

**OXFORD COUNTY COUNCIL  
MINUTES**

**November 24, 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. Buchner, Director of Corporate Services  
                                 M. Cowan, Manager of Information Services  
                                 M. Dager, Director of Woodingford Lodge  
                                 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 in special session this twenty fourth day of November, 2021, in the Council Chamber, County Administration Building, Woodstock at 2:06 p.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**

NIL

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

4.1 November 17, 2021

RESOLUTION NO. 2

Moved By: Marcus Ryan  
Seconded By: Mark Peterson

Resolved that the Minutes of the Special Budget Meeting held November 17, 2021 be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

NIL

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

6.1 STAFF PRESENTATIONS  
2022 Business Plans and Budgets

RESOLUTION NO. 3

Moved By: Mark Peterson  
Seconded By: Stephen Molnar

Resolved that the information provided in the 2022 Business Plans and Budgets presentation be received and referred to 2022 Budget and Business Plan Deliberations.

DISPOSITION: Motion Carried

With the motion on the floor and prior to the vote, Lynn Buchner, Director of Corporate Services, using a PowerPoint presentation which formed part of Council's electronic agenda proceeds through budget highlights and new information. The Director of Corporate Services then proceeds to present the Corporate Services and Council draft budgets.

Councillor Molnar leaves the meeting at 2:44 p.m. He returns at 2:48 p.m.

## **CAO**

Michael Duben, Chief Administrative Officer speaks to the draft CAO Department's business plan and budget.

Warden Martin opens the meeting to questions from council. Councillor Molnar provides comments.

## **Paramedic Services**

Ben Addley, Director of Paramedic Services speaks to the draft Paramedic Services business plan and budget.

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

## **Human Resources**

Amy Smith, Director of Human Resources speaks to the draft Human Resources business plan and budget.

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

## **Community Planning**

Gord Hough, Director of Community Planning speaks to the draft Community Planning business plan and budget.

Warden Martin opens the meeting to comments and questions from Council. G. Hough responds to comments and questions from Councillor Molnar.

Councillor McKay leaves the Council Chamber at 3:21 p.m.  
He returns at 3:23 p.m.

## **Oxford County Library**

Lynn Buchner, Director of Corporate Services speaks to the Oxford County Library's proposed business plan and budget indicating that the Oxford County Library Board recommends the adoption of the draft Library Business Plan and Budget.

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

L. Buchner then speaks to the General Budget, which includes General Taxation, Public Health and Conservation Authorities.

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

L. Buchner speaks to the Court Security special levy.

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

L. Buchner speaks to the pending budget adjustments, including the 2022 grant requests and decision points.

Warden Martin opens the meeting to comments and questions from Council.  
L. Buchner responds to comments and questions from Deputy Warden Comiskey and Councillors Mayberry and Molnar.

M. Dager, Director of Woodingford Lodge responds to comments and questions from Councillor Molnar.

In closing, L. Buchner reminds Council and members of the public that the next budget meeting is scheduled for Wednesday, December 8, 2021 at 9:30 a.m. and that the budget process including the agendas, minutes and meeting recordings are available on the County's website, Speak Up Oxford and social media pages.

Warden Martin opens the meeting to comments and questions from Council.  
David Simpson, Director of Public Works responds to comments and questions from Councillor Molnar.

## **7. CONSIDERATION OF CORRESPONDENCE**

### **7.1 Long Point Region Conservation Authority (LPRCA)**

November 12, 2021

Re: 30-Day Notice of 2022 Draft LPRCA Budget

#### **RESOLUTION NO. 4**

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that the correspondence from the Long Point Region Conservation Authority (LPRCA), dated November 12, 2021 regarding the 30-Day Notice of the 2022 Draft LPRCA Budget be received and referred to 2022 Budget and Business Plan deliberations.

**DISPOSITION:** Motion Carried

## **8. REPORTS FROM DEPARTMENTS**

NIL

## **9. UNFINISHED BUSINESS**

The following Reports are provided for Ongoing Information Purposes during Budget Consideration:

9.1 CS 2021-46 - 2022 Business Plans and Budget

Report No. [CS 2021-46](#), titled 2022 Business Plans and Budget was received for discussion purposes by Council on November 10, 2021.

9.2 CS 2021-48 - 2022 Oxford County Library Business Plan and Budget

Report No. [CS 2021-48](#), titled 2022 Oxford County Library Business Plan and Budget was received for discussion purposes by Council on November 10, 2021.

9.3 CS 2021-49 - 2022 Court Security Grant Levy

Report No. [CS 2021-49](#) titled 2022 Court Security Grant Levy was received for discussion purposes by Council on November 10, 2021.

9.4 CS (CS) 2021-47

Report No. CS (CS) 2021-47 [Closed Session document], was received for discussion purposes by Council on November 10, 2021.

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

Note: Section 9.1.2 of Procedure By-law No. 6268-2020 states:

Notwithstanding Section 9.1.1, during Council's review and consideration of annual business plans and budgets, all amending motions shall be tabled in writing and duly signed as Notices of Motion to be debated at the Budget meeting specifically identified for budget debate. The Clerk will ensure that all such motions are printed in full on the Agenda for the meeting when debate is scheduled to occur.

11.1 Notice of Motion 1 (November 16, 2021)

Councillor Ryan gives notice (NM1 - 20211116) that he will move the following motion as an amendment to the 2022 Business Plan and Budget at the Budget meeting specifically identified for Budget debate (December 8, 2021):

Resolved that the following grants be included in the 2022 budget:

- Oxford Creative Connections: \$60,000
- Social Planning Council Oxford - \$65,000
- North Oxford Inter-community Bus Transit - \$22,500
- Oxford County Youth Initiatives - \$15,000
- Agricultural Award of Excellence - \$2,000
- Economic Development (Oxford Connection) - \$50,000
- Economic Development (Physician Recruitment) - \$30,000
- Small Business Centre - \$50,000

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

NIL

**13. CLOSED SESSION**

NIL

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

NIL

**15. BY-LAWS**

15.1 By-law No. 6387-2021

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. 5

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that By-law No. 6387-2021 be now read a first and second time.

DISPOSITION: Motion Carried

RESOLUTION NO. 6

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that By-law No. 6387-2021 be now given a third and final reading.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

Council adjourns its proceedings at 4:02 p.m. until the next meeting scheduled for  
November 24, 2021 at 7:00 p.m.

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

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK