



Council AM Meeting Minutes

Date: June 16, 2026
Time: 6:30 PM
Place: Council Chambers

Council Members Present: David Mayberry – Mayor
Paul Buchner – Councillor - Ward 1
Peter Ypma – Councillor - Ward 2
George Way – Councillor - Ward 4
Jim Pickard – Councillor - Ward 5
Craig Gillis – Councillor - Ward 6

Council Members Absent:

Staff Members Present: Julie Middleton – Chief Administrative Officer
Denny Giles – Manager of Legislative Services/Clerk
Brooke Crane – Treasurer
Adam Prouse – Public Works Superintendent
Shane Caskanette – Fire Chief & CEMC
Daniel Leduc – Chief Building Official/Drainage Superintendent

Staff Members Absent: Laurel Davies Snyder – Development Planner

CALL MEETING TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor David Mayberry and a quorum was present.

MOTION TO ACCEPT AGENDA

Council Meeting Agenda - June 16th, 2026

Resolution No.1

Moved by Paul Buchner
Seconded by George Way

RESOLVED THAT the regular meeting agenda for the June 16th, 2026, meeting of Council be approved, as amended.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

MINUTES OF THE PRECEDING MEETING

June 2nd, 2026 - Regular Council Meeting Minutes

Resolution No.2

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED THAT the regular minutes of the council meeting held on June 2nd, 2026, be approved.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM THE MINUTES

CL 20-2026: Business Arising from the Minutes of June 2, 2026

Clerk Denny Giles presented the report to Council providing an overview for Council of the staff actions arising from the minutes of the last Council meeting.

Resolution No.3

Moved by Craig Gillis

Seconded by Peter Ypma

RESOLVED THAT the Council of the Township of South-West Oxford receive report CL 20-2026: Business Arising from the minutes of June 2nd, 2026, as information.

DISPOSITION: Motion Carried

DELEGATIONS AND APPOINTMENTS

6:30 p.m. - Introduction of Troy Moffat and Jeremy Wallace to Council

Fire Chief Shane Caskanette introduced Troy Moffatt, District Chief for South-West Oxford Fire and Emergency Services - Mount Elgin Station and introduced Deputy Fire Chief Jeremy Wallace for South-West Oxford and Zorra under the new shared fire services agreement to Council.

Mayor Mayberry provided remarks and congratulated District Chief Moffatt on his promotion to District Chief and thanked him for his dedication and service to Mount Elgin Station. Mayor Mayberry provided remarks and welcomed Deputy Chief Wallace to South-West Oxford under the new shared fire services agreement.

6:35 p.m. - Councillor - Ward 3 Vacancy - Applicant Presentations

1. George Klosler

George Klosler made a presentation to Council regarding his qualifications for the Ward 3 Council vacancy.

2. John de Bruyn

John de Bruyn made presentation to Council regarding his qualifications for the Ward 3 Council vacancy.

3. Aaron Lonsberry

Aaron Lonsberry made a presentation to Council regarding his qualifications for the Ward 3 Council vacancy.

Appointment: Councillor - Ward 3

Resolution No.4

Moved by George Way

Seconded by Jim Pickard

RESOLVED THAT Council for the Township of South-West Oxford appoint George Klosler to fill the Ward 3 vacancy and be appointed by by-law, and swear their Oath of Office at the July 14th, 2026, Regular Council Meeting.

DISPOSITION: Motion Carried

STAFF REPORTS

BD 08-2026: May 2026 Building Report

CBO/Drainage Superintendent Daniel Leduc presented the report to Council providing a summary of the building department activities as of the end of May 2026, including details on the number of building permits issued and a summary of the associated permit fees collected, development charges collected, and value of construction. In addition, the report provided Council with an update on the status of stale permits and how many stale permits have been closed since January 2026.

Resolution No.5

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford receives report BD08-2026 – May 2026 Building Report - as information.

DISPOSITION: Motion Carried

CL 21-2026: Engage and Inform Committee Resolution - Memorial Tree Planting

Clerk Denny Giles presented the report to Council highlighting the resolution passed by the Engage and Inform Committee at their last meeting seeking Council's support and recommendations for planting a memorial tree in memory of Councillor Valerie Durston.

Resolution No.6

Moved by Paul Buchner

Seconded by Peter Ypma

RESOLVED THAT the Council of the Township of South-West Oxford receive report CL 21-2025: Engage and Inform Committee Resolution – Memorial Tree Planting for former Councillor Valerie Durston as information;

AND FURTHER THAT Council approve in principle, the planting of a commemorative tree in honour of former Councillor Valerie Durston and Councillor Anne Vanhoucke;

AND FURTHER THAT Council direct staff to investigate and report back to Council on an appropriate location, tree species, commemorative features, including an engraved stone, and any associated costs.

DISPOSITION: Motion Carried

CAO 29-2026: Follow-Up: Council Remuneration – 2026 to 2030 Term of Council

CAO Julie Middleton presented the report to Council seeking follow up direction from Council regarding the Council Remuneration Review received by Council at their meeting held on June 2nd, 2026, and sought Council's direction regarding Council remuneration for the 2026 - 2030 term of office.

Resolution No.7

Moved by Craig Gillis

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford receive Report CAO 29-2026: Follow Up: Council Remuneration – 2026 to 2030 Term of Council, as information;

AND FURTHER THAT Council establish the annual remuneration for the 2026–2030 Term of Council as follows, effective January 1st, 2027:

- *Mayor: \$27,200 annually;*
- *Councillors: \$18,135 annually;*
- *Cost of Living adjustment to be applied annually.*

AND FURTHER THAT staff be directed to prepare the necessary amendments to the Council Remuneration By-law and bring forward the amending by-law for Council's consideration at a subsequent meeting.

DISPOSITION: Motion Carried

TR 09-2026: 2025 Development Charges Reserve Annual Report

Treasurer Brooke Crane presented the report to Council providing Council with the Treasurer's Statement of the activity in the Development Charges Obligatory Reserve Fund for the year ending December 31, 2025, in accordance with Development Charges By-law No.49-2024.

Resolution No.8

Moved by Jim Pickard

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive report TR 09-2026: 2025 Development Charges Reserve Annual Report as information.

DISPOSITION: Motion Carried

TR 10-2026: Summary of Supplementary Billings Included within the Ingersoll Boundary Adjustment Agreement

Treasurer Brooke Crane presented the report to Council with the information to support the summary of tax write offs processed during the year 2026 regarding the ARB's decision results for the property/properties affected for tax year 2023, 2024 and 2025 associated with the Ingersoll Boundary Adjustment Agreement. Additionally, the report included the supplementary monies received in late 2025.

Resolution No.9

Moved by Jim Pickard

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford receive report TR10-2026: Summary of Supplementary Billings Included within the Ingersoll Boundary Adjustment Agreement as information;

AND FURTHER THAT Council authorize the write off of taxes in the amount of \$475,872.96 for results of the Assessment Review Board's (ARB) decision for tax year 2023, 2024, and 2025, regarding a property or properties within the Boundary Adjustment Agreement, signed September 23rd, 2020, between the Township of SouthWest Oxford ('Township'), the Town of Ingersoll ('Town') and the County of Oxford.

DISPOSITION: Motion Carried

CAO 30-2026: Tax Increment Equivalent Grant Program Participation Agreement with the Town of Ingersoll

CAO Julie Middleton presented the report to Council highlighting the proposed Tax Increment Equivalent Grant Program Participation Agreement with the Town of Ingersoll

for the annexed boundary adjustment lands and to seek Council authorization to enter into the agreement.

Resolution No.10

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford receive Report No. CAO 30-2026: Tax Increment Equivalent Grant Program Participation Agreement with the Town of Ingersoll as information;

AND FURTHER THAT Council authorize the Mayor and Clerk to execute the Tax Increment Equivalent Grant Program Participation Agreement, in principle, between the Township of South-West Oxford and the Town of Ingersoll, subject to proposed amendments to the Town of Ingersoll Community Improvement Plan substantially in the form attached to this report, subject to any amendments approved by Council and any minor administrative, legal or technical revisions satisfactory to the CAO and Treasurer.

DISPOSITION: Motion Carried

CAO 31-2026: Development Charge Reduction Program (DCRP) – Funding Opportunity and Application Direction

CAO Julie Middleton presented the report Council providing an overview of the Province's Development Charge Reduction Program (DCRP), outlining potential Township projects that may be eligible for funding, summarizing the preliminary financial implications of a proposed application based on a 50% residential development charge reduction and an 80% funding request, and sought Council's authorization to proceed with the preparation and submission of an application.

Resolution No.11

Moved by Jim Pickard

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford receive Report CAO 31-2026: Development Charge Reduction Program (DCRP) – Funding Opportunity and Application Direction for information, and that it be noted and filed.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

Oxford O.P.P. Detachment Board 2 – Portable Vehicle Weighing Scales Request

Council discussed the correspondence received from the Oxford OPP Police Service Board 2 regarding commercial vehicle scales, noting they are not considered standard equipment for OPP detachments, and Oxford OPP cannot include them in their budget, even if trained operators are available. There had been an assumption that scale

enforcement was part of core OPP services, but it is now clarified this is not the case, which is new information to staff.

A proposal was raised to purchase one shared set of scales among five municipalities, though concerns were noted that one set may be insufficient for multiple rural areas.

Council recessed for five minutes at 8:08 p.m.

Council reconvened at 8:13 p.m.

CLOSED SESSION

Resolution No.12

Moved by Jim Pickard

Seconded by George Way

RESOLVED THAT Council move into closed session at 8:13 p.m. pursuant to section 239 (2) (b) and (i) of the Municipal Act in order to discuss matters pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees (personnel matter)

(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Execulink Contract)

DISPOSITION: Motion Carried

Resolution No.13

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED THAT Council of the Township of South-West Oxford reconvene in open session at 8:40 p.m.

DISPOSITION: Motion Carried

Resolution No.14

Moved by George Way

Seconded by Paul Buchner

RESOLVED THAT Council approve the amended Broadband Expansion Agreement with Execulink, substantially in the form presented in Closed Session, and authorize the Mayor and CAO to execute the agreement and any related documents, subject to any minor administrative, legal, mapping, or schedule revisions satisfactory to the CAO;

AND FURTHER THAT Council authorize funding of the Township's remaining financial commitment under the agreement in the amount of \$1,713,238.37, to be funded from the Economic Development Reserve in the amount of \$525,007, the Federal Gas Tax Reserve in the amount of \$449,491, and the Working Capital Reserve in the amount of \$738,740.

DISPOSITION: Motion Carried

CONSENT AGENDA

#1 - Town of Orangeville - Extend Deadline for Notices of Intention of Designate Listed Heritage Properties

#2 - Township of Larder Lake - FONOM Establishment of a Northern Ontario Policing Grant

#3 - Town of Grimsby - Municipal Heritage Register Extension

#4 - County of Prince Edward - Better Regional Governance Act

#5 - County of Prince Edward - Sustainable Funding for Public Health Units

Resolution No.15

Moved by Paul Buchner

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford direct staff to send a letter of support for item #5 (Sustainable Funding for Public Health Unit, County of Prince Edward) and #12 (Provincial health care spending, Town of Northeastern Manitoulin and the Islands) of the Consent Agenda dated June 16th, 2026.

DISPOSITION: Motion Carried

#6 - Municipality of Red Lake - Increased Police Operating and Capital Costs

#7 - Township of North Dumfries - Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

#8 - Town of Georgina - Strengthening protections for municipal workers and contractors

#9 - Village of Merrickville-Wolford - OPP Detachment Board Resolutions of Support - Traffic Calming and Speeding Mitigation Techniques

Resolution No.16

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford direct staff to send a letter of support for item #9 of the Consent Agenda dated June 16th, 2026.

DISPOSITION: Motion Carried

#10 - Town of South Bruce Peninsula - Affirming Outdoor Education as Essential

Resolution No.17

Moved by Paul Buchner

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford direct staff to send a letter of support for item #10 of the Consent Agenda dated June 16th, 2026.

DISPOSITION: Motion Carried

#11 - Township of Clearview - Vacant Commercial Storefront Tax

#12 - Town of Northeastern Manitoulin and the Islands - Provincial health care spending

Resolution No.18

Moved by Paul Buchner

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford direct staff to send a letter of support for item #5 (Sustainable Funding for Public Health Unit, County of Prince Edward) and #12 (Provincial health care spending, Town of Northeastern Manitoulin and the Islands) of the Consent Agenda dated June 16th, 2026.

DISPOSITION: Motion Carried

#13 - Township of Machar - End Opposition to change to FIPPA

#14 - Long Point Region Conservation Authority - Minutes 05 06 2026

#15 - Municipality of Wawa - Integrated Living and Participation Model for Adults with Developmental Disabilities

#16 - Municipality of Wawa - Request for Provincial Legislation Amendments, Health and Safety Concerns

#17 - Municipality of Wawa - Support for Sustainable Provincial Grant Funding for Fire Services in Ontario

#18 - Town of Iroquois Falls - Ontario Firefighter Certification Requirments

#19 - Municipality of Grey Highlands - Deadline extension request for Heritage Designation

#20 - Town of Parry Sound - Request province consult prior to changing school board governance

#21 - Municipality of Grey Highlands - Changes to FIPPA

#22 - County of Oxford - Community Visioning Workshops and Survey - New Official Plan

#23 - Township of Brudenell, Lyndoch and Raglan - Community Safety Well Being Plan

#24 - Township of Brudenell, Lyndoch and Raglan - Ontario Regulation 391-21-Blue Box

#25 - City of Guelph - Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

#26 - Municipality of St.Charles - Tar and Chip

#27 - Town of Halton Hills - Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens

Resolution No.19

Moved by Paul Buchner

Seconded by Jim Pickard

RESOLVED THAT the Council of the Township of South-West Oxford direct staff to send a letter of support for item #27 of the Consent Agenda dated June 16th, 2026.

DISPOSITION: Motion Carried

#28 - Mayor Mayberry SWOX County Council Report for May 2026

#29 - County of Oxford - Proposed Changes to Requirements for Waste Disposal Sites

#30 - Municipality of South Huron - Sustainable Provincial Grant Funding for Fire Services in Ontario

#31 - UTRCA - Consolidation Update June 2026

Resolution No.20

Moved by Peter Ypma

Seconded by George Way

RESOLVED THAT the Council of the Township of South-West Oxford receive items #1 to #4, #6-#8, #11, #13-#26 and #28 to #31, of the Consent Agenda dated June 16th, 2026, for information, and that they be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

June 16th, 2026 - Accounts Payable Report

Resolution No.21

Moved by Jim Pickard

Seconded by George Way

RESOLVED THAT the following Accounts be approved for payment:

<i>Accounts Payable for May 31st - June 13th, 2026</i>	<i>\$368,427.41</i>
<i>Payroll #02 - General</i>	<i>\$56,450.04</i>
<i>Total</i>	<i>\$424,877.45</i>

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

By-Law No. 47-2026 - A By-law to appoint persons to the Beachville Cemetery Board

By-Law No. 48-2026 - A By-law to appoint District Chief for Mount Elgin Station (Troy Moffatt) and to Repeal By law 44-2020

By-Law No. 49-2026 - A By-law to appoint a Deputy Fire Chief (Jeremy Wallace)

Resolution No.22

Moved by Peter Ypma

Seconded by Craig Gillis

RESOLVED THAT the following By-law's be read a first, second and third time, and finally passed:

- By-law No. 47-2026 - A By-law to appoint persons to the Beachville Cemetery Board*
- By-law No. 48-2026 - A By-law to appoint District Chief for Mount Elgin Station (Troy Moffatt) and to Repeal By law 44-2020*
- By-law No. 49-2026 - A By-law to appoint a Deputy Fire Chief (Jeremy Wallace)*

DISPOSITION: Motion Carried

NOTICE OF MOTION

NEW BUSINESS

Councillor Way - Accident at Salford Road and Culloden Line

Councillor Way informed Council he received an email sent from resident regarding speed limits on Cullogen Road are too high after a recent accident. He commented the overall concern is generally driving habits and people not obeying rules (speeding, not stopping at stop signs due to distracted driving).

Mayor Mayberry advised he received the same email, sharing the same sentiments that the issue is distracted driving and failing to obey rules.

County staff are seeking traffic data from OPP for the subject intersection and will consider any suggestions from OPP.

Way - Tillsonburg Council - 75% reduction in taxes for airport

Councillor Way informed Council of a request forthcoming from Tillsonburg Council seeking a 75% reduction in taxes for the airport lands.

COUNCIL ROUND TABLE

Council members shared updates from their respective wards and community involvement.

Councillor Way advised he would be attending an Upper Thames River Conservation Authority meeting on June 23rd.

Councillor Buchner informed Council of the successful yard sale event in Brownsville stating there were lots of people attending to the local yard sales. He also reminded Council of the family fun day on scheduled for August 29th.

Councillor Gillis thanked CAO Julie Middleton for attending the recent Beachville Museum meeting to review its governance structure, and added that the Beachville Museum Board is aiming to finalize a new strategic plan. He also advised the recent Beachville Firefighter's Breakfast was well attended and successful.

Councillor Ypma commented on the well-attended Dereham Hall Board BBQ that was held that evening. He informed Council that the Mount Eglin Hall Board meets on June 22nd adding that their next fundraiser is another Cornhole Tournament scheduled for September 25th. Lastly, he added that Long Point Region Conservation Authority Board tentatively meets on July 8th.

Councillor Pickard informed Council the Annual General Meeting for Rural Oxford Economic Development Corporation is scheduled for Friday, June 19th in Zorra. He added the Sweaburg Parks and Recreation Committee has put the new playground equipment on hold due to better results with fundraising than originally anticipated.

Mayor Mayberry commented on the most recent County Council meeting and significant discussion surrounding development charges.

CONFIRMATORY BY-LAW

By-Law No. 50-2026 - Confirmation By-law June 16, 2026

Resolution No.23

Moved by George Way

Seconded by Paul Buchner

RESOLVED THAT the following By-law be read a first, second and third time and finally passed:

- *By-law No. 50-2026 - To confirm all actions and proceedings of Council (June 16th, 2026)*

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the By-law and affix the corporate seal.

DISPOSITION: Motion Carried

ADJOURNMENT

Resolution No.24

Moved by Craig Gillis

Seconded by Peter Ypma

RESOLVED THAT there being no further business, the Council meeting be adjourned at 9:10 p.m. to meet again on Tuesday, July 14th, 2026, at 9:00 a.m. in Council Chamber at the Municipal Office.

DISPOSITION: Motion Carried

MAYOR: David Mayberry

CLERK: Denny Giles

This document is available in alternate formats upon request.