reasons, will be provided to the complainant in accordance with Section 20 of the Development Charges Act, including information on the right of appeal to the Ontario Land Tribunal under Section 22.

10. ADJOURNMENT

Moved by: Mark Peterson

Seconded by: Brian Petrie

That the Section 20 Development Charge Complaint Hearing is adjourned.

DISPOSITION: Motion Carried at 1:36 p.m.

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

MARCUS RYAN, WARDEN

LINDSEY A. MANSBRIDGE, CLERK