

Woodstock City Council Regular Council Minutes

Date: October 3, 2024
Time: 1:30 PM
Location: Council Chambers

This meeting was held in person and electronically in accordance with section 238 (3.3) of the *Municipal Act, 2001* as amended, and section 16.6.24 of the City of Woodstock Procedure by-law. This meeting took place in Council Chambers at Woodstock City Hall, 500 Dundas Street.

1. **Closed Session**

There was no closed session. Open session commenced at 1:30 p.m.

All members of Council were present with the exception of Councillor B. Martin who left at 3:40 p.m. and Councillor K. Leatherbarrow who left at 3:51 p.m. Councillor K. Leatherbarrow attended virtually. Mayor J. Acchione chaired the meeting.

2. **Disclosure of Pecuniary Interest**

3. **Disclosure of New Business**

4. **Matters Arising from the Minutes**

5. **Minutes**

Moved by Councillor M. Schadenberg
Seconded by Councillor L. Wismer-Van Meer

That the minutes of the Regular meeting of Woodstock City Council held on September 19, 2024 be adopted.

Carried

6. **Additions to the Agenda**

Moved by Councillor M. Schadenberg
Seconded by Councillor D. Tait

That the following items be added to the agenda:

- Delegation item 8.d- James Burnett - Vuteq to Purchase a Portion of Keyes Drive Between Longworth Lane and 920 Keyes Drive

- Department Report item 14.i.2 - Fire Protection Tanker Operations Service Agreement – Cachet/Karn

Carried

7. Presentations

8. Delegations

8.a Greg Visser & Clarence Woudsma - Updating Pittock Park Disc Golf Course

Clarence Woudsma requested that Council consider various capital investments in the Disc Golf Course at the Pittock Conservation Area.

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor M. Schadenberg

That Woodstock City Council refer the request from Greg Visser & Clarence Woudsma regarding updating Pittock Conservation Area disk golf course to staff for a report.

Carried

Action – Parks and Recreation

8.b Stephen Owen - Parkinson's Society Southwestern Ontario - Raising Awareness

Stephen Owen, on behalf of the Parkinson's Society of Southwestern Ontario provided Council with information on...

Moved by Councillor B. Martin
Seconded by Councillor C. Lauder

That Woodstock City Council receive the presentation from the Parkinson's Society of Southwestern Ontario as information.

Carried

8.c Pam Warkentin - 100 Radon Test Kit Challenge - Raising Awareness

Pam Warkentin, on behalf of Take Action on Radon, provided Council with information on the '100 Radon Test Kit Challenge.'

Moved by Councillor C. Lauder
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council receive the presentation from Pam Warkentin regarding 100 Radon Test Kit Challenge as information.

Carried

8.d >James Burnett - Vuteq to Purchase a Portion of Keyes Drive Between Longworth Lane and 920 Keyes Drive

James Burnett, on behalf of Vuteq Canada, spoke in support of the sale of a portion of Keyes Drive to Vuteq. This item is dealt with under Department Report item 14.e.1.

9. Consideration of Planning Reports

10. Consideration of Correspondence

10.a Alexandra Chin, Business Development Manger - St. John Ambulance Southwestern, Ontario - Request for Permission to Place Mobile Road Signs

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor M. Schadenberg

That Woodstock City Council approve the request from St. John Ambulance Southwestern Ontario Region to place mobile road signs from October 7, 2024 to November 4, 2024, subject to staff approval.

Carried

Action – Parks and Recreation, Public Works, Engineering

11. Staff Presentations

12. Mayor's Reports

13. Councillor Reports

14. Department Reports

14.a Administrative Services

14.a.1 Authorization of a Tax Arrears Extension Agreement

Moved by Councillor C. Lauder
Seconded by Councillor M. Schadenberg

That Woodstock City Council authorizes the Director of Administrative Services to sign an Extension Agreement for the property at 1033 Pattullo Avenue, Unit 17, Woodstock, Ontario with Mr. Murray Zehr.

Carried

Action – Administrative Services

14.b Engineering

14.b.1 Warwick Flooding EA Amendment

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor C. Lauder

That Woodstock City Council accepts the report entitled “Warwick and Norwich Area Flooding Study Municipal Class EA, Schedule B, July 2012” and that the report be posted for a 30-day public comment period.

Carried

Action - Engineering

14.b.2 Municipal Housing Infrastructure Program – Housing Enabling Core Servicing Stream (MHIP-HECS) Application

Moved by Councillor C. Lauder
Seconded by Councillor B. Martin

That Woodstock City Council direct staff to prepare and submit an application for Pittock Park Road Urbanization to the Municipal Housing Infrastructure Program – Housing Enabling Core Servicing Stream (MHIP-HECS).

Carried

Action - Engineering

14.b.3 Gould Drain and Jackson Drain Court of Revision

The Court of Revision for the Gould Drain and Jackson Drain commenced at 2:28 p.m. and adjourned at 2:41 p.m.

Moved by Councillor M. Schadenberg
Seconded by Councillor B. Martin

That Woodstock City Council now rise and go into Committee of the Whole for the purpose of convening the Court of Revision for the Gould Drain and Jackson Drain.

Carried

Moved by Councillor M. Schadenberg
Seconded by Councillor B. Martin

That Woodstock City Council now rise and exit Committee of the Whole.

Carried

Action – Engineering, Clerks

14.c Cultural Services

14.d Parks and Recreation

14.d.1 Cowapolooza Budget Pre-approval

Moved by Councillor D. Tait
Seconded by Councillor K. Leatherbarrow

That Woodstock City Council authorize pre-approval in the 2025 Revenue Fund Budget of \$155,000 for Cowapolooza.

Yea (7): Councillor B. Martin, Councillor C. Lauder, Councillor D. Tait, Mayor J. Acchione, Councillor K. Leatherbarrow, Councillor L. Wismer-Van Meer, and Councillor M. Schadenberg

Voter Type: Majority (Voted), Recorded

Carried (7 to 0)

Action – Parks and Recreation, Administrative Services

14.d.2 Innovation Way Trail Naming

Moved by Councillor C. Lauder
Seconded by Councillor D. Tait

That Woodstock City Council authorize the Mayor and Clerk to enter into a 25-year sponsorship agreement to name the trail at the end of Innovation Way as “Maglin Trail.”

Carried

Action – Parks and Recreation

14.d.3 Woodstock Special Events

Moved by Councillor B. Martin
Seconded by Councillor C. Lauder

That Woodstock City Council approve the recommended changes to the special events beginning in 2025 as outlined in this report.

Carried

Action – Parks and Recreation, Downtown Development Coordinator

14.d.4 Community Sport and Recreation Infrastructure Fund Grant Applications

Moved by Councillor B. Martin
 Seconded by Councillor M. Schadenberg

That Woodstock City Council approve the grant application for Southside Pool changeroom expansion for Stream 1 of the Community Sport and Recreation Infrastructure Fund.

Carried

Action – Parks and Recreation

14.e Economic Development

14.e.1 Proposal for Vuteq to Purchase a Portion of Keyes Drive Between Longworth Lane and 920 Keyes Drive

Moved by Councillor L. Wismer-Van Meer
 Seconded by Councillor C. Lauder

That Woodstock City Council receive the report regarding Proposal for Vuteq to Purchase a Portion of Keyes Drive Between Longworth Lane and 920 Keyes Drive as information.

Carried

Action – Economic Development

14.e.2 Extension of Build Commitment for Rajesh Arora

Moved by Councillor M. Schadenberg
 Seconded by Councillor B. Martin

That Woodstock City Council authorize the Mayor and Clerk to amend the performance requirements of the purchase and sale agreement with Rajesh Arora to provide for the extension of the commitment to construct a building to the end of 2025.

Carried

Action – Economic Development

14.f Clerks14.f.1 Integrity Commissioner and Closed Meeting Investigator Appointment

Moved by Councillor C. Lauder
 Seconded by Councillor D. Tait

That Woodstock City Council terminate the Integrity Commissioner & Closed Meeting Investigation Agreement between the Corporation of the City of Woodstock and Robert J. Swayze;

And further that City Council authorize the Mayor and Clerk to sign an agreement to appoint Aird & Berlis LLP as Woodstock's Integrity Commissioner and Closed Meeting Investigator for a term ending February 28, 2027.

Carried

Action - Clerks

14.g Chief Administrative Officer14.h Human Resources14.i Fire Services14.i.1 Repeal and Replacement of Municipal Code Chapter 309

Moved by Councillor M. Schadenberg
 Seconded by Councillor C. Lauder

That Woodstock City Council refer the report regarding the Repeal and Replacement of Municipal Code Chapter 309 to the by-law section of the agenda.

Carried

Action – Fire, Clerks

14.i.2 > Fire Protection Tanker Operations Service Agreement – Cachet/Karn

Moved by Councillor C. Lauder
 Seconded by Councillor M. Schadenberg

That Woodstock City Council authorize the Mayor and Clerk to sign the Fire Protection Tanker Operations Service Agreement – Cachet/Karn, with the Township of South-West Oxford.

Carried

Action – Fire

14.j Public Works

14.k Information Technology

15. Special Committee and Advisory Task Force Reports

15.a Woodstock Community Grants Advisory Committee

Through the discussion, Mayor Acchione suggested that the motion be divided to consider each organization separately. Unanimous consent was given.

Moved by Councillor C. Lauder
Seconded by Councillor B. Martin

That Woodstock City Council allocates the following grant for the year 2024:

13th Woodstock Scouts - \$ 3,000.00

Carried

Moved by Councillor M. Schadenberg
Seconded by Councillor D. Tait

That Woodstock City Council allocates the following grant for the year 2024:

Muslim Association of Woodstock - \$3,000.00

Carried

Moved by Councillor C. Lauder
Seconded by Councillor K. Leatherbarrow

That Woodstock City Council allocates the following grant for the year 2024:

Operation Sharing - \$10,000.00

Carried

Moved by Councillor B. Martin

That Woodstock City Council allocates the following grant for the year 2024:

Oxford Community Foundation - \$4,000.00

No seconder obtained – the motion was not considered

Moved by Councillor K. Leatherbarrow
Seconded by Councillor B. Martin

That Woodstock City Council allocates the following grant for the year 2024:
Oxford County Community Health Centre - \$3,000.00

Carried

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor C. Lauder

That Woodstock City Council allocates the following grant for the year 2024:
Oxford Winds Community Concert Band - \$2,000.00

Carried

Moved by Councillor D. Tait
Seconded by Councillor M. Schadenberg

That Woodstock City Council allocates the following grant for the year 2024:
Why Not Us - \$3,000.00

Carried

Moved by Councillor M. Schadenberg
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council allocates the following grant for the year 2024:
Woodstock Curling Centre - \$4,500.00

Carried

Moved by Councillor C. Lauder
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council allocates the following grant for the year 2024:
Woodstock Dragon Boat Club - \$2,100.00

Carried

Moved by Councillor D. Tait
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council allocates the following grant for the year 2024:
Woodstock Legion Athletic Club - \$2,600.00

Carried

Moved by Councillor C. Lauder
 Seconded by Councillor D. Tait

That Woodstock City Council allocates the following grant for the year 2024:

Woodstock Minor Football Association - \$3,000.00

Carried

Moved by Councillor D. Tait
 Seconded by Councillor M. Schadenberg

That Woodstock City Council add and allocates the following grant for the year 2024:

Woodstock Minor Hockey Association - \$7,000

Carried

Moved by Councillor D. Tait
 Seconded by Councillor M. Schadenberg

That Woodstock City Council add and allocates the following grant for the year 2024:

Theatre Woodstock on behalf of STAGES Youth Theatre - \$3,500

Carried

Moved by Councillor C. Lauder
 Seconded by Councillor D. Tait

That Woodstock City Council authorizes the remaining account balance from account 0204-83747-0000 be carried over to the 2025 budget year to provide supplemental funding for the 2025 Community Grants Program.

Carried**Action – Clerks, Administrative Services**

16. **Notice of Motion**

17. **New Business**

18. Draft By-laws

Moved by Councillor M. Schadenberg
Seconded by Councillor C. Lauder

That the following by-laws be given a first and second reading:

- 9712-24 - A By-law to repeal and replace Chapter 309 – Emergency Response Plan.

Carried

Moved by Councillor M. Schadenberg
Seconded by Councillor D. Tait

That the following by-laws be given a third and final reading:

- 9712-24 - A By-law to repeal and replace Chapter 309 – Emergency Response Plan.

Carried

19. Questions and Address by Members of Council**20. Adjournment**

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor M. Schadenberg

That the meeting adjourn at 3:59 p.m.

Carried

Mayor – Jerry Acchione

City Clerk – Amelia Humphries