

AGENDA

COUNTY OF OXFORD COUNCIL

Wednesday, January 22, 2025, 9:30 a.m.

21 Reeve Street, Woodstock and online

www.oxfordcounty.ca/livestream

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
4. **ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING**
 - 4.1 January 8, 2025
5. **PUBLIC MEETINGS**
6. **DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**
 - 6.1 Southwestern Public Health
Carolyn Richards, Manager, Foundational Standards and Sexual Health
Cynthia St. John, Chief Executive Officer
Re: Health Status Highlights from Our Communities
7. **CONSIDERATION OF CORRESPONDENCE**
8. **REPORTS FROM DEPARTMENTS**
 - 8.1 **PUBLIC WORKS**
 - 8.1.1 PW 2025-04 Oxford Road 6 and Oxford Road 28 Intersection Review
RECOMMENDATION:
 1. That County Council receive Report PW 2025-04 entitled “Oxford Road 6 and Oxford Road 28 Intersection Review” and approve staff’s recommendations contained herein to not implement an all-way stop condition at the intersection of Oxford Road 6 and Oxford Road 28, at this time, based on the Ontario Traffic Manual for all-way stop condition thresholds and updated traffic volumes.
 - 8.2 **COMMUNITY PLANNING**
 - 8.2.1 CP 2025-19 Supplementary Report - Application for Official Plan Amendment OP 22-19-7 – Lindprop Corp.

RECOMMENDATIONS:

1. That Oxford County Council approve Application OP 22-19-7, submitted by Lindprop Corporation for lands described a Part of Lots 4 & 5, Concession 10 (Dereham) in the Town of Tillsonburg, to re-designate a portion of the subject lands from Open Space to Medium Density Residential to allow for an enlarged medium density residential development block within a draft plan of subdivision;
2. Any further, that Council approve the attached Amendment No. 322 to the County of Oxford Official Plan;
3. And further, that the necessary By-law to approve Amendment No. 322 be raised.

8.3 CORPORATE SERVICES**8.3.1 CS 2025-03 Extension of Municipal Water and Wastewater Services Policy****RECOMMENDATION:**

1. That amendments to Extension of Municipal Water and Wastewater Services Policy (formerly Water and Sewer Services Financing Policy) 6.05, as set out Attachment 1 to Report CS 2025-03, be approved effective January 22, 2025.

8.3.2 CS 2025-04 Reserves Policy Review**RECOMMENDATION:**

1. That County Council approve amendments to Reserves Policy 6.20 effective January 22, 2025, as set out in Attachment 1 to Report CS 2025-04.

9. UNFINISHED BUSINESS**9.1 Pending Items List****10. MOTIONS****11. NOTICE OF MOTIONS****12. ENQUIRIES****13. CLOSED SESSION****14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION****15. BY-LAWS****15.1 By-law No. 6703-2025**

Being a By-law to adopt Amendment Number 322 to the County of Oxford Official Plan.

15.2 By-law No. 6704-2025

Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

16. ADJOURNMENT

OXFORD COUNTY COUNCIL

MINUTES

January 8, 2025

Council Present Warden Marcus Ryan
 Deputy Warden Brian Petrie
 Councillor Jerry Acchione
 Councillor Deb Gilvesy
 Councillor Bernia Martin
 Councillor David Mayberry
 Councillor Jim Palmer
 Councillor Mark Peterson
 Councillor Phil Schaefer
 Councillor Deborah Tait

Council Absent N/A

Staff Present B. Addley, Chief Administrative Officer
 L. Buchner, Director of Corporate Services
 M. Dager, Director of Woodingford Lodge
 F. Gross, Acting Director of Public Works
 R. Hall, Director of Paramedic Services
 L. Mansbridge, Clerk
 P. Michiels, Director of Community Planning
 A. Smith, Director of Human Resources
 R. Smith, Acting Director of Human Services

1. CALL TO ORDER

Oxford County Council meets in regular session this eighth day of January, 2025 in the Council Chamber, County Administration Building, Woodstock at 9:30 a.m. with Warden Ryan in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- 3.1 Councillor Jerry Acchione discloses a Pecuniary Interest regarding Items 5.13, 5.5, 8.13, 15.6 - Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc. on the Open Meeting Agenda of January 8, 2025, as he owns property nearby.
- 3.2 Deputy Warden Brian Petrie discloses a Pecuniary Interest regarding Items 5.14, 5.6, 8.14 and 15.5 - Application for Official Plan Amendment OP 24-11-6 – Clarke Commercial Shopping Centre Inc. on the Open Meeting Agenda of January 8, 2025, as he owns a property in the downtown core that could be affected by the decision.

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

- 4.1 December 11, 2024

RESOLUTION NO. 2

Moved By: Deborah Tait

Seconded By: Mark Peterson

Resolved that the Council Minutes of December 11, 2024, be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

- 5.1 Resolution to go into a Public Meeting Pursuant to the Planning Act

RESOLUTION NO. 3

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that Council rise and go into a Public Meeting pursuant to the Planning Act, and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried at 9:33 a.m.

- 5.1.1 Application for Draft Plan of Subdivision SB 23-03-2 - 2825085 Ontario Inc.

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Draft Plan of Subdivision SB 23-03-2 - 2825085 Ontario Inc.

P. Michiels, through the use of a map, indicates that the Application for Draft Plan of Subdivision proposes six residential blocks consisting of 34

townhouse units to be serviced by municipal water and wastewater services, in the Village of Tavistock.

The Chair opens the meeting to comments and questions from members of Council. There are none.

The Chair opens the meeting to comments and questions from members of the public. There are none.

5.1.2 Application for Official Plan Amendment OP 22-05-8 – 1000049811 Ontario Inc.

The Chair calls Eric Gilbert, Manager of Development Planning forward to present the Application for Official Plan Amendment OP 22-05-8 – 1000049811 Ontario Inc.

E. Gilbert, through the use of a map, indicates the Application for Official Plan Amendment proposes to redesignate the subject lands from Low Density Residential to Medium Density Residential to permit the renovation of a former cluster living home to a nine-unit multiple attached dwelling unit, in the City of Woodstock.

The Chair opens the meeting to comments and questions from members of Council. There are none.

The Chair opens the meeting to comments and questions from members of the public. There are none.

5.1.3 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc.

Councillor Acchione leaves the Council Chamber at 9:38 a.m.

The Chair calls Eric Gilbert, Manager of Development Planning forward to present the Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc.

E. Gilbert, through the use of a map indicates the Application for Official Plan Amendment and Draft Plan of Subdivision propose to facilitate the development of an industrial plan of subdivision comprising six blocks for industrial uses, one commercial block, one servicing block, four blocks for environmental features, one block for road widening, and three 0.3 m reserve blocks, to be served by two new local streets, in the City of Woodstock.

The Chair opens the meeting to comments and questions from members of Council. E. Gilbert responds to a question from Deputy Warden Petrie.

Michelle Harris of Gagnon Walker Domes Ltd. representing the Applicant joins the meeting in the Council Chamber and expresses support for the Applications.

The Chair opens the meeting to comments and questions from members of Council. There are none.

The Chair opens the meeting to comments and questions from members of the public. There are none.

Councillor Acchione returns to the Council Chamber at 9:45 a.m.

5.1.4 Application for Official Plan Amendment OP 24-11-6 – Clarke Commercial Shopping Centre Inc.

Deputy Warden Petrie leaves the Council Chamber at 9:45 a.m.

The Chair calls Paul Michiels, Director of Community Planning forward to present the Application for Official Plan Amendment OP 24-11-6 – Clarke Commercial Shopping Centre Inc.

P. Michiels through the use of a map, indicates the Application for Official Plan Amendment is to amend the existing site specific 'Service Commercial' policies that apply to the subject lands to include a medical office, consisting of a hearing aid clinic, as a permitted use, in the Town of Ingersoll.

The Chair opens the meeting to comments and questions from members of Council. There are none.

Hashim Imtiaz of Westdell Development Corporation joins the Council meeting via Webex and expresses support for the Application.

The Chair opens the meeting to comments and questions from members of Council. There are none.

The Chair opens the meeting to comments and questions from members of the public. There are none.

Deputy Warden Petrie returns to the Council Chamber at 9:52 a.m.

5.2 Resolution to Adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried at 9:53 a.m.

- 5.3 Consideration of Report CP 2025-02 Application for Draft Plan of Subdivision SB 23-03-2 – 2825085 Ontario Inc.

RESOLUTION NO. 5

Moved By: Phil Schaefer

Seconded By: Bernia Martin

Resolved that the recommendations contained in Report CP 2025-02 titled "Application for Draft Plan of Subdivision SB 23-03-2 - 2825085 Ontario Inc. ", be adopted.

DISPOSITION: Motion Carried

- 5.4 Consideration of Report CP 2025-03 Application for Official Plan Amendment OP 22-05-8 – 1000049811 Ontario Inc.

RESOLUTION NO. 6

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report CP 2025-03 titled "Application for Official Plan Amendment OP 22-05-8 –1000049811 Ontario Inc.", be adopted.

DISPOSITION: Motion Carried

- 5.5 Consideration of Report CP 2025-04 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc.

Councillor Acchione leaves the Council Chamber at 9:55 a.m.

RESOLUTION NO. 7

Moved By: Deborah Tait

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report CP 2025-04 titled "Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc.", be adopted.

DISPOSITION: Motion Carried

Councillor Acchione returns to the Council Chamber at 9:56 a.m.

- 5.6 Consideration of Report CP 2025-05 Application for Official Plan Amendment OP 24-11-6 – Clarke Commercial Shopping Centre Inc.

Deputy Warden Petrie leaves the Council Chamber at 9:56 a.m.

RESOLUTION NO. 8

Moved By: David Mayberry

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report CP 2025-05 titled "Application for Official Plan Amendment OP 24-11-6 – Clarke Commercial Shopping Centre Inc.", be adopted.

DISPOSITION: Motion Carried

Deputy Warden Petrie returns to the Council Chamber at 9:57 a.m.

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

NIL

7. CONSIDERATION OF CORRESPONDENCE

- 7.1 Town of Ingersoll

December 10, 2024

Re: OP 24-11-6 Clarke Commercial Shopping Centre Inc.

- 7.2 Ministry of Municipal Affairs and Housing

December 12, 2024

Re: Proposed Municipal Accountability Act

RESOLUTION NO. 9

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that correspondence Items 7.1 and 7.2 on the Open meeting Agenda of January 8, 2025, be received.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

- 8.1 COMMUNITY PLANNING

- 8.1.1 CP 2025-02 Application for Draft Plan of Subdivision SB 23-03-2 – 2825085 Ontario Inc.

RECOMMENDATION:

1. That Oxford County Council grant draft approval to the proposed plan of subdivision, Application SB 23-03-2 submitted by 2825085 Ontario Inc. for lands described as Part Lot 126, Plan 307, Parts 1 and 2, 41R-10235, Township of East Zorra-Tavistock, in the Village of Tavistock, subject to the conditions attached to this report as Attachment 6 (Schedule 'A') being met prior to final approval.

The Report was dealt with following the Public Meeting.

- 8.1.2 CP 2025-03 Application for Official Plan Amendment OP 22-05-8 – 1000049811 Ontario Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Application No. OP 22-05-8 submitted by 1000049811 Ontario Inc., for lands described as Plan 63, Lots 1 and 2 e/s Wilson, Part Lots 1 and 2 n/s Frances in the City of Woodstock, to redesignate the subject lands from Low Density Residential to Medium Density Residential;
2. And further, that Council approve the attached Amendment No. 328 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 328 be raised.

The Report was dealt with following the Public Meeting.

- 8.1.3 CP 2025-04 Application for Official Plan Amendment and Draft Plan of Subdivision OP 23-11-8 and SB 23-06-8 – 2729902 Ontario Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Official Plan Application OP 23-11-8, submitted by 2729902 Ontario Inc., for lands described as Part Lot 9, Concession 1 (Blandford) in the City of Woodstock, to redesignate the lands from Business Park to Traditional Industrial and Service Commercial and to revise the boundaries of the Environmental Protection designation;
2. And further, that Council approve the attached Amendment No. 329 to the County of Oxford Official Plan and raise the necessary by-law to approve Amendment No. 329;
3. And further, that Oxford County Council grant draft approval to the proposed industrial plan of subdivision, submitted by 2729902 Ontario Inc. (SB 23-06-8), prepared by Gagnon Walker Domes Limited, for the lands described Part of Lot 9, Concession 1 (Blandford), in the City of Woodstock, subject to the conditions

attached to this report as Attachment 5 (Schedule "A") being met prior to final approval.

The Report was dealt with following the Public Meeting.

- 8.1.4 CP 2025-05 Application for Official Plan Amendment OP 24-11-6 - Clarke Commercial Shopping Centre Inc.

RECOMMENDATIONS:

1. That Oxford County Council approve Application OP 24-11-6, submitted by Clarke Commercial Shopping Centre Inc., for the lands described as Part Lot 19, Concession 1, West Oxford, in the Town of Ingersoll, to amend the site specific 'Service Commercial' policies that apply to the subject lands to permit the establishment of a medical office, consisting of a hearing aid clinic, with a maximum size of 120 m² (1,291.7 ft²);
2. And further, that Oxford County Council approve the attached Amendment No. 330 to the County Official Plan, and that the necessary By-law to approve Amendment No. 330 be raised.

The Report was dealt with following the Public Meeting.

8.2 PUBLIC WORKS

- 8.2.1 PW 2025-01 Amendments to Bill 212, Reducing Gridlock, Saving You Time Act, 2024, Environmental Registry of Ontario Posting 019-9266

RECOMMENDATION:

1. That Oxford County Council receive Report PW 2025-01 entitled "Amendments to Bill 212, Reducing Gridlock, Saving You Time Act, 2024, Environmental Registry of Ontario Posting 019-9266" as information.

RESOLUTION NO. 10

Moved By: Brian Petrie

Seconded By: Jerry Acchione

Resolved that the recommendation contained in Report PW 2025-01 titled "Amendments to Bill 212, Reducing Gridlock, Saving You Time Act, 2024, Environmental Registry of Ontario Posting 019-9266", be adopted.

DISPOSITION: Motion Carried

- 8.2.2 PW 2025-02 Tavistock New Well Class Environmental Assessment Study – Notice of Completion

RECOMMENDATIONS:

1. That County Council authorize Public Works staff to proceed with the preferred alternative solution which includes the preferred well location at Test Well 3 (TW3) and the preferred design Concept 6a, two-stage pumping with on-ground storage, iron and manganese filtration, and split-stream IX treatment for the Tavistock New Well Municipal Class Environmental Assessment Study (Class EA) as summarized in Report PW 2025-02;
2. And further, that County Council authorize Public Works staff to issue a Notice of Completion and post the Schedule C Environmental Study Report for the new Well supply in the Township of East Zorra-Tavistock in the public record for 30 days in accordance with the requirements of the Municipal Class EA process.

RESOLUTION NO. 11

Moved By: Phil Schaefer

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2025-02 titled "Tavistock New Well Class Environmental Assessment Study – Notice of Completion", be adopted.

DISPOSITION: Motion Carried

8.2.3 PW 2025-03 William Street Sewage Pumping Station Class Environmental Assessment Study – Notice of Completion

RECOMMENDATIONS:

1. That County Council authorize Public Works staff to proceed with Alternative 4b – to construct a new larger Sewage Pumping Station (SPS) that can deliver the required capacity at a new location on the Oxford County Wastewater Treatment Plant property adjacent to the Tavistock Wastewater Treatment Plant Lagoons, as the preferred alternative solution for the William Street SPS Municipal Class Environmental Assessment (Class EA) Study as summarized in Report PW 2025-03;
2. And further, that County Council authorize Public Works staff to issue a Notice of Completion and post the Schedule B Class EA Study project file report for the William Street SPS in the Township of East Zorra-Tavistock to the public record for 30 days in accordance with the requirements of the Municipal Class EA process.

RESOLUTION NO. 12

Moved By: Phil Schaefer

Seconded By: Jerry Acchione

Resolved that the recommendations contained in Report PW 2025-03 titled "William Street Sewage Pumping Station Class Environmental Assessment Study – Notice of Completion", be adopted.

DISPOSITION: Motion Carried

8.3 PARAMEDIC SERVICES

8.3.1 PS 2025-01 Purchase Award - Ambulances

RECOMMENDATIONS:

1. That County Council authorize the single source purchase of five land ambulances to Crestline Coach Ltd. for a total estimated cost of \$1,270,740 (excluding HST), pursuant to Section 7.3 of the County's Purchasing Policy 6.07, as a single source purchase as outlined in Report PS 2025-01;
2. And further, the County Council authorize the transfer of \$29,463 from the Paramedic Services – Capital Reserve to fund the budget shortfall in 2025;
3. And further, that County Council authorize single source purchases of new ambulances from Crestline Coach Ltd for a period of five years, effective January 1, 2025, pending approval of the annual Paramedic Services Business Plan and Budgets;
4. And further, that Council authorize the CAO and Director of Paramedic Services to sign the necessary agreements related hereto.

RESOLUTION NO. 13

Moved By: Jerry Acchione

Seconded By: Phil Schaefer

Resolved that the recommendations contained in Report PS 2025-01 titled "Purchase Award - Ambulances", be adopted.

DISPOSITION: Motion Carried

8.4 CORPORATE SERVICES

8.4.1 CS 2025-01 Oxford County Anniversaries

RECOMMENDATION:

1. That Report CS 2025-01 titled "Oxford County Anniversaries" be received as information.

RESOLUTION NO. 14

Moved By: David Mayberry

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report CS 2025-01 titled "Oxford County Anniversaries", be adopted.

DISPOSITION: Motion Carried

8.4.2 CS 2025-02 2025 Interim Levy By-law

RECOMMENDATION:

1. That By-law 6698-2025, being a by-law to provide for an interim tax levy for purposes of the County of Oxford for the 2025 fiscal year, be presented to Council for enactment.

RESOLUTION NO. 15

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendation contained in Report CS 2025-02 titled "2025 Interim Levy By-law", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 PW 2024-44 Curbside Collection Contract Award

Deferred December 11, 2024

RECOMMENDATIONS:

1. That County Council award Contract WM-02-2024 to Emterra Environmental for a period of seven years commencing May 1, 2027 for the provision of curbside garbage, source separated organics, and large item collection services as outlined in Report PW 2024-44;
2. And further, that County Council authorize an updated service level for curbside waste collection that includes a 6-day collection cycle (Scenario 5) with County-wide co-collection of garbage and source separated organics and once annual large item collection;

3. And further, that County Council authorize a two-bag garbage limit per collection day as part of the updated service level for curbside waste collection services;
4. And further, that County Council authorize continuation of curbside collection services by the City of Woodstock and the Township of South-West Oxford on behalf of the County based on updated service levels and that is financially capped to contract pricing received by the County for these respective collection areas;
5. And further, that County Council authorize early commencement of source separated organics collection within the City of Woodstock starting in 2026 including early procurement of green bins in 2025 and 2026 in the amount of \$1.7 million dollars to be funded from the Landfill and Waste Diversion Reserve;
6. And further, that County Council authorize single source award of source separated organics processing to Generate Upcycle commencing in 2026 and extending to 2034, based on contract terms as outlined in Report PW 2024-44;
7. And further, that Council authorize the Chief Administrative Officer and the Director of Public Works to execute all documents related to contact award with Emterra Environmental and Generate Upcycle, and municipal service agreements with the City of Woodstock and the Township of South-West Oxford.

RESOLUTION NO. 16

Moved By: Brian Petrie

Seconded By: Jim Palmer

That the motion be amended to include automated cart collection as part of the contract.

DISPOSITION: Motion Withdrawn

RESOLUTION NO. 17

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2024-44 titled "Contract Award – Curbside Waste Collections and Organics Processing", be adopted, with the exception of Recommendation No. 3, regarding two bag limits.

DISPOSITION: See Disposition of Council following Resolution No. 19

RESOLUTION NO. 18

Moved By: David Mayberry

Seconded By: Brian Petrie

That Recommendation No. 5 be amended to read " ... authorize early commencement of source separated organics collection within the City of Woodstock and the Township of South-West Oxford..."

DISPOSITION: Motion Carried

Warden Ryan calls for recess at 10:26 a.m.

Council and Staff return to the Council Chamber at 10:32 a.m.

