



Council Meeting Minutes

Date: September 16, 2025
Time: 6:30 PM
Place: Council Chambers

Council Members Present: David Mayberry – Mayor
Paul Buchner – Councillor, Ward 1
Peter Ypma – Councillor, Ward 2
Valerie Durston – Councillor, Ward 3
George Way – Councillor, Ward 4
Jim Pickard – Councillor, Ward 5
Craig Gillis – Councillor, Ward 6

Council Members Absent:

Staff Members Present: Julie Middleton – Acting CAO/ Deputy Clerk
Denny Giles – Manager of Legislative Services/Clerk
Brooke Crane – Treasurer
Brad Smale, B. Arch. Sci, CBCO – CBO
Adam Prouse – Public Works Superintendent
Shane Caskanette – Fire Chief & CEMC
Spencer McDonald – Development Planner

Staff Members Absent:

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 - September 16th, 2025

Resolution No.1

Moved by Peter Ypma
Seconded by Valerie Durston

RESOLVED that the regular meeting agenda for the September 16th, 2025, meeting of Council be approved, as amended.

DISPOSITION: Motion Carried

DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

MINUTES OF THE PRECEDING MEETING

September 2nd, 2025 - Regular Council Meeting Minutes

Resolution No.2

Moved by Paul Buchner

Seconded by George Way

RESOLVED that the regular minutes of the September 2nd, 2025, council meeting be approved, as amended.

DISPOSITION: Motion Carried

BUSINESS ARISING FROM THE MINUTES

CL 49-2025 - Business Arising from the Minutes of September 2, 2025

Clerk Denny Giles provided Council with a report on an overview of the staff actions arising from the minutes of the last Council meeting.

Resolution No.3

Moved by George Way

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive report CL 49-2025: Business Arising from the minutes of September 2nd, 2025, as information.

DISPOSITION: Motion Carried

DELEGATIONS AND APPOINTMENTS

6:30 p.m. - County Growth Forecasts and Land Needs - Meghan House, Oxford County Planning; Jamie Cook and Bradley Post, Watson & Associates Economists Ltd.

Jamie Cook and Bradley Post of Watson and Associates Economists made a presentation to Council on the Oxford County Growth Forecasts and Land Needs Assessment and highlighted key components of the findings including the key population and employment growth drivers and the land needs approach and community structure.

Meghan House of Oxford County Planning advised Council that the findings presented are draft, and the intention of this presentation is to seek comments from Council.

Councillor Ypma expressed concern with projection numbers embedded into the presentation indicating that part of the Official Plan is to preserve agricultural land as Oxford County's top priority. These numbers indicate the potential of doubling of the population, which would all be coming at expense of agricultural land. Suggested that the County and lower tiers approach the Provincial government to drive development in regions where agriculture land isn't prime land.

Jamie Cook advised that similar comments had been received from the other lower tier municipalities within Oxford County and added that the forecasted numbers provided from the province are on the ambitious side, whereas the numbers used to be more on the conservative side, but the numbers are not considered in the higher range of plausible growth.

Councillor Buchner expressed concern with the potential expansions from Woodstock, Ingersoll and Tillsonburg effecting lands currently located in South-West Oxford.

Councillor Pickard commented on the challenges to finding building lots in smaller urban centers along with servicing for sewage treatment being a challenge.

Mayor Mayberry echoed the comments from Councillor Ypma and questioned whether development is actually wanted in prime agricultural areas and encouraged that the province be lobbied to look elsewhere where there isn't the same quantity of prime agricultural land. He commented that if the growth is forthcoming, what role does South-West Oxford play in determining where the best locations would be for employment, institutional and residential growth.

Meghan House commented that South-West Oxford is limited in where development can be located due to servicing restrictions.

Councillor Ypma added there is many other locations in the province that could be developed where the land isn't prime agricultural land and where the ability to produce crops similar to Oxford County doesn't exist. Advises a cautious approach to moving forward and mitigating the amount of development.

Mayor Mayberry sought confirmation on whether a final report would come from the County regarding the County Growth Forecasts and Land Needs. Meghan House confirmed that the comments received from the Council's at each lower tier will be incorporated into the final presentation which will be presented to Oxford County Council, adding there was no plan to return for a second presentation to the lower tier municipalities.

Resolution No.4

Moved by Jim Pickard

Seconded by Valerie Durston

RESOLVED THAT the Council of the Township of South-West Oxford receive the County Growth Forecasts and Land Needs presentation, as information.

DISPOSITION: Motion Carried

6:40 p.m. - Public Meeting: Applications for Official Plan Amendment (OP25-05-4) and Zone Change (ZN4-25-03) - SAMI Holdings Ltd., submitted by MHBC Planning on behalf of SAMI Holdings Ltd., for property located at 545021 Clarke Road.

Resolution No.5

Moved by Valerie Durston

Seconded by Craig Gillis

RESOLVED that the Council of the Township of South-West Oxford move into Public Meeting to consider Official Plan Amendment Application (OP25-05-4) and Zone Change (ZN4-25-03) submitted by MHBC Planning on behalf of S.A.M.I. Holdings Ltd., for property located at 545021 Clarke Road at 7:13 p.m.

DISPOSITION: Motion Carried

1. Development Planner presentation of the staff report

Development Planner Spencer McDonald from Oxford County Planning Services presented his staff report. The Official Plan Amendment proposes a site-specific policy to allow a battery energy storage facility as a non-agricultural use within an existing licensed gravel pit. A related Zone Change application seeks to rezone the land from 'Aggregate Industrial (ME)' to 'Special Aggregate Industrial (ME-sp)' to permit the use and exempt it from certain ME zone regulations. The facility will be located in an extracted area of the active pit and is proposed to operate for up to 22 years.

The subject lands are described as Part Lot 1, Concession 2 (West Oxford) and Part Lot 3, Registered Plan No. 501. The lands are located on the north side of Clarke Road, between Mill Street and Dodge Line, and are municipally known as 545021 Clarke Road, Township of South-West Oxford.

2. Comments and Questions from Council

Councillor Pickard stated there were concerns raised by the City of Woodstock on this file, and asked staff to expand on the concerns the City of Woodstock raised. Spencer McDonald advised the concerns from the city pertain to the actual transmission lines, roads, access points and some of the technical details that may impact the city and the city's infrastructure and servicing. Additionally, is the potential impact for the City of Woodstock to be involved in the event of an emergency, as an overall emergency response preparedness.

3. Comments from the Applicant

Dan Currie, MHBC and Asier Ania, Boralex made a presentation to Council regarding the application, and the requirement for the Site Plan Approval process as well as some

additional Aggregate Resource Act approvals. They asked for consideration from Council regarding the holding provision proposed for the re-zoning of the property, adding that Boralex has submitted their Site Plan Application already, and therefore feel it is unnecessary to apply the holding provision to the zoning amendment. They asked Council to consider delegating the removal of the holding symbol to staff to expedite the process in the future once the Site Plan Approval process is complete rather than having to return to Council to have the holding provision removed.

Council was informed the lifespan for BESS is about 25 years, and the aggregate operation is going to continue for considerably longer than that.

Asier Ania provided Council with an overview of the facility and the operational aspects of Boralex BESS.

4. Comments and Questions from members of the Public

No members of the public were present to speak in support of, or in opposition to, the proposal.

5. Comments and Questions from Council

Councillor Durston sought confirmation about the 25-year lifespan of the BESS facility, and whether that means operations only take place for 25 years. Asier Ania confirmed the contract with the IESO expires in April 2048, so the total operational timeline is for 21 to 22 years followed by time for decommissioning the site, and confirmed that it is Boralex that is responsible for the decommissioning process.

Councillor Pickard inquired about the 30,000 gallons of onsite water and its purpose since water doesn't have effect on a battery fire. Asier Ania stated the onsite water use would be for adjacent structures and equipment to the battery storage, but if there was a fire in the battery storage it is designed to consume itself with a fire.

Councillor Ypma asked about the plan to keep any potential runoff from leaking into the ground. Asier Ania stated that Boralex chooses batteries with the latest safety standards and design and Boralex has a robust preventive maintenance and monitoring program with the intention of recognizing any issues before something happens and ensure corrective maintenance is done when needed. The facility is equipped with automatic shutoffs, multiple smoke, gas and heat sensors as well as thermal imaging cameras for heat detection.

Councillor Ypma asked how Boralex arrived at the 125 MW project number. Asier Ania advised it is based on transmission line capacity and a deliverability study, which identifies how much power can the existing transmission line sustain.

Mayor Mayberry inquired on whether staff have seen the Site Plan Application. Spencer McDonald advised that South-West Oxford staff and Oxford County staff have reviewed the Site Plan Application, but the application has not yet been circulated to other agencies and stakeholders pending the outcome of Council's decision and should

Council support the Official Plan Amendment and approve-in-principle the Zoning Amendment.

Resolution No.6

Moved by Peter Ypma

Seconded by Jim Pickard

RESOLVED THAT the Council of the Township of South-West Oxford adjourn the public meeting and reconvene in regular session at 8:03 p.m.

DISPOSITION: Motion Carried

Resolution No.7

Moved by Peter Ypma

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford advise County Council that the Township supports the application for Official Plan Amendment, File No. OP25-05-4, submitted by SAMI Holdings Ltd. for the lands legally described as Part Lot 1 and Part Lot 3, Concession 2, Registered Plan No. 501, Township of South-West Oxford to establish a site-specific non-agricultural policy on the subject lands, to facilitate the development of a battery energy storage system;

AND FURTHER THAT the Council of the Township of South-West Oxford approve-in-principle, the zone change application File No. ZN4-25-03, submitted by SAMI Holdings Ltd. for lands described as Part Lot 1 and Part Lot 3, Concession 2, Registered Plan No. 501, Township of South-West Oxford from 'Aggregate Industrial (ME) Zone' to 'Special Aggregate Industrial Holding Zone (ME-sp(H)) Zone' to facilitate the establishment of the BESS described in Report No. CP2025-264 on the subject lands.

DISPOSITION: Motion Carried

6:55 p.m. - South Central Ontario Region Economic Development Corporation (SCOR EDC) - Partner Update - Kimberly Earls

Ed Ketchabaw, Chair of SCOR and Kimberly Earls, Executive Director presented an update to Council on SCOR EDC highlighting the preservation of farmland is what SCOR is hearing as the main priority for Oxford County.

SCOR plays an advocacy role in representing its stakeholders. This year, SCOR attended AMO and met with several ministers for delegations, including the Minister of Agriculture, Food and Agribusiness to discuss land use preservation and providing more authority to local municipalities for land use planning matters; the Minister of Colleges, Universities, Research Excellence and Security regarding regional campuses due to funding reductions associated with the contraction of allowing foreign students to study in Canada. Colleges and Universities are seeing an income pinch, and therefore in order to save expenses they are eliminating the regional campuses to preserve their budgets.

Councillor Ypma inquired about regional campuses and trying to get another one more local. The Sydenham Campus in Grey County (Owen Sound) is a repurposed factory turned into an education centre and it would be beneficial if there was potential to do something similar in this area rather than everything locating to the bigger urban centers.

Kimberly Earls advised Council they were planning to meet with the President of Fanshawe College shortly and will push this initiative at that time.

Kimberly Earls advised that SCOR EDC was invited to sit in on strategic planning with Fanshawe College. Recent changes to funding models and the reduction of international students has resulted in changing trends. Due to the current cost of living, students are wanting to stay at home to save money on rent, and therefore drive to school. This model enhances the need for regional campuses.

Council recessed for five minutes at 8:27 p.m.

Council reconvened at 8:32 p.m.

STAFF REPORTS

CAO 22-2025 - Beachville District Museum – Required Drainage Repairs and Related Expense

The purpose of this report is to inform Council of the drainage repair work completed at the Beachville District Museum in the summer of 2025 and to seek authorization for payment of the Township's share of the expense in accordance with the Beachville Museum Partnership and Funding Agreement.

Resolution No.8

Moved by George Way

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive report CAO 22-2025: Beachville District Museum – Required Drainage Repairs and Related Expense as information;

AND FURTHER THAT Council authorize payment of the invoice from Hazen Masonry and Restoration in the amount of \$8,136.00 (including HST) for drainage repair work completed at the Beachville District Museum and that the Township's share of the expense, being 75% or \$6,102.00, be funded from the Township's Recreation Reserve;

AND FURTHER THAT the Beachville District Museum be invoiced in the amount of \$2,034.00, representing their 25% share of the project cost, in accordance with the Beachville Museum Partnership and Funding Agreement.

DISPOSITION: Motion Carried

CAO 23-2025 - Engage and Inform Committee Resolution – Reuseapaloozaha & Waste/Organics Collection Changes Event

The purpose of this report is to present Council with the resolution passed by the Engage and Inform Committee at their last meeting regarding the upcoming Reuseapaloozaha event and to seek Council authorization to pay the associated facility rental fee from the Township's Waste Management Reserve.

Resolution No.9

Moved by Valerie Durston

Seconded by Peter Ypma

RESOLVED THAT the Council of the Township of South-West Oxford receive report CAO 23-2025: Engage and Inform Committee Resolution – Reuseapaloozaha & Waste/Organics Collection Changes Event as information;

AND FURTHER THAT Council authorize payment of \$452.00 (including HST) for the rental of the Mount Elgin Community Centre for the September 27, 2025 Reuseapaloozaha event, to be funded from the Township's Waste Management Reserve;

AND FURTHER THAT Council consider establishing a donation amount equivalent to rental fees for the rental of Township halls and parks for future Reuseapaloozaha events, beginning in 2026, to be funded from the Waste Management Reserve.

DISPOSITION: Motion Carried

CAO 25-2025 - 2024 Annual Stormwater Report (CLI-ECA #335-S701)

The purpose of this report is to present Council with the Township's 2024 Annual Stormwater Report, prepared in accordance with the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA), and to seek Council's direction to accept the report for submission to the Ministry and public posting.

Resolution No.10

Moved by Jim Pickard

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive report CAO 25-2025: 2024 Annual Stormwater Report (CLI-ECA #335-S701) as information;

AND FURTHER THAT Council accepts the Annual Report and authorize the report to be posted on the Township's website;

AND FURTHER THAT Council provide direction to staff to submit the Annual Report to the Ministry of the Environment, Conservation and Parks in accordance with CLI-ECA requirements.

DISPOSITION: Motion Carried

WD 5-2025 - New Waste Management Contract

The purpose of this report is to seek Council approval to enter into a new contract with Oxford County for the provision of waste management services for a period of 8 years commencing on January 1, 2026.

Resolution No.11

Moved by Jim Pickard

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford receive report WD 05-2025: New Waste Management Contract as information;

AND FURTHER THAT Council authorize the Mayor and Chief Administrative Officer (CAO) to execute the waste management contract on behalf of the Municipality as attached as Appendix A to this report.

DISPOSITION: Motion Carried

FD-2025-004 - Fire Services Semi-Annual Update – 2025

To provide Council with an update summarizing major activities, accomplishments, and priorities of Fire and Emergency Services for the first half of 2025.

Resolution No.12

Moved by Craig Gillis

Seconded by George Way

RESOLVED THAT Council receive the Report FD-2025-004 Fire Services Semi-Annual Update – 2025 report as information.

DISPOSITION: Motion Carried

BD 11-2025 - August 2025 Building Report

The purpose of this report is to provide Council with a summary of the building department activities as of the end of August, 2025. This includes details on the number of building permits issued and a summary of the associated permit fees collected, development charges collected and value of construction.

Resolution No.13

Moved by George Way

Seconded by Paul Buchner

RESOLVED THAT the Council of the Township of South-West Oxford received report BD 11-2025: August 2025 Building Report as information.

DISPOSITION: Motion Carried

DISCUSSION ITEMS

Columbarium Purchase - Harris Street Cemetery

Treasurer Brooke Crane advised Council that the Township's Auditor recommended collecting a deposit in the full amount of the columbarium to be purchased for the Harris Street Cemetery.

Resolution No.14

Moved by George Way

Seconded by Craig Gillis

RESOLVED THAT the Council for the Township of South-West Oxford direct staff to proceed with the purchase of the Columbarium at the Harris Street Cemetery upon receiving the deposit for the amount of the columbarium.

DISPOSITION: Motion Carried

New Municipal Office/Daycare/Library Building

Members of Council briefly discussed the proposed new municipal facility. Mayor Mayberry and Councillor Pickard met with Patrick Darby, who works for WalterFedy, a large engineering and energy company that have experience with municipal projects.

CAO Julie Middleton advised Council she had spoke with Corby Kirwin, SPH Engineering and was advised that in order to qualify for funding opportunities, the lands will require feasibility studies to be done. A tender will be released for design-build of the facility and will identify all the wants and needs of the Township.

CONSENT AGENDA

#1- Town of Cobalt - Firefighter Certifications

#2- Oxford OPP Detachment Board Annual Report

#3- Fort Frances - Strong Mayor Powers

#4- Municipality of Bluewater - Closure of Before and After School Programs

#5- Salford Hall Board June 2025 Minutes

#6- Long Point Region Conservation Authority - July Minutes

#7- Township of Larder Lake - Requesting Moratorium on Aerial Spraying of Glyphosate

#8- Township of Larder Lake - Extension for Firefighter Certifications

#9- AMO Workshop Notes

Resolution No.15

Moved by Peter Ypma

Seconded by Craig Gillis

RESOLVED THAT the Council of the Township of South-West Oxford receive items #1 to #9 of the Consent Agenda dated September 16th, 2025, for information, and that they be noted and filed.

DISPOSITION: Motion Carried

ACCOUNTS PAYABLE REPORT

September 16th, 2025 - Accounts Payable Report

Councillor Gillis inquired about paving work on West Hill Line. Works Superintendent Adam Prouse advised Council there were compaction issues and the contractor will be fixing the necessary areas.

Councillor Pickard questioned \$32,000 expenditure for a 10-year-old side walk machine. Works Superintendent Adam Prouse advised a new machine is would cost \$300,000 without any attachments adding, the 10-year-old machine only has 1,500 hours and is in great shape.

Resolution No.16

Moved by Paul Buchner

Seconded by George Way

RESOLVED that the following Accounts be approved for payment:

<i>Accounts Payable for August 30th-September 13th, 2025</i>	<i>\$757,572.69</i>
<i>Bi-weekly Payroll #18</i>	<i>\$61,514.21</i>
<i>Total</i>	<i>\$819,086.90</i>

DISPOSITION: Motion Carried

BY-LAWS AND AGREEMENTS

By-Law No. 59-2025 - A bylaw to authorize an agreement with the County of Oxford for Waste Management Services

Resolution No.17

Moved by Jim Pickard

Seconded by Craig Gillis

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

- *By-Law No. 59-2025 - To authorize an agreement with Oxford County (Waste Management Services)*

DISPOSITION: Motion Carried

NOTICE OF MOTION

NEW BUSINESS

COUNCIL ROUND TABLE

Councillor Way advised Council that the Folden's Hall Board is currently working on their 2026 budget, and that the budget for the Beachville Museum is awaiting a report from Ward & Uptigrove prior to being complete. Additionally, he will be attending an Upper Thames River Conservation Authority meeting next week and expecting a presentation to council on the Centreville Dam soon, which will recommend repair or decommissioning. The last Beachville car show is coming up on September 28th.

Councillor Buchner advised that he will be attending a Catfish Creek Conservation Authority meeting on September 23rd where they will have a grand opening of a new walking trail.

Councillor Gillis commented on the construction on West Hill Line and Clarke Road. Concerns from a citizen on Zorra Line regarding traffic concerns. The resident has notified OPP but feel the messages are not being heard or dealt with. The resident would like to see a school bus pick-up sign put in place and more speed management initiatives during morning and afternoon commutes.

Councillor Durston advised Council the Engage and Inform Committee met on September 3rd, 2025. Committee members will be at the Mount Elgin Community Centre for Reuse-A-Poloozaha on September 27th from 8-12. Additionally, the Hike for Hunger & Health will take place at the Lawson Tract on October 18th from 1-3, and food donations are gratefully accepted. On September 25th, Councillor Durston advised she would be attending an airport meeting.

Councillor Ypma advised Council of the annual Memorial Forest Dedication for LPRCA this coming Sunday; a Mount Elgin Hall Board meeting on the evening of Monday, September 22nd and a Dereham Centre Hall Board meeting on Tuesday, September 23rd.

Councillor Pickard advised he would be attending the Rural Oxford Economic Development Corporation meeting at the Zorra Township office on September 17th.

Mayor Mayberry informed Council that he had contacted the County about speeding concerns on Zorra Line and school bus safety due to school bus stops on Zorra Line. He added the bus company confirmed that when the bus is going south, it only picks up at Oxford Street, not Queen Street. When travelling north and they let children off, the driver is able to see vehicles coming towards them, and therefore did not warrant the installation of a sign.

Mayor Mayberry added that he will be attending a Police Services Board Meeting on Wednesday, September 17th and will be discussing photo radar after the recent announcement from Premier Ford that he doesn't support the use of photo radar. Additionally, the correspondence sent to the Police Services Board regarding catch and release and bail reform will be discussed.

CLOSED SESSION

The meeting will be closed to the public under section 239 (2) (c) of the Municipal Act to discuss subject matter that is:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board, (sale of Township owned land)

Resolution No.18

Moved by Valerie Durston

Seconded by Peter Ypma

RESOLVED THAT Council move into closed session at 9:40 p.m. pursuant to section 239 (2) (c) in order to discuss matters pertaining to:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; (sale of Township lands)

DISPOSITION: Motion Carried

Resolution No.19

Moved by Craig Gillis

Seconded by Paul Buchner

RESOLVED that Council of the Township of South-West Oxford reconvene in open session at 9:48 p.m.

DISPOSITION: Motion Carried

CONFIRMATORY BY-LAW

By-Law No. 60-2025 - To confirm all actions and proceedings of Council (September 16th, 2025)

Resolution No.20

Moved by Paul Buchner

Seconded by Jim Pickard

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

- *By-Law No. 60-2025 - To confirm all actions and proceedings of Council (September 16th, 2025)*

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.21

Moved by Craig Gillis

Seconded by George Way

RESOLVED THAT there being no further business, the Council meeting be adjourned at 9:51 p.m. to meet again on Tuesday, October 7th 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.