

## Woodstock City Council

### Regular Council Minutes

Date: June 19, 2025  
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**

Closed Session commenced at 6:30 p.m. in the 2nd floor Board Room, followed by Open Session in Council Chambers at 7:00 p.m. All members of Council were present with the exception of Councillor B. Martin who arrived at 7:00 p.m and left at 9:13 p.m. Councillor B. Martin attended virtually. Mayor J. Acchione chaired the meeting.

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

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

1. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

**Carried**

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

That Council adjourned the Closed Session portion of the meeting at 6:55 p.m.

**Carried**

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

#### 3. **Disclosure of New Business**

#### 4. **Matters Arising from the Minutes**

**5. Minutes**

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

That the minutes of the Regular meeting of Woodstock City Council held on June 5, 2025 be adopted.

**Carried**

**6. Additions to the Agenda**

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

That the following items be added to the agenda:

- Delegation Item 8.c - Manni Chauhan - ZN8-25-03 - Application for Zone Change - 62 Frederik Street

**Carried**

**7. Presentations**

**7.a 2025 Woodstock Student Civic Awards of Excellence Presentation**

Mayor Jerry Acchione, on behalf of Woodstock City Council, presented the 2025 Student Civic Awards of Excellence to the following students:

- Maria Eduarda De Nez Nalevaiko – St. Mary's High School
- Sage Hehar – Huron Park Secondary School
- Chloe Knoll – Woodstock Collegiate Institute
- Eliane Mbombo-Pembe – École Secondaire Catholique Notre-Dame
- Maryam Siddiqui – College Avenue Secondary School

**8. Delegations**

**8.a Christene Scrimgeour - Scrimgeour and Company - 2024 Draft Financial Statements**

Christene Scrimgeour, of Scrimgeour and Company, presented the 2024 Consolidated Financial Statements to Woodstock City Council.

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

That the 2024 draft Consolidated Financial statements for the City of Woodstock and the 2024 City of Woodstock draft Trust Funds Statements, as prepared by Scrimgeour and Company, CPA Professional Corporation and presented on June 19, 2025 be approved.

**Carried\**

### **Action – Administrative Services**

- 8.b Caroline Baker - SB 18-11-8 -Extension to Draft Approved Plan of Subdivision - 763 Athlone Ave.

Caroline Baker spoke in support of the application on behalf of the applicant. No resolution is required as this refers to Consideration of Planning Reports item 9.a.

- 8.c >Manni Chauhan - ZN8-25-03 - Application for Zone Change - 62 Frederik Street

This delegation was not in attendance.

### **9. Consideration of Planning Reports**

- 9.a SB 18-11-8 -Extension to Draft Approved Plan of Subdivision – Sierra Construction Woodstock Ltd - 763 Athlone Avenue

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

That Woodstock City Council approve a 1 year extension of draft approval for the plan of subdivision (expiring April 13, 2026), File SB18-11-8, as submitted by Sierra Construction Woodstock Ltd., for the lands described as Part Lot 30, Plan 1600 & Part Lot 11, Plan 1613, Parts 2 & 3, 41R-8194, being municipally known as 763 Athlone Avenue in the City of Woodstock;

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**

- 9.b B25-18-8 - Application for Consent - Denise Houseworth - 132 Dover Street

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

That Woodstock City Council advise the Land Division Committee that the City supports application B25-18-8, submitted by Denise Houseworth, for lands

described as Pt. Lot 14, PL 213, as in 458207, in the City of Woodstock, to create a new residential infill lot, subject to conditions 1 through 6 outlined in the report.

**Carried**

**Action – Clerks, Planning**

9.c ZN8-25-04 - Application for Zone Change - Z Modular Woodstock Inc. - 140 Ferguson Drive

Moved by Councillor D. Tait

Seconded by Councillor M. Schadenberg

That Woodstock City Council approve the application for zone change for lands described as Plan 1613, Part Lot 10, 41R-3678, Parts 1, 2 and 23, in the City of Woodstock, to rezone the subject property from 'Special Residential Zone 4 (R4-9)' to 'Residential Zone 3 (R3)' to facilitate a conditionally approved boundary adjustment on the subject lands;

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**

9.d ZN8-25-03 - Application for Zone Change - Kainth - 62 Frederik Street

Moved by Councillor B. Martin

Seconded by Councillor C. Lauder

That Woodstock City Council approve the application for lands described as Part Block B, Plan 179, Part 1, 41R-9164, in the City of Woodstock, to rezone the subject property from 'Special Residential Zone 1 (R1-13)' to 'Special Residential Zone 2 (R2-44)' to facilitate the construction of a semi-detached dwelling and additional residential units;

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

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

### **11.a Bassel Agroam, Manager of Asset Management - 2025 Updated Asset Management Plan**

Bassel Agroam, Manager of Asset Management, presented Council with an overview of the Asset Management Program and the 2025 Updated Asset Management Plan. No resolution is required as this refers to Department Reports item 14.b.1.

### **11.b Mayor Jerry Acchione, Reta Horan, Stephen Miller, Rebecca Smith, Tim Dukes - Mayor's Community and Social Well-being Task Force - Presentation**

Acting Mayor L. Wismer-Van Meer chaired this portion of the meeting.

Mayor Jerry Acchione, Reta Horan, Parks Supervisor, Stephen Miller, By-law Enforcement Supervisor, Rebecca Smith, Director of Human Services of Oxford County, and Tim Dukes, Executive Director of Operation Sharing, presented Council with an update on the Mayor's Community and Social Well-being Task Force and encampment response in the city. No resolution is required as this refers to Special Committee and Advisory Task Force Reports item 15.a.

## **12. Mayor's Reports**

## **13. Councillor Reports**

## **14. Department Reports**

### **14.a Administrative Services**

### **14.b Engineering**

#### **14.b.1 2025 Asset Management Plan**

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

That Woodstock City Council approves the "2025 Asset Management Plan";

And further that the "2025 Asset Management Plan" be posted on the City's website to comply with O.Reg. 588/17 and submitted to the Ministry of Infrastructure (MOI).

**Carried**

**Action - Engineering**

14.b.2 Amendments to Traffic By-law #8021-04

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

That Woodstock City Council refer the report regarding Amendments to Traffic By-law #8021-04 to the By-law section of the agenda.

**Carried**

**Action – Engineering, Clerks**

14.b.3 2024 Building Permit Fee Report

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

That Woodstock City Council receive the 2024 Building Permit Fee Report as information.

**Carried**

14.c Cultural Services

14.d Parks and Recreation

14.e Economic Development

14.e.1 Childcare Promotion and Support Policy

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

That Woodstock City Council approves Council Policy GA033 – Childcare Promotion and Support.

Yea (4): Councillor B. Martin, Mayor J. Acchione, Councillor K. Leatherbarrow, and Councillor L. Wismer-Van Meer

Nay (3): Councillor C. Lauder, Councillor D. Tait, and Councillor M. Schadenberg

Voter Type: Majority (Voted), Recorded

**Carried (4 to 3)**

**Action – Economic Development, Engineering, Clerks**

14.e.2 Repurchase of Vacant Industrial Land From 11855581 Canada Inc.

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

That Woodstock City Council authorize the repurchase of the subject property from 11855581 Canada Inc. for \$650,000 to be financed from the Industrial Land Reserve Fund;

And further that the necessary by-law be read and that the Mayor and Clerk be authorized to sign the required documents.

**Carried**

**Action – Economic Development, Administrative Services**

14.f Clerks

14.g Chief Administrative Officer

14.h Human Resources

14.i Fire Services

14.j Public Works

14.k Information Technology

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

15.a Update from the Mayor's Community and Social Well-Being Task Force

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

That Woodstock City Council receive the 'Update from the Mayor's Community and Social Well-Being Task Force' report as information;

And further that City Council approves the following allocation of funds from the Community and Social Well-Being Reserve Fund:

- City of Woodstock Parks Department – Waste Disposal Tipping Fees - \$20,000
- Planet Youth Oxford Coalition - Icelandic Prevention Model - \$5,000

**Carried**

**Action – Mayor's Office, Administrative Services**

## **16. Notice of Motion**

### **16.a Councillor B. Martin has put forth the following Notice of Motion:**

Councillor B. Martin put forth the following Notice of Motion for consideration at the July 10, 2025 Council meeting:

Option 1 - That Woodstock City Council authorize free transit, including Para-Transit Services, on Friday, August 8 and Saturday, August 9, 2025, to facilitate travel to Southside Park for Cowapolooza.

Option 2 - That Woodstock City Council authorize the extension of transit and Para-Transit Services to 11 p.m. on Friday, August 8 and Saturday, August 9, 2025, to facilitate travel from Southside Park for Cowapolooza.

## **17. New Business**

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

Moved by Councillor B. Martin

Seconded by Councillor L. Wismer-Van Meer

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

- 9758-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended - ZN8-25-04 - 140 Ferguson Dr.
- 9759-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended - ZN8-25-03 - 62 Frederick St.
- 9760-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended - ZN8-25-01 - 427 Woodall Way
- 9761-25 - A by-law to provide for the repurchase of certain lands owned by 11855581 Canada Inc.
- 9762-25 - A by-law to amend Traffic By-law 8021-04, as amended.

## **Carried**

Moved by Councillor B. Martin

Seconded by Councillor D. Tait

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

- 9758-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended - ZN8-25-04 - 140 Ferguson Dr.
- 9759-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended - ZN8-25-03 - 62 Frederick St.



- 9760-25 - A By-Law to amend Zoning By-Law Number 8626-10 as amended-ZN8-25-01 - 427 Woodall Way
- 9761-25 - A by-law to provide for the repurchase of certain lands owned by 11855581 Canada Inc.
- 9762- 25 - A by-law to amend Traffic By-law 8021-04, as amended.

**Carried**

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

**20. Adjournment**

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

That the meeting adjourn at 9:23 p.m.

---

Mayor – Jerry Acchione

---

City Clerk – Amelia Humphries