

Woodstock City Council Regular Council Minutes

Date: October 17, 2024
Time: 7:00 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 7:00 p.m.

All members of Council were present. 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 D. Tait
Seconded by Councillor C. Lauder

That the minutes of the Regular meeting of Woodstock City Council held on October 3, 2024 be adopted.

Carried

6. **Additions to the Agenda**

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

That the following items be added to the agenda:

- Delegation item 8.a - Meaghan Wright - ZN8-24-20 - Application for Zone Change - 18 and 20 Delatre Street
- Delegation item 8.b - Denis Brolese & Amer Cengic - OP24-09-8 and ZN8-24-17 - Application for Official Plan Amendment and Zone Change - 570 Walter Street

Carried

7. Presentations

8. Delegations

8.a > Meaghan Wright - ZN8-24-20 - Application for Zone Change - 18 and 20 Delatre Street

Meaghan Wright of 21 Delatre Street, spoke in opposition to the application. No resolution is required as this refers to Consideration of Planning Reports item 9.b.

8.b > Denis Brolese & Amer Cengic - OP24-09-8 and ZN8-24-17 - Application for Official Plan Amendment and Zone Change - 570 Walter Street

Denis Brolese, on behalf of the applicant, spoke in favour of the application. He advised that no additional parking is possible on the subject property. No resolution is required as this refers to Consideration of Planning Reports item 9.c.

9. Consideration of Planning Reports

9.a B24-50-8 and A24-15-8 - Application for Consent and Minor Variance - Wolfking Investments Inc.

Moved by Councillor B. Martin

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council advise the Land Division Committee that the City supports Application File A24-15-8, submitted by Wolfking Investments Inc., for lands described as Part Lot 22 w/s Norwich Avenue, Plan 189 as in 470905, City of Woodstock, and municipally known as 31 Cronyn Street, as it relates to:

1. Section 7.2, Table 7.2 – R2 Zone Provisions to reduce the minimum lot area of the lands to be severed from 290 m² (3,121.5 ft²) to 276 m² (2,970.8 ft²);
2. Section 7.2, Table 7.2 – R2 Zone Provisions to reduce the minimum lot area of the lands to be retained from 290 m² (3,121.5 ft²) to 274 m² (2,949.3 ft²);
3. Section 7.2, Table 7.2 – R2 Zone provisions to reduce the minimum lot area for a duplex from 18 m (59 ft) to 13.7 m (44.9 ft);
4. Section 7.2, Table 7.2 – R2 Zone provisions to reduce the minimum lot frontage for the lands to be severed and retained from 9 m (29.5 ft) to 8.9 m (29.2 ft); and

The recommended relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

- i) The relief is a minor variance from the provisions of the City's Zoning By-law.
- ii) The relief is desirable for the use of the land.
- iii) The relief maintains the general intent and purpose of the City's Zoning By-law.

iv) The relief maintains the intent and purpose of the Official Plan.

And further that Woodstock City Council advise the Land Division Committee that the City supports the proposal to sever the subject lands, subject to the following conditions:

1. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or easements created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City.
3. The owner shall satisfy all requirements, financial and otherwise, of the County, regarding the installation of water & sanitary sewer services, to the satisfaction of the County.
4. The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
5. The Owner shall submit a recent survey prepared by an OLS to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
6. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.

Carried

Action – Clerks, Planning

9.b ZN8-24-20 - Application for Zone Change - 10999709 Canada Inc.

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

That Woodstock City Council deny the application for lands described as Part Lot 2 E/S Delatre Street Plan 10 as in 397795, in the City of Woodstock, to rezone the subject property from 'Special Residential Zone 2 (R2-25)' to 'Entrepreneurial Zone (C3-11)' to facilitate the seven-unit multiple attached dwelling as the non-standard zone provisions requested do not provide sufficient space for amenities, outdoor space and space for drainage;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

Defeated

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

That Woodstock City Council defer the application for lands described as Part Lot 2 E/S Delatre Street Plan 10 as in 397795, in the City of Woodstock, to rezone the subject property from 'Special Residential Zone 2 (R2-25)' to 'Entrepreneurial Zone (C3-11)' to facilitate the seven-unit multiple attached dwelling until February 2025 in order to provide the applicant time to address the poor condition of the subject property.

