

Woodstock City Council Regular Council Minutes

Date: January 15, 2026
Time: 7:00 PM
Location: Council Chambers

A regular meeting of the Woodstock City Council was held on the above-mentioned date. 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 C. Lauder

Seconded by Councillor L. Wismer-Van Meer

That the minutes of the Regular meeting of Woodstock City Council held on December 11, 2025 be adopted.

Carried

6. **Additions to the Agenda**

7. **Presentations**

8. **Delegations**

9. Consideration of Planning Reports

9.a Application for Draft Plan of Condominium & Exemption from Draft Plan Approval CD24-04-8 – Pittock Developments Inc.- 261 Pittock Park Road

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

That Woodstock City Council advise Oxford County Council that the City supports the application for draft approval of a proposed condominium submitted by Pittock Developments Inc. (File No. CD 24-04-8), prepared by MTE Ontario Land Surveyors Ltd., for lands described as Part Lot 5, Concession 13 (East Zorra), Part 1, 41R10719, in the City of Woodstock;

And further City Council advise Oxford County Council that the City supports the application for exemption from the draft plan of condominium approval process submitted by Pittock Developments Inc. (File No. CD 24-04-8), prepared by MTE Ontario Land Surveyors Ltd., for lands described as Part Lot 5, Concession 13 (East Zorra), Part 1, 41R10719, in the City of Woodstock, as all matters relating to the development have been addressed through the Site Plan Approval process and a registered site plan agreement with 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 Application for Zone Change - ZN8-24-23 – 2167284 Ontario Inc., Kuldeep Brar and Jagjit Randhawa - 1634 Devonshire Avenue and 715133 Oxford Road 4

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

That Woodstock City Council approve the application for zone change, submitted by 2167284 Ontario Inc., Kuldeep Brar and Jagjit Randhawa for lands described as Part Lot 13, Concession 1 as in 425330 (Blandford), in the City of Woodstock, to rezone the subject lands from 'Future Development Zone (FD)' to 'Highway Commercial Zone (C4)' and 'Special Highway Commercial Zone (C4-59)' to facilitate the construction of a gas station, eating establishments, and retail food store;

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.c Applications for Official Plan Amendment and Zone Change -OP25-12-8; ZN8-25-10 – The Corporation of the City of Woodstock - 760 Juliana Drive

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

That Woodstock City Council advise County Council that the City recommend that the application to amend the Official Plan (File No. OP 25-12-8), submitted by The Corporation of the City of Woodstock, for lands legally described as Part Lots 21-23 & 27, Plan 1600, City of Woodstock be deferred, to provide an opportunity to include a child care centre on the subject lands;

And further that City Council defer the zone change application (File No. ZN 8-25-10) submitted by The Corporation of the City of Woodstock for lands legally described as Part Lots 21-23 & 27, Plan 1600, in the City of Woodstock, and direct Staff to amend the zoning by-law application to include a child care centre as a permitted use on the subject lands.

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 – Clerks, Planning

9.d Summary of 2025 Community Planning Services and Proposed 2026 Planning Initiatives

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

That report CP 2026-14, Summary of Planning Service Delivery 2025, be received as information.

Carried

10. Consideration of Correspondence

10.a Ontario Community Infrastructure Fund (OCIF)

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

WHEREAS the City of Woodstock acknowledges that municipal infrastructure—roads, bridges, water and wastewater systems—underpins public safety, economic vitality and quality of life in Ontario’s rural and small urban communities;

AND WHEREAS the Ontario Community Infrastructure Fund (OCIF) was created in 2015 to assist small and rural municipalities facing infrastructure deficits that exceed their local revenue capacities;

AND WHEREAS in 2022 the Government of Ontario committed to increase the annual OCIF envelope from \$100 million to \$400 million over a five-year term, with that commitment scheduled to expire at the end of fiscal 2026;

AND WHEREAS fixed funding levels amid rising labour, materials and climate resilience costs have eroded the purchasing power of the \$400 million envelope, jeopardizing municipalities' ability to deliver and sustain essential services without incurring unsustainable debt;