RESOLUTION NO. 19

Moved By: Bernia Martin

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2024-44 titled "Contract Award – Curbside Waste Collections and Organics Processing", be adopted, with the exception of Recommendation No. 3, regarding two bag limits and that Recommendation No. 5 be amended to read " ... authorize early commencement of source separated organics collection within the City of Woodstock and the Township of South-West Oxford..."

DISPOSITION: Motion Carried

9.2 Pending Items List

No discussion takes place regarding the Pending Items List.

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

11.1 Warden Ryan

Whereas Oxford Council has previously adopted a 100% Housed Commitment, Housing for All Plan, Master Housing Strategy, and later this year will receive reports on a Homelessness Response Strategy and a Homelessness Service Centre with a focus on transitioning people out of homelessness; and,

Whereas our residents experience housing on a continuum from unhoused to emergency shelter, etc. all the way to market rental or ownership; and,

Whereas in some cases the need or opportunity for housing may change depending on varying circumstances, and in order to maximize the effectiveness

of our previously stated policies our staff need to be empowered to act on a range of housing and homelessness options and opportunities.

Therefore, be it resolved that the entire County annual base contribution to the Affordable Housing Reserve be utilized to support the creation of various housing options across the housing continuum consistent with all current housing policies and strategies.

Deputy Warden Petrie in the Chair at 10:43 a.m.

RESOLUTION NO. 20

Moved By: Marcus Ryan

Seconded By: David Mayberry

Whereas Oxford Council has previously adopted a 100% Housed Commitment, Housing for All Plan, Master Housing Strategy, and later this year will receive reports on a Homelessness Response Strategy and a Homelessness Service Centre with a focus on transitioning people out of homelessness; and,

Whereas our residents experience housing on a continuum from unhoused to emergency shelter, etc. all the way to market rental or ownership; and,

Whereas in some cases the need or opportunity for housing may change depending on varying circumstances, and in order to maximize the effectiveness of our previously stated policies our staff need to be empowered to act on a range of housing and homelessness options and opportunities.

Therefore, be it resolved that the entire County annual base contribution to the Affordable Housing Reserve be utilized to support the creation of various housing options across the housing continuum consistent with all current housing policies and strategies.

DISPOSITION: Motion Carried

Warden Ryan returns to the Chair at 10:49 a.m.

12. ENQUIRIES

NIL

13. CLOSED SESSION

NIL

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

NIL

15. BY-LAWS

Warden Ryan calls for recess at 10:51 a.m.

Council and Staff return to the Chamber at 10:55 a.m.

15.1 By-law No. 6696-2025

Being a By-law to establish water and wastewater rates for various systems in Oxford County for the calendar year 2025, commencing January 1, 2025.

15.2 By-law No. 6697-2025

Being a By-law to adopt the estimated expenditure for the year 2025.

15.3 By-law No. 6698-2025

Being a By-law to establish an Interim Levy for the year 2025.

15.4 By-law No. 6699-2025

Being a By-law to adopt Amendment Number 328 to the County of Oxford Official Plan.

15.5 By-law No. 6700-2025

Being a By-law to adopt Amendment Number 330 to the County of Oxford Official Plan.

15.6 By-law No. 6701-2025

Being a By-law to adopt Amendment Number 329 to the County of Oxford Official Plan.

15.7 By-law No. 6702-2025

Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

RESOLUTION NO. 21

Moved By: Bernia Martin

Seconded By: Jim Palmer

Resolved that the following By-laws be read a first and second time: 6696-2025, 6697-2025, 6698-2025, 6699-2025 and 6702-2025.

DISPOSITION: Motion Carried

Deputy Warden Petrie and Councillor Acchione leave the Council Chamber at 10:56 a.m.

RESOLUTION NO. 22

Moved By: Bernia Martin
Seconded By: Jim Palmer

Resolved that the following By-laws be read a first and second time: 6700-2025 and 6701-2025.

DISPOSITION: Motion Carried

Deputy Warden Petrie and Councillor Acchione return to the Council Chamber at 10:56 a.m.

RESOLUTION NO. 23

Moved By: Bernia Martin
Seconded By: Jim Palmer

Resolved that following By-laws be given a third and final reading: 6696-2025, 6697-2025, 6698-2025, 6699-2025 and 6702-2025.

DISPOSITION: Motion Carried

Deputy Warden Petrie and Councillor Acchione leave the Council Chamber at 10:57 a.m.

RESOLUTION NO. 24

Moved By: Bernia Martin
Seconded By: Jim Palmer

Resolved that the following By-laws be given a third and final reading: 6700-2025 and 6701-2025.

DISPOSITION: Motion Carried

Deputy Warden Petrie and Councillor Acchione return to the Council Chamber at 10:58 a.m.

16. ADJOURNMENT

RESOLUTION NO. 25

Moved By: Mark Peterson
Seconded By: Brian Petrie

Resolved that the Council meeting of January 8, 2025 be adjourned until the next meeting scheduled for January 22, 2025 at 9:30 a.m.

DISPOSITION: Motion Carried at 10:58 a.m.

Minutes adopted on January 22, 2025 by Resolution No. ____.

MARCUS RYAN, WARDEN

LINDSEY A. MANSBRIDGE, CLERK



New Response Completed for Council Delegation Request Form

From noreply@esolutionsgroup.ca <noreply@esolutionsgroup.ca>

Date Wed 12/11/2024 5:16 AM

To Clerks Office <clerksoffice@oxfordcounty.ca>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Please note the following response to Council Delegation Request Form has been submitted at Wednesday December 11th 2024 5:15 AM with reference number 2024-12-11-002.

- **Organization's Name (if applicable)**
Southwestern Public Health
- **Name and Title of Primary Contact / Main Presenter**
Wai Lee, Executive Assistant
- **Street Address**
410 Buller Street, Woodstock ON
- **Daytime Contact Number**
519-777-3731
- **Email address**
wlee@swpublichealth.ca
- **Name and Title of Other Presenter (if applicable)**
Carolyn Richards, Manager of Foundational Standards and Cynthia St. John, CEO
- **Date you wish to present to Council**
1/22/2024
- **How would you like to attend the Council meeting?**
In-person
- **If attending an in-person council meeting , do you or any members of your party require accessibility accommodations?**
No

- **Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome**

Southwestern Public Health submits a delegation request for January 22, 2025 with the purpose of fostering stronger connections and collaboration between our organization and our municipal partner. Thank you for your time.

- **Will you be providing any electronic information (i.e. a presentation) beyond your summary above?**

Yes

- **If YES, please upload here (Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif)**

1. [LTR SWPH Delegation Request to Oxford County Council 20241209.pdf \[56.1 KB\]](#)

- **Have you appeared before council to discuss the same topic in the past?**

No

[This is an automated email notification -- please do not respond]



St. Thomas Site
 Administrative Office
 1230 Talbot Street
 St. Thomas, ON
 N5P 1G9

Woodstock Site
 410 Buller Street
 Woodstock, ON
 N4S 4N2

December 9, 2024

Oxford County Council
 Oxford County Administration Building
 21 Reeve Street
 PO Box 1614
 Woodstock, ON N4S 7Y3

Dear Warden Ryan and Members of Council,

On behalf of Southwestern Public Health, I am writing to formally request a delegation at the January 22, 2025, meeting of Oxford County Council. This follows recent suggestions by the Board of Health about fostering stronger connections and collaboration between our organization and our municipal partners.

Our proposed presentation would serve as the first in a series of delegations throughout the year to showcase the impactful work public health is doing in Oxford County. Our intention will be to:

- Provide key data insights on the health status of our communities.
- Showcase public health services delivered to municipalities, such as health promotion in schools, disease prevention, and emergency preparedness.
- Highlight key initiatives in areas such as chronic disease prevention, supporting children and families, and promoting safe environments.
- Consider opportunities for enhanced collaboration on initiatives that address shared challenges and priorities.

This initial delegation would also provide an opportunity to engage in dialogue with County Council, ensuring alignment between our public health efforts and the needs of Oxford County residents. We hope this initiative will support our mutual goal of ensuring the health and well-being of our communities.

Thank you for considering our request. We look forward to strengthening our partnership through ongoing communication and collaboration. Please let us know if this date is suitable or if alternative arrangements are needed.

Sincerely,

Cynthia St. John
 Chief Executive Officer
 Southwestern Public Health

Health Status Highlights from Our Communities

SOUTHWESTERN PUBLIC HEALTH
PRESENTATION TO
OXFORD COUNTY COUNCIL

Presenters:

Cynthia St. John, Chief Executive Officer
Carolyn Richards, Manager,
Foundational Standards & Sexual Health

January 22, 2025



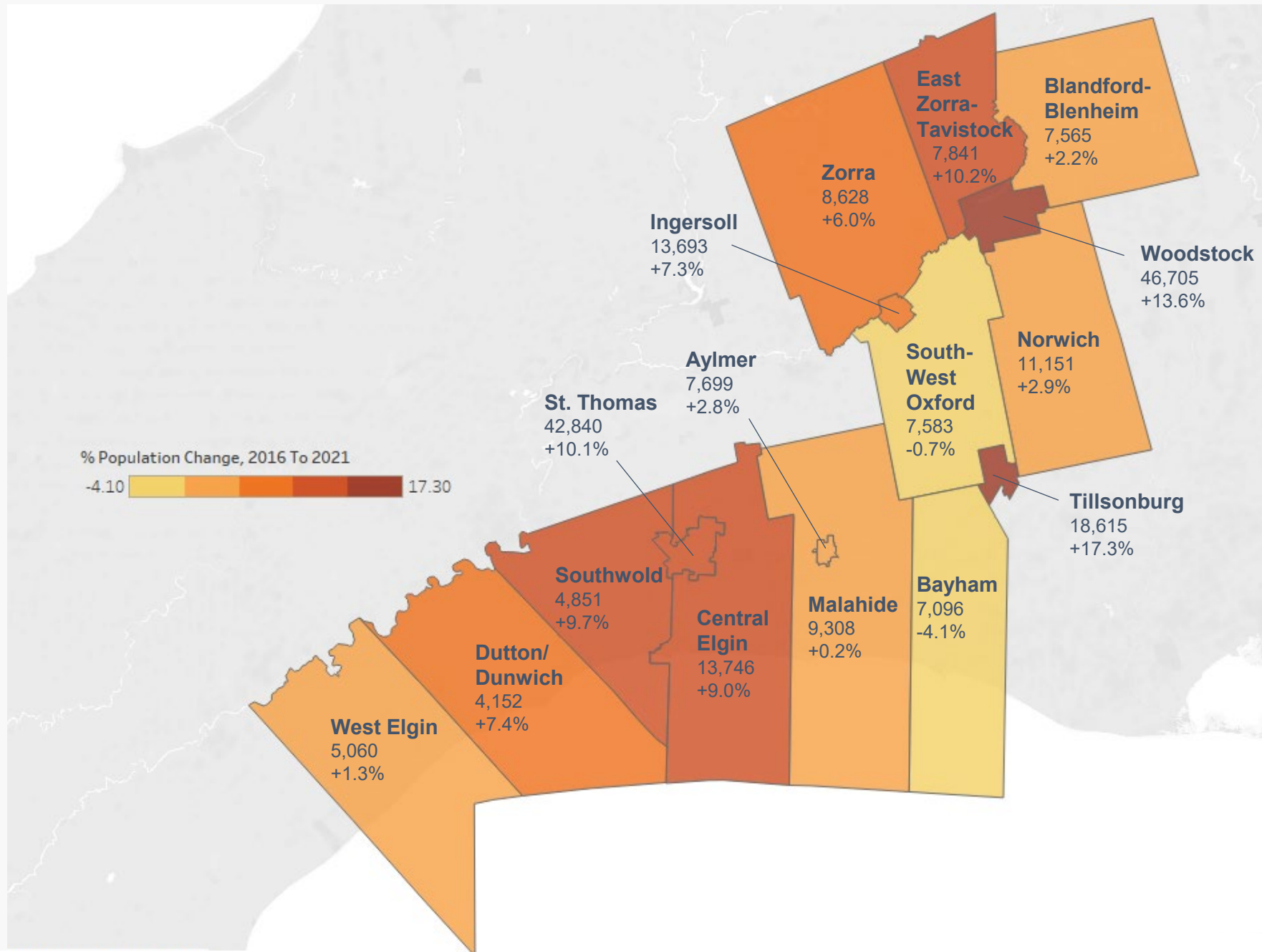
Our Community is Changing

- The SWPH region had significant population growth between 2016 and 2021
- The population is aging; The proportion of the population aged 65 and over is increasing, while the proportion aged 19 and under is decreasing
- The most common places of birth of recent immigrants have changed, with many now born in India
- The proportion of the SWPH population that belongs to a visible minority group doubled between 2016 and 2021 but remains much lower than the province



Data Source:
StatsCan. The Canadian Census

Population Size and Change by Municipality

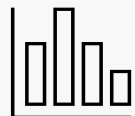


What is driving population growth?

- Intraprovincial migration
- Natural growth
- Immigration from other countries

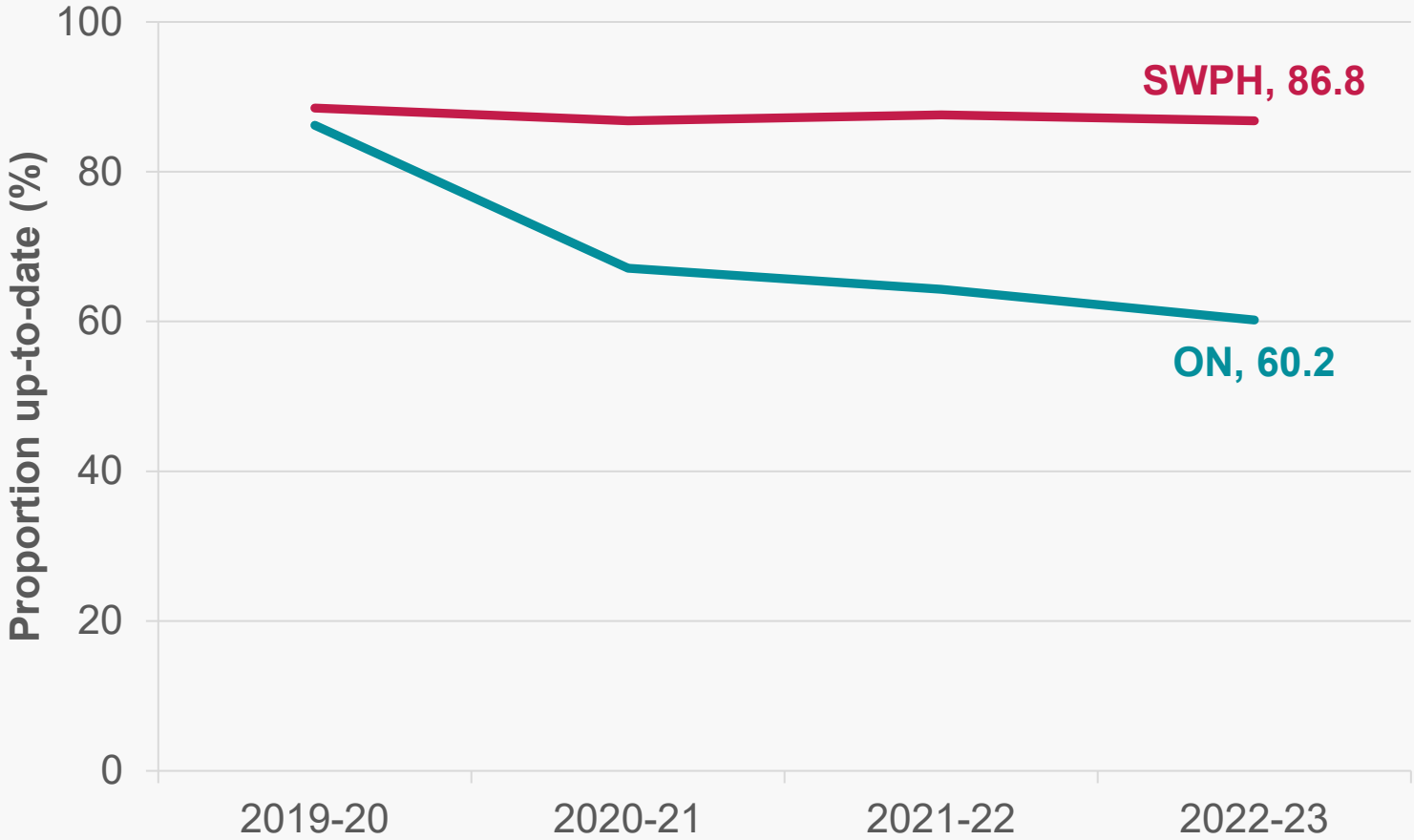
Immunizations

- The local vaccine coverage rates for various diseases of public health significance have remained relatively stable over time. Many are over 80%
- The vaccine coverage rates for pertussis and measles/mumps were both around 87% in the most recent school year (2022-2023)
 - Both are much higher than the coverage rates in Ontario (60%)
- Catch-up activities by SWPH have been the main factor in children remaining up-to-date on their vaccinations each school year

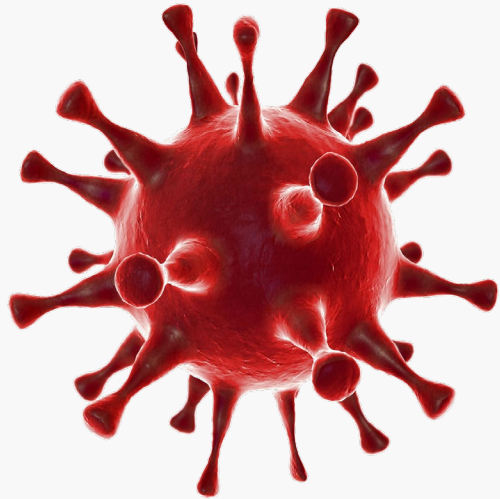


Data Source:
Public Health Ontario. Immunization coverage report for school pupils in Ontario. 2024

Measles and Mumps Vaccine Coverage



Infectious Diseases and Outbreaks



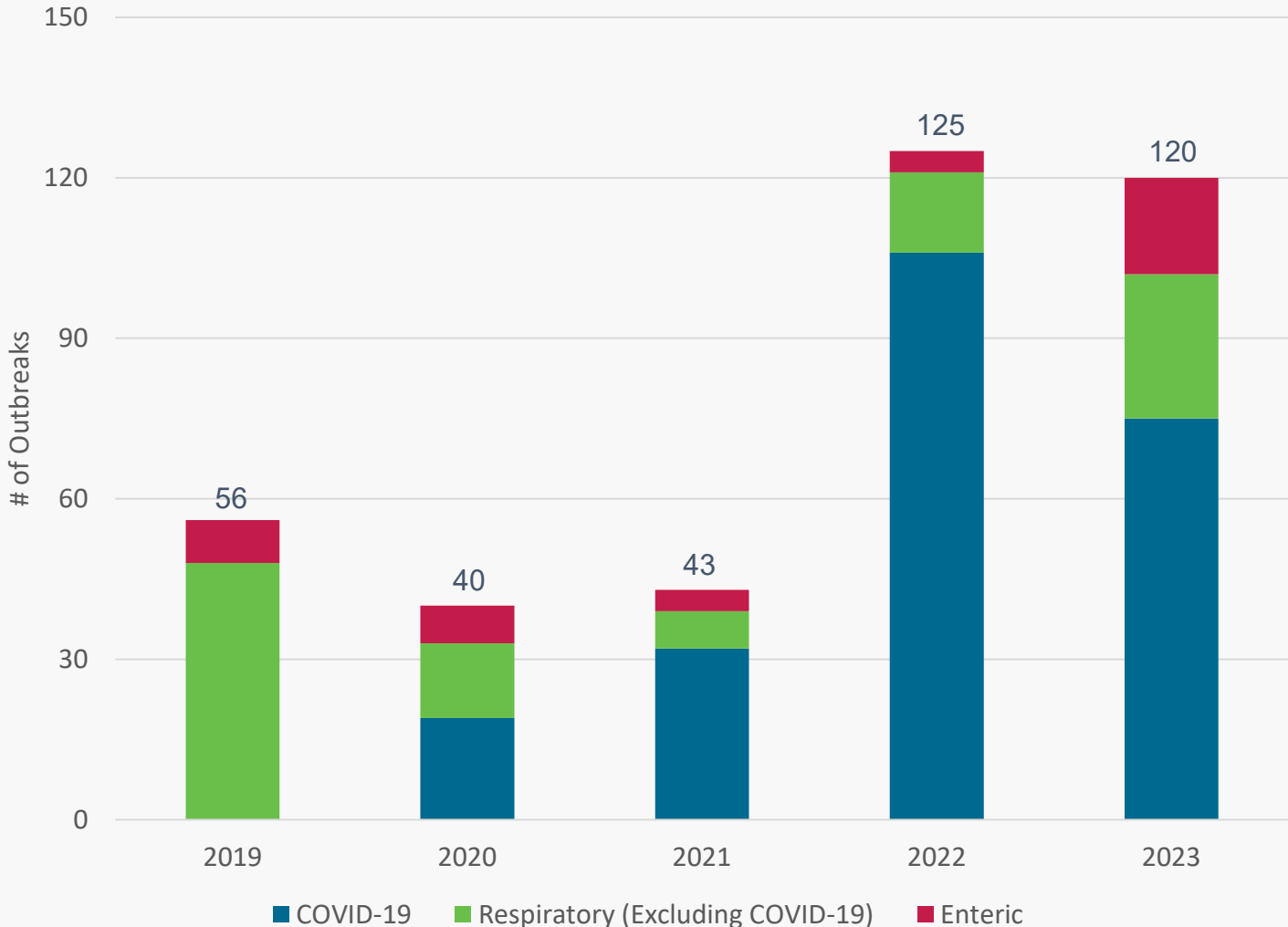
- The number of outbreaks in long-term care homes, retirement homes and hospitals has more than doubled compared to pre-pandemic years
- There have been increases in rates of many reportable diseases, a few examples are pertussis, Lyme disease, invasive group A strep and syphilis
- At the same time, many other diseases, while not increasing, still contribute to the overall burden of illness in the region, including chlamydia and campylobacteriosis to name only a couple



