

MINUTES  
OF THE  
COUNCIL OF THE  
COUNTY OF OXFORD

County Council Chamber  
Woodstock  
August 13, 2008

MEETING #21

Oxford County Council meets in regular session this thirteenth day of August 2008, in the Council Chamber, County Administration Building, Woodstock.

1. CALL TO ORDER:

9:33 a.m., with Warden Holbrough in the chair.

All members of Council present except Councillors Howling, Lupton and Sobeski.

Staff Present: K. J. Whiteford, Chief Administrative Officer/Clerk  
M. R. Bragg, Director of Public Health and Emergency Services  
L. S. Buchner, Director of Corporate Services  
J. Kubiak, Corporate Manager of Human Resources  
M. Misk-Evans, Corporate Manager of Community and Strategic Planning  
A. C. Orvidas, Director of Social Services and Housing  
R. G. Walton, Director of Public Works

2. APPROVAL OF AGENDA:

RESOLUTION NO. 1:

Moved by: Don McKay  
Seconded by: Sandra Talbot

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:

Council Minutes of July 9, 2008/July 14, 2008

RESOLUTION NO. 2:

Moved by: Don McKay  
Seconded by: Sandra Talbot

That the Council Minutes of July 9, 2008/July 14, 2008 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS:

NIL

6. DELEGATIONS AND PRESENTATIONS:

1. Craig Binning, Partner  
Hemson Consulting Ltd.  
Re: County of Oxford Water and Wastewater Rate Study

Craig Binning comes forward to address Council and proceeds to go through a 29-screen PowerPoint presentation. C. Binning initially refers to the provincial legislation which has initiated the requirement to recover the costs of water and wastewater systems on the part of providers. In addition to the Sustainable Water and Sewer Systems Act, 2002 and the Safe Drinking Water Act, 2002, Council has to be mindful of sustainable asset management. A chart is displayed showing the breakdown of the water and wastewater systems in the County with a total of 21 water systems and 9 wastewater systems. Another chart is displayed showing the number of users of each of the various system consolidations. C. Binning draws Council's attention to the inventory of assets noting that the total replacement value of the water system is \$334M and the total replacement value of the wastewater system is \$335M. He also emphasizes that in the case of both water and wastewater, the mains are an appreciable part of the overall value even though they are totally below ground.

A pie chart showing the County-wide water assets divided among the various water systems is shown to Council with Woodstock having 44% of the total replacement value and Ingersoll and Tillsonburg being equal at 17%. In the case of wastewater assets, Woodstock has 48% of the replacement value while Tillsonburg has 21% and Ingersoll 17%. C. Binning makes the additional point that the City of Woodstock's infrastructure is older than the rest of the County, both for the water and wastewater systems.

C. Binning turns Council's attention to the required reserve fund balances for the systems. In the case of the water systems, the calculated reserve fund balance requirements to the end of 2016 will be \$111,789,200. This would mean that the County would need to be making an annual contribution to this reserve of approximately \$9,250,000. For the wastewater systems, the calculated reserve fund balance requirements at the end of 2016 would be \$119,200,000 and the annual contribution by the County would have to be \$9,880,000. C. Binning adds that the Woodstock share of the reserve in 2009 is higher than it would normally be because of the systems being older.

With respect to the actual rate setting, C. Binning lists the five main components of the calculations as being cost recovery, equity, conservation, administration and economic development. C. Binning proceeds to describe the differences in the existing water rate structures between the various systems and he also does the same for the wastewater rates. As for the future, Hemson is recommending a uniform structure County-wide. That structure would consist of a meter charge plus a "humpback" volumetric rate. This formula would encourage water conservation by residential customers by encompassing residential use within increasing block rates while at the same time offering large industrial users block rates that decline as use increases and thereby enabling them to benefit from economies of scale. C. Binning displays a chart showing the proposed rate structure with the four blocks. There would be a base rate for 0 – 15 cubic meters of usage and then percentage variations based on volume used with residential/smaller commercial operations paying 30% more if their usage is between 15 and 45 cubic meters.

Although recommending a uniform rate, a chart is displayed showing four scenarios that were part of the evaluation by Hemson of possible wastewater and water rate structures. Scenario No. 1 is the status quo and Scenario No. 2 is the County-wide uniform rates while Scenarios 3 and 4 are variations whereby some systems are maintained as separate entities. The chart shows only two scenarios in the case of wastewater since C. Binning emphasizes that it is hard to come up with other scenarios for the wastewater component.

In establishing the water rates, a number of rate setting assumptions were used. Those assumptions include an annual inflation rate of 2% and annual earnings on reserve balances of 4%. The applied annual rate increase was determined to be 5%, both for fixed and volumetric.

C. Binning goes on to display twelve different screens showing the various scenarios for water and wastewater and the rates that would apply for in-County customers as well as out of County customers and also differentiating on the basis of pipe diameter. The benchmark that was used with all of the scenarios was a  $\frac{3}{4}$ " diameter pipe with consumption of 360 cubic meters per annum. C. Binning refers to the various increases that would be incurred by the various systems if any of the scenarios other than status quo are accepted. In the case of the wastewater systems where there were only two scenarios, the largest increase would be incurred by Tillsonburg and there would be a smaller increase on the part of the Ingersoll and Woodstock systems.

C. Binning outlines the recommendations of the Hemson Report which are to adopt the four-block humpback rate structure and apply a uniform rate structure for water and wastewater for all systems. This would mean the implementation of the water rate Scenario 2 and the implementation of the wastewater rate Scenario 2.

With the final screen, C. Binning shows Council the five supporting rationale factors which include cost recovery, equity, conservation, administration and economic development. These five factors and the points that have been raised support the Hemson recommendations.

At the close of the C. Binning presentation, R. Walton, Director of Public Works, summarizes for Council some of the highlights. R. Walton refers to the various scenarios and notes that a public meeting(s) will need to be held in the County to solicit the feedback of residents regarding the scenarios. R. Walton also reminds Council that the report placed before them is essentially an information report with the staff requiring direction. He also notes that outside of the content of the presentation, there will be other issues that will have to be dealt with relating to water and wastewater rates and gives the example of how apartment buildings are dealt with in the new scheme. R. Walton also emphasizes that another information report on this subject is a possibility after the public meeting. He states that he expects there will be a lot of discussion, especially relating to the grouping of municipalities and whether the proposals put forth in the Hemson Report are appropriate.

Warden Holbrough asks if members of Council have questions for either the Hemson representatives or R. Walton.

Councillor Harding points out that there are no comparisons in the Hemson Study that allow the County to know where it stands in relation to other municipalities in Southwestern Ontario, especially from the standpoint of economic development. C. Binning responds indicating that Hemson Consulting does have comparisons and those comparisons were displayed at the public meeting. The comparisons can be part of the future public meeting and also any future report to Council.

Councillor Harding seeks explanation of the term "humpback" in relation to the volumetric rate which is to be added to the metered charge. C. Binning responds indicating that the humpback rate would, in fact, encourage water conservation by residential customers. It has been used elsewhere with success and Hemson is recommending its use in Oxford.

Councillor Harding also asks for clarification regarding the 2% reference during C. Binning's presentation of the proposed rate structure. C. Binning referred to the 2% when speaking about the industrial sector, but he now clarifies that the 2% is the number of industrial users of water in comparison to all other water users.

Councillor Harding refers C. Binning to Screen No. 19 titled "Scenario 2 – Rate Comparison" and asks for clarification about C. Binning's reference to average user on the flat rate. Councillor Harding points out that Woodstock residents on the flat rate of \$253 would actually see an 85% increase in their water rates to \$468 which is a much higher percentage increase than C. Binning mentioned in his presentation.

Councillor Harding enquires as to whether there is a significant shortfall in the reserve funds of the County in relation to water and wastewater infrastructure and C. Binning agrees with this observation.

Councillor Harding asks whether the Region of Waterloo has a common water and wastewater rate, but C. Binning is not aware of the situation in the Region.

Councillor Harding refers C. Binning to Screen No. 7 and the reference to a \$54M reserve fund being required for the water system of the City of Woodstock. Councillor Harding asks for clarification as to whether that fund exists today and C. Binning makes it clear that that is the amount needed for 2016.

Councillor Harding refers to C. Binning's references to administrative complexity, a term used in the supporting rationale for the firm's recommendations. Councillor Harding asks why this administrative complexity exists. C. Binning responds indicating that his comments were based on discussions with County staff who are certainly of the opinion that it is not easy to determine, on behalf of the average property owner, what they are going to pay in water and wastewater rates.

Councillor Molnar again enquires about the reference to industrial usage specifically relating to Screen No. 13 titled "Proposed Rate Structure". C. Binning again reiterates that 2% of the water users in the County are from the industrial sector but they use 50% of the water.

Councillor Molnar asks for clarification regarding the number of actual water systems and whether the total is 19 or 21. R. Walton responds explaining that the Springford/Otterville system and the Sweaburg/Woodstock can be counted as one or as two and that explains the difference between the totals of 19 and 21.

Councillor Molnar enquires as to what material relating to the water/wastewater study was actually presented at the public meeting in Ingersoll. C. Binning indicates that the discussion centered on the existing rate structure and how it was calculated and also that there was a fair bit of information presented as to where the County was going with the overall study. C. Binning volunteered to make the presentation at the public meeting available to all members of Council.

Councillor Molnar asks about whether the four options that are in today's presentation were also presented at the public meeting in Ingersoll and C. Binning responds in the affirmative. Warden Holbrough expands on the actual meeting in Ingersoll noting that only eighteen people were present and of those, only four or five were actual public. There were also no dollar amounts displayed at the public meeting in terms of what proposed new rates might look like.

Councillor Molnar pursues the question of what has actually happened in the preparation of this study since November of 2007 when the last update was presented to Council. C. Binning responds that the preparation of the various charges is based on a very complex model. The asset inventory data also had to be collected and a detailed review of assets carried out. Furthermore, the new budget cycle of 2008 had to be plugged into the ongoing number crunching.

Councillor Molnar asks as to who actually authored the report. C. Binning says that he was the principal author. C. Binning goes on to note that Hemson Consulting has done previous work for the County especially in the planning area and therefore had some background knowledge of what the issues were.

Councillor Molnar asks about development charges particularly for an opinion on their utilization. C. Binning indicates that it is important to keep the development charges updated but they are very much separate from the water and wastewater rates. Councillor Molnar, however, states that he fails to see the consistency that has been applied in the past with respect to this divergence. C. Binning again emphasizes the development charges are quite separate and that many other municipalities

keep two separate series of numbers, one for development charges and one for water and wastewater rates.

Councillor Molnar asks why there is a rationale presented for only one of the four options placed before Council today. In his estimation, Council needs to have expanded rationales since there are no real comparators for Scenarios 1, 3 and 4. C. Binning responds that this is a valid point and that the rationales will be presented for the next public meeting. C. Binning also notes that all scenarios will require the same amount of money so from that standpoint, the first rationale for Scenario No. 2 applies to all of the scenarios.

Deputy Warden McKay addresses page 13 titled, "Proposed Rate Structure". He indicates that he is having a difficult time understanding the principles behind the proposed rate structure and comments that, in his view, the structure is backwards. C. Binning replies and goes into a detailed explanation by using one dollar as the base for a charge and emphasizing that more water consumption means more cost.

Deputy Warden McKay further comments that coming to the conclusion that Scenario No. 2 was the best for water, was a fairly definitive recommendation from Hemson and he wonders what is really wrong with Scenario No. 1 for wastewater and Scenario No. 4 for water. C. Binning again reiterates the fact that there is a lack of transparency with respect to the existing structure and that this fact was a key reason for the firm recommending Scenario No. 2, especially for water.

Councillor Molnar questions what the issue is with the comment about transparency. C. Binning responds indicating that from the standpoint of someone from outside of the County looking at the County's water and wastewater rates, they are too complicated in their present form.

Warden Holbrough poses a question as to whether Hemson Consulting or Public Works staff see an opportunity for other levels of government to offset some of the costs noted in the report. C. Binning replies that all of the known monies are accounted for in the analysis. There is no indication, at this time, that the Province is going to assist with costs.

#### 7. CONSIDERATION OF DELEGATIONS AND PRESENTATIONS:

##### RESOLUTION NO. 3:

Moved by: Michael Harding  
Seconded by: Don McKay

That Council go into Committee of the Whole to discuss Report No. D-6 2008-69 and the related Hemson Consulting reports.

DISPOSITION: Motion Carried (11:06 a.m.)

##### RESOLUTION NO. 4:

Moved by: Michael Harding  
Seconded by: Sandra Talbot

That Council rise and report from Committee of the Whole.

DISPOSITION: Motion Carried (11:53 a.m.)

D-6 2008-69

Re: Water and Wastewater Rate Study - Council Update No. 2

RESOLUTION NO. 5:

Moved by: Don McKay  
Seconded by: Sandra Talbot

That County Council receive Public Works Department Report No. D-6 2008-69, regarding the Water and Wastewater Rate Study, as information; and

That County Council direct Public Works staff to set up a Public Meeting for 2009 Water and Wastewater Rates based on a 4-block humpback rate structure and water rate Scenario 4 and wastewater rate Scenario 1 as contained in the Hemson Report.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-6 2008-69:

That County Council receive Public Works Department Report No. D-6 2008-69, regarding the Water and Wastewater Rate Study, as information;

And That County Council direct Public Works staff to set up a Public Meeting for 2009 Water and Wastewater Rates based on the rate structure and system groupings recommended in Attachment No. 2 to Report D-6 2008-69.

At 12:08 p.m. Council recesses for lunch.

At 12:39 p.m. Council resumes with Warden Holbrough in the chair.

All members of Council present except Councillors Howling, Lupton and Sobeski.

8. CONSIDERATION OF CORRESPONDENCE:

1. Southwest Economic Alliance  
July 25, 2008  
Re: SWEA Membership - 2008-2009 - Oxford County Zone 5

RESOLUTION NO. 6:

Moved by: Don McKay  
Seconded by: Sandra Talbot

That Council approve the payment of the invoice for the SWEA Annual Membership for 2008 of \$10,000.00 as attached to the July 25, 2008 letter to the County from the interim SWEA Board of Directors.

DISPOSITION: Motion Carried

RESOLUTION NO. 7:

Moved by: Stephen Molnar  
Seconded by: Michael Harding

That the County Council voting members from SWEA Zone 5 - Oxford County be Warden Paul Holbrough, Councillor Stephen Molnar and Councillor Michael Harding.

DISPOSITION: Motion Carried

RESOLUTION NO. 8:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That Council, through the Warden, seek out assistance from local private and public sector partners as part of the County's contribution funding strategy pertaining to the 2008 SWEA membership fee.

