

**OXFORD COUNTY COUNCIL  
MINUTES**

**October 13, 2021**

Council Participants	Warden Larry Martin Deputy Warden Ted Comiskey Alternate Councillor Connie Lauder Councillor David Mayberry Councillor Don McKay Councillor Stephen Molnar Councillor Mark Peterson Councillor Marcus Ryan Councillor Sandra Talbot
Council Absent	Councillor Trevor Birtch Councillor Deborah Tait
Staff Participants	M. Duben, Chief Administrative Officer B. Addley, Director of Paramedic Services L. Buchner, Director of Corporate Services M. Cowan, Manager of Information Services G. Hough, Director of Community Planning L. Lanthier, Acting Director of Human Services 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 thirteenth day of October, 2021 at 9:30 a.m. with Warden Martin in the chair.

**2. APPROVAL OF AGENDA**

**RESOLUTION NO. 1**

Moved By: Ted Comiskey

Seconded By: Marcus Ryan

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 7.1  
Councillor Sandra Talbot discloses a pecuniary interest related to agenda item 7.1 (SWIFT monthly project update) on the Open meeting agenda of October 13, 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.
- 3.2 Connie Lauder – Council Report Item 8.1.3  
Alternate Councillor Connie Lauder discloses a pecuniary interest related to agenda item 8.1.3 (CP 2021-323 - Application for Redline Amendment to Draft Plan of Subdivision 32T-00001 – The Villages of Sally Creek) as she owns property in the immediate vicinity of the subject lands. 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 September 22, 2021  
RESOLUTION NO. 2

Moved By: Ted Comiskey  
Seconded By: Marcus Ryan

Resolved that the Council minutes of September 22, 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: Marcus Ryan  
Seconded By: Don McKay

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 Applications for Official Plan Amendment & Plan of Subdivision OP 21-13-5; SB 21-08-5 - Kingwood Riverside Towns Ltd.

The intent of the Official Plan Amendment is to re-designate the subject lands from "Industrial" to "Medium Density Residential" to facilitate the

development of a 56-unit townhome proposal in the Village of Thamesford.

The proposed draft plan of subdivision will facilitate the creation of nine blocks for up to 56 townhouse units and a right-of-way in the Village of Thamesford.

The Chair asks Gord Hough, Director of Community Planning to present the application. G. Hough summarizes the application as contained in Report No. CP 2021-335 - Applications for Official Plan Amendment & Plan of Subdivision OP 21-13-5; SB21-08-5 – Kingwood Riverside Towns Ltd.

G. Hough, through use of a map, indicates that the application proposes the subject lands be re-designated from Industrial to medium density residential to accommodate 56 townhouse units fronting Middleton Street in Thamesford at the site of the former Maple Leaf Foods plant.

G. Hough indicates that the overall plan would include a mix of midrise apartments, townhouse dwelling units and single-detached dwellings and that this particular phase of the proposal does not warrant traffic impact studies.

In closing, G. Hough indicates that Zorra Township Council recommended support of the application at its regular meeting of September 15, 2021, that staff are also recommending support of the application and that this is only a small part of the planned development with future phases appearing before Township and County councils, allowing residents many opportunities to comment as the subdivision progresses.

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

Eric Sauleseja, Agent from GSP Group, joins the meeting via WebEx and expresses his support for the Application.

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

#### 5.1.2 Review of County Official Plan - Presentation

To formally initiate a review of the County Official Plan in accordance with Section 26 of the *Planning Act*.

The Chair asks Paul Michiels, Manager of Planning Policy to present the report. P. Michiels summarizes Report No. CP 2021-336 – Special Meeting of Council to initiate a Review of the County Official Plan under Section 26 of the Planning Act.

P. Michiels joins the meeting via WebEx and proceeds through a PowerPoint presentation that was provided as an attachment to Council's electronic agenda.

The Chair opens the meeting to comments and questions from members of Council. P. Michiels responds to comments and questions from Warden Martin and Councillor Molnar.