AND WHEREAS predictable, multi-year funding indexed to real-world cost drivers is critical for municipalities to develop, finance and execute long-term asset management plans, reduce emergency repairs and leverage complementary federal and private infrastructure financing;

AND WHEREAS the City of Woodstock requires a steadfast provincial partner to extend and enhance OCIF beyond 2026, ensuring infrastructure resilience, fiscal sustainability and equitable access for all small and rural municipalities;

NOW THEREFORE BE IT RESOLVED THAT the City of Woodstock calls upon the Government of Ontario to extend the annual OCIF envelope at not less than \$400 million beyond its current five-year term ending in 2026, with no reductions in subsequent provincial budgets;

AND FURTHER THAT the Province be requested to index the total annual OCIF envelope—and each individual municipal allocation—to the Ontario Consumer Price Index (CPI), calculated on a calendar-year basis and disbursed in the first quarter of each fiscal year;

AND FURTHER THAT the Ministry of Infrastructure establish a new five-year OCIF funding framework that guarantees annual envelopes and allocation percentages by municipality, enabling long-term capital planning and stable cash-flow management;

AND FURTHER THAT the Province undertake a formal review of the OCIF allocation formula at least once every four years, incorporating current municipal asset management data, demographic projections, climate resilience metrics and rural equity considerations;

AND FURTHER THAT a dedicated contingency reserve equal to 5 percent of the annual OCIF envelope be created within the fund to address extraordinary cost escalations, emergency repairs or project overruns without reallocating core

funding;

AND FURTHER THAT the Ministry of Infrastructure publish an annual OCIF performance report—including program disbursements, allocation adjustments and reserve expenditures—in a transparent, publicly accessible online dashboard;

AND FURTHER THAT a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Kinga Surma, Minister of Infrastructure, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Francois-Phillipe Champagne, Minister of Finance, the Association of Municipalities of Ontario (AMO), Ontario Small Urban Municipalities (OSUM), and the Federation of Canadian Municipalities (FCM).

Carried

Action – Clerks

11. Presentations from Staff and Approved Agents

11.a Sarah Hamulecki - Manager of Strategic Initiatives & Intergovernmental Relations, Oxford County - Update on the Safe and Well Oxford Community Safety and Well-Being Plan

Sarah Hamulecki, Manager of Strategic Initiatives & Intergovernmental Relations, Oxford County and Marcus Ryan, Warden, Oxford County, provided Council with details on the updated Safe and Well Oxford Community Safety and Well-Being Plan, including details of the process for implementing the Plan. No resolution required as this refers to Department Report item 14.g.1.

12. Mayor's Reports

13. Councillor Reports

14. Department Reports

14.a Administrative Services

14.a.1 eTimecard System Replacement

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

The Woodstock City Council authorize staff to enter into an agreement with ADP for Payroll and Human Resource services, subject to the terms and conditions satisfactory to the Chief Administrative Officer, Chief Financial Officer, and City Clerk;

And further that Woodstock City Council authorize the inclusion of the one-time and annual cost in the 2026 Operating Budget to secure ADP services.

Carried

Action – Administrative Services, Human Resources

14.b Engineering

14.b.1 Canada Public Transit Fund – Baseline Funding

Moved by Councillor C. Lauder

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council authorize the Mayor and Clerk to enter into an agreement with Housing, Infrastructure and Communities Canada for the provision of baseline public transit funding and any other related documents, as required;

And further that the necessary by-law be brought forward for Council's consideration under the by-law section of the agenda.

Carried

Action - Engineering

14.c Cultural Services

14.d Parks and Recreation

14.e Economic Development

14.f Clerks

14.f.1 Acting Mayor Appointment

Moved by Councillor D. Tait

Seconded by Councillor C. Lauder

That Woodstock City Council establish the term of office for the Acting Mayor to be January 16th, 2026 through to November 14th, 2026.