DISPOSITION: Motion Carried

RESOLUTION NO. 9:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That Council put forward the name of Warden Paul Holbrough as a nominee for the SWEA Board of Directors which is to be voted on at the SWEA Annual Conference in Sarnia on September 25, 2008.

DISPOSITION: Motion Carried

9. REPORTS FROM DEPARTMENTS:

**A CORPORATE SERVICES**

A-1 2008-35  
Re: OIPC Debenture Application

RESOLUTION NO. 10:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. A-1 2008-35, titled "OIPC Debenture Application", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-1 2008-35:

That the following by-laws, being by-laws to authorize the submission of applications to the Ontario Infrastructure Projects Corporation for temporary and long-term borrowing through the issue of debentures, be presented to Council for enactment:

- By-law No. 4973-2008 – Town of Ingersoll; and
- By-law No. 4974-2008 – Township of Zorra.

A-2 2008-36  
Re: OIPC Debenture Issue

RESOLUTION NO. 11:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. A-2 2008-36, titled "OIPC Debenture Issue", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-2 2008-36:

That By-law No. 4975-2008, being a by-law to authorize the borrowing upon installment debentures in the amount of \$700,000, for the purposes of the Township of Norwich, be presented to Council for enactment.

A-3 2008-37

Re: Thamesford Library and Resource Centre

RESOLUTION NO. 12:

Moved by: Stephen Molnar

Seconded by: Donald Doan

That the recommendation contained in Report No. A-3 2008-37, titled "Thamesford Library and Resource Centre", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-3 2008-37:

That County Council approves the recommendation of the Oxford County Library Board, that Thamesford Fundraising Reserve Funds be expended for the purpose of constructing a gazebo structure as proposed in Oxford County Library Board Report No. 2008-011, dated May 26, 2008, titled "Thamesford Library and Resource Centre Gazebo";

And that By-law No. 4976-2008, being a by-law to amend the agreement between the Township of Zorra and the County of Oxford in respect to the shared use of the Thamesford Library and Resource Centre, be presented to Council for enactment.

A-4 2008-38

Re: County WEB and E-mail Domain Name Update

RESOLUTION NO. 13:

Moved by: Stephen Molnar

Seconded by: Donald Doan

That the recommendation contained in Report No. A-4 2008-38, titled "County WEB and E-mail Domain Name Update", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. A-4 2008-38:

That Council receive Report No. A-4 2008-38 titled "County WEB and E-mail Domain Name Update" as information.

**B SOCIAL SERVICES AND HOUSING**

B-1 2008-31

Re: Social Services and Housing Division Program Update

RESOLUTION NO. 14:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. B-1 2008-31, titled "Social Services and Housing Division Program Update", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. B-1 2008-31:

That County Council receive Report No: B-1 2008-31 as information.

B-2 2008-32  
Re: Conn/Reeves Affordable Housing Project - Ingersoll

RESOLUTION NO. 15:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. B-2 2008-32, titled "Conn/Reeves Affordable Housing Project - Ingersoll", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. B-2 2008-32:

That County Council receive Report No: B-2 2008-32 as information.

**C COMMUNITY AND STRATEGIC PLANNING**

C-1 2008-224  
Re: Response to Environmental Bill of Rights Registry Posting (No. 010-3866)  
for part of Phase 2 Regulations of the Clean Water Act, 2006

RESOLUTION NO. 16:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. C-1 2008-224, titled "Response to Environmental Bill of Rights Registry Posting (No. 010-3866) for part of Phase 2 Regulations of the Clean Water Act, 2006", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. C-1 2008-224:

That Report No. C-1 2008-224 be endorsed by County Council and be forwarded to the Strategic Policy Branch, Ministry of the Environment as the County of Oxford's response to the Environmental Bill of Rights Registry posting 010-3866, "Technical Rules Proposed to be Made Under the Clean Water Act, 2006 to establish requirements related to the Preparation of an Assessment Report", posting 010-3873 "Proposed Assessment report regulation made under the Clean Water Act, 2006" and posting 010-3893 "Proposed Definitions of Words and Expressions Used in the Act regulation made under the Clean Water Act, 2006".

C-2 2008-234  
Re: Legal Counsel for Ontario Municipal Board Hearing  
Consent Application #B-118/07 (M.H. Majorcsak Farms Ltd.)

RESOLUTION NO. 17:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. C-2 2008-234, titled "Legal Counsel for Ontario Municipal Board Hearing Consent Application #B-118/07 (M.H. Majorcsak Farms Ltd.)", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. C-2 2008-234:

That County Council seek party status before the Ontario Municipal Board for the hearing of Consent Application #B-118/07 (M.H. Majorcsak Farms Ltd.) on October 10, 2008 and that County Council uphold the recommendation in Planning Report 2008-91.