No members of the public registered to speak regarding this matter.

5.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Marcus Ryan

Seconded By: Don McKay

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

DISPOSITION: Motion Carried at 9:57 a.m.

5.3 Consideration of Report No. CP 2021-335 - Applications for Official Plan Amendment & Plan of Subdivision OP 21-13-5; SB21-08-5 – Kingwood Riverside Towns Ltd.

RESOLUTION NO. 5

Moved By: Stephen Molnar

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CP 2021-335, titled "Applications for Official Plan Amendment & Plan of Subdivision OP 21-13-5; SB21-08-5 – Kingwood Riverside Towns Ltd.", be adopted.

DISPOSITION: Motion Carried

5.4 Consideration of Report No. CP 2021-336 - Special Meeting of Council to Initiate a Review of the County Official Plan under Section 26 of the Planning Act

RESOLUTION NO. 6

Moved By: Stephen Molnar

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CP 2021-336, titled "Special Meeting of Council to Initiate a Review of the County Official Plan under Section 26 of the Planning Act" be adopted.

DISPOSITION: Motion Carried

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

- 6.1 Oxford Connection  
Len Magyar  
Re: 2022 Grant Request

Len Magyar, Development Commissioner with the City of Woodstock, joins the meeting via WebEx on behalf of Oxford Connection and proceeds through a PowerPoint presentation, which was provided as an attachment to Council's electronic agenda. In conclusion, Oxford Connection requests financial support in the amount of \$50,000 in 2022.

Warden Martin opens the meeting to questions from Council. L. Magyar responds to comments and questions from Councillors Mayberry and Ryan.

- 6.2 The Small Business Centre  
Shawn McNamara  
Re: 2022 Grant Request

Shawn McNamara, Small Business Consultant, joins the meeting via WebEx and proceeds through a PowerPoint presentation, which was provided as an attachment to Council's electronic agenda. In conclusion, The Small Business Centre requests financial support in the amount of \$50,000 in 2022.

Warden Martin opens the meeting to questions from Council. S. McNamara responds to comments and questions from Councillor Ryan.

- 6.3 Oxford Invitational Youth Robotics Challenge  
Brad Hammond  
Re: 2022 Grant Request

Brad Hammond, Economic Development Officer with the City of Woodstock, on behalf of the Oxford Invitational Youth Robotics Challenge joins the meeting via WebEx and proceeds through a PowerPoint presentation, which was provided as an attachment to Council's electronic agenda. In conclusion, the Oxford Invitational Youth Robotics Challenge requests financial support in the amount of \$5,000 in 2022.

Warden Martin opens the meeting to questions from Council. There are none.

- 6.4 Oxford Physician Recruitment Group  
A.J. Wells  
Re: 2022 Grant Request

A.J. Wells, Chair of the Oxford Physician Recruitment Group joins the meeting via WebEx and proceeds through a PowerPoint presentation, which was

provided as an attachment to Council's electronic agenda. In conclusion, the Oxford Physician Recruitment Group requests financial support in the amount of \$30,000 in 2022.

Warden Martin opens the meeting to questions from Council. A.J. Wells responds to comments and questions from Councillors Molnar, Ryan and Talbot.

Councillor Ryan leaves the meeting at 11:09 a.m. He returns at 11:15 a.m.

6.5 Tillsonburg Regional Airport

Christian Perreault, Executive Vice-President, Explorer Solutions  
Carlos Reyes, Director of Operations and Development, Town of Tillsonburg  
Re: 2022 Grant Request

Carlos Reyes and Christian Perreault join the meeting via WebEx and proceed through a PowerPoint presentation, which was provided as an attachment to Council's electronic agenda. In conclusion, the Tillsonburg Regional Airport request financial support in the amount of \$100,000 annually for the next five years beginning in 2022.

Warden Martin opens the meeting to questions from Council. C. Perreault and C. Reyes respond to comments and questions from Councillors Mayberry, Molnar and Ryan.

RESOLUTION NO. 7

Moved By: Stephen Molnar  
Seconded By: Mark Peterson

Resolved that the information provided in Delegations 6.1 to 6.5 inclusive on the Open meeting agenda of October 13, 2021 be received and referred to 2022 Budget and Business Plan Deliberations.

DISPOSITION: Motion Carried

6.6 Oxford Tourism and Snyders Family Farm and Fear Farm

Meredith Maywood  
Meghan Snyder

Re: Update on the support Oxford County is providing to the Tourism sector

Meredith Maywood, Oxford County Tourism Specialist and Meghan Snyder, Owner, Snyders Family Farm and Fear Farm join the meeting via WebEx and proceed through a PowerPoint presentation, which was provided as an attachment to Council's electronic agenda.

Warden Martin opens the meeting to questions from Council. M. Maywood and M. Snyder respond to comments and questions from Councillors Lauder, Molnar, Peterson and Ryan.

**RESOLUTION NO. 8**

Moved By: Mark Peterson  
Seconded By: Stephen Molnar

Resolved that the information provided in the delegation from Oxford Tourism and Snyders Family Farm and Fear Farm be received as information.

**DISPOSITION:** Motion Carried

**7. CONSIDERATION OF CORRESPONDENCE**

- 7.1 Southwestern Integrated Fibre Technology (SWIFT)  
September 20, 2021  
Re: SWIFT Monthly Project Update - August, 2021
- 7.2 Oxford County Community Health Centre  
October 5, 2021  
Re: Oxford County Situation Table Community Table Free Webinar October 28, 2021
- 7.3 Ontario Solicitor General  
October 1, 2021  
Re: 2021 Association of Municipalities of Ontario (AMO) Annual Conference
- 7.4 Ministry of Long-Term Care  
October 5, 2021  
Re: Ontario Taking Additional Steps to Protect Long-Term Care Home Residents
- 7.5 Minister of Finance  
Received September 27, 2021  
Re: Assessment Appeal Process for Large Auto Manufacturing Properties

**RESOLUTION NO. 9**

Moved By: Mark Peterson  
Seconded By: Stephen Molnar

Resolved that correspondence items 7.1 to 7.5 inclusive on the Open meeting agenda of October 13, 2021 be received as information.

**DISPOSITION:** Motion Carried

7.6 Township of Blandford-Blenheim  
October 6, 2021  
Re: Medical Tiered Response

RESOLUTION NO. 10

Moved By: Mark Peterson  
Seconded By: Stephen Molnar

Resolved that the resolution of October 6, 2021 from the Township of Blandford-Blenheim regarding Medical Tiered Response be received;

And further, that Oxford County Paramedic Services staff be directed to prepare a follow-up Council report.

DISPOSITION: Motion Carried

**8. REPORTS FROM DEPARTMENTS**

**8.1 COMMUNITY PLANNING**

8.1.1 CP 2021-335 - Applications for Official Plan Amendment & Plan of Subdivision OP 21-13-5; SB21-08-5 – Kingwood Riverside Towns Ltd.

**RECOMMENDATIONS**

1. That Oxford County Council approve Application No. OP21-13-5, submitted by GSP Group on behalf of Kingwood Riverside Towns Ltd., Kingwood Riverside Developments Ltd., Agris Co-operative Ltd. and the Township of Zorra for lands described as Part of Park Lots 6 and 7, Registered Plan 45 and Parts 1, 2, 3 & 4, Plan 41R-10035, Township of Zorra to re-designate that portion of the proposed draft plan identified as Phase 1B as 'Medium Density Residential' to facilitate the development of up to 56 townhouse units;
2. And further, that Council approve the attached Amendment No. 263 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 263 be raised;
4. And further, that Oxford County Council grant draft approval to that portion of a proposed residential subdivision identified as Phase 1B, submitted by GSP Group (SB 21-08-5) prepared by GSP Group, dated July 19, 2021, for lands described as Part of Park Lots 6 and 7, Registered Plan 45 and Parts 1, 2, 3 & 4, Plan 41R-10035, in the Village of Thamesford, subject to the conditions attached to this report as Schedule "A" being met prior to final approval.



The Report was dealt with under Public Meetings

- 8.1.2 CP 2021-336 - Special Meeting of Council to Initiate a Review of the County Official Plan under Section 26 of the Planning Act

RECOMMENDATIONS

1. That Oxford County Council hold a special public meeting pursuant to Section 26 (3) of the Planning Act;
2. And further, that staff be directed to proceed with the Official Plan Review process in accordance with the requirements under the Planning Act and as generally outlined in the Report No. CP 2021-336.

The Report was dealt with under Public Meetings

- 8.1.3 CP 2021-323 - Application for Redline Amendment to Draft Plan of Subdivision 32T-00001 – The Villages of Sally Creek

RECOMMENDATION

1. That Oxford County Council approve the application for redline amendment to the draft approved plan of subdivision File No. 32T-00001, submitted by The Village of Sally Creek, for lands described as Part Lot 4, Concession 11, RP 41R-7424, Parts 1 & 2, RP 41R-7477, in the City of Woodstock.

RESOLUTION NO. 11

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that the recommendation contained in Report No. CP 2021-323, titled “Application for Redline Amendment to Draft Plan of Subdivision 32T-00001 – The Villages of Sally Creek”, be adopted.

DISPOSITION: Motion Carried

8.2 CORPORATE SERVICES

- 8.2.1 CS 2021-38 - Municipal Modernization Program Funding Proposals – Intake 3

RECOMMENDATIONS

1. That County Council authorize staff to apply for funding under the Municipal Modernization Program for up to \$425,230 in costs related to various review and implementation projects that focus on digital modernization; and shared services/alternative service delivery

models, as described in Report No. CS 2021-38 titled “Municipal Modernization Program Funding Proposals – Intake 3”;

2. And further, that Council authorizes up to \$158,970 from the County General Reserve to fund the County’s required contribution under this shared funding program, subject to funding approval;
3. And further, that County Council authorize the Chief Administrative Officer and/or Director of Corporate Services to sign all documents related thereto.

RESOLUTION NO. 12

Moved By: Stephen Molnar  
Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. CS 2021-38, titled “Municipal Modernization Program Funding Proposals – Intake 3”, be adopted.

DISPOSITION: Motion Carried

8.2.2 CS 2021-39 - Tax Policy – Optional Small Business Subclass

RECOMMENDATION

1. That an optional Small Business Property Subclass not be implemented for the 2022 taxation year.

RESOLUTION NO. 13

Moved By: David Mayberry  
Seconded By: Sandra Talbot

Resolved that the recommendation contained in Report No. CS 2021-39, titled “Tax Policy – Optional Small Business Subclass”, be adopted.

DISPOSITION: Motion Carried

8.2.3 CS 2021-40 - Credit Rating Review - 2021

RECOMMENDATION

1. That the County of Oxford’s Credit Rating Update, attached to Report No. CS 2021-40, dated September 16, 2021, as prepared by Standard & Poor’s be received for information.

RESOLUTION NO. 14

Moved By: David Mayberry  
Seconded By: Sandra Talbot

Resolved that the recommendation contained in Report No. CS 2021-40, titled "Credit Rating Review – 2021", be adopted.

DISPOSITION: Motion Carried

8.3 PUBLIC WORKS

8.3.1 PW 2021-34 - 2022 Capital Project Pre-Approval

RECOMMENDATIONS

1. That Oxford County Council approve the 2022 Capital Budget pre-approval for the advancement of select infrastructure renewal projects as detailed in Report No. PW 2021-34;
2. And further, that County Council authorize the Director of Public Works to commit to these select 2022 capital projects and incur project costs previously planned to begin as part of the 2022 Business Plan & Budget capital plan.

RESOLUTION NO. 15

Moved By: Sandra Talbot  
Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. PW 2021-34, titled "2022 Capital Project Pre-Approval", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

9.2 CS 2021-41 - Asset Management Plan Update

RESOLUTION NO. 16

Moved By: Sandra Talbot  
Seconded By: David Mayberry

Resolved that the Briefing Note No. CS 2021-41 titled "Asset Management Plan Update" be received as information.

DISPOSITION: Motion Carried

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

NIL

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

**12.1 COVID-19 Workplace Vaccination Policy Update**

Amy Smith, Director of Human Resources provides the following update on employee COVID-19 vaccination rates across the organization:

- Woodingford Lodge: 92.5%
- Paramedic Services: 98.2%
- Remaining departments: 94%. This includes those who are partially vaccinated and working towards full vaccination status.

Councillor Ryan thanks those who have been vaccinated for doing the right thing to protect themselves, their coworkers and members of the community against COVID-19.

Councillor Molnar extends thanks to the Leadership Team, especially Human Resources for the rollout of the policy as well as for the assistance they have provided to Town of Tillsonburg staff in the development of their policy.

**12.2 Taiwanese National Day Celebration**

Councillor Mayberry thanks Warden Martin and Deputy Warden Comiskey for attending and representing Oxford County at the Taiwanese National Day Reception in Toronto the evening of Friday, October 8, 2021, speaking to the importance of the continued commitment to our continued relationship.

Councillor Molnar leaves the meeting at 12:25 p.m.

**13. CLOSED SESSION**

**RESOLUTION NO. 17**

Moved By: Sandra Talbot  
Seconded By: Connie Lauder

Resolved that Council rise and go into a Closed Session to consider Report No. PW (CS) 2021-33 regarding a proposed or pending acquisition or disposition of land by the County or local board.

**DISPOSITION:** Motion Carried at 12:25 p.m.

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

12:26 p.m. with Warden Martin in the chair.

All Members of Council present with the exception of Councillors Birtch, Molnar and Tait.

Staff Participants	M. Duben, Chief Administrative Officer
	B. Addley, Director of Paramedic Services
	L. Buchner, Director of Corporate Services
	M. Cowan, Manager of Information Services
	G. Hough, Director of Community Planning
	L. Lanthier, Acting Director of Human Services
	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

**REPORTS FROM DEPARTMENTS:**

1. PW (CS) 2021-33

**DELEGATIONS AND PRESENTATIONS:**

NIL

**UNFINISHED BUSINESS:**

NIL

**NEW BUSINESS / ENQUIRIES / COMMENTS:**

NIL

**TIME OF COMPLETION OF CLOSED SESSION:**

12:29 p.m.

**RESOLUTION NO. 18**

Moved By: Sandra Talbot  
Seconded By: Connie Lauder

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 12:29 p.m.

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

14.1 PW (CS) 2021-33

RESOLUTION NO. 19

Moved By: Sandra Talbot

Seconded By: Connie Lauder

Resolved that the recommendations contained in Report No. PW (CS) 2021-33 be adopted.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6373-2021

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

15.2 By-law No. 6374-2021

Being a By-Law to adopt Amendment Number 263 to the County of Oxford Official Plan.

15.3 By-law No. 6375-2021

Being a By-law to further amend By-law No. 6182-2019, passed on December 11, 2019, being a By-law to remove certain lands from Part Lot Control.

15.4 By-law No. 6376-2021

Being a By-law to provide for the dedication and naming of highways in the County of Oxford.

15.5 By-law No. 6377-2021

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. 20

Moved By: Connie Lauder

Seconded By: Ted Comiskey

Resolved that the following by-laws be now read a first and second time: 6373-2021 to 6377-2021 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 21

Moved By: Connie Lauder  
Seconded By: Ted Comiskey

Resolved that the following by-laws be now given a third and final reading: 6373-2021 to 6377-2021 inclusive.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

Council adjourns its proceedings at 12:31 p.m. until the next meeting scheduled for October 27, 2021 at 7:00 p.m.

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

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK