

**OXFORD COUNTY COUNCIL  
MINUTES**

**March 10, 2021**

Council Participants	Warden Larry Martin Deputy Warden Ted Comiskey Councillor Trevor Birtch Councillor David Mayberry Councillor Don McKay Councillor Stephen Molnar Councillor Mark Peterson Councillor Marcus Ryan Councillor Deborah Tait Councillor Sandra Talbot
Council Absent	n/a
Staff Participants	M. Duben, Chief Administrative Officer B. Addley, Director of Paramedic Services P. Beaton, Director of Human Services L. Buchner, Director of Corporate Services M. Cowan, Manager of Information Services M. Dager, Director of Woodingford Lodge G. Hough, Director of Community Planning C. Senior, Clerk D. Simpson, Director of Public Works A. Smith, Director of Human Resources

**1. CALL TO ORDER**

Oxford County Council meets electronically in regular session this tenth day of March, 2021, at 9:30 a.m. with Warden Martin in the chair.

**2. APPROVAL OF AGENDA**

RESOLUTION NO. 1

Moved By: Sandra Talbot

Seconded By: Trevor Birtch

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

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

3.1 Sandra Talbot - SouthWestern Integrated Fibre Technology

Councillor Sandra Talbot discloses a pecuniary interest related to agenda item 7.1 on the Open meeting agenda of March 10, 2021 as an immediate family member is an approved contractor on the SWIFT project. She will not take part in the discussion of, or vote on any motion in respect of this agenda item.

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

4.1 February 24, 2021

RESOLUTION NO. 2

Moved By: Sandra Talbot

Seconded By: Trevor Birtch

Resolved that the Council minutes of February 24, 2021 be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

5.1 Resolution to go into a Public Meeting pursuant to the Municipal Act

RESOLUTION NO. 3

Moved By: Trevor Birtch

Seconded By: Deborah Tait

Resolved that Council rise and go into a Public Meeting pursuant to Section 35 of the *Municipal Act, 2001*, and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried (9:34 a.m.)

5.1.1 County Road 8, Blandford-Blenheim Road Allowance Closure

To consider the adoption of a By-law to close part of the road allowance on County Road 8.

The Chair asks Mike Amy, Supervisor of Facilities to present. M. Amy summarizes Report No. PW 2021-08 - County Road 8, Blandford-Blenheim Road Allowance Closure.

M. Amy, through use of a map indicates that as part of the Land Monetization project, the County owned property along County Road 8, west of Bright which was declared as surplus land in June of 2019 adding that since that time, the County has negotiated the property's sale with an adjacent land owner which County Council approved in December, 2020.

He further indicates that before the sale of the property can proceed, the part of the property that is designated as road allowance must be closed, adding that with the existing configuration of County Road 8, there is no need for this road allowance moving forward.

The Chair opens the meeting to questions from members of Council.  
There are none.

5.1.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Trevor Birtch

Seconded By: Deborah Tait

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried (9:36 a.m.)

5.1.3 Consideration of Report No. PW 2021-08 - County Road 8, Blandford-Blenheim Road Allowance Closure

RESOLUTION NO. 5

Moved By: Deborah Tait

Seconded By: Ted Comiskey

Resolved that the recommendation contained in Report No. PW 2021-08, titled "County Road 8, Blandford-Blenheim Road Allowance Closure", be adopted.

DISPOSITION: Motion Carried

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

6.1 Let's remember Adam and BusPatrol

Jean Souliere - CEO, BusPatrol

Sandra Tout - Resident of Tavistock

Re: Camera installation on exterior of school buses

Jean Souliere, CEO of BusPatrol joins the meeting via WebEx and proceeds through a PowerPoint presentation which formed part of Council's electronic agenda.

J. Souliere indicates that BusPatrol is the world's most deployed stop arm enforcement program, having modernized and prioritized school bus safety across North America since 2014 adding that BusPatrol has built a Canadian infrastructure plan which will be deploying on over 10,000 buses across Ontario

and Quebec between now and September 1, 2021. J. Souliere speaks to the collaboration between BusPatrol and various consortiums across the province regarding topics such as planning routes, delivering the technology and training drivers and children. In explaining BusPatrol's business model, J. Souliere indicates that the program is 100% infraction-funded adding that there is no cost to the municipality or school district for the life of the program which includes software licenses, advertising and signage, maintenance, customer support and adjudication services. J. Souliere proceeds to explain the stop-arm enforcement camera's technology features indicating that it is built for various weather and light conditions. J. Souliere indicates that no driver intervention is required as the technology gathers the evidence and forwards to a Provincial Offences Officer who would then determine whether or not to issue a citation. Once a citation is issued, it is printed and mailed to the offender and the offender has the opportunity to watch the video, adding that 95% of individuals pay the fine immediately after viewing it, that 4% pay within 90 days with the remaining 1% contesting the charges. J. Souliere indicates that another component of the technology is the ability to analyze data which may assist in taking other proactive measures to make the journey to and from school a safer one. In closing, J. Souliere indicates that 98% of the violators who get a ticket via the stop-arm camera program don't illegally pass a school bus a second time.