C-3 2008-235  
Re: County of Oxford Vacant Lands Study, August 2008

RESOLUTION NO. 18:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. C-3 2008-235, titled "County of Oxford Vacant Lands Study, August 2008", be adopted with the period for review and comment targeted as the end of September, 2008.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. C-3 2008-235:

That County Council receive Report No. C-3 2008-235 and authorize planning staff to distribute the 2008 Vacant Lands Study to County staff and the Area Municipalities, allowing a period of 30 days for review and comment.

**D PUBLIC WORKS**

D-1 2008-63  
Re: Surplus Property in Springford

RESOLUTION NO. 19:

Moved by: Stephen Molnar  
Seconded by: Donald Doan

That the recommendation contained in Report No. D-1 2008-63, titled "Surplus Property in Springford", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-1 2008-63:

That a by-law be raised to declare part of Lot 3, Registered Plan 222, in the Township of Norwich, in the County of Oxford, designated as Parts 1 and 2 on Reference Plan 41R 4071, surplus to the needs of the County and disposed of;

And that County Council direct staff to proceed with the sale of the property, subject to approval by County Council.

D-2 2008-64

Re: Consultant Selection for Detailed Design of the Princeton Water System, Embro Wastewater Collection System, and the Innerkip Wastewater Collection System

RESOLUTION NO. 20:

Moved by: Stephen Molnar

Seconded by: Donald Doan

That the recommendation contained in Report No. D-2 2008-64, titled "Consultant Selection for Detailed Design of the Princeton Water System, Embro Wastewater Collection System, and the Innerkip Wastewater Collection System", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-2 2008-64:

That County Council receive Public Works Report D-2 2008-64, regarding consultant selection for the detailed design of the Princeton Water System, Embro Wastewater Collection System, and the Innerkip Wastewater Collection System, as information.

D-3 2008-65

Re: Tender Award - Whiting Creek Sanitary Trunk Sewer and Clarke Street Watermain, Ingersoll

RESOLUTION NO. 21:

Moved by: Stephen Molnar

Seconded by: Donald Doan

That the recommendation contained in Report No. D-3 2008-65, titled "Tender Award - Whiting Creek Sanitary Trunk Sewer and Clarke Street Watermain, Ingersoll", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-3 2008-65:

That the Warden and CAO be authorized to award a contract for the construction of the Whiting Creek sanitary trunk sewer and Clarke Street watermain in the Town of Ingersoll.

D-4 2008-66

Re: Tender PW-R-08-009 Cold Recycled Mix and 2008 Municipal Road and Bridge Infrastructure Investment Program

RESOLUTION NO. 22:

Moved by: Sandra Talbot

Seconded by: Don McKay

That the recommendation contained in Report No. D-4 2008-66, titled "Tender PW-R-08-009 Cold Recycled Mix and 2008 Municipal Road and Bridge Infrastructure Investment Program", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-4 2008-66:

That County Council authorize Public Works to award the cold recycled mix tender (PW R-08-009) to Norjohn Contracting and Paving Limited;

And that County Council approve \$183,000 from the 2008 Municipal Road and Bridge Infrastructure Investment program to partially fund this contract.

D-5 2008-67

Re: Use of County Water Towers for Communications Equipment

RESOLUTION NO. 23:

Moved by: Sandra Talbot

Seconded by: Don McKay

That the recommendation contained in Report No. D-5 2008-67, titled "Use of County Water Towers for Communications Equipment", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-5 2008-67:

That County Council direct Public Works Department staff to develop a policy for "Use of County Water Towers for Communications Equipment" for approval by County Council.

D-6 2008-69

Re: Water and Wastewater Rate Study - Council Update No. 2

Report dealt with under Consideration of Delegations and Presentations.

D-7 2008-70

Re: Update on Consultant Selection for Detailed Design of the Princeton Water System, Embro Wastewater Collection System, and the Innerkip Wastewater Collection System

RESOLUTION NO. 24:

Moved by: Sandra Talbot

Seconded by: Don McKay

That the recommendation contained in Report No. D-7 2008-70, titled "Update on Consultant Selection for Detailed Design of the Princeton Water System, Embro Wastewater Collection System, and the Innerkip Wastewater Collection System", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. D-7 2008-70:

That County Council authorize the Public Works Department to retain the services of R.J. Burnside & Associates Limited for the detailed design of the Princeton Water System at an estimated fee of \$239,472 (plus GST);

And that County Council authorize the Public Works Department to retain the services of K. Smart Associates Limited for the detailed design of the Wastewater Collection System for the Village of Embro at an estimated fee of \$435,670 (plus GST);

And that County Council authorize the Public Works Department to retain the services of Totten Sims Hubicki Associates (TSH) for the detailed design and implementation of the Wastewater Collection System for the Village of Innerkip at an estimated fee of \$202,222 (plus GST).

**E HUMAN RESOURCES**

E-1 2008-7  
Re: Corporate Occupational Health and Safety Policy

RESOLUTION NO. 25:

Moved by: Sandra Talbot  
Seconded by: Michael Harding

That the recommendation contained in Report No. E-1 2008-7, titled "Corporate Occupational Health & Safety Policy", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. E-1 2008-7:

That Oxford County Council approve the updated policy entitled "Corporate Occupational Health & Safety Policy", attached to Report No. E-1 2008-7, and authorize the Chief Administrative Officer/Clerk to sign this policy.

**F C.A.O./CLERK**

F-1 2008-20  
Re: Oxford Amish Features

RESOLUTION NO. 26:

Moved by: Sandra Talbot  
Seconded by: Michael Harding

That the recommendation contained in Report No. F-1 2008-20, titled "Oxford Amish Features", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. F-1 2008-20:

That Report No. F-1 2008-20, providing an overview of the growing interest in Amish culture, as shown at the Walters Dinner Theatre and Edifice Magazine (Issue Number Seventeen), be received as information.

**G PUBLIC HEALTH AND EMERGENCY SERVICES**

G-1 2008-13  
Re: Canadian Community Health Survey (CCHS) 2007 Data Release

RESOLUTION NO. 27:

Moved by: Donald Doan  
Seconded by: Don McKay

That the recommendation contained in Report No. G-1 2008-13, titled "Canadian Community Health Survey (CCHS) 2007 Data Release", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. G-1 2008-13:

That County Council receive Report No. G-1 2008-13, Canadian Community Health Survey (CCHS) 2007 Data Release, as information.

G-2 2008-14  
Re: Nutritious Food Basket

RESOLUTION NO. 28:

Moved by: Donald Doan  
Seconded by: Don McKay

That the recommendation contained in Report No. G-2 2008-14, titled "Nutritious Food Basket", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. G-2 2008-14:

That County Council receive report G-2 2008-14, outlining the Nutritious Food Basket (NFB) report for 2008, as information.

G-3 2008-15  
Re: Healthy Babies Healthy Children 10<sup>th</sup> Anniversary

RESOLUTION NO. 29:

Moved by: Donald Doan  
Seconded by: Don McKay

That the recommendation contained in Report No. G-3 2008-15, titled "Healthy Babies Healthy Children 10<sup>th</sup> Anniversary", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. G-3 2008-15:

That County Council receive report G-3 2008-15, celebrating 10 years of Healthy Babies Healthy Children (HBHC) services to families in Oxford County, as information.

G-4 2008-16  
Re: Multi-Agency Emergency Response Team (MERiT) Agreement - Between  
Oxford County EMS and East Zorra-Tavistock Fire Department

RESOLUTION NO. 30:

Moved by: Donald Doan  
Seconded by: Don McKay

That the recommendation contained in Report No. G-4 2008-16, titled "Multi-Agency Emergency Response Team (MERiT) Agreement - Between Oxford County EMS and East Zorra-Tavistock Fire Department", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. G-4 2008-16:

That County Council authorize the Warden and Chief Administrator Officer to sign the agreement entitled Multi-Agency Emergency Response Team (MERiT) Agreement between Oxford County EMS and the East Zorra-Tavistock Fire Department as per the attachment to Report No. G-4 2008-16.

G-5 2008-17

Re: Procurement and Installation of Equipment for Emergency Operations Centre (EOC)

RESOLUTION NO. 31:

Moved by: Donald Doan

Seconded by: Don McKay

That the recommendation contained in Report No. G-5 2008-17, titled "Procurement and Installation of Equipment for Emergency Operations Centre (EOC)", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. G-5 2008-17:

That County Council authorize the Department of Public Health and Emergency Services to purchase and install the required equipment for the Emergency Operations Centre in the Oxford County Administration Building using reserve funds.

**H WARDEN**

H-1 2008-5

Re: Letter of Resignation - C.A.O./Clerk

RESOLUTION NO. 32:

Moved by: Michael Harding

Seconded by: James Hayes

That the recommendation contained in Report No. H-1 2008-5, titled "Letter of Resignation - C.A.O./Clerk", be adopted.

DISPOSITION: Motion Carried

Recommendation Contained in Report No. H-1 2008-5:

That Council accept the resignation of Ken Whiteford as C.A.O./Clerk of the County with regret.

10. UNFINISHED BUSINESS:

NIL

11. NOTICE OF MOTIONS:

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS:

Councillor Harding enquires about the August 13, 2008 memorandum to Council that was distributed today by R. Walton, Director of Public Works. The memorandum is titled "Participation in Blackout Day". In the text of the memorandum, reference is made to a company called PROFAC. Councillor Harding enquires as to who is PROFAC? R. Walton responds and explains that they are a private

contracted company used by the Ontario Realty Corporation to look after the management of certain buildings in the portfolio of the Realty Corporation.

Councillor Harding enquires about possible attendance by Councillors at a conference in Quebec City between October 4 -7 of this year. The conference is organized by the Federal Provincial-Territorial Committee on Drinking Water. R. Walton responds indicating that the conference is of a technical nature. He will be attending due to his participation in the event as a speaker. He indicates that there is a wide range of topics on the conference agenda but very few Councillors attend the event.

Warden Holbrough alerts Councillors to the Ex-Councillors' Reunion which is to be held on the evening of Thursday, September 25. There will be a dinner at the Beachville Legion at 7:00 p.m. with a get-together starting at 6:00 p.m. He encourages members of the present Council to attend this event since everyone will eventually be an Ex-Councillor.

M. Bragg, Director of Public Health and Emergency Services, comments on the recent outbreak of mumps in the village of Norwich area. Fourteen historic cases have been determined. All of the cases that have been discovered so far are in an unimmunized population. M. Bragg emphasizes that the acting Medical Officer of Health for the County, Dr. Nichols, has been involved in the discussions about the response to the mumps outbreak. M. Bragg also stresses that the immunization focus will be on 15 - 25 year olds who have probably only had one immunization as opposed to the older segment of the population which has probably been immunized twice. It was also pointed out that all EMS staff are being immunized.

Warden Holbrough extends commendation to M. Bragg and his staff for their professionalism in responding to the mumps outbreak.

Warden Holbrough also encourages Councillors to participate in Oxfordlicious which is ongoing. The kickoff of that event was on the evening of August 5 and it will conclude on August 16.

The Warden also refers to his attendance along with the C.A.O./Clerk at the Western Ontario Wardens' Caucus meeting in Guelph on Friday, August 8. The Warden also makes mention of the upcoming Association of Municipalities of Ontario Conference in Ottawa at the end of August. He encourages members of Council to take advantage of the opportunity to meet with Ministers of the provincial government during the conference. As part of his responsibilities as Mayor of Ingersoll, he will be meeting with the Minister of Transportation. There will be other opportunities to meet with the Minister of Municipal Affairs and Housing and others in his capacity as Warden.

13. CLOSED SESSION:

RESOLUTION NO. 33:

Moved by: Michael Harding  
Seconded by: James Hayes

That Council rise and go into a Closed session for the purpose of considering Reports No. A-1 (CS) 2008-39, No. D-1 (CS) 2008-68, No. F-1 (CS) 2008-21, No. F-2 (CS) 2008-22, H-1 (CS) 2008-4 and No. H-2 (CS) 2008-6 regarding matters that have not been made public concerning personal matters about identifiable individuals and potential litigation.

DISPOSITION: Motion Carried (2:30 p.m.)

Oxford County Council meets in Closed session, as part of a regular meeting, this thirteenth day of August 2008, in the Council Chamber, County Administration Building, Woodstock.

A. CLOSED SESSION COMMENCEMENT TIME:

2:30 p.m., with Warden Holbrough in the chair.

At 2:30 p.m. Council recesses for a break.

At 2:41 p.m. Council resumes with Warden Holbrough in the chair.

All members of Council present except Councillors Howling, Lupton, Sobeski and Talbot.

Staff Present: K. J. Whiteford, Chief Administrative Officer/Clerk  
M. R. Bragg, Director of Public Health and Emergency Services  
L. S. Buchner, Director of Corporate Services  
J. Kubiak, Corporate Manager of Human Resources  
M. Misek-Evans, Corporate Manager of Community and Strategic Planning  
A. C. Orvidas, Director of Social Services and Housing  
R. G. Walton, Director of Public Works

All staff, except for K. Whiteford and J. Kubiak, leave the meeting following deliberations on Report No. F-1 (CS) 2008-21.

K. Whiteford leaves the meeting following deliberations on Report No. F-2 (CS) 2008-22.

In accordance with Section 228(4) of the Municipal Act, 2001, K. Whiteford assigns the powers and duties of the Clerk to J. Kubiak for the remainder of the meeting.

B. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

C. DELEGATIONS AND PRESENTATIONS:

NIL

D. CONSIDERATION OF CORRESPONDENCE:

NIL

E. REPORTS FROM DEPARTMENTS:

**A CORPORATE SERVICES**

A-1 (CS) 2008-39

**B SOCIAL SERVICES AND HOUSING**

NIL

**C COMMUNITY AND STRATEGIC PLANNING**

NIL

**D PUBLIC WORKS**

D-1 (CS) 2008-68

**E HUMAN RESOURCES**

NIL

**F C.A.O./CLERK**

F-1 (CS) 2008-21

F-2 (CS) 2008-22

**G PUBLIC HEALTH AND EMERGENCY SERVICES**  
NIL

**H WARDEN**

H-1 (CS) 2008-4

H-2 (CS) 2008-6

F. UNFINISHED BUSINESS:

NIL

G. NEW BUSINESS/ENQUIRIES/COMMENTS:

J. Kubiak, Corporate Manager of Human Resources, updates Council on the status of negotiations with the bargaining unit at Woodingford Lodge.

R. Walton, Director of Public Works, addresses Council regarding complaints received from neighbouring property owners regarding the operation and maintenance of the County's wastewater lagoons in Plattsville.

H. TIME OF COMPLETION OF CLOSED SESSION:

4:45 p.m.

RESOLUTION NO. 34:

Moved by: Michael Harding  
Seconded by: James Hayes

That Council rise and reconvene in Open session.

DISPOSITION: Motion Carried (4:45 p.m.)

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION:

All members of Council present except Councillors Howling, Lupton, Sobeski and Talbot.

Staff Present: J. Kubiak, Corporate Manager of Human Resources

**A CORPORATE SERVICES**

A-1 (CS) 2008-39

RESOLUTION NO. 35:

Moved by: Michael Harding  
Seconded by: James Hayes

That the recommendation contained in Report No. A-1 (CS) 2008-39 be adopted.

DISPOSITION: Motion Carried

**B SOCIAL SERVICES AND HOUSING**

NIL

**C COMMUNITY AND STRATEGIC PLANNING**

NIL

**D PUBLIC WORKS**

D-1 (CS) 2008-68

RESOLUTION NO. 36:

Moved by: Michael Harding

Seconded by: James Hayes

That the recommendation contained in Report No. D-1 (CS) 2008-68 be adopted.

DISPOSITION: Motion Carried

**E HUMAN RESOURCES**

NIL

**F C.A.O./CLERK**

F-1 (CS) 2008-21

RESOLUTION NO. 37:

Moved by: James Hayes

Seconded by: Michael Harding

That the recommendation contained in Report No. F-1 (CS) 2008-21 be adopted.

DISPOSITION: Motion Carried

F-2 (CS) 2008-22

RESOLUTION NO. 38:

Moved by: James Hayes

Seconded by: Michael Harding

That the recommendation contained in Report No. F-2 (CS) 2008-22 not be adopted.

DISPOSITION: Motion Carried

**G PUBLIC HEALTH AND EMERGENCY SERVICES**

NIL

**H WARDEN**

H-1 (CS) 2008-4

RESOLUTION NO. 39:

Moved by: James Hayes

Seconded by: Michael Harding

That the recommendations contained in Report No. H-1 (CS) 2008-4 be adopted as amended.

DISPOSITION: Motion Carried

H-2 (CS) 2008-6

RESOLUTION NO. 40:

Moved by: James Hayes  
Seconded by: Michael Harding

That the recommendation contained in Report No. H-2 (CS) 2008-6 be adopted.

DISPOSITION: Motion Carried

15. BY-LAWS:

BY-LAW NO. 4970-2008

Being a by-law to impose the cost of special water services to the area designated and referred to as the Oxford Road 3 Drumbo and Area Water Main Project.

BY-LAW NO. 4973-2008

Being a By-law to authorize the submission of an application to the Ontario Infrastructure Projects Corporation ("OIPC") for financing certain capital works of the County of Oxford; and to authorize long term borrowing for such works through the issue of debentures to OIPC.

BY-LAW NO. 4974-2008

Being a By-law to authorize the submission of an application to the Ontario Infrastructure Projects Corporation ("OIPC") for financing certain capital works of the County of Oxford; and to authorize long term borrowing for such works through the issue of debentures to OIPC.

BY-LAW NO. 4975-2008

Being a By-law of the County of Oxford to authorize the borrowing upon serial debentures in the principal amount of \$700,00 for a purpose of the Corporation of the Township of Norwich.

BY-LAW NO. 4976-2008

Being a By-law to amend the Agreement between the Corporation of the Township of Zorra and the County of Oxford for the ownership and operation of the Thamesford Library and Resource Centre.

BY-LAW NO. 4977-2008

Being a By-law to amend By-law No. 4931-2008 authorizing the Warden and Clerk to enter into agreement(s) for the provision of Municipal Capital Facilities for Affordable Housing by E & E McLaughlin in the Town of Tillsonburg.

BY-LAW NO. 4978-2008

Being a By-law to amend By-law No. 4932-2008 authorizing the Warden and Clerk to enter into agreement(s) for the provision of Municipal Capital Facilities for Affordable Housing by B.W. Conn Homes Ltd./Reeves Realty Corporation in the Town of Ingersoll.

BY-LAW NO. 4979-2008

Being a By-law to authorize the Warden and Clerk to sign a Memorandum of Agreement between the County of Oxford and the Canadian Red Cross Society for the provision of disaster relief services.

RESOLUTION NO. 41:

Moved by: James Hayes  
Seconded by: Michael Harding

That the following By-laws be now read a first and second time: No. 4970-2008, No. 4973-2008, No. 4974-2008, No. 4975-2008, No. 4976-2008, No. 4977-2008, No. 4978-2008 and No. 4979-2008.

DISPOSITION: Motion Carried

RESOLUTION NO. 42:

Moved by: James Hayes  
Seconded by: Michael Harding

That the following By-laws be now given third and final reading: No. 4970-2008, No. 4973-2008, No. 4974-2008, No. 4975-2008, No. 4976-2008, No. 4977-2008, No. 4978-2008 and No. 4979-2008.

DISPOSITION: Motion Carried

16. ADJOURNMENT:

Council adjourns its proceedings until the next meeting scheduled for Wednesday, September 10, 2008 at 9:30 a.m.

4:48 p.m.

Minutes adopted on September 10, 2008 by Resolution No. 2

*"Paul J. Holbrough"*

WARDEN

*"Kenneth J. Whiteford"*

CLERK