

## Woodstock City Council

### Regular Council Minutes

Date: May 1, 2025  
 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.

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#### 1. **Closed Session**

Closed Session commenced at 1:00 p.m. in the 2nd floor Board Room, followed by Open Session in Council Chambers at 1:30 p.m. All members of Council were present. Mayor J. Acchione chaired the meeting.

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

That Council now convenes in Closed Session for the consideration of:

- personal matters about identifiable individuals, including municipal or local board employees.

**Carried**

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

That Council adjourned the Closed Session portion of the meeting at 1:06 p.m.

**Carried**

#### 2. **Disclosure of Pecuniary Interest**

Councillor K. Leatherbarrow declared a conflict of interest and refrained from discussing Council agenda item 14.b.1 - Dundas Street Redevelopment Phase 2 - Contract No. 11247 - tender Award as she operates a business adjacent to Phase 2.

Councillor D. Tait declared a conflict of interest and refrained from discussing Council agenda item 14.b.1 - Dundas Street Redevelopment Phase 2 - Contract

No. 11247 - Tender Award as her son is employed by one of the contractors that submitted a bid.

Councillor L. Wismer Van-Meer declared a conflict of interest and refrained from discussing Council agenda item 17.a - New Business as she is employed full-time by Big Brothers Big Sisters of Oxford County who is recommended for additional grant funding.

**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 April 17, 2025 and the minutes of the Special meeting of Woodstock City Council held on April 24, 2025 be adopted.

**Carried**

**6. Additions to the Agenda**

**7. Presentations**

**8. Delegations**

**8.a Tami Murray - Oxford County Pride Committee - Museum Square Banner Request**

Tami Murray, on behalf of Oxford County Pride Committee, requested Council's approval to hang Oxford County Pride banners on poles other than the municipal flag pole in Museum Square for the month of June.

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

That Woodstock City Council approves the request from the Oxford County Pride Committee to display banners on various poles in Museum Square for the month of June 2025, subject to staff approval;

And further that City Council direct staff to prepare a report regarding updates to Council Policy GA012 - Raising of Community Flags and Lowering of Flags to Half-Mast to also allow banners on various poles in Museum Square in addition to the municipal flag pole.

**Carried**

**Action – Parks and Recreation, Clerks**

8.b Patricia Marshal-DeSutter & Joanna Piatkowski - IISAN Network

Moved by Councillor C. Lauder

Seconded by Councillor K. Leatherbarrow

That Woodstock City Council receive the presentation from the Ingersoll and Area Indigenous Solidarity and Awareness Network as information.

**Carried**

8.c Kelly Elliott - 2025 AORS Municipal Public Trade Show

Moved by Councillor K. Leatherbarrow

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council receive the presentation from Kelly Elliot regarding the 2025 AORS Municipal Public Works Trade Show as information.

**Carried**

**9. Consideration of Planning Reports**

**10. Consideration of Correspondence**

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

11.a Tim Beckett, Senior Technical Advisor- Emergency Management and Response Consulting - Fire Master Plan Presentation

Moved by Councillor L. Wismer-Van Meer

Seconded by Councillor M. Schadenberg

That Woodstock City Council receive the presentation regarding the Fire Master Plan and Community Risk Assessment as information.

**Carried**

**12. Mayor's Reports**

**13. Councillor Reports**

**14. Department Reports**

14.a Administrative Services

14.a.1 2025 Tax Rates

Moved by Councillor M. Schadenberg

Seconded by Councillor C. Lauder

That Woodstock City Council approve the 2025 tax rates and that the necessary by-law be read.

**Carried**

**Action – Administrative Services**

14.a.2 Woodstock Board of Management Downtown Area – Special Area Charges

Moved by Councillor K. Leatherbarrow

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council approve the B.I.A. tax rates and that the necessary by-law be read.