Carried

Action – Clerks, Planning

9.c OP24-09-8 and ZN8-24-17 - Applications for Official Plan Amendment and Zone Change - Cengic

Moved by Councillor K. Leatherbarrow
Seconded by Councillor M. Schadenberg

That Woodstock City Council advise County Council that the City supports the application to amend the Official Plan (File No. OP 24-09-8), submitted by Cengic, for lands legally described as Part Lot 30 e/s Victoria Street, Plan 212, Part 1, 41R3014, City of Woodstock, to re-designate the subject lands to Medium Density Residential to facilitate the development of a five-unit multiple-attached dwelling building on the subject lands;

And further that Woodstock City Council approve in principle the zone change application (File No. ZN 8-24-17) submitted by Cengic for lands legally described as Part Lot 30 e/s Victoria Street, Plan 212, Part 1, 41R3014, in the City of Woodstock, to rezone the lands to 'Special Residential Zone 3 (R3-sp)' to facilitate a five-unit multiple-attached dwelling building with reduced lot area, lot frontage, rear yard depth, minimum required parking spaces, corner lot sight triangle, location of parking areas and setbacks for parking areas;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

Carried

Action – Clerks, Planning

10. Consideration of Correspondence

10.a Alexandra Chin, Business Development Manager - St. John Ambulance Southwestern, Ontario - Change of Date Requested

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

That Woodstock City Council approve the change of date requested from St. John Ambulance Southwestern Ontario Region to place mobile road signs from October 21, 2024 to November 18, 2024, subject to staff approval.

Carried

Action – Parks and Recreation, Public Works, Engineering

- 10.b Councillor B. Martin has requested the following correspondence be added to the agenda: Southwest Community Transit Services

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

Whereas the current funding for critical small urban and rural inter-community transit service is set to expire in March 2025, putting the sustainability of the service at risk;

Therefore be it resolved that Woodstock City Council urges the provincial government to continue funding Southwest Community Transit beyond March 2025 to ensure the ongoing viability of this essential service for small urban and rural Ontario;

And further that this resolution be circulated SCOR EDC; the Honourable Ernie Hardeman, Oxford MPP; the Honourable Prabmeet Sakaria, Minister of Transportation, and other relevant stakeholders for their support and advocacy.

Carried

Action - Clerks

11. **Presentations from Staff and Approved Agents**

12. **Mayor's Reports**

- 12.a Support for Oxford Ontario Health Team Application for HART Hub

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

That Woodstock City Council supports the Oxford Ontario Health Team (OHT) application for Homelessness and Addiction Recovery Treatment (HART) Hub funding and authorizes the Mayor to submit a letter of support endorsing the Oxford OHT application.

Carried

Action – Marketing and Communications

13. **Councillor Reports**

14. **Department Reports**

- 14.a Administrative Services

- 14.a.1 Statement of Revenue and Expenditure and Statement of Capital Expenditures for the period ending September 30, 2024

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

That Woodstock City Council receive the Statement of Revenue and Expenditure and the Statement of Capital Expenditures for the period ending September 30, 2024 as information.

Carried

14.a.2 Municipal Code Chapter 330 Fees and Charges

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

That Woodstock City Council approve the fees and charges as detailed in the attached report and that the necessary by-law be passed.

Carried

Action – Administrative Services, Clerks

14.b Engineering

14.b.1 Dundas Street Redevelopment Phasing and Cost Estimates

Moved by Councillor L. Wismer-Van Meer
Seconded by Councillor B. Martin

That Woodstock City Council receive the report regarding Dundas Street Redevelopment Phasing and Cost Estimates as information.

Carried

14.b.2 Sole Source Purchase - Cowan Park Sportsplex Generator

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

That Woodstock City Council approve the purchase of the Cowan Park Sportsplex generator.

Carried

Action – Parks and Recreation, Engineering

14.b.3 Replacement of Municipal Code Chapter 0232 – Fowl – Pigeons – Livestock - Keeping

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

That Woodstock City Council direct staff to prepare a by-law to incorporate species specific exemptions for the keeping of backyard pigeons into Municipal Code Chapter 0232 – Fowl – Pigeons – Livestock - Keeping.

Carried

Action – Engineering

- 14.c Cultural Services
- 14.d Parks and Recreation
- 14.e Economic Development
- 14.f Clerks
- 14.f.1 Procedure By-law Update – Public Release of Agendas

Moved by Councillor D. Tait
 Seconded by Councillor B. Martin

That Woodstock City Council refer the ‘Procedure By-law Update – Public Release of Agendas’ report to the by-law section of the agenda.

Carried

Action - Clerks

- 14.g Chief Administrative Officer
- 14.g.1 Norwich Boundary Adjustment

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

That Woodstock City Council direct staff to proceed with the revised Option 1 – Minimalist Approach for a Boundary Adjustment between the City of Woodstock and the Township of Norwich;

And further that the necessary by-law be prepared to authorize the Mayor and Clerk to execute a Boundary Adjustment Agreement between the Corporation of the City of Woodstock, the Corporation of the Township of Norwich, and the County of Oxford;

And further that upon execution of the Agreement and all other necessary documentation by all three municipalities, staff be directed to forward the required information to the Minister of Municipal Affairs and Housing;

And further that the costs incurred as a result of the boundary adjustment process be funded from account number 0170-51015-0519 – Contingency Reserve.

Carried

Action – CAO’s Office

14.h Human Resources

14.h.1 Director of Administrative Services

Moved by Councillor K. Leatherbarrow
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council direct the Chief Administrative Officer to manage the recruitment process for the Director of Administrative Services/City Treasurer with the best use of staff resources and that Council appoint Mayor Acchione to participate in the interview process.

Carried

Action – CAO, Human Resources

14.i Fire Services

14.j Public Works

14.k Information Technology

15. Special Committee and Advisory Task Force Reports

15.a Free Transit for Students Promotion

Moved by Councillor K. Leatherbarrow
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council approves \$35,000 from the Community and Social Well-Being Reserve Fund to fund a Free Transit for Students promotion for the month of November 2024.

Defeated

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

That Woodstock City Council receive the report from the Mayor's Task Force regarding Free Transit for Students Promotion as information.

Carried

Action - Mayor

16. Notice of Motion

16.a Councillor D. Tait has put forth the following Notice of Motion for consideration at the November 7, 2024 regular Council meeting:

"That Woodstock City Council provide a \$500 Grant to the Woodstock Baptist Cemetery, funded from the Community and Social Well-Being Reserve Fund, in order to provide support to clean up an encampment on the cemetery property."

17. New Business

18. Draft By-laws

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

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

- 9713-24 - A by-law to amend the City of Woodstock Municipal Code Chapter 93 – Clerk-Deputy—Appointment.
- 9714-24 - A by-law to amend City of Woodstock Municipal Code by repealing and replacing thereto Municipal Code Chapter 330 entitled – FEES - CHARGES
- 9715-24 - A by-law to amend the City of Woodstock Municipal Code Chapter 16 – Procedure.

Carried

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

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

- 9705-24 - A by-law to adopt the Engineer’s Report regarding the abandonment of portions of the Gould Drain and Jackson Drain found in the City of Woodstock.
- 9713-24 - A by-law to amend the City of Woodstock Municipal Code Chapter 93 – Clerk-Deputy—Appointment.
- 9714-24 - A by-law to amend City of Woodstock Municipal Code by repealing and replacing thereto Municipal Code Chapter 330 entitled – FEES - CHARGES
- 9715-24 - A by-law to amend the City of Woodstock Municipal Code Chapter 16 – Procedure.

Carried

19. Questions and Address by Members of Council

20. Adjournment

Moved by L. Wismer-Van Meer
 Seconded by B. Martin

That the meeting adjourn at 9:22 p.m.

Carried

Mayor – Jerry Acchione

Temporary Acting Clerk – Heather Buchanan