Warden Martin opens the meeting to comments and questions from members of Council. J. Souliere responds to comments and questions from Deputy Warden Comiskey and Councillors McKay, Molnar, Ryan and Talbot.

Sandra Tout, a mother, resident of Tavistock and police officer joins the meeting via telephone indicating that her involvement with the BusPatrol organization began with the "Let's Remember Adam" campaign, stressing that safety is her passion and primary concern and thanks Council for the opportunity to introduce the BusPatrol program.

#### RESOLUTION NO. 6

Moved By: Deborah Tait

Seconded By: Ted Comiskey

Resolved that the information provided in the delegation from Jean Souliere and Sandra Tout regarding installation of cameras on school buses be received as information;

And further, that staff send a letter of support to the boards of education and Ministry of Transportation regarding the installation of cameras on school buses.

DISPOSITION: Motion Carried

## 6.2 Execulink Telecom

Ian Stevens, CEO

Martha Facey, Corporate Affairs

Re: Seeking letter of support for bids to Federal Universal Broadband Fund

Ian Stevens is unable to join the meeting. Martha Facey, who works in Corporate Affairs at Execulink Telecom joins the meeting via WebEx, indicating that Execulink Telecom is a local, Woodstock-based telecommunications company which has been in operation for over 150 years, providing various telecommunication services. M. Facey indicates they are seeking a letter of support for four Oxford County bids for the universal broadband fund from Innovation, Science and Economic Development Canada, indicating that it is a \$1.75 billion fund designed to bring high speed internet connection to rural and remote Canadians stressing the importance of connectivity during these challenging times. M. Facey indicates the four Oxford County bids are for areas in the south of Zorra Township, south of East Zorra-Tavistock, parts of South-West Oxford and parts of Norwich for which the total bid amounts to 722 km of fibre based technology within Oxford County, meeting over 1,600 premises for a total cost of \$26.6 million adding that the Universal Broadband Fund request is for \$16.1 million which, if successful, would be phased over a four year period beginning in 2023. M. Facey indicates that they have also reached out to each of the impacted area municipalities for letters of support.

Warden Martin opens the meeting to comments and questions from members of Council. M. Facey responds to comments and questions from Councillors Mayberry, McKay, Molnar and Ryan.

### RESOLUTION NO. 7

Moved By: Ted Comiskey

Seconded By: Marcus Ryan

Resolved that the information provided in the delegation from Execulink Telecom be received as information;

And further, that staff prepare a letter of support expressing the importance of improved broadband in rural communities as well as the need for government funding.

DISPOSITION: Motion Carried

## 7. CONSIDERATION OF CORRESPONDENCE

### RESOLUTION NO. 8

Moved By: Ted Comiskey

Seconded By: Marcus Ryan

Resolved that correspondence items 7.1 through 7.11 inclusive on the Open meeting agenda of March 10, 2021 be received as information.

DISPOSITION: Motion Carried

7.1 SouthWestern Integrated Fibre Technology

February 18, 2021

SWIFT Monthly Project Update

Sandra Talbot declared a conflict on this item. She does not take part in the discussion of, or vote on any motion in respect of this agenda item.

7.2 Dr. Joel Wohlgemut

February 22, 2021

Re: Impact of COVID-19 on long-term care homes

7.3 Southwestern Public Health

February 22, 2021

Re: Provincial PPE Hub

7.4 Town of Tillsonburg

February 23, 2021

Re: County Composition Consideration

7.5 Minister of Municipal Affairs and Housing

February 23, 2021

Re: 2021 Virtual Rural Ontario Municipal Association (ROMA) Conference

7.6 Township of Norwich

February 24, 2021

Re: County Council Composition

7.7 City of Woodstock

February 19, 2021

Re: County Council Composition Consideration

7.8 City of Woodstock

February 19, 2021

Re: Speed Management and Road Safety Review - Oxford Road 17 (Road 74) and Oxford Road 30 (11th Line)

- 7.9 Township of Norwich  
February 17, 2021  
Re: Audible Traffic Signals
- 7.10 Social Planning Council Oxford  
February 26, 2021  
Re: Appreciation for 2021 Grant
- 7.11 Minister of Municipal Affairs and Housing  
March 4, 2021  
Re: 2021 COVID-19 Recovery Funding
- 7.12 Thomas Donnelly - representing 100+ residents  
February 26, 2021  
Re: Petition to Reduce Speed Limit on County Road 59
- 7.13 City of Woodstock  
March 5, 2021  
Re: Request for support to lower speed limit on a portion of Hwy 59

RESOLUTION NO. 9

Moved By: Mark Peterson

Seconded By: Stephen Molnar

Resolved that the correspondence from Thomas Donnelly, representing 100+ residents and the correspondence from the City of Woodstock dated March 5, 2021 regarding the speed limit on County Road 59 both be received as information;

And further, that Public Works Staff prepare a report regarding the matter.