**Carried**

**Action – Administrative Services**

14.b Engineering

14.b.1 Dundas Street Redevelopment Phase 2 - Contract No. 11247 - Tender Award

Moved by Councillor L. Wismer-Van Meer

Seconded by Councillor B. Martin

That Woodstock City Council award the tender for the Dundas Street Redevelopment Phase 2 to Armstrong Paving and Materials Group Ltd., in the amount of \$1,968,524.50 inclusive of HST.

**Carried**

**Action – Engineering**

14.c Cultural Services

14.d Parks and Recreation

14.e Economic Development

14.e.1 Purchase of a Small Lot Between 563 and 565 Dundas Street

Moved by Councillor C. Lauder

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council authorize the Mayor and Clerk, and/or Treasurer to sign any necessary documents associated with the purchase of the subject property and that the necessary bylaw be read;

And further that the purchase of the subject property be funded from the Reserve for Capital Projects.

**Carried**

## **Action – Economic Development, Administrative Services**

14.f Clerks

14.g Chief Administrative Officer

14.g.1 Funding for Website Migration

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

That Woodstock City Council approves \$71,500.00 from the Tax Stabilization Reserve Fund to commence work on the migration of the City's website to a new platform in 2025;

And further that City Council authorizes pre-approval of \$49,500.00 in the 2026 Revenue Fund Budget for the remainder of the website migration work.

**Carried**

## **Action – Marketing and Communications, Information Technology, Administrative Services**

14.h Human Resources

14.h.1 Selection Committee for the Director of Public Works

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

That Woodstock City Council directs the CAO to manage the recruitment process for the Director of Public Works with the best use of staff resources.

**Carried**

## **Action – Human Resources**

14.i Fire Services

14.j Public Works

14.k Information Technology

**15. Special Committee and Advisory Task Force Reports**

**16. Notice of Motion**

## **17. New Business**

### **17.a Councillor D. Tait put forth the following motion for Council's consideration:**

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

Whereas at its April 3, 2025, meeting Woodstock City Council allocated \$47,100 to 13 organizations for the Spring intake of the 2025 Community Grants Program; and,

Whereas the purpose of the Community Grants program is to provide financial assistance to local non-profit, charitable, or volunteer organizations to deliver programs, services, or special projects that benefit the community and enhance the overall well-being of the City's residents; and,

Whereas the remaining balance for 2025 in the Community Grants Fund is \$109,430.00;

Therefore be it resolved that Woodstock City Council allocates an additional \$10,000.00 to Big Brothers Big Sisters of Oxford County, and \$10,000.00 to Woodstock Kitten Nursery and Rescue to be funded from Account # 0204-83747-0000 - Community Grant Program.

**Carried**

**Action – Clerks**

## **18. Draft By-laws**

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

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

- 9752-25 - A by-law to govern and regulate the finances for the City of Woodstock for the fiscal year ending December 31, 2025, to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2025.

**Carried**

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

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

- 9752-25 - A by-law to govern and regulate the finances for the City of Woodstock for the fiscal year ending December 31, 2025, to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2025.

**Carried**

Moved by Councillor D. Tait

Seconded by Councillor C. Lauder

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

- 9753-25 - A by-law to approve the estimates for the Board of Management for the Business Improvement Area for the fiscal year ending December 31, 2025.
- 9754-25 - A by-law to authorize the purchase of lands acquired through a tax sale, within the City of Woodstock.

**Carried**

Moved by Councillor D. Tait

Seconded by Councillor C. Lauder

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

- 9753-25 - A by-law to approve the estimates for the Board of Management for the Business Improvement Area for the fiscal year ending December 31, 2025.
- 9754-25 - A by-law to authorize the purchase of lands acquired through a tax sale, within the City of Woodstock.

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

Moved by Councillor M. Schadenberg

Seconded by Councillor L. Wismer-Van Meer

That the meeting adjourn at 3:36 p.m.

**Carried**


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Mayor – Jerry Acchione

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City Clerk – Amelia Humphries