

**OXFORD COUNTY COUNCIL  
MINUTES**

**August 11, 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 L. Bartlett, Acting 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 eleventh day of August, 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 – Correspondence Item 7.2

Councillor Sandra Talbot discloses a pecuniary interest related to agenda item 7.3 (SWIFT monthly project update) on the Open meeting agenda of August 11, 2021 as an immediate family member is an approved contractor on the SWIFT project. She will not take part in consideration of or voting on items related to this agenda item.

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

4.1 July 14, 2021

RESOLUTION NO. 2

Moved By: Sandra Talbot

Seconded By: Trevor Birtch

Resolved that the Council minutes of July 14, 2021 be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

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

RESOLUTION NO. 3

Moved By: Trevor Birtch

Seconded By: Deborah Tait

Resolved that Council rise and go into a Public Meeting pursuant to the *Planning Act* and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried at 9:35 a.m.

5.1.1 Application for Official Plan Amendment OP 20-16-3 - Corwic Farms Ltd. (Netherlands Reformed Congregation)

The Official Plan amendment proposes an expansion to the Village of Norwich boundary and the re-designation of 6.5 ha (16 ac) of land from 'Agricultural Reserve' to 'Major Institutional' to facilitate an expansion to the existing property occupied by the Netherlands Reformed Congregation, located at 43 Main Street East, in the Village of Norwich.

The Chair asks Gord Hough, Director of Community Planning to present the application. G. Hough summarizes the application as contained in CP 2021-236 - Application for Official Plan Amendment OP 20-16-3 - Corwic Farms Ltd. (Netherlands Reformed Congregation).

G. Hough, through use of a map indicates that the application proposes an expansion to the eastern boundary of the Village of Norwich and the re-designation of 16 acres of land. The purpose is to facilitate an expansion to the Netherlands Reformed Congregation (NRC) campus for the purpose of developing a new private school, a new community support building and a new single detached dwelling to be used as a parsonage for the existing church. Future additions are also proposed to the existing private school, technical shop, church, and retirement home on the NRC lands.

G. Hough indicates that there appears to be sufficient space to accommodate the proposed developments, and the removal of approximately 16 acres of prime agricultural lands is not consistent with either the Provincial Policy Statement or the County's Official Plan. Further, Oxford County Public Works has indicated that the Norwich wastewater treatment plant is nearing capacity and have commented that additional connections, beyond the current settlement boundary would be restricted until such time as upgrades to the plant have been undertaken. Given this, staff are of the opinion that the proposal does not have sufficient services available to accommodate the proposed development and therefore does not meet the policy criteria as outlined in the Provincial Policy Statement or the County's Official Plan.

In closing, G. Hough indicates that should Council decide to support the application, he would recommend a holding provision be included in the zoning by-law until such time as the water and wastewater systems are upgraded.

The Chair opens the meeting to comments and questions from members of Council

G. Hough responds to comments and questions from Deputy Warden Comiskey and Councillors Molnar and Ryan.

Brandon Flewwelling, Planning Consultant with GSP Group joins the meeting via WebEx and indicates that the 16-acre expansion recommended by the Applicants is of a reasonable size to accommodate the congregation's long-term growth, adding that growth projections for the school and congregation are very high. In closing, B. Flewwelling indicates that the suggestion of a holding provision with respect to the upgrading of water and wastewater system expansion is a logical one.

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

Mr. John Van Brugge, Trustee and Clerk of the Netherlands Reformed Congregation in Norwich joins the meeting via WebEx. J. Van Brugge

indicates that the congregation has grown significantly over the past few years, adding that both the school and church are already at maximum capacity, which prompted the development of a Master Plan as well as the purchase of many parcels of land from the adjacent Corwic Farms. He provides additional details of the proposed future expansion, indicating that they are not looking for permits at this time and that in the interim, the lands would continue to be used for agricultural purposes. In closing, J. Van Brugge comments that Township of Norwich Council passed a resolution recommending support of the application and that no objections were filed from area landowners.

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

5.2 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 at 10:04 a.m.

5.3 Consideration of Report No. CP 2021-236 - Application for Official Plan Amendment OP 20-16-3 - Corwic Farms Ltd. (Netherlands Reformed Congregation)

RESOLUTION NO. 5

Moved By: Deborah Tait

Seconded By: Ted Comiskey

Resolved that application for Official Plan Amendment OP 20-16-3 - Corwic Farms Ltd. (Netherlands Reformed Congregation) be approved.

DISPOSITION: A Recorded Vote is requested by Councillor McKay with the following results:

<u>Those in Favour of the Motion</u>	<u>Those Opposed to the Motion</u>
Warden Martin, Deputy Warden Comiskey, Councillors Birtch, Mayberry, McKay, Molnar, Peterson, Tait and Talbot	Councillor Ryan
Total 9	Total 1

DISPOSITION: Motion Carried

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

NIL

**7. CONSIDERATION OF CORRESPONDENCE**

7.1 Township of Norwich

Re: Community Safety Zones and Warrant Process

7.2 Ontario Municipal Management Institute

Re: Certified Municipal Manager (CMM) III Designation for Caitlin Ward,  
Manager, Woodingford Lodge

7.3 Southwestern Integrated Fibre Technology (SWIFT)

Re: June, 2021 SWIFT Monthly Project Update

RESOLUTION NO. 6

Moved By: Deborah Tait

Seconded By: Ted Comiskey

Resolved that correspondence items 7.1 to 7.3 inclusive on the Open meeting  
agenda of August 11, 2021 be received as information.

DISPOSITION: Motion Carried

**8. REPORTS FROM DEPARTMENTS**

8.1 COMMUNITY PLANNING

8.1.1 CP 2021-236 - Application for Official Plan Amendment - OP20-16-3 –  
Corwic Farms Ltd. (Netherlands Reformed Congregation)

**RECOMMENDATION**

1. That Oxford County Council not approve Application No. OP20-16-3, submitted by Netherlands Reformed Congregation, for lands legally described as Part Lots 4-6, Concession 4 (North Norwich), in the Township of Norwich, to re-designate the subject lands, consisting of 6.5 ha (16 ac) from 'Agricultural Reserve' to 'Major Institutional' to facilitate a boundary adjustment to the Village of Norwich for the purposes of future expansion of an existing institutional development.

The Report was dealt with under Public Meetings.

8.1.2 CP 2021-234 - Responding to proposed Regulations under the Conservation Authorities Act

RECOMMENDATIONS

1. That County Council receive Report No. CP 2021-234 and endorse staff comments contained in Appendix 1 of Report No. CP 2021-234 as the County's formal response to the proposed regulations to the Conservation Authorities Act as set out in ERO No. 019-2986;
2. And further, that Report CP 2021-234 be circulated to the Area Municipalities for information.

RESOLUTION NO. 7

Moved By: Ted Comiskey  
Seconded By: Marcus Ryan

Resolved that the recommendations contained in Report No. CP 2021-234, titled "Responding to proposed Regulations under the Conservation Authorities Act", be adopted.

DISPOSITION: Motion Carried

8.2 PUBLIC WORKS

8.2.1 PW 2021-29 - Road Rationalization

RECOMMENDATIONS

1. That Oxford County Council authorize the proposed road transfers as outlined in Report No. PW 2021-29 entitled 'Road Rationalization';
2. And further, that a by-law be enacted to amend By-law No. 4167-2001, being a by-law to consolidate the County of Oxford Road System, to implement the road rationalization with a transfer date of January 1, 2022.

RESOLUTION NO. 8

Moved By: Ted Comiskey  
Seconded By: Marcus Ryan

Resolved that the recommendations contained in Report No. PW 2021-29, titled "Road Rationalization", be adopted.

DISPOSITION: Motion Carried

### 8.3 CORPORATE SERVICES

#### 8.3.1 CS 2021-27 - Business Plan and Budget Review – Q2 2021

##### RECOMMENDATION

1. That Report CS 2021-27 entitled “Business Plan and Budget Review – Q2 2021”, be received for information.

##### RESOLUTION NO. 9

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that the recommendation contained in Report No. CS 2021-27, titled “Business Plan and Budget Review – Q2 2021”, be adopted.

DISPOSITION: Motion Carried

#### 8.3.2 CS 2021-28 - Dufferin Street and McKeand Street Sanitary Sewer Extension Projects – Internal Long-term Debt Issue

##### RECOMMENDATION

1. That By-law No. 6362-2021, being a by-law to authorize the borrowing of funds in the amount of \$49,721 from the Landfill and Waste Diversion Reserve Fund to be used for the purposes of financing serviced property owners’ charges for capital costs relating to sanitary services through the following projects, be presented to Council for enactment;
  - a. Dufferin Street Sanitary Sewer Extension Project; and
  - b. McKeand Street Sanitary Sewer Extension Project.

##### RESOLUTION NO. 10

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that the recommendation contained in Report No. CS 2021-28, titled “Dufferin Street and McKeand Street Sanitary Sewer Extension Projects – Internal Long-term Debt Issue”, be adopted.

DISPOSITION: Motion Carried

8.3.3 CS 2021-29 - OILC Financing Application – Woodstock

RECOMMENDATION

1. That By-law No. 6360-2021, being a by-law to authorize the submission of an application to the Ontario Infrastructure Lands Corporation for temporary and long-term borrowing through the issue of debentures for the purposes of the City of Woodstock, be presented to Council for enactment.

RESOLUTION NO. 11

Moved By: Don McKay

Seconded By: Mark Peterson

Resolved that the recommendation contained in Report No. CS 2021-29, titled “OILC Financing Application – Woodstock”, be adopted.

DISPOSITION: Motion Carried

8.3.4 CS 2021-30 - OILC Financing Application – Tillsonburg

RECOMMENDATION

1. That By-law No. 6363-2021, being a by-law to authorize the submission of an application to the Ontario Infrastructure Lands Corporation for temporary and long-term borrowing through the issue of debentures for the purposes of the Town of Tillsonburg, be presented to Council for enactment.

RESOLUTION NO. 12

Moved By: Don McKay

Seconded By: Mark Peterson

Resolved that the recommendation contained in Report No. CS 2021-30, titled “OILC Financing Application – Tillsonburg”, be adopted.

DISPOSITION: Motion Carried

**9. UNFINISHED BUSINESS**

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

**10. MOTIONS**

NIL



**11. NOTICE OF MOTIONS**

NIL

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

Councillor Molnar poses the question as to whether or not the September 8, 2021 Regular meeting of Council will be held in person, virtually or a hybrid of the two. Warden Martin indicates that decision will be dependent on active COVID-19 cases at the time as well as under the advice of Southwestern Public Health. Deputy Warden Comiskey indicates that the Town of Ingersoll plans on continuing with virtual meetings, at least for the month of September. Councillor Peterson indicates the Township of Blandford-Blenheim has been meeting in person at the Princeton Hall, which allows for physical distancing. Chief Administrative Officer indicates that the Clerk will forward a communication to members of Council closer to the meeting date.

**13. CLOSED SESSION**

RESOLUTION NO. 13

Moved By: Mark Peterson  
Seconded By: Stephen Molnar

Resolved that Council rise and go into a Closed Session to consider Report Nos. HR (CS) 2021-03, HR (CS) 2021-04 and PW (CS) 2021-30 regarding labour relations or employee negotiations and a proposed or pending acquisition or disposition of land by the County or local board.

DISPOSITION: Motion Carried at 10:34 a.m.

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

10:35 a.m. with Warden Martin in the chair.

All Members of Council present.

Councillor Tait leaves the meeting at 10:38 a.m.

Staff Participants	M. Duben, Chief Administrative Officer
	B. Addley, Director of Paramedic Services
	L. Bartlett, Acting 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

**CONSIDERATION OF CORRESPONDENCE:**

NIL

Councillor McKay leaves the meeting at 11:10 a.m. he returns at 11:29 a.m.

**REPORTS FROM DEPARTMENTS:**

1. HR (CS) 2021-03 – See Delegations and Presentations
2. HR (CS) 2021-04
3. PW (CS) 2021-30 - Frank Gross, Manager of Transportation & Waste Management joins the meeting at 11:40 a.m.

**DELEGATIONS AND PRESENTATIONS:**

Marianne Love of ML Consultants joins the meeting at 10:35 a.m. regarding HR (CS) 2021-03. She leaves the Closed Session meeting at 11:37 a.m.

**UNFINISHED BUSINESS:**

NIL

**NEW BUSINESS / ENQUIRIES / COMMENTS:**

NIL

**TIME OF COMPLETION OF CLOSED SESSION:**

11:45 a.m.

**RESOLUTION NO. 14**

Moved By: Mark Peterson

Seconded By: Stephen Molnar

Resolved that Council reconvene in Open Session.

**DISPOSITION:** Motion Carried at 11:45 a.m.

Council and staff return to the Open Session meeting at 11:46 a.m. All members of Council present with the exception of Councillor Tait.

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

14.1 HR (CS) 2021-03

**RESOLUTION NO. 15**

Moved By: Stephen Molnar  
Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. HR (CS) 2021-03 be adopted.

DISPOSITION: Motion Carried

14.2 HR (CS) 2021-04

RESOLUTION NO. 16

Moved By: Stephen Molnar  
Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. HR (CS) 2021-04 be adopted.

DISPOSITION: Motion Carried

14.3 PW (CS) 2021-30

RESOLUTION NO. 17

Moved By: Stephen Molnar  
Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. PW (CS) 2021-30 be adopted.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6360-2021

Being a by-law to authorize the submission of an application to Ontario Infrastructure and Lands Corporation ("OILC") for financing certain capital work(s) of the Corporation of the City of Woodstock; and to authorize long-term borrowing for such capital work(s) through the issue of debentures by the County of Oxford (the "Upper Tier Municipality") to OILC

15.2 By-law No. 6361-2021

Being a By-law to amend Schedules "B", "C" and "D" to By-law 5725-2015, as amended to provide for speed limits on County Roads.

15.3 By-law No. 6362-2021

Being a by-law to authorize borrowed funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$49,721, to be used for the purposes of financing property owners' charges for capital costs related to sanitary sewer services provided under the Dufferin Street Sanitary Sewer Extension Project and McKeand Street Sanitary Sewer Extension Project (the "Projects")

15.4 By-law No. 6363-2021

Being a by-law to authorize the submission of an application to Ontario Infrastructure and Lands Corporation ("OILC") for financing certain capital work(s) of the Corporation of the Town of Tillsonburg; and to authorize long-term borrowing for such capital work(s) through the issue of debentures by the County of Oxford (the "Upper Tier Municipality") to OILC

15.5 By-law No. 6364-2021

Being a By-law to declare Section A14 of the County-owned abandoned railway corridor, as legally described in Schedule A of this by-law as surplus to the needs of the County.

15.6 By-law No. 6365-2021

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.

RESOLUTON NO. 18

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that the following by-laws be now read a first and second time: 6360-2021 to 6365-2021 inclusive.

DISPOSITION: Motion Carried

RESOLUTON NO. 19

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that the following by-laws be now given a third and final reading: 6360-2021 to 6365-2021 inclusive.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

Council adjourns its proceedings at 11:48 a.m. until the next meeting scheduled for September 8, 2021 at 9:30 a.m.

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

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK