

MINUTES  
OF THE  
COUNCIL OF THE  
COUNTY OF OXFORD

County Council Chamber  
Woodstock  
February 13, 2008

MEETING #8

Oxford County Council meets in a special session this thirteenth day of February 2008, in the Council Chamber, County Building, Woodstock.

1. CALL TO ORDER:

6:05 p.m., with Warden Holbrough in the Chair.

All members of Council present except Councillors Howling and Talbot.

Councillor Talbot arrives at 6:20 p.m.

Staff Present: K. J. Whiteford, Chief Administrative Officer/Clerk  
D. Assam, Construction Manager, Public Works  
M. R. Bragg, Director of Public Health and Emergency Services  
L. S. Buchner, Director of Corporate Services  
M. Campbell, Operations Manager, Public Works  
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

2. APPROVAL OF AGENDA:

RESOLUTION NO. 1:

Moved by: Donald Doan  
Seconded by: Margaret Lupton

That the Agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING:

RESOLUTION NO. 2:

Moved by: Donald Doan  
Seconded by: Margaret Lupton

That the Council Minutes of January 30, 2008 be adopted.

DISPOSITION: Motion Carried

5. INTRODUCTORY COMMENTS - WARDEN:

RESOLUTION NO. 3:

Moved by: Don McKay  
Seconded by: James Hayes

That the Council rise and go into Committee of the Whole.

DISPOSITION: Motion Carried (6:10 p.m.)

Warden Holbrough extends thanks to Deputy Warden McKay and County staff for all of their assistance during the Draft Budget process to this point in time.

6. DELEGATIONS AND PRESENTATIONS:

NIL

7. BUDGET REVIEW CONTINUED:

**A BUDGET TO DO LIST**

Council turns its attention to the various "lists" that were compiled during the Draft Budget meetings. As part of the Agenda for this special Draft Budget meeting, the Director of Corporate Services provided Council with summaries of the various Budget meetings and a colour coded list of all the various issues that were raised. The three lists are those issues that deserve a review of policy, those issues where line items of the Budget were subject to further review and those issues where further information was required from staff.

Council looks at the list of issues arising from the December 12, 2007 Budget meeting. Working through the list compiled at that meeting, the following directions are provided:

- Projection of 2007 Actuals needs to be presented for better explanation from each Department – This request was complied with as further Budget meetings progressed.
- Goals and Objectives to be considered for Council – Council will look at this as part of the 2009 Draft Budget review process.
- Review Council Remuneration – Warden Holbrough advises that information will be obtained from the Western Ontario Warden's Caucus regarding surveys of Council remuneration that have already been conducted. After reviewing this information, Council will decide on a course of action.
- Provincial – Municipal Fiscal Review and the initiation of feedback from Council to the Province – The Warden suggests that WOWC be used to ensure that the County's lobbying efforts are pursued.
- Full-Time Equivalent Analysis Report – Report has been provided in the course of the Draft Budget meetings.
- Human Resources and the issue of what resources could be provided to assist the HR operation in terms of reducing their workload – Direction was provided to HR to review pertinent policies in order to improve efficiency.

- Interdepartmental Allocation Report and how the costs have been assigned and allocated – This Report has been provided during the course of Draft Budget meetings.
- Report on COIN Service Agreement – Provided during the first regular Council meeting in January.
- \$75,000 fibre installation for EMS Mill Street Station – Direction was provided by Council that no report is required but it is important for staff to ensure that evidence of “shopping the market” is provided with this task falling to the C.A.O.

At this point in the meeting, Council decides to focus on the items on the overall list that pertain specifically to a line in the Draft Budget which was to be subject of further review. The following decisions are forthcoming:

- Public Health was asked to present the position of the Ministry of Health regarding the requirement for a Medical Officer of Health – The Director of P.H.E.S. is to bring a report forward to Council to reinforce the Oxford position. This report will be produced after Health Units in Southwestern Ontario that are currently without a Medical Officer of Health have had a meeting.
- Emergency Medical Services and their proposal to introduce an “Emergency Management Coordinator” position – Council decides not to create this position.
- EMS is to review the current dollars allocated to patient transfers – Council decides to leave the situation with respect to patient transfers as it is and review again in 2009.
- Public Works and the allocation of \$1.5M to County road pavement rehabilitation to be re-examined – The addition of more funds is discussed and no further action taken.
- Public Works and the rehabilitation program for the Court House building and the possibility of considering alternate funding arrangements – The C.A.O. advises that staff are investigating the alternative funding arrangements.
- Public Health and the proposal to create a Full-Time Equivalent “Dietician” – Council decides not to create this position.

At the conclusion of the review of line items in the Draft Budget, Warden Holbrough and Councillor Doan raise the issue of revisiting the winter hours of Public Works as it pertains to road maintenance. Councillor Doan suggests that there should be a two week delay in putting winter hours into effect in the fall and that the winter hours should end two weeks earlier in the spring. R. Walton, Director of Public Works, responds as part of the overall Council discussion and agrees to provide a report on the subject as an overall review of the practice since it was originally implemented in 2003.

With respect to all of the items on the Draft Budget review list that require further information from staff, Warden Holbrough asks Council what reports might be required at the February 27th County Council meeting in order for Councillors to be comfortable in dealing with the finalization of the 2008 Budget. The following reports are sought by Council:

- Full accounting on the costs associated with the new Administration Building for the County of Oxford.
- A report on P.O.A. costs and revenues and how any surplus might relate to court security as currently provided by the Oxford Community Police Service and the Ontario Provincial Police.
- Information is requested regarding the County’s current long-term debt and how much debt the County can incur. The Director of Corporate Services indicates that this information would be incorporated into the Budget binder subsequent to Budget approval.

## **B 2008 FULL-TIME EQUIVALENT ANALYSIS – AMENDED**

Deferred.

## **C GRANTS**

Council reviews the proposed allocation of grants for 2008. The chart is divided into grants that were made in 2007 and would be continued in 2008 versus those grants that are new requests for 2008. With respect to the latter, the following direction is provided to staff:

- Medquest – requested \$3,500 – no grant to be provided.

- Oxford County Trails Council – requested \$83,000 divided into component parts – no grant to be provided.
- Stratford General Hospital - \$600,000 requested – Grant to be provided on the basis of \$40,000 over the next ten years.
- Tillsonburg and District Multi-Service Centre – requested \$10,414 - \$4,000 grant to be provided.
- Thames Valley District School Board – requested sponsorship for the production of “A Week in the Life of the Valley” – no grant to be provided.
- Thames Valley District School Board - \$500 worth of “A Week in the Life of the Valley” books to be purchased from the School Board.

RESOLUTION NO. 4:

Moved by: Don McKay  
Seconded by: James Hayes

That Council, in Committee of the Whole, rise and reconvene as Oxford County Council.

DISPOSITION: Motion Carried (9:00 p.m.)

8. NEW BUSINESS/ENQUIRIES/COMMENTS:

NIL

9. CLOSED SESSION:

RESOLUTION NO. 5:

Moved by: Don McKay  
Seconded by: Sandra Talbot

That Council rise and go into a Closed session for the purpose of considering matters that have not been made public concerning personal matters about identifiable individuals.

DISPOSITION: Motion Carried (9:01 p.m.)

A. CLOSED SESSION COMMENCEMENT TIME:

9:01 p.m., with Warden Holbrough in the chair.

All members of Council present except Councillor Howling.

Staff Present: K. J. Whiteford, Chief Administrative Officer/Clerk

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:

NIL

F. UNFINISHED BUSINESS:

NIL

G. NEW BUSINESS/ENQUIRIES/COMMENTS:

NIL

H. TIME OF COMPLETION OF CLOSED SESSION:

9:19 p.m.

RESOLUTION NO. 6:

Moved by: Donald Doan  
Seconded by: Patrick Sobeski

That Council rise and reconvene in Open session.

DISPOSITION: Motion Carried

10. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION:

Not Required.

11 ADJOURNMENT:

Council adjourns its proceedings until the next meeting scheduled for Wednesday, February 27, 2008 at 7:00 p.m.

9:19 p.m.

Minutes adopted on February 28, 2008 by Resolution No. 2

"Paul J. Holbrough"

WARDEN

"Kenneth J. Whiteford"

CLERK