DISPOSITION: Motion Carried

**8. REPORTS FROM DEPARTMENTS**

**8.1 PUBLIC WORKS**

- 8.1.1 PW 2021-08 - County Road 8, Blandford-Blenheim Road Allowance Closure

**RECOMMENDATION**

1. That County Council enact a by-law to remove the property legally described as Part 3 & 4 on Plan 41R-9960 from the County Road 8 road allowance.

The Report was dealt with under Public Meetings.

8.1.2 PW 2021-06 - 2020 Annual Wastewater System Performance

RECOMMENDATIONS

1. That County Council receive Report No. PW 2021-06 entitled “2020 Annual Wastewater System Performance,” including the individual 2020 Annual Wastewater Treatment Plant Summary Reports;
2. And further, that County Council receive the 2020 Annual Biosolids (Non-Agricultural Source Material) Summary Report, including the performance summary of the County’s wastewater treatment plant biosolids processing, land application program and biosolids centralized storage facility.

RESOLUTION NO. 10

Moved By: Mark Peterson

Seconded By: Stephen Molnar

Resolved that the recommendations contained in Report No. PW 2021-06, titled “2020 Annual Wastewater System Performance”, be adopted.

DISPOSITION: Motion Carried

8.1.3 PW 2021-07 - Managed Forest Plan Update: 2020 Review and Operational Activity Forecast

RECOMMENDATION

1. That County Council receive Report No. PW 2021-07 entitled “Managed Forest Plan Update: 2020 Review and Operational Activity Forecast” for information.

RESOLUTION NO. 11

Moved By: Don McKay

Seconded By: Mark Peterson

Resolved that the recommendation contained in Report No. PW 2021-07, titled “Managed Forest Plan Update: 2020 Review and Operational Activity Forecast”, be adopted.

DISPOSITION: Motion Carried

8.2 COMMUNITY PLANNING

8.2.1 CP 2021-70 - Application for Draft Plan of Condominium and Exemption from Draft Plan Approval CD 20-02-7 – 1967113 Ontario Inc.

RECOMMENDATIONS



1. That Oxford County Council approve the application for draft approval of a proposed condominium submitted by 1967113 Ontario Inc., (File No. CD 20-02-7), prepared by MTE Ontario Land Surveyors, dated January 5, 2021, for lands described as Part Lots 1389 & 1390, and all of Lot 1391, Plan 500, in the Town of Tillsonburg;
2. And that Oxford County Council approve the application for exemption from the draft plan of condominium approval process, submitted by 1967113 Ontario Inc., (File No. CD 20-02-7), prepared by MTE Ontario Land Surveyors, dated January 5, 2021, for lands described as Part Lots 1389 & 1390, and all of Lot 1391, Plan 500, in the Town of Tillsonburg, as all matters relating to the development have been addressed through the Site Plan Approval process and a registered site plan agreement with the Town of Tillsonburg.

RESOLUTION NO. 12

Moved By: Don McKay

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CP 2021-70, titled "Application for Draft Plan of Condominium and Exemption from Draft Plan Approval CD 20-02-7 – 1967113 Ontario Inc.", be adopted.

DISPOSITION: Motion Carried

8.3 CORPORATE SERVICES

8.3.1 CS 2021-13 - 2021 Tax Policy

RECOMMENDATIONS

1. That consideration of a 2021 tax policy by-law be given at the Council meeting scheduled for April 14, 2021, that establishes:
  - i. Tax Ratios;
  - ii. Tax Rate Reductions for Prescribed Property Subclasses;
  - iii. Tax Rates for Upper Tier Purposes;
2. And further, that Council hereby reaffirms tax policy previously established by By-law No. 5912-2017, being a by-law to provide a Financial Hardship Program;
3. And further, that Council hereby reaffirms tax policy previously established by By-law No. 5913-2017, being a by-law to establish a tax rebate program for the purpose of providing relief from taxes or amounts paid on account of taxes on eligible property occupied by eligible charities and similar organizations.

RESOLUTION NO. 13

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that the recommendations contained in Report No. CS 2021-13, titled "2021 Tax Policy", be adopted.

