

# STEERING COMMITTEE MEETING MINUTES

# Friday, August 15<sup>th</sup>, 2025 10:00 a.m.

# Oxford County Administration Building Room 129

# 1. Call the Meeting to Order

The meeting was called to order by Chair Marcus Ryan at 10:03 a.m. and a quorum was present.

#### Attendees:

Marcus Ryan, Bernia Martin, Tony Hymers, Tina Diamond, Ashley Brown, Peter Heywood, Ayesha Sajid, Sarah Hamulecki, Amy Humphries

# 2. Review of Agenda for meeting of June August 15<sup>th</sup>, 2025

Resolution No. 1 Moved by: T. Hymers

Seconded by: P. Heywood

RESOLVED that the agenda for the Safe and Well Oxford Steering Committee meeting of August 15<sup>th</sup>, 2025, be approved.

**DISPOSITON: Motion Carried** 

### 3. Review of Minutes of June 23<sup>rd</sup>, 2025, meeting

Resolution No. 2 Moved by: B. Martin

Seconded by: P. Heywood

RESOLVED that the minutes of the Safe and Well Oxford Steering Committee meeting of June 23<sup>rd</sup>, 2025, be approved as presented.

**DISPOSITON: Motion Carried** 

# 4. Business Arising from the Minutes

- Area Municipalities DEI Charter follow-up Norwich
  - The Warden, CAO and Manager of Strategic Initiatives will be meeting with the Mayor and CAO of Norwich next week for further discussion.
  - Additionally, there will be a discussion about renewing the Plan, including the process and feedback mechanisms involved in its development.
- 2025 Summit Mt. Elgin: Final date
  - Date has been finalized for November 7, 2025 and will be facilitated by Strategy Corp.
  - o The Summit will be used to present a draft of the Plan to stakeholders.
  - Two elected officials will be invited from each area municipality.
- Use of Space Policy Update
  - Processes are being finalized.
- Canadian Index of Well-Being Survey
  - Survey closed June 30, 2025.
  - o Information and data are being reviewed and compiled.
- Oxford County Grant Program
  - o Applications close August 30.
- Updated Community Safety and Well-Being Plan
  - Currently in the pre-engagement phase, which involves developing an appropriate engagement style with vulnerable populations.
  - Surveys have been sent to CAOs and Councillors.
  - Surveys have been sent to service providers. Several service providers will also be invited to a focus group.
  - Working with rural libraries to engage the rural residents.
  - There was a discussion about the need for an ethical review in order to undertake the surveys.
  - Once the priority risk areas are drafted, they will be circulated to the area municipalities for further consultation in advance of finalizing the areas to give Councils additional input.
  - Warden Ryan and S. Hamulecki will delegate to each municipality in November & December to present the final Plan. The final Plan will be presented to County Council in January 2026. It was noted that the final Plan will not be approved until after the 2026 Oxford County budget has been finalized.

# 5. Action Coalition Updates (Round Table)

- Oxford Housing Action Collaborative (TBD)
  - Rebecca Smith plans to attend the next meeting.
- Oxford Mental Health and Addictions Action Coalition (Peter Heywood)
  - Oxford Mental Health and Addictions Drug and Alcohol Strategy refresh will start in the Fall. The refresh will provide recommendations for new priorities.
  - The Planet Youth grant application was not successful. There will be a Planet Youth meeting next week to discuss next steps, which could include a oneyear contract to start. Further consideration would be given to funding for years 2 and 3.
- Diversity, Equity and Inclusion Action Coalition (Ayesha Sajid)
  - No update.
- Domestic Abuse Resource Team (Ashley Brown)
  - The Coordinator position is currently vacant, and there have been other staffing changes. The group is doing an assessment of DART to determine if changes are required. Work is being done to streamline projects and clarify processes.
  - o Take Back the Night will be held in Tillsonburg on September 17 at 6:30 p.m.

# 6. Next Steps & New Business

- Building Healthier Communities Together SWPH Report
  - o P. Heywood chaired this portion of the meeting
  - Warden Ryan suggested that the recommendations from the report be embedded into County policies, including zoning by-laws. He commented that it would be a more advantageous approach to have these recommendations embedded in policies rather than asking for comments after plans, such as planning applications, are being circulated for comment.
  - B. Martin inquired if the focus would be specifically on the the built environment. Warden Ryan responded that the built environment is the most obvious, but the motion is meant to be all-encompassing.
  - P. Heywood comment that Health in All Policies and social determinants of health are taken into account in the report.

Resolution No. 3 Moved by: M. Ryan Seconded by: B. Martin

Whereas the Board of Southwestern Public Health (SWPH) reviewed the educational report "Public Health & the Built Environment - An educational package on the connecting links between public health and planning", and Safe and Well Oxford previously reviewed the same report;

And whereas the report makes it clear that there are many ways that "The way communities are planned, designed, serviced, and maintained has a considerable impact on health";

Therefore be it resolved that the Safe and Well Oxford Steering Committee respectfully recommends to Oxford County Council that they direct Oxford Staff to work with SWPH Staff on how the SWPH Public Health & the Built Environment report could be implemented to the benefit of all Oxford residents.

DISPOSITON: Motion Carried

# 7. Upcoming Meeting Dates – Oxford County Administration Building – Room 129

- Remaining 2025 meetings:
  - o September 22<sup>nd</sup> rescheduled to October 6<sup>th</sup> at 1:00 p.m.
  - October 27<sup>th</sup>
  - December 1<sup>st</sup>

# 8. Adjournment

Resolution No. 4 Moved by: P. Heywood

Seconded by: T. Diamond

RESOLVED that the Safe and Well Oxford Steering Committee meeting adjourned at 11:03 a.m.

**DISPOSITON: Motion Carried**