Carried

By written resolution duly moved and seconded, the following Councillor was nominated for the position of Acting Mayor:

- Councillor Schadenberg

Councillor Schadenberg accepted the nomination.

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

That Councillor Schadenberg be appointed as Acting Mayor for the term of January 16th, 2025 through to November 14th, 2026.

Carried

Action – Clerks, Administrative Services, Mayor’s Office

14.f.2 Citizen Appointments to the Library Board and Community Grants Advisory Committee

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

That Woodstock City Council appoint Jordan Kent to the Woodstock Public Library Board, and Fraser Campbell to the Community Grants Advisory Committee for a term from January 15, 2026, to November 14, 2026.

Carried

Action – Clerks, Library

14.g Chief Administrative Officer

14.g.1 Community Safety and Well-being Plan Update

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

That Woodstock City Council approve the updated Safe and Well Oxford Plan as attached to this report;

And further that City Council continue to endorse Oxford County as the lead for implementation of the Safe and Well Oxford Plan.

Carried

Action – CAO’s Office

14.h Human Resources

14.i Fire Services

14.i.1 Woodstock Fire Protection Grant 2025-2026

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

That Woodstock City Council authorizes the Mayor and City Clerk to execute the necessary Transfer Payment Agreement for the Woodstock Fire Protection Grant 2025-2026.

Carried

14.j Public Works

14.k Information Technology

15. Special Committee and Advisory Task Force Reports

15.a 259 – 261 Park Row (Hawkins Chapel) – Heritage Designation

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

That Woodstock City Council publish on its website its intention to designate 259 – 261 Park Row pursuant to Part IV, Section 29 of the *Ontario Heritage Act*;

And further that Woodstock City Council serve upon the owner of the buildings and premises of 259 – 261 Park Row and upon the Ontario Heritage Trust, Notice of Intention to designate the subject property in accordance with the notice requirements of the *Ontario Heritage Act*;

And further that Woodstock City Council intends to enact a by-law to designate the subject property as a property of cultural heritage value or interest pursuant to Part IV, Section 29 of the *Ontario Heritage Act*.

Carried

Action – Clerks, Culture

16. Notice of Motion

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

Whereas ongoing illegal dumping within the City of Woodstock has become a growing concern for residents and the municipality;

And whereas community complaints and the cost implications associated with cleanup and enforcement continue to increase;

Therefore be it resolved that staff be directed to prepare a report for Council that examines the issue of illegal dumping within the City of Woodstock, clarifies the City's jurisdiction and authority in addressing illegal dumping including any legislative limitations, and provides a set of possible recommendations and

strategies to proactively address this issue, including but not limited to enforcement options, public education initiatives, and partnerships with relevant agencies, as well as identifying any potential resource implications associated with implementing these recommendations.

17. New Business

18. Draft By-laws

Moved by Councillor C. Lauder

Seconded by Councillor L. Wismer-Van Meer

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

- 9797-26 - A by-law to authorize the execution of the Canada Public Transit Fund Baseline Funding Agreement between Housing, Infrastructure and Communities Canada and the Corporation of the City of Woodstock.
- 9798-26 - A by-law to amend Zoning By-Law Number 8626-10 as amended. ZN8-24-23 -1634 Devonshire Avenue and 715133 Oxford Rd 4.

Carried

Moved by Councillor C. Lauder

Seconded by Councillor B. Martin

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

- 9797-26 - A by-law to authorize the execution of the Canada Public Transit Fund Baseline Funding Agreement between Housing, Infrastructure and Communities Canada and the Corporation of the City of Woodstock.
- 9798-26 - A by-law to amend Zoning By-Law Number 8626-10 as amended. ZN8-24-23 -1634 Devonshire Avenue and 715133 Oxford Rd 4.

Carried

19. Questions and Address by Members of Council

20. Adjournment

Moved by Councillor L. Wismer-Van Meer

Seconded by Councillor B. Martin

That the meeting adjourn at 9:01 p.m.

Carried

Mayor – Jerry Acchione

City Clerk – Amelia Humphries