DISPOSITION: Motion Carried

8.4 CS 2021-14 - Municipal Modernization Program Funding Proposals – Intake 2

RECOMMENDATIONS

1. That County Council authorize staff to apply for funding under the Municipal Modernization Program for up to \$661,326 in costs related to various review and implementation projects that focus on digital modernization; service integration; streamlined development approvals and shared services/alternative service delivery models, as described in Report No. CS 2021-14 titled "Municipal Modernization Program Funding Proposals – Intake 2";
2. And further, that Oxford County commits \$121,814 from the County General Reserve and \$18,900 from the Library General Reserve to fund the County's required contribution under this shared funding program, subject to funding approval;
3. And further, that County Council confirms that the unconditional modernization funding provided by the Province in March 2021 has been fully committed as directed in Report No. CS 2020-46 titled "Modernization Funding Project Proposals";
4. And further, that County Council authorize the Chief Administrative Officer and/or Director of Corporate Services to sign all documents related thereto.

RESOLUTION NO. 14

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that the recommendations contained in Report No. CS 2021-14, titled "Municipal Modernization Program Funding Proposals – Intake 2", be adopted.

DISPOSITION: Motion Carried

**9. UNFINISHED BUSINESS**

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

9.2 Oxford County Council Composition

Draft Letter to Minister of Municipal Affairs and Housing Steve Clark

RESOLUTION NO. 15

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that Council direct staff to forward the draft letter attached to Item 9.2 on the Open meeting agenda of March 10, 2021 to Minister of Municipal Affairs and Housing Steve Clark regarding Oxford County Council composition.

DISPOSITION: See Action of Council following Resolution Nos. 16 and 17

RESOLUTION NO. 16

Moved By: Stephen Molnar

Seconded By: Ted Comiskey

That notwithstanding its position regarding council composition, Oxford County Council reaffirms its continued support of the current two-tier municipal government structure.

DISPOSITION: Motion Carried

RESOLUTION NO. 17

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that Council direct staff to forward the draft letter attached to Item 9.2 on the Open meeting agenda of March 10, 2021 to Minister of Municipal Affairs and Housing Steve Clark regarding Oxford County Council composition as amended.

DISPOSITION: Motion Carried

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

NIL

**12. NEW BUSINESS/ENQUIRIES/COMMENTS**

NIL

**13. CLOSED SESSION**

RESOLUTION NO. 18

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that Council rise and go into a Closed Session to consider Report No. CS (CS) 2021-12 regarding litigation or potential litigation.

DISPOSITION: Motion Carried (10:57 a.m.)

Oxford County Council meets electronically in Closed Session, as part of a regular meeting, this tenth day of March, 2021.

10:58 a.m. with Warden Martin in the chair.

All Members of Council present

Staff Participants	M. Duben, Chief Administrative Officer
	B. Addley, Director of Paramedic Services
	P. Beaton, Director of Human Services
	L. Buchner, Director of Corporate Services
	M. Cowan, Manager of Information Services
	M. Dager, Director of Woodingford Lodge
	G. Hough, Director of Community Planning
	C. Senior, Clerk
	D. Simpson, Director of Public Works
	A. Smith, Director of Human Resources

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

NIL

**DELEGATIONS AND PRESENTATIONS:**

NIL

**CONSIDERATION OF CORRESPONDENCE:**

NIL

**REPORTS FROM DEPARTMENTS:**

1. CS (CS) 2021-12

**UNFINISHED BUSINESS:**

NIL

**NEW BUSINESS / ENQUIRIES / COMMENTS:**

NIL

**TIME OF COMPLETION OF CLOSED SESSION:**

11:05 a.m.

**RESOLUTION NO. 19**

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that Council reconvene in Open Session.

**DISPOSITION:** Motion Carried (11:05 a.m.)

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

**14.1 CS (CS) 2021-12**

**RESOLUTION NO. 20**

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. CS (CS) 2021-12 be adopted.

**DISPOSITION:** Motion Carried

**15. BY-LAWS**

**15.1 By-law No. 6318-2021**

Being a By-law to close a portion of the open road allowance for Oxford Road 8, west of the Village of Bright, designated as Part of PIN 00270-0101 LT - Part of Lot 5 Concession 10 (Blandford) designated as PART 3 on 41R-9960 and Part of Lot 4 Concession 10 (Blandford) designated as PART 4 on 41R-9960 Township of Blandford-Blenheim.

**15.2 By-law No. 6319-2021**

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. 21**

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that the following By-laws be now read a first and second time: 6318-2021 and 6319-2021.

**DISPOSITION:** Motion Carried

RESOLUTION NO. 22

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that the following By-laws be now given a third and reading: 6318-2021 and 6319-2021.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

Council adjourns its proceedings at 11:07 a.m. until the next meeting scheduled for March 24, 2021 at 7:00 p.m.

Minutes adopted on \_\_\_\_\_ by Resolution No. \_\_\_\_\_.

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK