

Council Delegation Request Form

Please complete the following information if you wish to make a presentation during a regular meeting of Council.

Meetings are held in the Council Chamber, Oxford County Administration Building, 21 Reeve Street, Woodstock. Parking is available in the municipal lot on Peel Street at the cost of \$2/day. [Click here for a list of upcoming meetings.](#)

Delegations take place at the beginning of the meeting and are allowed 15 minutes for their presentation after which the Warden opens the floor to questions from Council.

Please note the following:

- Information provided on this form will be publicly available;
- Council meetings are publicly broadcast;
- Delegation Requests will only be granted for those wishing to speak to subject matter which is directly aligned with Oxford County services and/or Strategic Goals.

Delegation information:

Name and Title of Primary Contact / Main Presenter Thomas Woodall

Street Address [REDACTED]

Daytime Contact Number [REDACTED]

Email [REDACTED]

Presentation Details:

Date you wish to present to Council Wednesday, April 22, 2026

How would you like to attend the Council meeting? In-Person

Those wishing to attend the meeting in-person are required to attend a briefing session with a member of the Clerk's Dept. 15 minutes prior to the meeting.

Those wishing to participate virtually are required to log in 15 minutes prior to the meeting.

If attending an in-person council meeting, do you or any members of your party require accessibility accommodations? no

Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome

- 1: That the deferral of water hookup be not a "Deferral" but permanent for ourselves and future owners unless they choose to use your services.
- 2: Future projects such as sewer hookup be granted the same permanent exclusion as #1.
- 3: All previous and continuing claims, bills and penalty charges brought to and attached to our City of Woodstock Property Tax bill by or from EARTH SOLUTIONS be rescinded and cancelled.

Will you be providing any electronic information (i.e. a presentation) beyond your summary above?

Yes

If YES please note it must be provided to the Clerk's department no later than 4:30 p.m. on the Wednesday prior to the meeting (one week prior to the meeting) in order to be included in the public agenda.

If YES, please upload here (Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif)

DEFERRAL OPTION

Option A - Financial Hardship

Property owners that are experiencing or will experience financial hardship as a result of the fees and/or mandatory connection requirements associated with a bill-out may apply to request deferral of either:

Capital Billing Fees Mandatory Connection Date Both

Provide a description of the circumstances that have resulted in financial hardship. Attach additional information to support the application.

** see attached **

In order to be deemed eligible for deferral, Oxford County must determine that the financial circumstances are such that they prevent the property owner(s) from being able to meet the obligations under the Capital Billing Project By-Law. Documentation to support this determination could include, but may not be limited to:

- Detailed monthly expense and income listings for owner(s) and members of the household;
- Bank statements and/or detailed listings of all capital holdings, investments, etc.;
- Canada Revenue Agency Notices of Assessment for the latest tax year and the preceding tax years;
- Confirmation of eligibility for other means tested programs or supports related to the relief of poverty.

Deferral of fees associated with the bill-out will be registered as a lien upon the Benefiting Property. Interest will not accrue on the capital fees during the period of the deferral. The maximum deferral term shall not exceed three years or until the property is sold, whichever is earlier. Property owners may request an extension at the end of the term of deferral through the submission of a subsequent application.

Option B - Replacement of Private Services with 20 years of Installation

Property owners may apply for deferral if one of the impacted services was installed within 20 years from the date of the bill-out by-law. The deferral will be limited to the mandatory connection date only and will not apply to the capital billing fees.

Provide the private services installation date. Property owner(s) are required to attach proof of the installation date to support their application.

The term of the deferral shall be to a maximum of 20 years from when the service was installed and will be confirmed by the Treasurer. An extension of deferral Option B will not be offered to property owner(s).

Option C - Properties Set-Back over 50 Metres

Property owners may apply for deferral if the existing building with plumbing that is being connected is set-back over 50 metres from the property line. The deferral will be limited to the mandatory connection date only and will not apply to the capital billing fees.

Provide a description of the location. Attach additional information to support the application

* Set-Back *
[Redacted box]

The term of the deferral shall not exceed three years and will be confirmed by the Treasurer. An extension to deferral Option C will not be offered to property owner(s).

TERMS OF DEFERRAL

If we understand that if the request for deferral is accepted, the following deferral conditions may apply, but are not limited to:

- a. That the connection fees and/or mandatory connection date be deferred for the accepted deferral period or until the property is sold, whichever is earlier.
- b. That any capital billing fees deferred shall be registered as a lien on the eligible property.
- c. If the deferral is for the sanitary sewer, approval is subject to confirmation that the current septic system is in good working order.
- d. If the property is sold, the payment will become due upon the sale of the property and the new owner will be required to connect to the municipal water and wastewater system.
- e. That the registered property owners acknowledge in writing the conditions set out and agree to notify any prospective purchaser of the property of the deferred fees and/or mandatory connection.

CERTIFICATION

I/We, the undersigned, certify that the information contained in this form and all accompanying documentation is true, accurate and complete. **Note:** If the property has more than two registered owners, please include an additional signature page(s).

Name: Tom Woodall Name: _____
 Signature: [Signature] Signature: _____
 Date: Feb 24, 2026 Date: _____

Information on this form is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 for the purpose of charging and collecting fees and imposing mandatory connections upon owners of lands for municipal services. For more information about this collection, please contact the Clerk's Office at (519) 539-9600 (ext. 3017) or by email at clerksoffice@oxfordcounty.ca



Corporate Services
21 Reeve Street, P.O. Box 1614
Woodstock, ON N4S 7Y3
519-539-9600 / 1-800-755-0294
oxfordcounty.ca

Water / Wastewater Capital Billing Deferral Application Form

INSTRUCTIONS

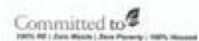
Instructions are provided for guidance in completing the application form:

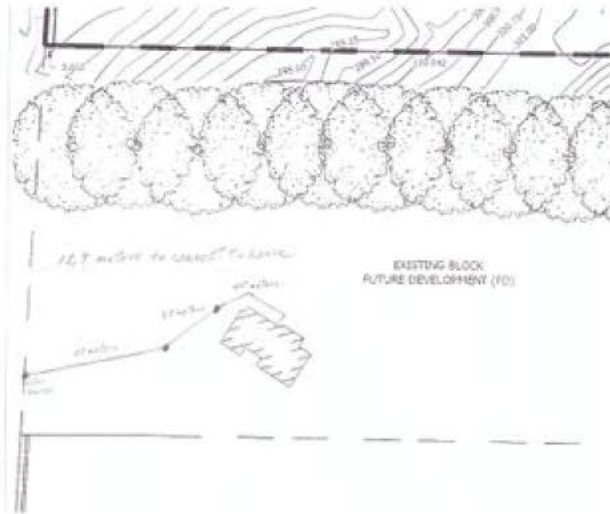
- In accordance with the County's Extension of Municipal Water and Wastewater Services Policy 6.05, Benefiting Property owners may apply for deferral within 30 days of the billing letter, under one of the options outlined below. Should the property owner's request not satisfy the requirements of the selected deferral option, the property owner will be required to select their preferred financing option by the deadline identified in the billing letter.
- The deferral period granted will be based on the mandatory connection date identified in the billing by-law and all property owners will be required to sign an agreement acknowledging the deferral amount and the conditions of the deferral.
- All deferrals are subject to confirmation that the private services are in good working order. If a service is deemed not in good working order at any point throughout the deferral period, the property owner will be required to connect to both services (as applicable).
- Deferrals are only extended to the current property owner. If the property is sold during the deferral period, the new owner(s) will be required to connect to the municipal services and deferred fees are due upon the closing date.

Questions about this form should be directed to Corporate Services - Finance Division at waterbilling@oxfordcounty.ca or 519-539-9600 (ext. 3022). Please return the completed form marked Confidential to County of Oxford, 21 Reeve St., P.O. Box 1614, Woodstock, ON N4S 7Y3 Attention: Treasurer or Email: waterbilling@oxfordcounty.ca

CAPITAL PROJECT AND PROPERTY INFORMATION

Capital Billing Project: _____
 Property Roll Number: _____
 Registered Owner(s): Tom + Deb Woodall
 Mailing Address: [Redacted]
 Phone: [Redacted]
 Email: [Redacted]





Water Deferral Cover Letter Feb 2026.docx



QUOTE TOM WOODALL 986 LANSDO... .pdf

Have you appeared before council to discuss the same topic in the past?

No

Please contact the Clerk's office at 519-539-9800 or email the Clerk's office (clerksoffice@oxfordcounty.ca) if you have any questions or concerns. Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, as amended. Questions about the collection of personal information should be directed to the CAO / Clerk's Office, County of Oxford.

To:

Oxford County
Corporate Services

Attn: Jennifer Lavallee

21 Reeve St.
PO Box 1614
Woodstock Ont.
N4S 7Y3

From:

Tom & Deb Woodall



February 24, 2026.

Re: Water/Wastewater Capital Billing Deferral Application Form

Dear Jennifer,

Thank you for returning my call February 24, 2026.

I have attached the Deferral Form and a diagram of the measurements required to bring your water source to the house connection location.

The reason it is a combination of measurements is to clarify the difficulty and expense that it would take to do something that is absolutely unnecessary.

As stated in Option C Properties Set Back over 50 Meters, you will see that it is 61 meters of distance through multiple large trees and root systems, then another 27 meters of gravel parking lot and then another 45 meters crossing the paths of main hydro source, outbuilding electrical, telephone, propane and existing water lines into the house. A total of at least 129 meters. (close to 400 feet)

The cost of such a project would certainly put me in the "Undue Financial Hardship" category as well.

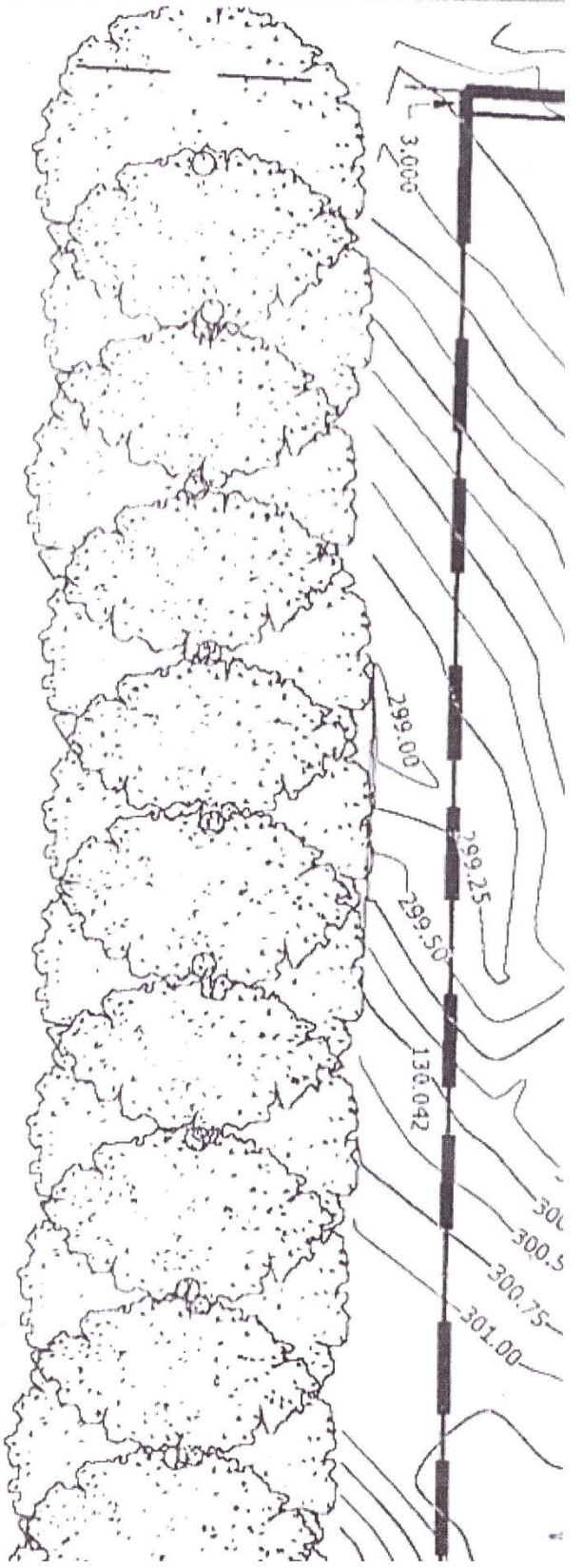
In light that I did not dispute and agreed to pay the an extra \$500.00 per year for 10 years on my Property Taxes (which are in excess of \$10,000.00 per year) to facilitate the continual growth and success of Oxford County and the City of Woodstock, I would like to propose...

- 1: That the deferral of water hookup be not a "Deferral" but permanent for ourselves and future owners unless they choose to use your services.
- 2: Future projects such as sewer hookup be granted the same permanent exclusion as #1.
- 3: All previous and continuing claims, bills and penalty charges brought to and attached to our City of Woodstock Property Tax bill by or from ERTH SOLUTIONS be rescinded and cancelled.

Thank you for your attention to this and I await your reply.

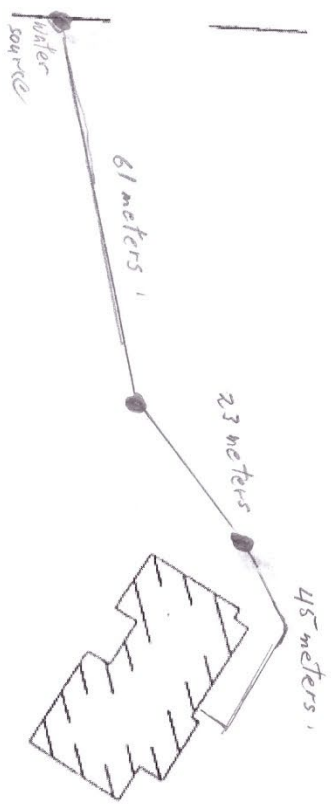
Sincerely,

Thomas Woodall



129 meters to connect to house

EXISTING BLOCK
FUTURE DEVELOPMENT (FD)



Water / Wastewater Capital Billing Deferral Application Form

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CAPITAL PROJECT AND PROPERTY INFORMATION

Capital Billing Project: _____

Property Roll Number: _____

Registered Owner(s): Tom + Deb Woodall

Mailing Address: _____

Phone: _____

Email: _____

DEFERRAL OPTION

Option A – Financial Hardship

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375245 37TH LINE, NOJ 1J0, EMBRO, ONTARIO

TELEPHONE: 519-421-9511

QUOTE FOR - TOM WOODALL

WOODSTOCK

APRIL 10 2026 REVISED APRIL 14 2026

NEW WATERLINE FROM CURB STOP INTO HOME

QUOTE IS VALID FOR 30 DAYS, ALL PRICES ARE SUBJECT TO 13% HST.

JOB DESCRIPTION

SUPPLY AND INSTALL EXCAVATION FOR TRENCH FROM CURB STOP INTO BACK OF HOUSE
SUPPLY AND INSTALL WATER LINE FROM CURBSTOP TO BACK OF HOUSE
***ALL WORK TO BE COMPLETED TIME AND MATERIAL BUT THIS IS A GOOD ESTIMATE
***TO KEEP OUTSIDE TAPS FOR WELL WATER

QUANTITY AMOUNT

EXCAVATION

DIG 6FT. TRENCH FROM CURB STOP TO BACK OF HOUSE ROUGHLY 122 METERS
SEPARATE GRAVEL IN DRIVEWAY
RE INSTALL PACK, ADD GRAVEL AS NEEDED
BED PIPE WITH SAND
REMOVE EXCESS DIRT FROM TRENCH

TOTAL FOR ABOVE WORK 1 \$ 16,500.00

PLUMBING - WATER LINE IS 1" AT ROAD ACCORDING TO CALCULATIONS GIVEN TO US 17.8 FIXTURE UNITS ARE REQUIRED

SUPPLY AND INSTALL MUNICIPEX FROM CURB STOP INTO HOME COMPLETE WITH TRACER WIRE
RE ROUTE WATER LINES
REMOVE PEROXIDE SYSTEM IRON FILTER / PRESSURE TANK
KEEP WATER SOFTENER SET AT 30 GPM

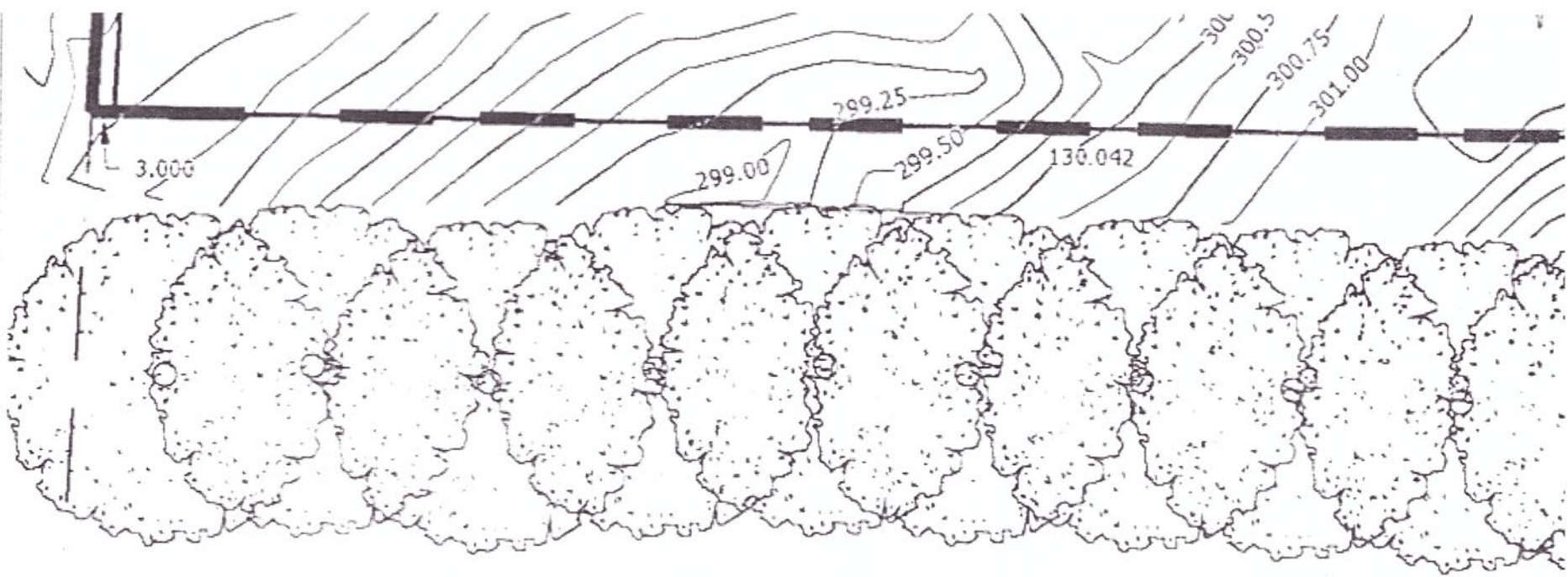
TOTAL FOR ABOVE 1 \$ 10,075.00

EXTRA

LANDSCAPE / GRASS SEED
UNFOSEEN CIRCUMSTANCES

90% OF QUOTE REQUIRED BEFORE WORK BEGINS
10% OF QUOTE REQUIRED 30 DAYS AFTER COMPLETE

TOTAL FOR ABOVE \$ 26,575.00



129 meters to connect to house

EXISTING BLOCK
FUTURE DEVELOPMENT (FD)