Data Sources:

- Integrated Public Health Information System (iPHIS), extracted using Cognos ReportNet (CRN)
- Infectious disease query by Public Health Ontario

Institutional Outbreaks



Mental Health



- The data suggests that the mental health of the population has declined in recent years, both locally and across Ontario
- Poor mental health is more evident in younger age groups
- Parents tend to think their youth's mental health is better than youth say their mental health is
- The highest rates of intentional self-harm, poor mental health and suicidal thoughts are in younger females

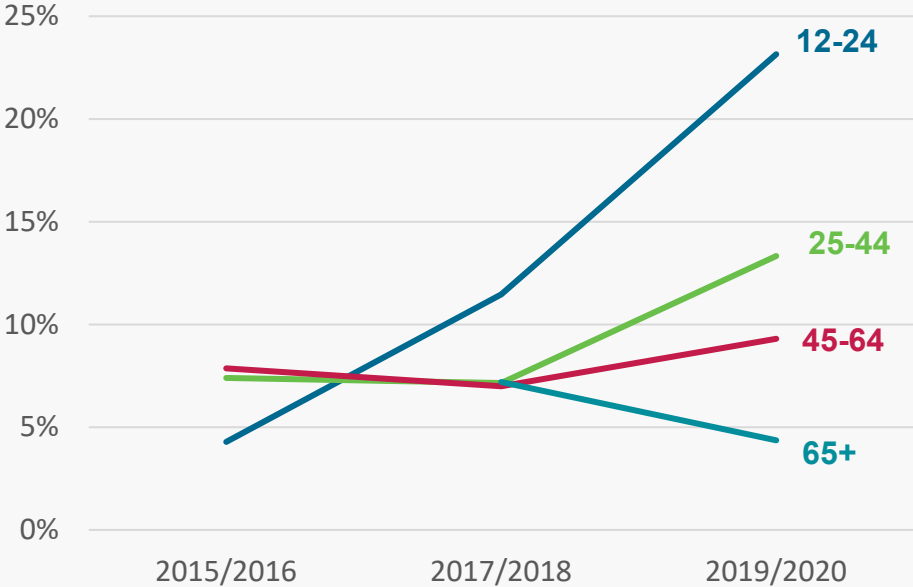
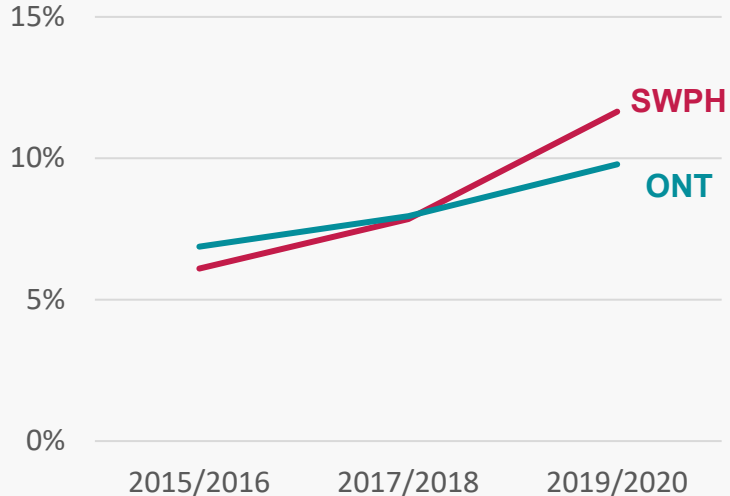


Data Sources:

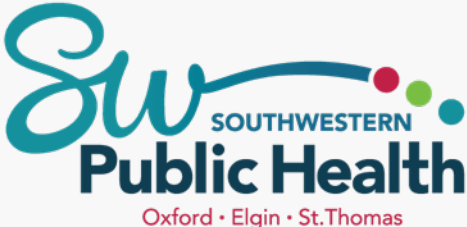
-StatsCan. Canadian Community Health Survey (CCHS) and the Canadian Health Survey on Children and Youth (CHSCY).
-The National Ambulatory Care Reporting System (NACRS), the Discharge Abstract Database (DAD) and the Ontario Mental Health Reporting System (OMHRS), accessed via IntelliHEALTH

Mental Health

- The proportion of respondents who rated their mental health as fair or poor has increased over time, both locally and provincially
 - Locally, the proportion almost doubled over time (6.1% vs. 11.7%)

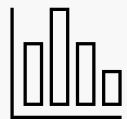


- The proportion of 12-24 year olds locally who rated their mental health as poor or fair was over 5x higher in 2019/20 compared to 2015/16 (4.3% vs. 23.2%)



Substance Use

- Poor health outcomes due to alcohol consumption, like hospitalizations and deaths, have been increasing since 2018
- There are more daily smokers in the SWPH region (17.2%) than in Ontario (10.0%)
- More than 50% of youth in grades 9 to 12 drink alcohol, more than 30% are e-cigarette users, and 25% use cannabis



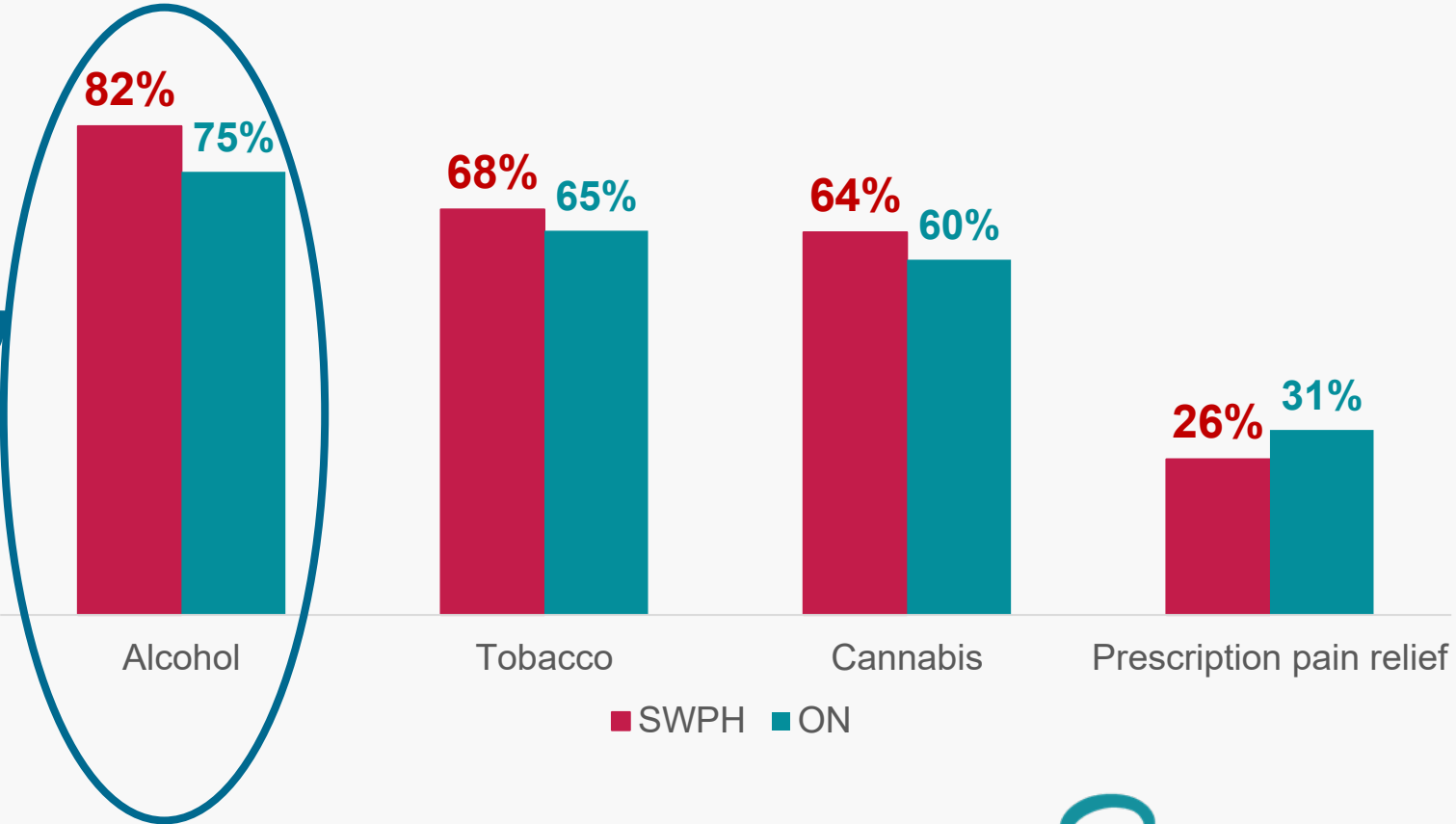
Data Sources:

-StatsCan. Canadian Community Health Survey (CCHS) and the Canadian Health Survey on Children and Youth (CHSCY).

-The National Ambulatory Care Reporting System (NACRS), the Discharge Abstract Database (DAD), accessed via IntelliHEALTH

Youth Access to Substances

- Most youth in SWPH and Ontario think it's easy to access alcohol, tobacco and cannabis



58% of youth in grades 9 to 12 who said alcohol was easy to access reported getting it from a **family member**

Maternal and Reproductive Health

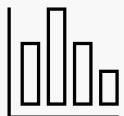
- Mental health concerns during pregnancy have increased in recent years
 - More than 1 in 3 women (35.6%) experienced mental health issues during pregnancy in 2022 in the SWPH region
- Infant feeding has changed over time, with fewer babies being fed breastmilk alone and more babies being combination-fed or formula-fed
- Substance use during pregnancy is of particular concern among women aged 24 years and younger



Data Sources:
-BORN Information System
-SWPH Infant Feeding Surveillance Survey

Oral Health

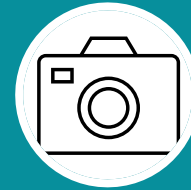
- More than 75% of SWPH residents have visited a dental professional in the last year
- During school screenings in the most recent school year, students in JK had increasing urgent dental care needs, and yet needs were decreasing for older children
- The rate of emergency department visits for non-traumatic dental conditions among local children and youth has decreased over time and is lower compared to Ontario
- The rate of emergency department visits for non-traumatic dental conditions among seniors has decreased since the implementation of the seniors dental program in 2018



Data Sources:

- eHealth Ontario. Oral Health Information System (OHISS)
- The National Ambulatory Care Reporting System (NACRS), accessed via IntelliHEALTH

Coming Next



This was a picture of our community and how things have changed over time



Use this and other reports in your own work. All health status reports are publicly available:
<https://www.swpublichealth.ca/en/reports-and-statistics/community-health-status.aspx>



Consider ongoing opportunities to engage and share the work of Southwestern Public Health

REPORT TO COUNTY COUNCIL

Oxford Road 6 and Oxford Road 28 Intersection Review

To: Warden and Members of County Council

From: Acting Director of Public Works

RECOMMENDATION

1. That County Council receive Report PW 2025-04 entitled “Oxford Road 6 and Oxford Road 28 Intersection Review” and approve staff’s recommendations contained herein to not implement an all-way stop condition at the intersection of Oxford Road 6 and Oxford Road 28, at this time, based on the Ontario Traffic Manual for all-way stop condition thresholds and updated traffic volumes.

REPORT HIGHLIGHTS

- Council directed staff to provide a brief report for the implementation of an all-way stop (AWS) condition at the intersection of Oxford Road 6 and Oxford Road 28 in Zorra Township, following a delegation to County Council on July 10, 2024, regarding intersection safety after the occurrence of a fatal motor vehicle collision.
- Intersection operational reviews found that traffic volumes and annual average collisions do not meet Ontario Traffic Manual (OTM) warrant thresholds for an AWS condition and is therefore not recommended at this time.
- The subject intersection is equipped with stop sign mounted red flashing beacons, lateral warning (rumble) strips at stop approaches, and illumination.

IMPLEMENTATION POINTS

Staff will continue to monitor operations at the subject intersection and consider future traffic control measures for implementation as warranted and approved by County Council.

Financial Impact

The recommendation within Report PW 2025-04 will have no financial impact to the 2025 operating budget.

Communications


A copy of Report PW 2025-04 will be sent to Zorra Township, the Ontario Provincial Police, and the Council Delegate from the July 10, 2024 Council meeting.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>		<p>Goal 3.1 – Continuous improvement and results-driven solutions</p> <p>Goal 3.2 – Collaborate with our partners and communities</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

County Council directed Public Works staff to provide a brief report on installing an AWS at the intersection of Oxford Road 6 (OR 6) and Oxford Road 28 (OR 28) following a delegation to County Council on July 10, 2024, regarding concerns with intersection safety after the occurrence of two fatal collisions at this location in March 2022 and June 2024.

The subject intersection is currently operated with two-way stop control for east and west bound traffic on OR 28 and with free flow conditions for north and south bound traffic on OR 6 (Attachment 1). The existing stop signs are equipped with red flashing beacons and each intersection leg includes street lighting that was installed in Q1 2024. The posted speed is 80km/h for both OR 6 and OR 28.

In July 2023, a third-party operational review was undertaken at the subject intersection in response to safety concerns raised by residents. The review did not identify any engineering deficiencies and found the intersection to be operating within acceptable levels of service. The review also found that an AWS was not warranted based on traffic volume and annual average collision thresholds identified in the OTM.

Comments

In July 2024, staff proceeded with the installation of lateral warning (rumble) strips at the east and west intersection approaches and retained third party services to complete an update to the 2023 intersection operational review in support of Council's request for a report on AWS implementation.

Intersection volume counts and review of intersection related collision records were completed in July and December 2024 and analyzed for compliance with OTM AWS warrant criteria as summarized in Table 1 below:

Table 1: Traffic Volume and Collision Warrants at OR 6/OR28 Intersection

OTM AWS Criteria¹	% of OTM Warrant (July 2023)	% of OTM Warrant (July 2024)	% of OTM Warrant (Dec 2024)
Total Intersection Volume Warrant = 500 vehicles per hour	90%	100%	81%
Minor Road Volume Warrant = 200 units per hour (vehicles + peds)	71%	98%	58%
Volume Split <70%/30%	75%	100%	50%
Collison Warrant 12 collisions/3 years	42%	50%	63%

Note 1: OTM AWS warrant requires all volume warrants or collision warrant to be 100%

Report PW 2025-04
PUBLIC WORKS
Council Date: January 22, 2025

The findings in July 2024 were in sharp contrast to the previous review conducted in 2023 and identified very close compliance to OTM volume thresholds for an AWS. However, it was suspected that traffic volumes were falsely inflated because of the nearby construction detour on Oxford Road 16.

As a result of the significant variation between the 2023 and 2024 study findings, the intersection operational review was updated again in December 2024 after completion of construction on Oxford Road 16 and resumption of normal traffic patterns.

The December 2024 update to the intersection operational review found traffic volumes to be in closer alignment with the 2023 study results, therefore confirming the July 2024 results were skewed by the construction detour and that OTM volume and collision thresholds did not meet AWS and signalization warrants identified in the OTM.

CONCLUSIONS

Implementation of an AWS at the subject intersection is not recommended at this time since it is currently operating within acceptable levels of service, and traffic volumes and average annual collisions are below OTM warrant thresholds.

Collisions are expected to be mitigated with the installation of lateral warning (rumble) strips along with other previously implemented safety measures that include red flashing beacons and intersection illumination.

Staff will continue to monitor this intersection and consider future implementation measures as warranted.

SIGNATURES

Departmental approval:

Original signed by

Frank Gross, C. Tech
Acting Director of Public Works

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENT

Attachment 1: Location Map - Two-way Stop Control at Oxford Road 6 and Oxford Road 28

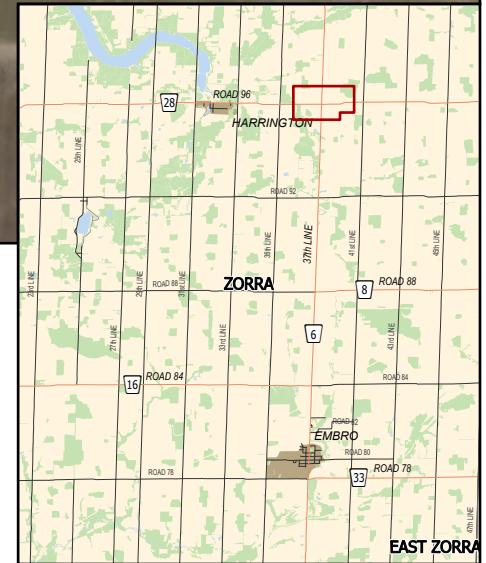
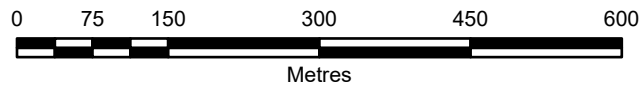


◆ Existing Stop Control

— Provincial Roads

— County Roads

— Municipal Roads





Report CP 2025-19
COMMUNITY PLANNING
 Council Date: January 22, 2025

REPORT TO COUNTY COUNCIL

Supplementary Report Application for Official Plan Amendment OP 22-19-7 – Lindprop Corp.

To: Warden and Members of County Council

From: Director of Community Planning

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-19-7, submitted by Lindprop Corporation for lands described a Part of Lots 4 & 5, Concession 10 (Dereham) in the Town of Tillsonburg, to re-designate a portion of the subject lands from Open Space to Medium Density Residential to allow for an enlarged medium density residential development block within a draft plan of subdivision;
2. Any further, that Council approve the attached Amendment No. 322 to the County of Oxford Official Plan;
3. And further, that the necessary By-law to approve Amendment No. 322 be raised.

REPORT HIGHLIGHTS

- The purpose of the Official Plan Amendment is to redesignate a portion of the subject lands from 'Open Space' to 'Medium Density Residential' to facilitate the development of a medium density block in the northeast portion of a previously approved draft plan of subdivision (SB 22-07-7).
- The application was deferred at the October 9, 2024 County Council meeting to address concerns relating to emergency access during a flood event of the single access road to the multi-residential development.
- The applicant has redesigned the size and elevation of the watercourse crossing and access road and has reduced the amount of water expected to be on the road during a flood event. Town and County emergency services staff have confirmed that they have no concerns with safe access, as a result of the modifications.

Report CP 2025-19
COMMUNITY PLANNING
Council Date: January 22, 2025

- Accordingly, planning staff consider the proposal to be consistent with the relevant policies of the Provincial Planning Statement, supports the strategic initiatives and objectives of the Official Plan respecting residential development and the protection of natural features and natural hazards and can be supported from a planning perspective.

IMPLEMENTATION POINTS

This application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.

Financial Impact

The approval of this application will have no financial impact beyond what has been approved in the current year's budget.

Communications




Notice of complete application was provided to surrounding property owners on February 23, 2023, and notice of public meeting was issued on March 13, 2023 and August 26, 2024 in accordance with the requirements of the Planning Act. At the time of writing this report, no comments have been received from the public.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "working together for a healthy, vibrant, and sustainable future." These pillars are: *(1) Promoting community vitality, (2) Enhancing environmental sustainability, and (3) Fostering progressive government.*

The recommendations in this report support the following strategic goals:

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.1 – 100% Housed</p> <p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p>		

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

Owner: Lindprop Corporation
7681 Highway 27, Unit 16, Woodbridge, ON L4L 4M5

Agent: Alex Muirhead, P. Eng, CJDLC Consulting Engineers
261 Broadway, Tillsonburg ON N4G 4H8

Location:

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. A small portion of the subject property is located within the Township of South-West Oxford. The lands are located on the north side of North Street East and west of the CPR Railway, and are municipally known as 112 North Street East, Tillsonburg.

County of Oxford Official Plan:

Existing:

Schedule “T-1”	Tillsonburg Land Use Plan	Open Space
----------------	---------------------------	------------

Proposed

Schedule “T-1”	Tillsonburg Land Use Plan	Residential and Open Space
Schedule “T-2”	Tillsonburg Residential Density Plan	Medium Density Residential

Report CP 2025-19
COMMUNITY PLANNING
Council Date: January 22, 2025

Proposal

As previously detailed in report [CP 2024-300](#), the proposed Official Plan Amendment (OPA) proposes to amend Official Plan Schedules “T-1”- Town of Tillsonburg Land Use Plan and “T-2,” Town of Tillsonburg Residential Density Plan, to re-designate a portion of one block within the proposed plan of subdivision from Open Space to Residential and Medium Density Residential.

The proposed development would consist of a medium density block consisting of 30 townhouses, fronting on a private condominium road. The private condominium road would be the sole access to the units, as the lands are bounded by a CPR right of way to the east, woodlands to the north, and woodlands, wetlands and the watercourse to the west.

The applicant had provided a Development Flood Assessment Study to determine the expected flooding of the access road during a flood event. During the regulatory flood event (100 year storm), the study assessed that the road would be inundated with 30 cm of water, but during a regional storm event, the flooding could be 55 cm of water on the road.

County Council considered the previous staff report CP 2024-300 at their October 9, 2024 meeting and raised concerns with respect to the potential for road flooding and safe access to the site for emergency services during a regional flooding event, such as Hurricane Hazel. As such, County Council decided to defer the application at that meeting to allow these concerns to be addressed before final consideration.

In response to the concerns expressed, the applicant’s consulting engineers revised the design of the private access road and the culvert that will convey the flows from the watercourse. The alterations to the originally proposed road surface and crossing are such that the road profile is flatter directly above the new culvert. To accommodate the additional design flows from the larger regional storm event, the box culvert crossing was modified to have an opening 4.5 m wide and 1.8 m high. The wider culvert will accommodate more flow through the opening, reducing the volume that overtops the crest of the access road during the regional storm event. For the 100 year flood, the access road will remain dry.

The revised Flooding Assessment Report concluded that the revised design has the effect of keeping flood depths over the access road to below 0.3 m during peak times of flooding for the Hurricane Hazel regional storm event and Provincial criteria for access/egress are met for the revised design.

Plate 1, [Location Map with Existing Zoning](#), indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, [2020 Aerial Map](#), provides an aerial view of the subject property and surrounding area.

Plate 3, [Location of Proposed Amendments](#), provides the layout of the proposed draft plan of subdivision.

Plate 4, [Development Flood Assessment Study Addendum](#) outlines the findings of the revised culvert and road design, and depicts the predicted flooding associated with the regulatory storm and regional storm.

Comments

Agency Comments

The Town of Tillsonburg Engineering Services Department indicated that they do not have any concerns with the revised private road or culvert design.

Oxford County Paramedic Services indicated that they have no concerns with the revised design. It has been confirmed with our ambulance vendor that ambulances can traverse up to 50 cm of water.

Town of Tillsonburg Fire and Rescue Services indicated that they have no concerns with the proposed road or culvert design, or access during a flooding event.

Ontario Provincial Police (Oxford Detachment) – indicated that they have no concerns with the revised design or access during a flooding event.

Planning Analysis

Based on flood modelling completed by a Water Resources / Coastal Engineer, the revised road design and wider culvert are able to convey more flows and the resulting level of flooding on the private access road to the development has been reduced from 0.55 m to 0.3 m during the Regional Storm Event (Hurricane Hazel). During the LPRCA's regulatory storm event (1:100 year storm), the access road will remain dry. The addendum to the flood assessment study is included as Plate 4 to this report.

Planning staff circulated the revised flooding assessment report to emergency services, including Oxford County Paramedic Services, Town of Tillsonburg Fire and Rescue Services, and Town of Tillsonburg Engineering Department who indicated they had no concerns with the expected level of flooding during the Regional Storm Event. The LPRCA indicated that their requirements respecting safe access during their Regulatory 1:100 Year Storm Event have been satisfied and the development will require further permits from the LPRCA to proceed. Further, the development of this multi-residential block, including the design of the access road and all servicing, will be reviewed through the site plan approval process to the satisfaction of the Town and County to ensure that the recommendations of the technical studies, including the flood assessment study, geotechnical investigations, noise and vibration assessments and environmental impact studies are appropriately implemented.

CONCLUSIONS

In light of the foregoing, Planning staff are satisfied that the proposed development is generally consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan respecting residential development, protection of natural features, and development within areas of natural hazards. As such, staff are satisfied that the applications can be given favourable consideration.

SIGNATURES

Report Author:

Original signed by _____
Eric Gilbert, RPP, MCIP
Manager of Development Planning

Departmental Approval:

Original signed by _____
Paul Michiels
Director of Community Planning

Approved for submission:

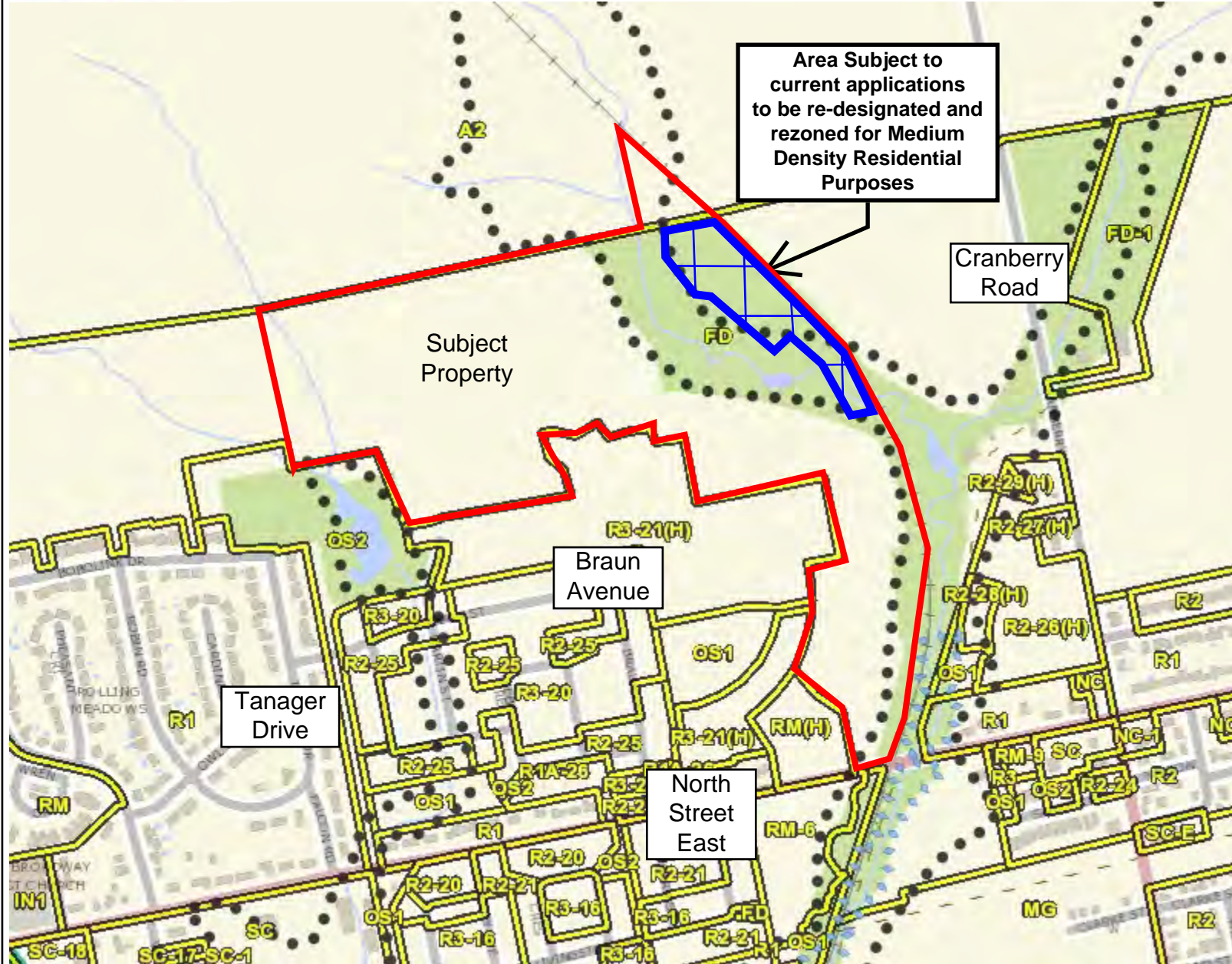
Original signed by _____
Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

- Attachment 1 - Plate 1, Location Map and Existing Zoning
- Attachment 2 - Plate 2, 2020 Aerial Map
- Attachment 3 - Plate 3, Location of Proposed Amendments
- Attachment 4 – Plate 4, Development Flood Assessment Study Addendum
- Attachment 5 - Official Plan Amendment No. 322



Plate 1: Location Map with Existing Zoning
File Nos. OP 22-19-7 and ZN 7-22-15- Lindprop Corp
Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



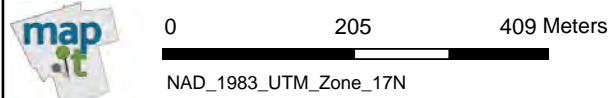
Area Subject to current applications to be re-designated and rezoned for Medium Density Residential Purposes

Legend

- Zoning Floodlines Regulation Limit
- 100 Year Flood Line
- 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

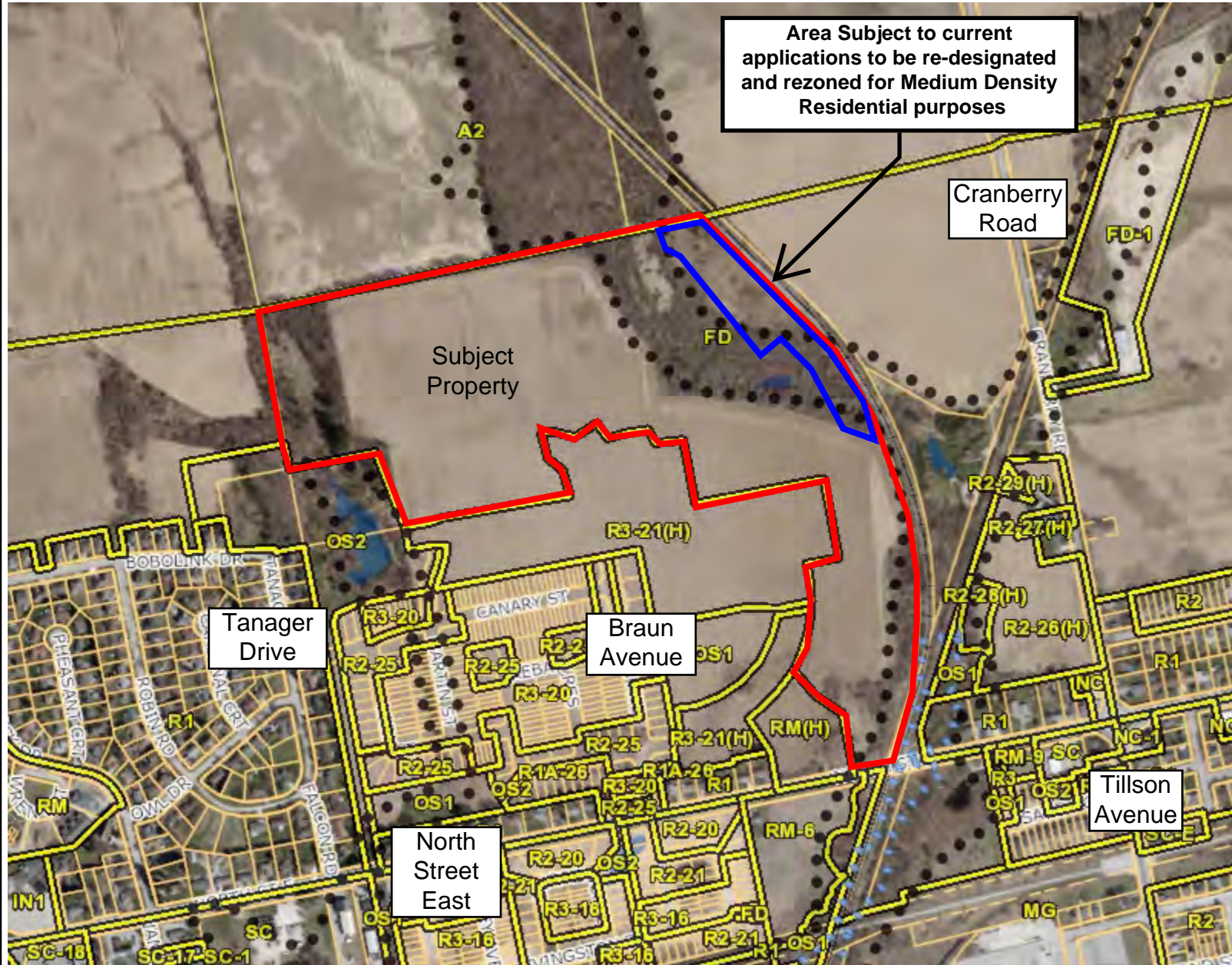
February 3, 2023



Plate 2: 2020 Aerial Map

File Nos. OP 22-19-7 and ZN 7-22-15- Lindprop Corp

Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



Area Subject to current applications to be re-designated and rezoned for Medium Density Residential purposes

Cranberry Road

Subject Property

Tanager Drive

Braun Avenue

North Street East

Tillson Avenue

Legend

- Zoning Floodlines
- Regulation Limit
- 100 Year Flood Line
- ▲ 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines
- ▣ Land Use Zoning (Displays 1:16000 to 1:500)

Notes



0 205 409 Meters

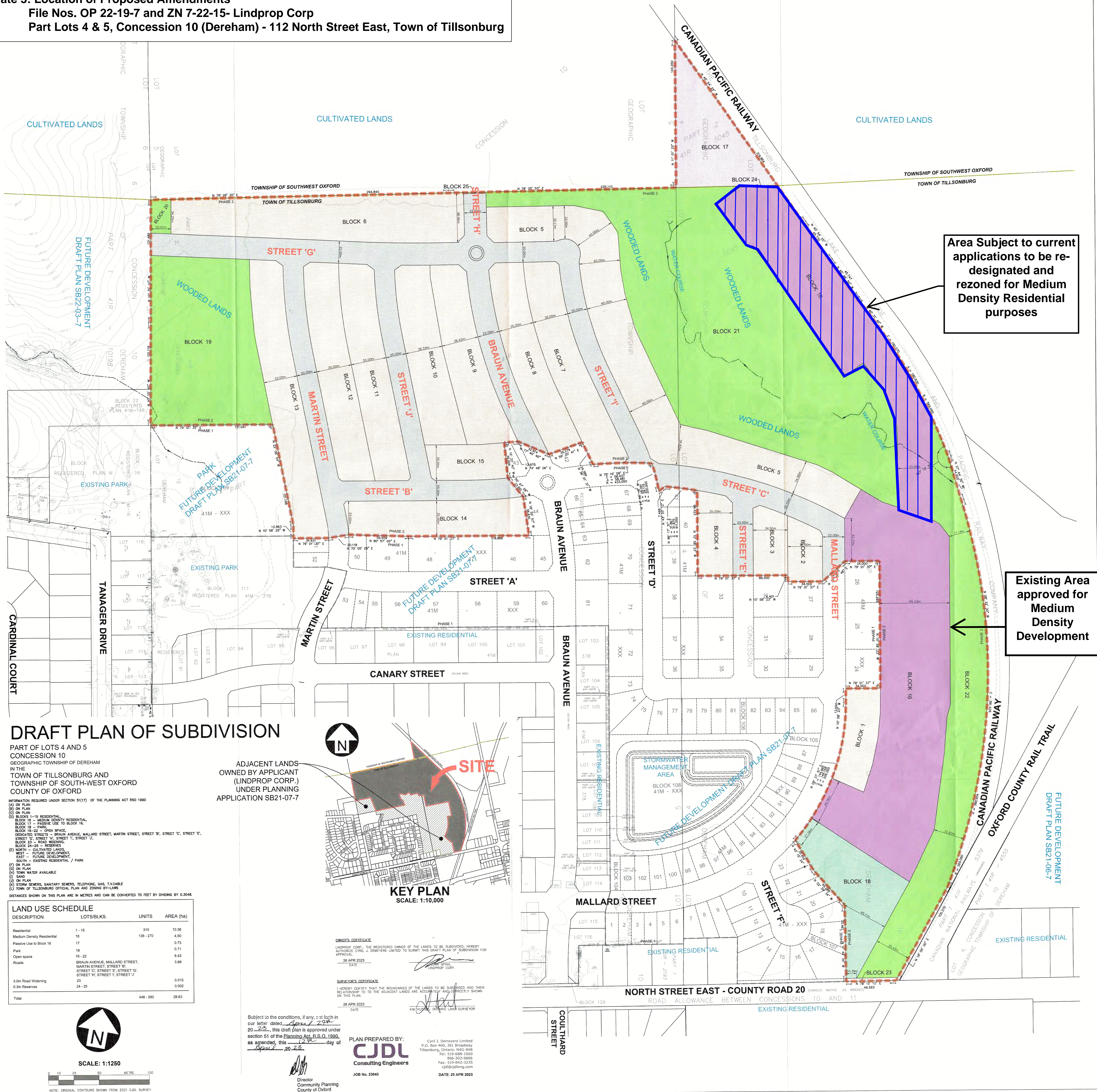
NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 3, 2023

Plate 3: Location of Proposed Amendments
File Nos. OP 22-19-7 and ZN 7-22-15- Lindprop Corp
Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



Area Subject to current applications to be re-designated and rezoned for Medium Density Residential purposes

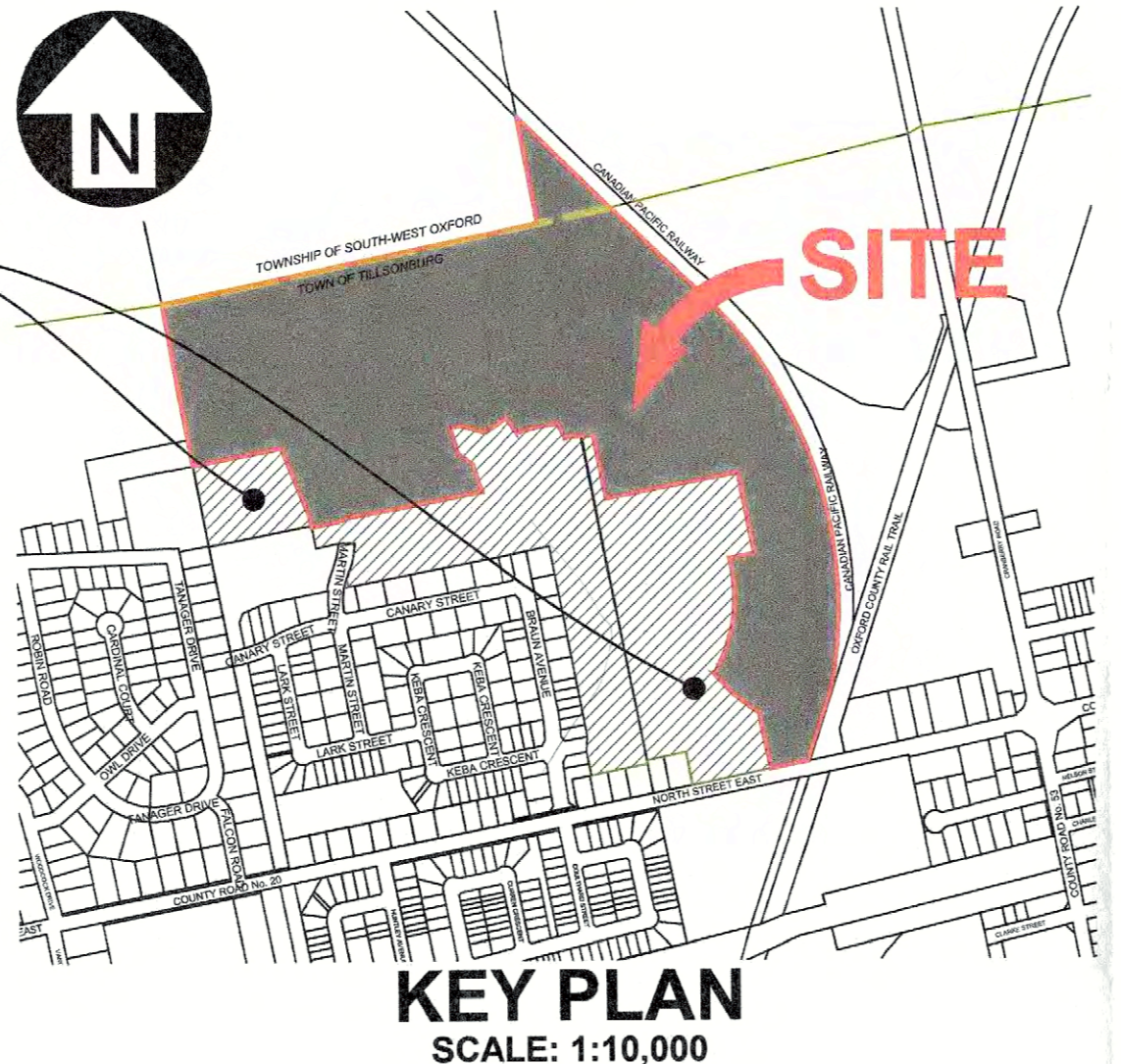
Existing Area approved for Medium Density Development

DRAFT PLAN OF SUBDIVISION

PART OF LOTS 4 AND 5
 CONCESSION 10
 GEOGRAPHIC TOWNSHIP OF DEREHAM
 IN THE TOWNSHIP OF TILLSONBURG AND TOWNSHIP OF SOUTH-WEST OXFORD
 COUNTY OF OXFORD

- INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT RSO 1990
- (A) ON PLAN
 - (B) ON PLAN
 - (C) ON PLAN
 - (D) ON PLAN
 - (E) ON PLAN
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 - (Y) ON PLAN
 - (Z) ON PLAN

LAND USE SCHEDULE	DESCRIPTION	LOTS/BLKS.	UNITS	AREA (ha)
Residential	1 - 15	310	10.36	
Medium Density Residential	16	136 - 270	4.50	
Passive Use to Block 16	17		0.73	
Park	18		0.71	
Open space	19 - 22		8.43	
Roads	BRAUN AVENUE, MALLARD STREET, MARTIN STREET, STREET 'B', STREET 'C', STREET 'E', STREET 'G', STREET 'H', STREET 'I', STREET 'J', STREET 'K', STREET 'L', STREET 'M', STREET 'N', STREET 'O', STREET 'P', STREET 'Q', STREET 'R', STREET 'S', STREET 'T', STREET 'U', STREET 'V', STREET 'W', STREET 'X', STREET 'Y', STREET 'Z'		3.88	
3.0m Road Widening	23		0.015	
0.3m Reserves	24 - 25		0.002	
Total		446 - 590	28.63	



OWNER'S CERTIFICATE
 LINDPROP CORP., THE REGISTERED OWNER OF THE LANDS TO BE SUBDIVIDED, HEREBY AUTHORIZES CYRIL J. DEMEYERE LIMITED TO SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL.
 DATE: 26 APR 2023

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATE AND CORRECTLY SHOWN ON THIS PLAN.
 DATE: 26 APR 2023

Subject to the conditions, if any, set forth in our letter dated April 29, 2022, this draft plan is approved under section 51 of the Planning Act, R.S.O. 1990, as amended, this 26th day of April, 2023.

PLAN PREPARED BY:
CJDL
 Consulting Engineers
 JOB No. 23043 DATE: 25 APR 2023

Plate 4: Development Flood Assessment Study Addendum
File Nos. OP 22-19-7 and ZN 7-22-15- Lindprop Corp
Part Lots 4 & 5, Concession 10 (Dereham) - 112 North St, East, Tillsonburg



Oct 31, 2024

Our File: 3089-031

Lindprop Corporation
7681 Hwy 27, Unit 16
Woodbridge, Ontario
L4L 4M5

Attn: John Spina

Dear Sir:

Re: FINAL Lindprop Development Flood Assessment Study Addendum

We refer you to the Lindprop Development Flood Assessment Study prepared by TRUE Consulting in letter from P. Prodanovic to J. Spina, dated Feb 20, 2024. That letter presented hydrotechnical analyses that quantified flows at the project site, established flood profiles for existing and proposed conditions, and provided comment on impact of proposed design on flooding. The proposed conditions included a new concrete box culvert and a new access road to the subject property. Even though the proposed design documented in the Feb 20, 2024 letter met all regulatory requirements (and was fully accepted by the Long Point Region Conservation Authority, LPRCA) the Oxford County municipal council felt that a stricter requirement would be more appropriate.

The Regulatory Flood in the LPRCA administrative area is the 100-yr flood standard, which the Feb 20, 2024 letter used as the design event. The Oxford County municipal council suggested that the design flood event should be based on the Hurricane Hazel flood standard instead. Subsequent to the request to adopt the stricter flood standard, the project team identified modifications to the original design that would be needed such that a revised design could meet requirements under the higher flood standard. This addendum documents the modified (revised) design, and summarizes changes to flooding profiles induced by the proposed changes.

The design team at CJDJL Consulting Engineers made alterations to the originally proposed road surface and crossing, such that the road profile is flatter directly above the new culvert. To accommodate Hurricane Hazel design flows, the box culvert was changed to a geometry that has an opening of 4.5 m wide and 1.8 m high. As with the original design, the crest of the embankment was specified to stay within the backwater zone of the existing railway embankment located just downstream of the proposed crossing. The above modifications were incorporated into the modeling, which allowed simulations of flood profiles and inundation extents for the 100-yr and Hurricane Hazel (Regional) Flood conditions.

The results of the analyses are presented in Figures 9 and 10, which show inundation extents and flood profiles for the existing and proposed conditions (revised design). Similarly, Figure 11

Lindprop Corporation
Attn: John Spina

- 2 of 2 -
FINAL

Our File: 3089-031

and 12 show the inundation extents and water surface profiles for existing and proposed conditions (revised design). The figure numbering has not been updated, and was meant to directly replace figures originally developed as part of the Feb 20, 2024 report.

The overall flow behaviour identified in the Feb 20, 2024 report generally remains unchanged. The major change in the modified design includes a wider culvert that passes more flow through the opening, which implies that less volume overtops the crest of the access road during the Hurricane Hazel flood. Smaller volumes over the access road, together with the generally flatter road profile, have the effect of reducing water depths during times of peak flooding. For the 100-yr flood condition, the access road remains dry, as with the original design.

The revised design (with the 4.5 m x 1.8 m culvert opening, and a flatter road profile) has the effect of keeping flood depths over the access road to below 0.3 m during peak times of flooding for the Hurricane Hazel flood standard. Provincial criteria for access/egress during peak flood (Hurricane Hazel flood standard) are likewise met for the revised design.

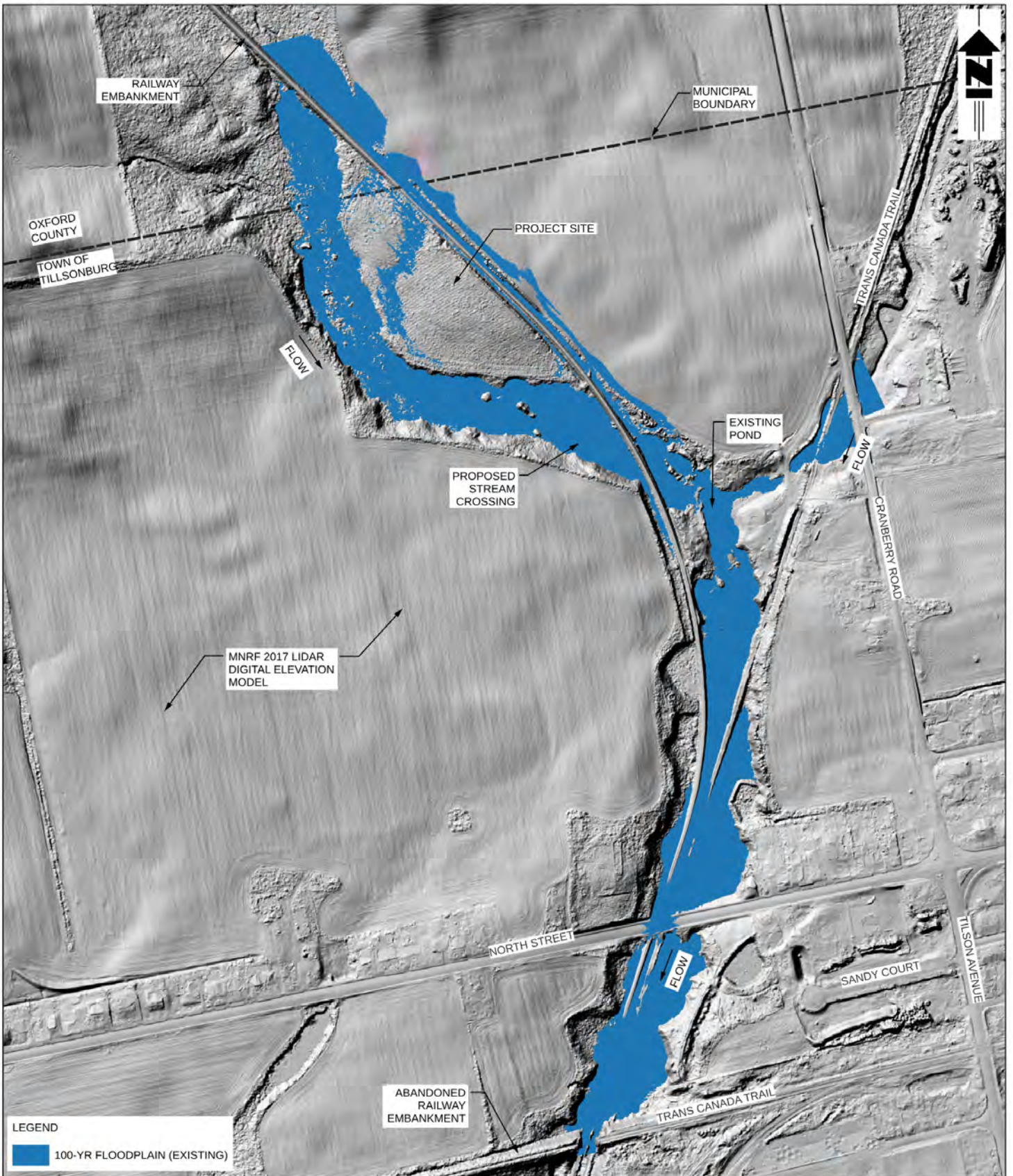
I trust the above is sufficient for your present purposes. Should you have additional questions, please do not hesitate to call.

Yours truly,

TRUE Consulting



Pat Prodanovic, Ph.D., P.Eng.
Water Resources and Coastal Engineer



LEGEND
 100-YR FLOODPLAIN (EXISTING)

100-YR FLOODPLAIN (EXISTING)

LINDPROP DEVELOPMENT TILSONBURG, ONTARIO



PROJECT NO: 3089-021
 DATE: FEB, 2024

DRAWN BY: PP

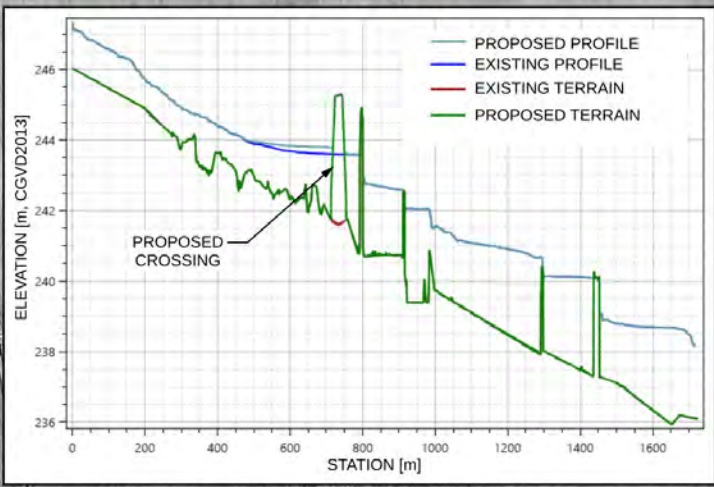
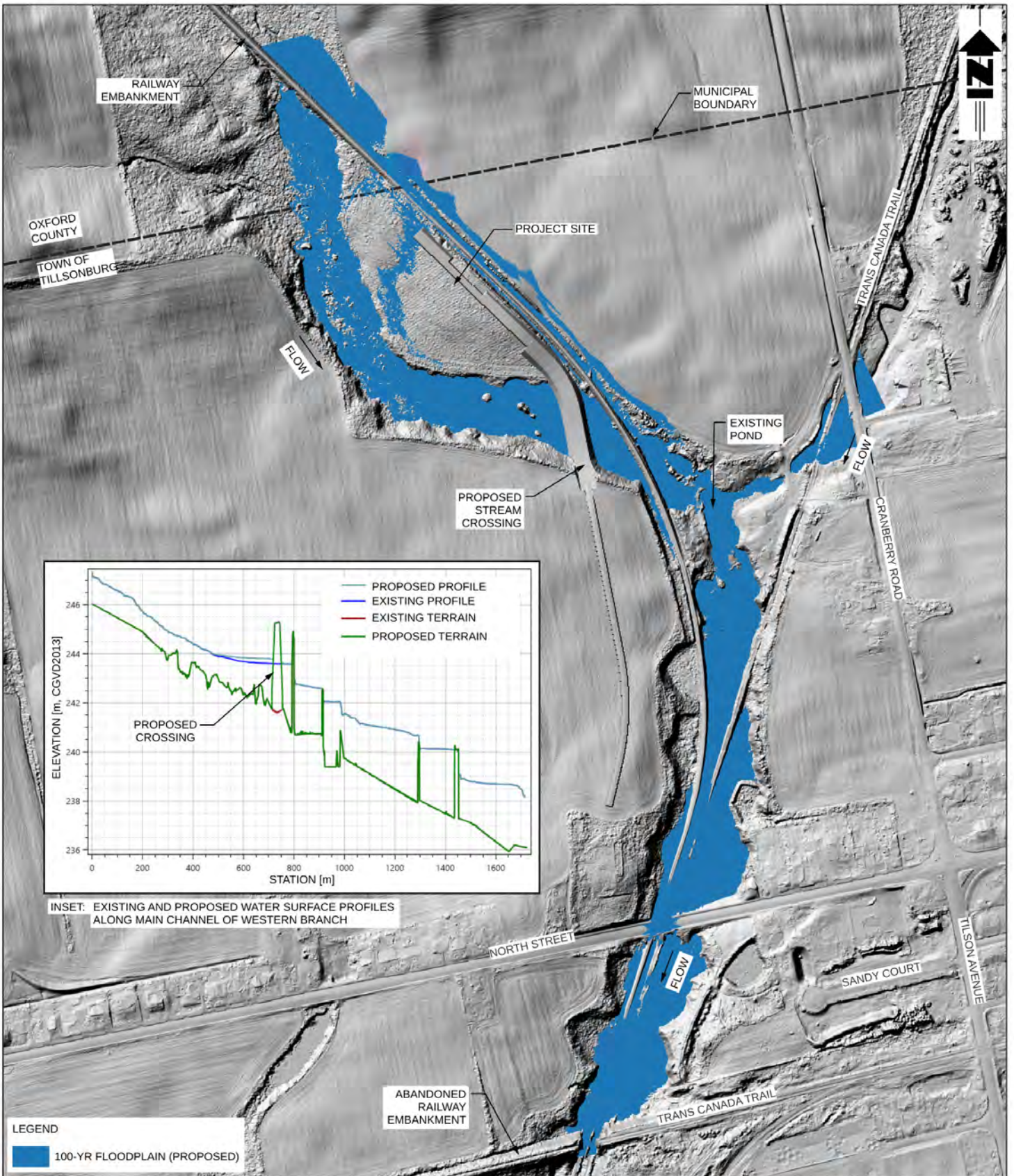
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FIG. NO:

9

REV.:

0



INSET: EXISTING AND PROPOSED WATER SURFACE PROFILES ALONG MAIN CHANNEL OF WESTERN BRANCH

LEGEND
 100-YR FLOODPLAIN (PROPOSED)

100-YR FLOODPLAIN (PROPOSED)

LINDPROP DEVELOPMENT TILLSONBURG, ONTARIO



PROJECT NO: 3089-031
 DATE: OCT 2024

DRAWN BY: PP

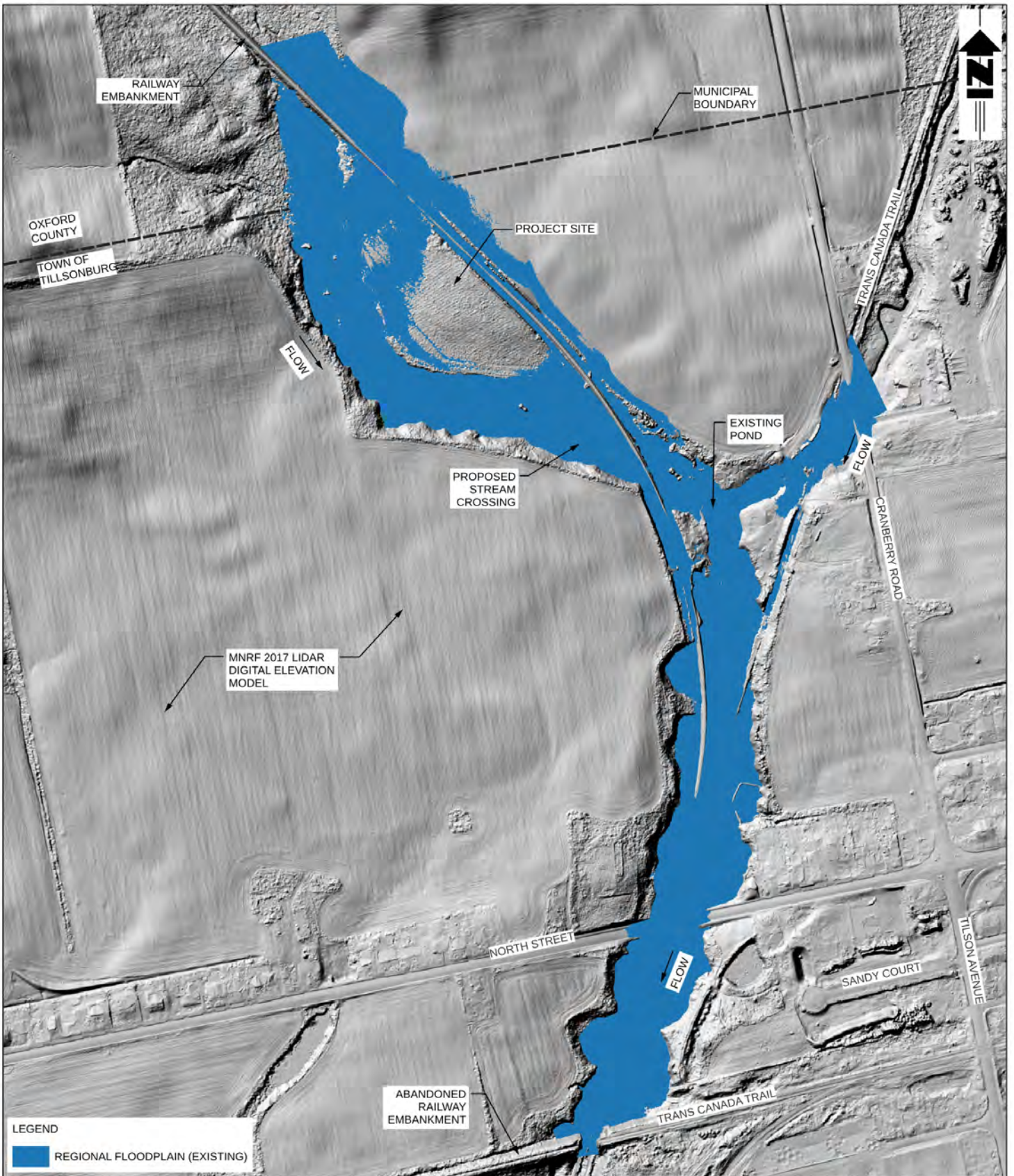
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FIG. NO:

10

REV.:

1



LEGEND

REGIONAL FLOODPLAIN (EXISTING)

REGIONAL FLOODPLAIN (EXISTING)

LINDPROP DEVELOPMENT TILSONBURG, ONTARIO



PROJECT NO: 3089-021

DATE: FEB, 2024

DRAWN BY: PP

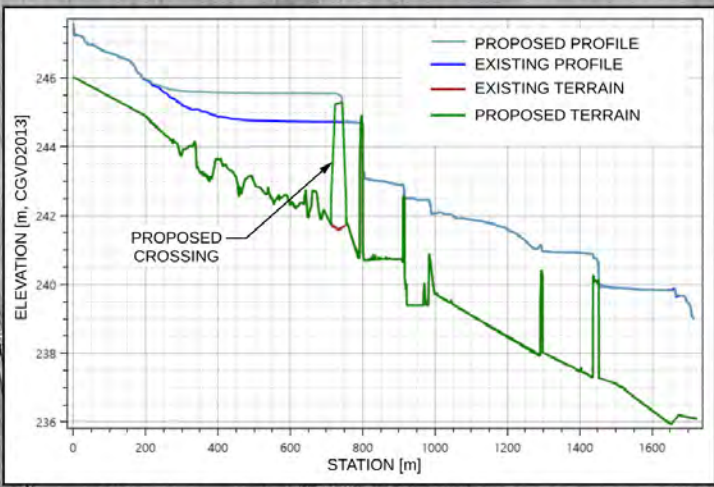
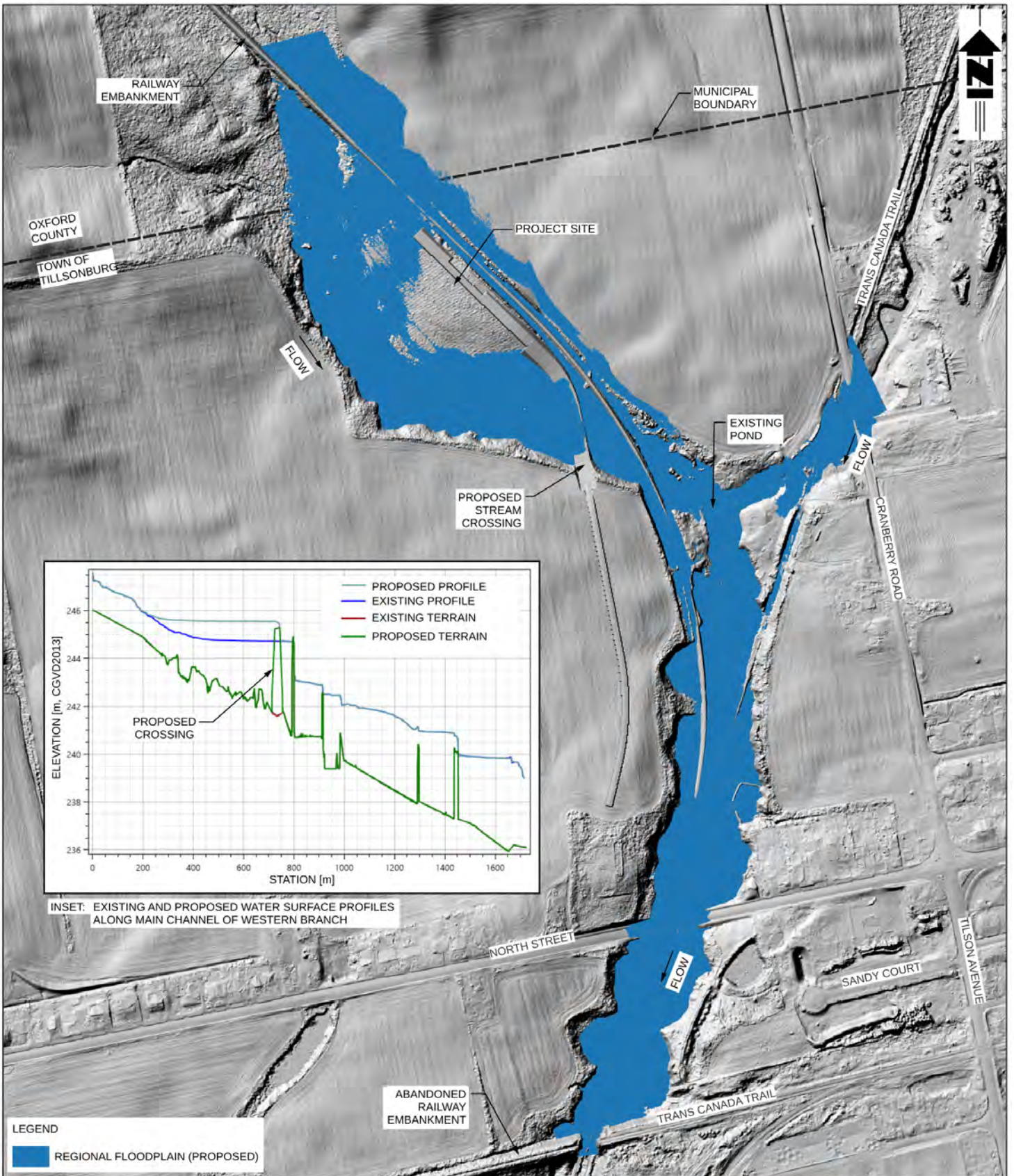
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FIG. NO:

11

REV.:

0



INSET: EXISTING AND PROPOSED WATER SURFACE PROFILES ALONG MAIN CHANNEL OF WESTERN BRANCH

LEGEND
 REGIONAL FLOODPLAIN (PROPOSED)

REGIONAL FLOODPLAIN (PROPOSED)

LINDPROP DEVELOPMENT TILLSONBURG, ONTARIO



PROJECT NO: 3089-031
 DATE: OCT 2024

DRAWN BY: PP

SCALE: 1:5,500

FIG. NO:

12

REV.:

1

THE COUNTY OF OXFORD

BY-LAW NO. **6703-2025**

BEING a By-Law to adopt Amendment Number 322 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 322 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 322 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 22nd day of January, 2025.

READ a third time and finally passed this 22nd day of January, 2025.

MARCUS RYAN, WARDEN

LINDSEY MANSBRIDGE, CLERK

AMENDMENT NUMBER 322
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 322 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend various Official Plan schedules related to certain lands within the Town of Tillsonburg, to re-designate lands from 'Open Space' to 'Medium Density Residential'. The amendment will facilitate development of an existing Medium Density block within a draft approved plan of subdivision.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. The lands are located on the north side of North Street, east of Braun Avenue, and are municipally known as 112 North Street East.

3.0 BASIS FOR THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend Official Plan Schedules "T-1", Town of Tillsonburg Land Use Plan, Schedule "T-2", Town of Tillsonburg Residential Density Plan, and Schedule "T-3", Town of Tillsonburg Leisure Resources and School Facilities Plan to re-designate portions of the subject lands from 'Open Space' to 'Medium Density Residential' for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area. The proposal is also consistent with the Natural Hazard policies of the PPS as safe access and egress from the site via the proposed watercourse crossing has been demonstrated through the preparation and review of a Flooding Assessment Study.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts an approved collector road which is being designed with a 22.0 metre right-of-way, and will allow for efficient access to North Street East.

The revised extent of the Medium Density residential area will facilitate a medium density block consisting of townhouse and stacked townhouse development. The site is in reasonable proximity to shopping, recreation and cultural uses. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link to the Trans Canada Trail and other pedestrian trails in the area. Shopping, including a food store and other community serving uses including a fitness centre, gas station and religious institution is located nearby the subject lands. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the approved draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the approved plan of subdivision and is sufficiently large to provide required parking and amenity areas.

An EIS has been submitted and peer reviewed which demonstrates that the proposed Medium Density Residential Area will not negatively impact surrounding woodlands and natural heritage corridors, and a Noise and Vibration Study was conducted to ensure that the medium density residential area is not negatively impacted by the noise and vibration resulting from North Street East and the CPR Railway.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “T-1” – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Residential”.
- 4.2 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.3 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by removing those lands identified as “ITEM 3” on Schedule “A” attached hereto from “Open Space”.

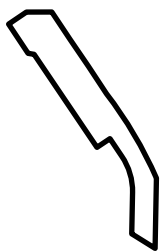
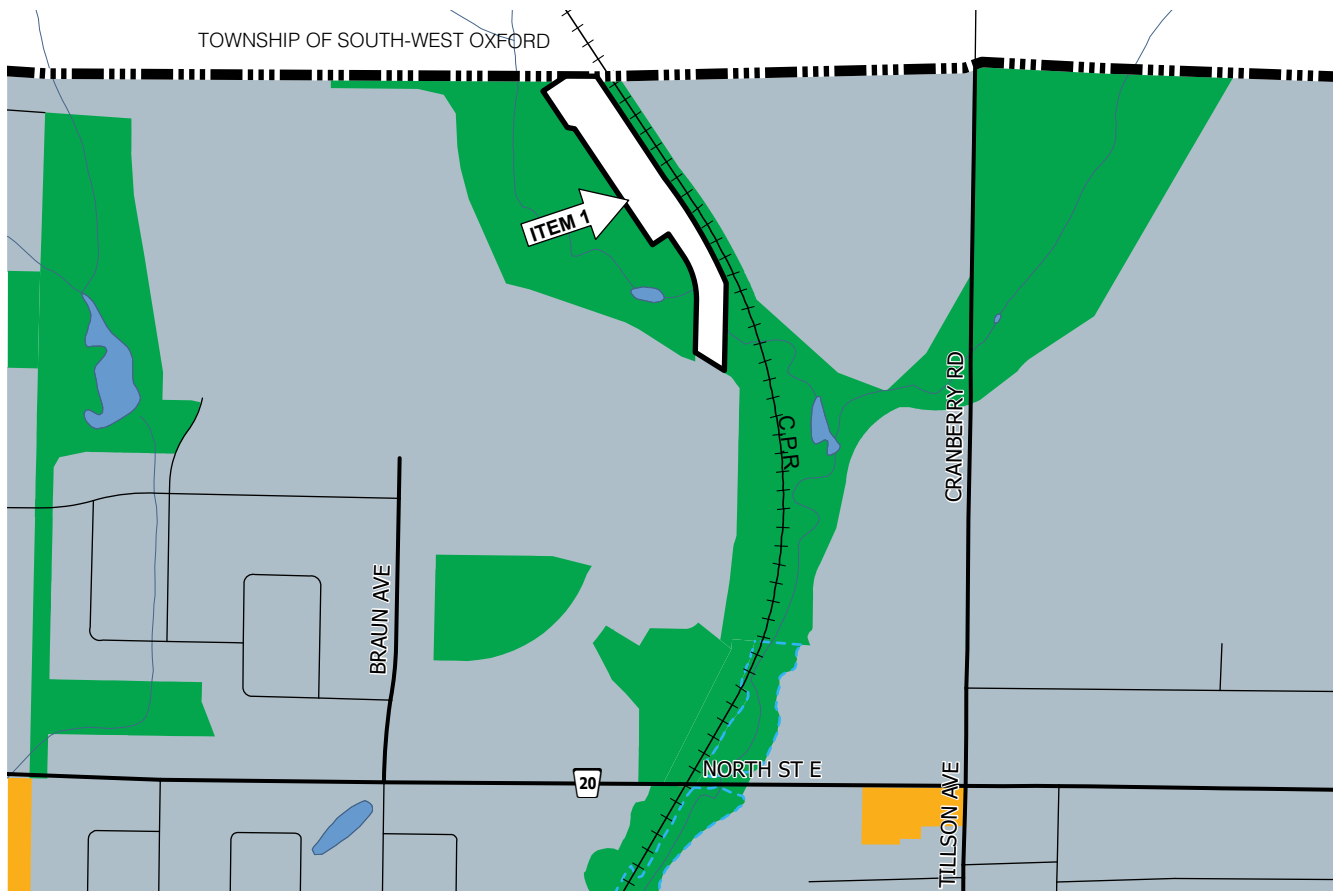
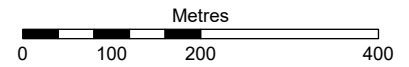
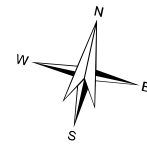
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.





SCHEDULE "A"
AMENDMENT No. 322
TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
SCHEDULE "T-1"
TOWN OF TILLSONBURG
LAND USE PLAN



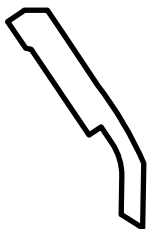
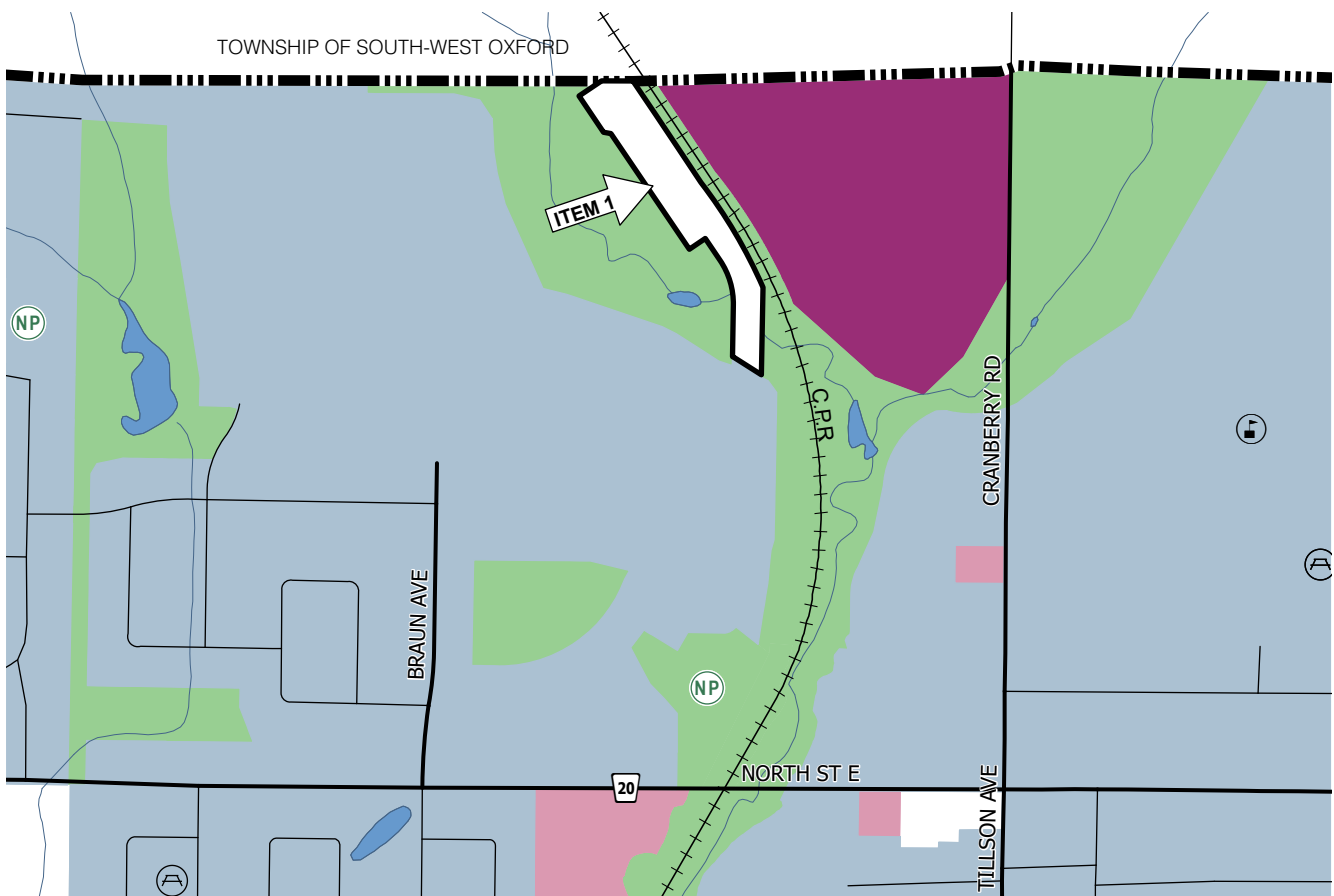
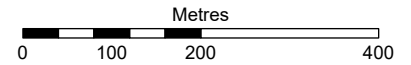
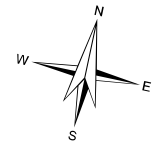
- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM OPEN SPACE
TO RESIDENTIAL

**LAND USE PLAN
LEGEND**

-  RESIDENTIAL
-  SERVICE COMMERCIAL
-  OPEN SPACE
-  FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 322
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "T-2"
**TOWN OF TILLSONBURG
 RESIDENTIAL DENSITY PLAN**



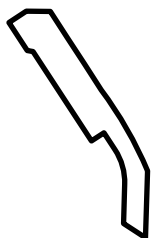
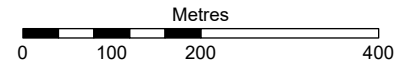
- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM OPEN SPACE TO
 MEDIUM DENSITY RESIDENTIAL

**RESIDENTIAL DENSITY PLAN
 LEGEND**

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- P PROPOSED PARK
- S PROPOSED SCHOOL

SCHEDULE "A"
 AMENDMENT No. 322
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



- AREA OF THIS AMENDMENT

ITEM 1 - REMOVE FROM OPEN SPACE

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- N TOWN NATURAL PARK
- FLOODLINE

REPORT TO COUNTY COUNCIL

Extension of Municipal Water and Wastewater Services Policy

To: Warden and Members of County Council

From: Director of Corporate Services

RECOMMENDATION

1. That amendments to Extension of Municipal Water and Wastewater Services Policy (formerly Water and Sewer Services Financing Policy) 6.05, as set out Attachment 1 to Report CS 2025-03, be approved effective January 22, 2025.

REPORT HIGHLIGHTS

- Policy 6.05 is updated to reflect the end-to-end process the County undertakes for service extension projects.
- Three standard options are proposed related to the deferral of capital billing fees and/or the mandatory connection date, in response to Council direction provided at the September 11, 2024 Council meeting.

IMPLEMENTATION POINTS

Upon Council's approval of the recommendation in this report, the amended Extension of Municipal Water and Wastewater Services Policy 6.05 will be updated in the General Policy Manual.

Financial Impact

Approval of the recommendation in this report will have no financial impact beyond what has been approved in the current year's budget.

Communications




Staff will work with the communications team throughout each water and wastewater services billing project to meet the public consultation requirements identified in the amended Policy.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p>		<p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

Water and Sewer Services Financing Policy 6.05 was last updated in January of 2015. The policy regulates how costs related to the extension of water and sewer services are recovered from the consumer of the services. In addition, the policy provides direction for public consultation during the process.

The County's current practice is to require properties with access to a municipal sanitary and/or water system to connect. Through the capital billing project process, a mandatory connection date of October 31st in the year following the billing year is established to connect to the new

Report CS 2025-03
CORPORATE SERVICES
Council Date: January 22, 2025

service. Banked properties (those without buildings that require services, such as a building without plumbing and vacant lots) are not subject to the mandatory connection date, however they are required to connect at the time of development.

At the County Council meeting on September 11, 2024, Council directed staff to bring back a report containing policy options related to different opt-in options regarding sewer connections within the County.

Comments

In response to the direction provided, staff researched information available on municipal websites and reached out directly to a number of municipalities to obtain related policy and process information. Based on this review a fulsome update to the policy is proposed to ensure it appropriately documents the key aspects of the end-to-end process for water and wastewater extension projects. Highlights on the key areas of change are noted below.

Public Consultation

The public consultation process has evolved over the years based on feedback received from property owners impacted by capital billing projects. It is important to ensure benefitting property owners are appropriately informed throughout the process. This section has been expanded to identify the various communication points including anticipated form and content which is reflective of the current process followed by staff.

Cost Allocation Methodology

This section is based on the County's current practice and has been added to the Policy as it was noted that similar information was included in other municipal policies. By including the cost allocation process in a document accessible by the public, it demonstrates to benefitting property owners that growth pays for growth, and that only the costs applicable to the extension of services for exiting benefitting property owners is included in the calculation.

Financing

Financing repayment terms varied between the municipalities reviewed and ranged from 5 to 20 year terms, with some allowing for early payment and others not allowing pre-payment, which is the County's current practice. Staff are not proposing any changes to the County's existing practice related to financing options and repayment terms.

The County's current practice is to provide 30 days from the date of the billing letter for benefitting property owners to select their preferred financing option. The amendments propose a change to allow 60 days from the date of the billing letter for selecting of the preferred financing option. Other municipalities offered 30 or 60-day periods or were silent on the time allotted. This change provides benefitting property owners with time to apply for a deferral option (further details below) or seek alternative financing arrangements and allow staff with appropriate review time before the deadline.

Mandatory Connection

Staff are not proposing any changes to the current process of the mandatory connection date being established at a minimum of one full construction season after the billing process. Excluding the deferral options (noted below), mandatory connection timing from other

Report CS 2025-03
CORPORATE SERVICES
Council Date: January 22, 2025

municipalities ranged from 6 to 24 months, with some municipalities not having a mandatory connection policy.

Deferral Options

Based on the review of other municipal documents deferral options available were related to age of existing private system, exorbitant costs to complete the private side connection and financial hardship. The County's current practice limits deferrals to financial hardship and is an application-based process. The proposed amendments expand on the current process to three options for deferral, which would remain application based. Staff feel these options are in line with other municipal policies and have been demonstrated in some form through past County practice. Deferral options are available to existing property owners at the time of billing and will not be extended to future property owners.

Financial Hardship

There is no change proposed to the County's current practice for offering deferrals based on financial hardship. The benefiting property owner may continue to request deferral of the capital billing fee and/or mandatory connection date based on their circumstances. It should be noted that other municipalities would accrue interest on deferrals of the capital billing fee, however staff are not proposing this change as it conflicts with the reason for deferral under this option.

Replacement of private services within 10 years

Other municipalities offer a deferral of mandatory connection where a private service (water or wastewater) was installed within 10 years. The review did not note any instances where a deferral was offered in excess of 10 years under this option. The Mount Elgin wastewater servicing project provided for a longer connection date under By-Law 5509-2013. This is the only instance where the County has offered a longer deferral based on age of private services. The Policy updates propose adding a standard deferral option based on the age of private services, limited to the 10-year period as noted in other municipal policies. The deferral would be limited to the mandatory connection date only, and benefiting property owners would still be required to select the preferred financing option for the capital billing fee.

Properties set-back over 50 meters

Recognizing that longer set-backs generally result in increased costs for private side connections, the County provided a 3-year period to connect for properties set-back in excess of 50 metres, for the Ingersoll Mutual St and Park Ave Sanitary Sewer and Watermain Project approved under By-Law 5933-2017, as amended.

While other municipal policies reviewed were silent on deferral options based on setbacks, one policy spoke to a deferral for private side connection costs in excess of a prescribed amount.

The Policy updates propose adding a standard deferral option of up to 3-years for properties with setbacks over 50 meters. The deferral would be limited to the mandatory connection date only, and benefiting property owners would still be required to select the preferred financing option for the capital billing fee.

CONCLUSIONS

Connecting to municipal services offers a number of benefits to property owners. The proposed amendments to the Policy update the end-to-end process for extending services to previously unserved areas. The amendments expand on the standard deferral options offered through existing County practices, providing benefitting property owners with additional opportunity to manage costs allocated to their properties, while still contributing to the County's overall financial sustainability.

SIGNATURES

Report author:

Original signed by

Jennifer Lavalley, CPA, CGA
Manager of Capital Planning

Departmental approval:

Original signed by

Lynn S. Buchner, CPA, CGA
Director of Corporate Services

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Extension of Municipal Water and Wastewater Services Policy 6.05 (proposed)
Attachment 2 – Water and Sewer Services Financing Policy 6.05 (existing)



GENERAL POLICY MANUAL

SECTION:	Finance	APPROVED BY:	County Council
NUMBER:	6.05	SIGNATURE:	
PAGE:	Page 1 of 9	DATE:	October 24, 2007
REFERENCE POLICY:	6.14, 6.18, 6.19, 6.23	REVISED:	January 22, 2025

Extension of Municipal Water and Wastewater Services Policy

POLICY

1.0 Purpose

- 1.1 To provide direction on how the costs of extending water and wastewater services to previously unserved or privately serviced areas are recovered from land developers and the consumers of such services.
- 1.2 To specify the roles and responsibilities of individuals, departments and divisions throughout the process.

DEFINITIONS

2.0 Definitions

“Banked Property” shall mean a property that does not have an existing structure, in which case collection of billed fees would be deferred (banked) until development or connection is installed.

“Benefitting Properties” shall mean separately assessed properties receiving a service(s) or opportunity for service(s) as a direct result of the project.

“Council” shall mean the Council of the County of Oxford. Herein also referred to as County Council.

“County of Oxford” herein is also referred to as the County, or Oxford County.

“Developed Area” shall mean an area where residential and commercial buildings already exist and were previously serviced with private wells and septic systems or one private service in combination with municipal services.

“Developer” means the Owner, sub-divider or party specifically named in a Development Agreement or in a Subdivision Agreement.

“Personal Property” shall mean a property owned by an individual or corporation and not by the County of Oxford.

SECTION:	Finance	APPROVED BY:	County Council
NUMBER:	6.05	SIGNATURE:	
PAGE:	Page 2 of 9	DATE:	October 24, 2007
REFERENCE POLICY:	6.14, 6.18, 6.19, 6.23	REVISED:	January 22, 2025

PROCEDURES

3.0 Legislative Authority

- 3.1 Sections 9, 11 and 391 of the Municipal Act, 2001, S.O. 2001 c. 25, provide that the County of Oxford, as an upper-tier municipality, may pass by-laws imposing charges for capital costs related to water and wastewater services upon the owners of lands to which such services are provided.

4.0 Principles and Objectives

- 4.1 The County is responsible for municipally owned water and wastewater services within its boundaries. Municipal services are constructed for various reasons. New development is proposed providing lots that require municipal services because services do not exist, previously developed lots require some form of municipal services or direction is provided by another governing body to provide services.
- 4.2 New development is continuous and a process to plan and manage municipal services is important. In Oxford County, development may occur in many ways including, but not limited to, consent approvals under the Planning Act for five or fewer lots, or by subdivision approvals for larger than five lots. Regardless of the approval process, services must be planned and financing for the associated costs of such services must be determined.
- 4.3 Services may also be extended to a previously developed area, as permitted under the County's Official Plan. When this occurs, the financial impact on property owners will be addressed in a by-law to assess costs to Benefitting Properties.

5.0 Responsibilities

5.1 General Responsibilities for All Departments

- 5.1.1 Communicate with Corporate Services on all water and wastewater service extension projects.
- 5.1.2 Ensure all department led public consultation steps are adhered to.

5.2 Council

SECTION:	Finance	APPROVED BY:	County Council
NUMBER:	6.05	SIGNATURE:	
PAGE:	Page 3 of 9	DATE:	October 24, 2007
REFERENCE POLICY:	6.14, 6.18, 6.19, 6.23	REVISED:	January 22, 2025

5.2.1 Ensure, through administration as set out in Section 5.3, that procedures are in place to provide for the application of this Policy.

5.2.2 Approve through by-law, the cost allocation resulting from service extension projects to Benefitting Properties, and debenture options in accordance with the terms of this Policy.

5.3 Corporate Services

5.3.1 Responsible for administration and compliance monitoring of this Policy.

5.3.2 Establish procedures for use as guidelines in compliance with this Policy.

5.3.3 Maintain an application for deferral form and facilitate the deferral process with property owners in compliance with this Policy.

6.0 Methods of Connection

6.1 Extending Services to a New Development

6.1.1 A Developer may be directly responsible to complete the extension of water and wastewater services as applicable to their development based on the provisions in Local Services Policy 6.23. Associated costs and / or securities will be identified in the related subdivision or development agreement.

6.1.2 The County, or an area municipality or developer on behalf of the County, may lead a project to extend water and wastewater services as applicable to a new development area. The project should be defined in the County's Development Charge Background Study and would include a benefit to existing estimate that is allocated on project completion to Benefitting Properties through the process defined in this Policy.

6.2 Extending Services to a Developed Area

6.2.1 Where a property owner has requested that an extension of services be completed and is the sole benefitting property, the costs will be in accordance with the County's Fees and Charges By-Law No: 4889-2007. The property owner may be requested to complete the connection within the Municipal Right-Of-Way

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depending on County staff capacity. In such a case appropriate securities are collected in advance of the work being completed.

- 6.2.2 Where a services extension project has multiple Benefitting Properties, costs will be allocated through the process defined in this Policy.

7.0 Public Consultation

7.1 Recognizing the evolving nature of servicing projects and the associated cost estimates, the County will, to the best of its ability, ensure that Benefitting Properties are informed of the intention to service and the potential impacts on Benefitting Properties.

7.2 Direct public consultation shall occur at the following stages:

- 7.2.1 During the servicing study and prior to construction – Public Information Centre and direct mail notification including project information and overview of the billing process, as applicable.
- 7.2.2 Following acceptance of the construction tender – Construction Information session and direct mail notification including project information, overview of the billing process, and a high-level estimated cost range.
- 7.2.3 Annually (as applicable) – direct mail notification required where no other communication points are anticipated as a reminder of the project impacts, timing and high-level estimated cost range if available.
- 7.2.4 Upon finalization of project costs:
- a) Public Information Centre and direct mail notification – to review the connection and billing process and provide final estimated costs prior to Council approval of the By-Law assigning costs to Benefitting Properties.
 - b) Direct mail notification indicating Council approval of the By-Law assigning costs to Benefitting Properties and next steps for making payment or selecting a financing option.
 - c) Direct mail notification providing the debenture schedule based on the Council approved By-Law, if required.

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7.2.5 Prior to the mandatory connection deadline – direct mail notification reminder of the mandatory connection deadline and the applicable billing of water and/or wastewater rates.

8.0 Cost Allocation Methodology

- 8.1 Project costs are tracked based on asset type to ensure only applicable costs are included in the cost allocation.
- 8.2 Final project costing shall be determined after substantial completion of the project and finalizing the County's year-end to ensure all cost information has been accounted for.
- 8.3 Development charges are applied to projects in accordance with the Development Charges Background Study.
- 8.4 Costs associated with replacing existing infrastructure are subtracted from the cost allocation.
- 8.5 Specific costs related to looping completed for the benefit of the system are subtracted from the cost allocation.
- 8.6 Costs related to additional provisions required upon connection of the benefitting property (for example costs of grinder pumps) are added to the cost allocation.
- 8.7 Remaining costs are allocated to Benefitting Properties based on an installed equivalent service basis as illustrated in the following table:

Service Size	Equivalent Service
Single detached and Semi Detached	1.0 for each unit
Other Multiples	0.80 for each unit
Apartments	0.50 for each unit
Residential Future Development (Banked)	1.0 for each unit
Non-Residential	Multiplier based on flows relative to a single detached
Non-Residential Future Development (Banked)	1.0 for each service installed where future development is not known.

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8.8 Allocated fees will be adjusted as applicable based on the provisions established for the Community Servicing Assistance Program under By-Law No. 5345-2012.

9.0 Financing

9.1 Financing options will include:

9.1.1 A lump-sum payment of the assessed amount in full.

9.1.2 A lump-sum payment of 50% of the assessed amount and the remaining 50% of the assessed amount financed by the County which will be subject to annual debt repayment obligations added to the municipal tax bill over a 5-year period.

9.1.3 Full assessed amount financed by the County which will be subject to annual debt repayment obligations added to the municipal tax bill over a 10-year period.

9.2 County issued long term financing has a set term and cancellation, or prepayment of the annual debt obligation, cannot occur during the term of the financing by neither the current or any future property owner.

9.3 The interest rate related to the County long term financing provided will be based upon actual rates negotiated at the time of debt issuance by the County, except when the long-term financing occurs by way of internal borrowing of County funds, in which case the interest rate will be set in accordance with County of Oxford Debt Management Policy 6.19.

9.4 Benefitting Property owners will be encouraged to seek a third-party source of financing as they may offer more favourable interest rates and flexible long-term payment options.

9.5 Benefitting Properties will be provided with a minimum of 60 days from the date of the billing letter identified in Section 7.2.4 b) to select the preferred financing option.

9.6 The County will not offer debenture payment options for fees charged in accordance with the County's Fees and Charges By-Law No: 4889-2007 or for the cost of private services on Personal Property.

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10.0 Mandatory Connection

10.1A mandatory connection date of October 31st in the year subsequent to the billing year, is established through the billing By-Law.

10.2Mandatory connection requirements will not apply to Banked Properties or vacant properties until they are developed.

11.0 Deferral Options

11.1 Benefitting Property owners may apply for deferral, under one of the circumstances outlined under paragraph 11.5, 11.6 and 11.7 within 30 days of the billing letter identified in Section 7.2.5 b). Should the property owner's request not satisfy the requirements of the selected deferral option the property owner will be required to select the preferred financing option by the deadline identified in the billing letter.

11.2 The deferral period granted will be based on the mandatory connection date identified in the billing by-law and all property owners will be required to sign an agreement acknowledging the deferral amount and the conditions of the deferral.

11.3 All deferrals are subject to confirmation that the private services are in good working order. If a service is deemed not in good working order at any point throughout the deferral period, the property owner will be required to connect to both services (as applicable).

11.4 Deferrals granted under Section 11 are only extended to the current property owner. If the property is sold during the deferral period, the new owner(s) will be required to connect to the municipal services and deferred fees are due upon the closing date.

11.5 Financial Hardship

11.5.1 Property owners that are experiencing or will experience financial hardship as a result of the fees and/ or mandatory connection requirements associated with a bill-out may apply for deferral of either the capital billing fees or mandatory connection date or both and provide support for the claim of financial hardship. The application is submitted to the Treasurer to confirm eligibility, in accordance with the Delegation of Powers and Duties Policy 6.14.

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11.5.2 The term of the deferral shall not exceed three years and will be determined by the Treasurer.

11.5.3 Deferral of fees associated with the bill-out will be registered as a lien upon the Benefitting Property.

11.5.4 Interest will not accrue on the capital fees during the period of the deferral.

11.5.5 Property owners may request an extension at the end of the term of deferral through the submission of a subsequent application.

11.6 Replacement of private services within 10 years

11.6.1 Property owners may apply for deferral if one of the impacted services was installed within 10 years from the date of the bill-out by-law referenced in section 5.2.2. Property owner is required to submit proof of installation date.

11.6.2 The deferral will be limited to the mandatory connection date only and will not apply to the capital billing fees under this deferral option.

11.6.3 The term of the deferral shall not exceed ten years and will be confirmed by the Treasurer.

11.6.4 Extensions of deferrals granted under Section 11.6 will not be offered. This does not prevent the property owner from requesting an extension based on financial hardship as outlined under Section 11.5, through the submission of a subsequent application.

11.7 Properties set-back over 50 metres

11.7.1 Property owners may apply for deferral if the existing building with plumbing that is being connected is set-back over 50 metres from the property line.

11.7.2 The deferral will be limited to the mandatory connection date only and will not apply to the capital billing fees under this deferral option.

11.7.3 The term of the deferral shall not exceed three years and will be confirmed by the Treasurer.

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11.7.4 Extensions of deferrals granted under Section 11.7 will not be offered. This does not prevent the property owner from requesting an extension based on financial hardship as outlined under Section 11.5, through the submission of a subsequent application.

12.0 Retention Policy


12.1 All documents shall be retained in accordance with the County of Oxford's Records Retention By-law 4957-2008 (Policy 6.18 Records Management).

13.0 Review of Policy and Procedures

13.1 This Policy shall be reviewed at least once every five years.

14.0 References and Related Statements of Policy and Procedure

Delegation of Powers and Duties Policy 6.14
Records Management Policy 6.18 (Records Retention By-law 4957-2008)
Debt Management Policy 6.19
Local Services Policy 6.23
Development Charges Background Study (most recently approved)

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Water and Sewer Services Financing

POLICY

The County is responsible for municipally owned water and sewer services within its boundaries. Municipal services are constructed for two main reasons. New development is proposed providing lots that require municipal services because services do not exist, or previously developed lots require some form of municipal services.

New development happens continuously and a process to plan and manage municipal services is important. In Oxford County, development occurs in two ways either through consent approvals under the Planning Act for five or fewer lots, or by subdivision approvals for larger than five lots. Regardless of the approval process, services must be planned and the financing for the associated costs of such services must be determined.


Services can also be extended to a previously developed area. When this occurs, the financial impact on property owners will be addressed in a by-law to assess costs to properties applicable to each project.

This policy provides direction on the how the capital costs of water and sewer services are recovered from land developers and the consumers of such services.

DEFINITIONS

Developed Area Is an area where residential and commercial buildings already exist and were previously serviced with private wells and septic systems or one private service in combination with municipal services.

Personal Property Is property owned by an individual or corporation and not by the County of Oxford.

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PROCEDURE

The systematic planning and management of water and sewer infrastructure is an important function of local government. Residents depend on these services to improve the quality of life and expect that local government will have in place processes that can address their need for infrastructure.

The following procedures outline the financing options available, through the County of Oxford, to property owners where services are being proposed.


1.0 County Services to a New Development

The County is required to provide services to new development established by consent or subdivision approvals. In both cases, whether the new development is owned by individuals or corporate developers, the County's servicing costs associated with the development will generally not be financed long-term by the County. The preferred method of payment would be use of a prepaid deposit, corresponding to the estimated cost of providing the services, with eventual reconciliation to actual costs upon completion. The deposit would be received prior to services being constructed. The County shall incorporate these conditions in all documents related to the consent or subdivision approval processes. Projects listed in the County Development Charges Background Study may also receive funding from Development Charges collected in accordance with the County's Development Charge By-laws.

In cases where new development properties exist within a developed area that the County is servicing, costs associated with the new development may be financed long-term until such time as the consent or subdivision approvals are in place. Payment of outstanding costs associated with the servicing will be incorporated into any related development approvals.

In the case of subdivisions, the subdivision agreement is to contain adequate security for any infrastructure to be installed by the developer.

Where the servicing provided by the County benefits a large number of new development properties, the County may choose to add the costs associated with the servicing to the water and wastewater specific Development Charges for the community, in accordance with the local services policy in the Development Charges Background Study.

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2.0 County Services to a Developed Area

Sometimes the County is required to provide services to a previously developed area. This may occur in the following situations:


- Property owner(s) have requested County Council to provide services;
- the County is required to provide services as a consequence of a Ministry of Environment process; or
- County Council directs that services be installed.

In any of these cases, the costs associated with such services can be financed through the County of Oxford on a long-term basis, at the option of the property owner. The following conditions should be documented at all meetings and in any information provided to the public:

- 2.1 That the long-term financing has a set term (a minimum of five years) and cancellation or prepayment of the annual debt obligation cannot occur, during the term of the financing, by neither the current nor any future property owner.
- 2.2 That the interest rate related to the long-term financing provided is an estimate and that annual payments will be based upon actual rates negotiated at the time of debt issue by the County.
- 2.3 That when the long-term financing occurs by way of internal borrowing of County funds, the interest rate will be set in accordance with County of Oxford Debt Management Policy No. 6.19.
- 2.4 That the property owners be encouraged to find a third party source of financing as the County is limited to the above noted financing terms and conditions.

3.0 Private Services on Personal Property

The County will not offer financing options to any property owner for the cost of private services on personal property unless directed to do such by County Council in an exceptional circumstance.

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4.0 Public Consultation

Recognizing the evolving nature of servicing projects and the associated cost estimates, the County will, to the best of its ability, ensure that property owners are informed of the intention to service and the potential impacts on property owners. Public Works, in consultation with Communications staff, shall develop a public consultation procedure to guide communications for each project, including the timing, method and content of notices and meetings. The procedure shall be consistent with the County's "Guideline for Effective Communication & Public Participation". The procedure shall also include strategies for interim updates on multi-year projects.

At a minimum, direct public consultation shall occur at the following stages and shall include cost estimates for property owners as set out in Section 2.0 of this policy:

- During the Servicing Study, prior to adoption by County Council,
- Following acceptance of the construction tender, and
- Upon finalization of project costs.

REPORT TO COUNTY COUNCIL

Reserves Policy Review

To: Warden and Members of County Council

From: Director of Corporate Services

RECOMMENDATION

1. That County Council approve amendments to Reserves Policy 6.20 effective January 22, 2025, as set out in Attachment 1 to Report CS 2025-04.

REPORT HIGHLIGHTS

- The Reserves Policy is updated to broaden the financial support of varying strategies and actions across the housing continuum.

IMPLEMENTATION POINTS

Upon Council's approval of the recommendation in this report, the amended Reserves Policy will be updated in the General Policy Manual.

Financial Impact

Approval of the recommendation in this report will have no financial impact beyond what has been approved in the current year's budget.

Communications




The amended policy will be communicated to staff as required.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.1 – 100% Housed</p> <p>Goal 1.2 – Sustainable infrastructure and development</p>		<p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

The Reserves Policy is reviewed annually and as required to ensure the County maintains the appropriate combination of revenue sources to fund ongoing and future projects without imposing significant tax and user fee fluctuations.

At the August 14, 2024 council meeting, Council approved the Housing for All 2024-2033 Plan as part of Report HS 2024-09. The plan considers varying strategies and actions to address critical needs across the housing continuum, including emergency shelters, transitional, community and supportive housing, market and affordable rental housing, and homeownership.

At the January 8, 2025 council meeting, Council approved a motion directing that contributions to the affordable housing reserve be utilized to support the creation of various housing options across the housing continuum consistent with all current housing policies and strategies.

Comments

In response to the motion approved by Council on January 8, 2025, staff are proposing amendments to Reserves Policy 6.20 as described below and clearly marked by tracked changes in Attachment 1 – Reserves Policy 6.20.

Section 3.3 – Program Specific Reserves and Section 4.2 – Annual Allocation of Operating Surpluses

An amendment is proposed to re-name the Affordable Housing reserve to the Housing For All reserve.

Appendix “A” – Reserve Policy

Amendments to Appendix “A” are proposed for the reserve name change, along with an update to the sources of funding, and use of funding to provide for the expanded use of funds to support needs identified across the housing continuum.

CONCLUSIONS

Recognizing that support for affordable housing is not the only solution in meeting the County’s strategic goal of 100% housed, the Reserves Policy amendments provide flexibility to target critical needs across the housing continuum, in alignment with the Housing For All 2024-2033 Plan.

SIGNATURES

Report author:

Original signed by

Jennifer Lavalley, CPA, CGA
 Manager of Capital Planning

Departmental approval:

Original signed by

Lynn S. Buchner, CPA, CGA
 Director of Corporate Services

Approved for submission:

Original signed by

Benjamin R. Addley
 Chief Administrative Officer

ATTACHMENT

Attachment 1 – Reserve Policy 6.20, red-lined version

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Reserves

POLICY

A financially sustainable County government provides an optimal mix and level of services to citizens within available means while proactively taking measures to preserve the ability to continue providing value in the long term. Reserves are established to accomplish this goal.

The objective of the reserves policy is to ensure adequate working capital is available for cash flow and contingency purposes, and as a source of funding the County's long-term capital plan, while maintaining reasonable tax rates and user fees.

DEFINITIONS

- Reserves** A reserve is an allocation of accumulated net revenue. It has no reference to any specific assets and does not require the physical segregation of money or assets. Reserves are part of the revenue fund and, therefore, do not earn interest on their own, as is the case of reserve funds. Any earnings derived from investment of reserves' money are reported as revenue fund earnings.
- Reserve Funds** A reserve fund differs from a reserve in that the reserve fund assets are segregated and restricted to meet the purpose of the reserve fund. All earnings derived from such investments must form part of the reserve fund. There are two types of reserve funds: obligatory reserve funds and discretionary reserve funds.
- Obligatory Reserve Funds** An obligatory reserve fund, as per statute or legislation requirements, is comprised of funds received for special purposes and are segregated from the general revenues of the County. Obligatory reserve funds are created solely for the purpose prescribed for them.
- Discretionary Reserve Funds** A discretionary reserve fund is not segregated from the general revenues of the County, based on Council direction, to finance a future expenditure or to provide for a specific contingent liability so that the funds are available as required.

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PROCEDURES

1.0 Authority

1.1 Municipal Act, 2001

- 1.1.1 Subsection 289(2) – in preparing the budget, an upper tier municipality may provide for such reserves as the upper tier municipality deems necessary.
- 1.1.2 Section 293 – specifies that the Minister may make regulations requiring a municipality to establish a reserve fund designated for prescribed liabilities, defining “liabilities”, requiring a municipality to make payments into the reserve fund, prohibiting the municipality from changing the purpose for which the reserve fund is designated; and prescribing the conditions under which the municipality may change the designation of all or any part of the reserve fund, and borrow from the reserve fund.
- 1.1.3 Section 417 – allows a municipality to provide in its budget for the establishment or maintenance of a reserve fund for any purpose for which it has authority to spend money and that a municipality may by by-law provide that the money raised for a reserve fund may be spent or applied to a purpose other than that for which the fund was established.

2.0 Principles and Objectives

- 2.1 The County recognizes that the strategic use of reserves and reserve funds is an essential part of long term corporate financial planning (Policy 6.16 Long Term Financial Sustainability Plan). In addition, reserves and reserve funds shall receive priority consideration for the distribution of surplus funds and non-recurring revenues.
- 2.2 Reserves represent an important tool in debt management as it is a source of financing for larger projects. Capital budgets can vary from year-to-year, which can create a funding need that may be best financed over time (Policy 6.19 Debt Management Policy).
- 2.2 Reserves and reserve funds may be established for any purpose deemed necessary by resolution of County Council, or if required in accordance with provincial statute. Typical uses of reserves are for contingencies, stabilization purposes and capital financing.

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- 2.3 Reserves and reserve funds may be closed only by resolution of Council.
- 2.4 The County Treasurer is authorized to process transfers to and from reserves and reserve funds in compliance with the sources and uses listed in Appendix "A", which forms an integral part of this policy, and in accordance with annual operating and capital budgets.
- 2.5 Reserve transfers not part of the annual operating or capital budget or set out specifically in this policy must be approved by County Council.
- 2.6 Target balances, funding sources and uses of reserves and reserve funds are set out in Appendix "A".

3.0 Reserves and Reserve Fund Categories

Appropriate balances shall be maintained reflecting the nature of the accounts, such as:

- 3.1 **Stabilization Reserves** – used to offset extraordinary and unforeseen expense requirements, one-time expenses, revenue shortfalls, to avoid significant fluctuations on the general tax levy and to manage cash flows.
 - 3.1.1 Corporate General
 - 3.1.2 Water/Wastewater Community Servicing Assistance Program
 - 3.1.3 Waste Collection
 - 3.1.4 Legal
 - 3.1.5 Insurance
 - 3.1.6 WSIB
 - 3.1.7 Pay Equity
 - 3.1.8 Training
 - 3.1.9 Working Funds
 - 3.1.10 Growth - General
 - 3.1.11 Growth - Library
- 3.2 **Government Funded Reserves** – established to track the revenues received from the Provincial and Federal Governments for specific services. Funding received from other levels of government will be used in future budgets as per the guidelines or requirements of each program.
 - 3.2.1 Canada Community-Building Fund
 - 3.2.2 Ontario Community Infrastructure Fund
 - 3.2.3 Safe Restart Agreement

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3.3 **Program Specific Reserves** – established in response to specific programs or initiatives, or special funding that has been received.

- 3.3.1 Planning
- 3.3.2 Libraries
- 3.3.3 Child Care Mitigation Funding
- 3.3.4 Rural Trees
- 3.3.5 Landfill and Waste Diversion (reserve fund)
- 3.3.6 Source Water Protection
- 3.3.7 [Affordable Housing For All](#)
- 3.3.8 Broadband Expansion
- 3.3.9 Long-Term Care Future Capital

3.4 **Capital Reserves** – used to fund specific replacement or renewal of existing capital assets. As the assets of the County increase, so should the contribution from the Operating Budget to these reserves for the replacement and refurbishment needs of the underlying capital assets, based on lifecycle costing.

- 3.4.1 Corporate General Facilities
- 3.4.2 Roads
- 3.4.3 Bridges and Structural Culverts
- 3.4.4 Fleet
- 3.4.5 Water – Townships
- 3.4.6 Water – Ingersoll
- 3.4.7 Water – Tillsonburg
- 3.4.8 Water – Woodstock
- 3.4.9 Wastewater - Embro
- 3.4.10 Wastewater – Drumbo
- 3.4.11 Wastewater – Ingersoll
- 3.4.12 Wastewater - Innerkip
- 3.4.13 Wastewater – Mt. Elgin
- 3.4.14 Wastewater – Norwich
- 3.4.15 Wastewater – Plattsville
- 3.4.16 Wastewater – Tavistock
- 3.4.17 Wastewater – Thamesford
- 3.4.18 Wastewater – Tillsonburg
- 3.4.19 Wastewater – Woodstock
- 3.4.20 Information Systems
- 3.4.21 Social Housing
- 3.4.22 Paramedic Services - Capital
- 3.4.23 Stormwater
- 3.4.24 Libraries - Capital

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3.4.25 Woodingford Lodge – Capital

4.0 Reserves and Reserve Fund Sustainability Strategies

Reserve and reserve fund preservation and sustainability has become more prevalent over time with the reduction of transfer payments from other levels of government to support local services. Municipalities are facing financial challenges to meet service level expectations and must seek other means of sustaining an appropriate level of reserves through increased revenues. The following strategies are designed for specific revenue streams to reserves:

4.1 **Interest Allocations** – the following reserves, not represented by a reserve fund with segregated assets, shall receive, or be charged, an allocation of interest in the year, based on the quarterly average of the County's monthly interest rate earned on its current bank deposit balances, to each of the reserves calculated on their average opening and ending balances for each quarter.

- 4.1.1 Insurance
- 4.1.2 Corporate General Facilities
- 4.1.3 Roads
- 4.1.4 Bridges and Structural Culverts
- 4.1.5 Fleet
- 4.1.6 Water – Townships
- 4.1.7 Water – Ingersoll
- 4.1.8 Water – Tillsonburg
- 4.1.9 Water – Woodstock
- 4.1.10 Wastewater - Embro
- 4.1.11 Wastewater – Drumbo
- 4.1.12 Wastewater – Ingersoll
- 4.1.13 Wastewater - Innerkip
- 4.1.14 Wastewater – Mt. Elgin
- 4.1.15 Wastewater – Norwich
- 4.1.16 Wastewater – Plattsville
- 4.1.17 Wastewater – Tavistock
- 4.1.18 Wastewater – Thamesford
- 4.1.19 Wastewater – Tillsonburg
- 4.1.20 Wastewater – Woodstock
- 4.1.21 Information Systems
- 4.1.22 Social Housing
- 4.1.23 Paramedic Services - Capital
- 4.1.24 Stormwater
- 4.1.25 Libraries - Capital

SECTION:	Finance	APPROVED BY:	County Council
NUMBER:	6.20	SIGNATURE:	Original signed by: Ben Addley, CAO
PAGE:	6 of 12	DATE:	August 10, 2011
REFERENCE POLICY:	6.16, 6.19, Asset Management Plan	REVISED:	January 22, 2025

4.1.26 Woodingford Lodge - Capital

4.2 Annual Allocation of Operating Surpluses

Annual year-end audited operating surpluses allocated as follows:

- 4.2.1 Waste collection surplus funded through user fees allocated to the Waste Collection reserve.
- 4.2.2 Legal expense surplus allocated to the Legal reserve.
- 4.2.3 Training expense surplus allocated to the Training reserve.
- 4.2.4 Library surplus allocated to the Libraries reserve.
- 4.2.5 Landfill surplus funded through user fees allocated to the Landfill and Waste Diversion reserve fund.
- 4.2.6 Source Water Protection funded through user fees allocated to the Source Water Protection reserve.
- 4.2.7 Housing surplus allocated to the ~~Affordable~~-Housing For All reserve.
- 4.2.8 Water and Wastewater Systems funded through user fees allocated to their respective systems' reserve.
- 4.2.9 Tree harvesting revenue surplus allocated to the rural trees reserve.
- 4.2.10 The resulting consolidated County operating surplus after all the above allocations have been accounted for allocated as follows:
 - i. 25% allocated to the Corporate General Reserve;
 - ii. 50% allocated to the Roads Reserve;
 - iii. 5% allocated to the Bridges and Structural Culverts Reserve;
 - iv. 20% allocated to the Social Housing Reserve.

GENERAL POLICY MANUAL

SECTION:	Finance	APPROVED BY:	County Council
NUMBER:	6.20	SIGNATURE:	Original signed by: Ben Addley, CAO
PAGE:	7 of 12	DATE:	August 10, 2011
REFERENCE POLICY:	6.16, 6.19, Asset Management Plan	REVISED:	January 22, 2025

4.3 Annual Reporting and Monitoring

An annual review of cash flow requirements and appropriate fund balances shall be undertaken to determine whether modifications are appropriate for the reserve policy.

On the basis of the annual policy review, the following year's budget report will include a current year reserve continuity schedule and a five year projected reserve balance schedule reflecting the reserve provisions contained in the budget.

Appendix A
Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
Stabilization Reserves			
Corporate General	15% of the County's current year's tax levy	Operating budget and 25% of year-end County operating surplus	Emergency and unplanned situations; and tax stabilization due to significant assessment appeals beyond operating budget provisions; as determined by resolution of Council; and current year end County deficits
Water/Wastewater Community Servicing Assistance Program	Balance projected through most recent regular water rate review that will meet the future requirements of the fund	No current funding sources	According to CSAP By-Law 5345-2012
Waste Collection	40% of estimated annual bag tags sales based on prior 3 year's sales	Year-end surplus from waste collection efforts (funded by bag tag user fees)	To fund deficits in waste collection program
Legal	Two times the average annual legal costs based on prior three years – no less than \$500,000	Year-end surplus from legal expenses until target balance is met	Significant OMB or other unbudgeted or extraordinary legal matters
Insurance	Average costs to the County expended on claims below the deductible plus claims billed back by the insurer in the past five years – no less than \$1,750,000	Operating budget; and interest earned based on average balance	Unbudgeted self insured claims, non-insurable claims and claims less than the County's insurance deductible; and to mitigate significant increases in insurance premiums. Computer and network infrastructure security and insurance/self-insurance not associated with regular and reoccurring expenditures.
WSIB	Based on 75% of triennial actuarial evaluation	Operating budget	To fund significant and/or unbudgeted WSIB claims and employee injury related costs
Pay Equity	2% of payroll	Operating budget	Fund pay equity adjustments retroactive to prior years or unanticipated adjustments in current year
Training	\$250,000	Year-end surplus from training expenses until reserve target has been met	Training programs having corporate significance as determined by the CAO

Appendix A
Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
Working Funds	10% of the County's current year's tax levy	Operating budget	To support corporate cash flow
Growth - General	Average 10-year annual amount required to fund exemptions based on the County's latest DC Background Study.	General Operating Budget	To provide funds to cover shortfalls in growth related capital funding exemptions, reductions and limitations mandated by the Development Charge Act, 1997 and exemptions prescribed by the County's DC By-law, and DC Exemption Policy.
Growth - Library	Average 10-year annual amount required to fund exemptions based on the County's latest DC Background Study.	Library Operating Budget	To provide funds to cover shortfalls in growth related capital funding exemptions, reductions and limitations mandated by the Development Charge Act, 1997 and exemptions prescribed by the County's DC By-law, and DC Exemption Policy.

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
Government Funded Reserves			
Canada Community-Building Fund	N/A	Federal Government – administered by AMO	New incremental capital spending on infrastructure including local roads, bridges and active transportation such as bike lanes that enhance sustainability outcomes in accordance with the Keeping Canada's Economy and Jobs Growing Act
Ontario Community Infrastructure Fund	N/A	Government of Ontario under Ontario Community Infrastructure Fund Agreement	Capital spending on renewal, rehabilitation and replacement of core infrastructure assets. Eligible project categories include: paved roads, street lighting as part of a roads project, bridges and culverts, water treatment, water distribution/transmission, wastewater treatment and disposal, sanitary sewer systems and storm water systems, subject to restrictions. The development and implementation of asset management plans for core infrastructure assets are also eligible. The Agreement sets out the eligible

Appendix A Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
			projects/categories as well as the terms and conditions in further detail.
Safe Restart Agreement	N/A	Government of Ontario under Safe Restart Agreement	Support any COVID-19 related operating need
Program Specific Reserves			
Planning	Average annual Official Plan and planning studies cost requirements based on equal cost installment cycle	Operating budget	Official Plan review, comprehensive amendments and planning related studies (e.g. secondary plans etc.)
Libraries	5% of Library's current year's tax levy	Operating budget, year-end Library operating surplus	Unbudgeted extraordinary operating expenses or new capital assets to provide sufficient flexibility and protection for unforeseen events in the Library system, tax stabilization
Child Care Mitigation Funding	N/A	Provincial funding	To offset child care service costs to support transition to Ontario's new child care funding formula over three to five years
Rural Trees	N/A	Surplus tree revenues over budget	To fund additional tree plantings over base budget
Landfill and Waste Diversion (reserve fund)	Future landfill expansion costs and to meet lifecycle financing requirements based on Asset Management Plan	Annual surplus of the Landfill (generated exclusively from user fees); and interest revenue	Lifecycle requirements identified through the Asset Management Plan of existing assets, future expansion costs; and funding programs that would extend the life of the landfill by waste diversion and sustainability efforts
Source Water Protection	N/A	Year-end surplus from Source Water Protection program (funded by user fees)	To fund spending deficits in the Source Water Protection program
Affordable Housing For All	N/A	Operating budget, Disposal of Land/Housing First Policy; year-end surplus from Housing division	Affordable housing Housing incentives and capital expenditures projects associated with the development of new housing units to address needs across the housing continuum
Broadband Expansion	N/A	Operating budget	Fund future broadband expansion in underserved areas

Appendix A
Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
Long-Term Care Future Capital	N/A	Operating budget	Future long-term care expansion capital projects
Capital Reserves			
Corporate General Facilities	To meet lifecycle financing requirements based on Asset Management Plan for all County buildings (except libraries, paramedic services, social housing, long-term care, water and wastewater facilities)	Operating budget; and annual net rental income from County-owned rural properties and facilities (excluding library, paramedic services, social housing, long-term care, water and wastewater facilities) ¹	Lifecycle requirements identified through the Asset Management Plan of existing County-owned buildings and communication towers and replacement of furniture and fixtures (except libraries, paramedic services, social housing, long-term care, water and wastewater facilities)
Roads	To meet lifecycle financing requirements based on Asset Management Plan	Operating budget ¹ ; 50% of year-end County operating surplus	Lifecycle requirements identified through the Asset Management Plan of existing County-owned transportation related assets (excluding bridges and structural culverts)
Bridges and Structural Culverts	To meet lifecycle financing requirements based on Asset Management Plan	Operating budget ¹ ; 5% of year-end County operating surplus	Lifecycle requirements identified through the Asset Management Plan of existing County-owned bridges and structural culverts
Fleet	Contributions to date for existing active fleet assets	Annual allocation based on internal charges to departments ²	Lifecycle requirements identified through the Asset Management Plan of existing rolling stock and equipment (excluding paramedic services vehicles and equipment). Fleet operating cost deficits when proceeds from equipment sales targets are not met.
Water – Townships	To meet lifecycle financing requirements based on Asset Management Plan	Annual surplus in operating system (funded by user fees) ²	Lifecycle requirements identified through the Asset Management Plan of existing assets; unplanned deficits of operating system; and emergency and unplanned expenditures in operating system
Water – Ingersoll			
Water – Tillsonburg			
Water – Woodstock			
Wastewater – Embro			
Wastewater – Drumbo			
Wastewater – Ingersoll			
Wastewater – Innerkip			

¹ And interest earned based on average balance

Appendix A Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
Wastewater – Mt. Elgin			
Wastewater – Norwich			
Wastewater – Plattsville			
Wastewater – Tavistock			
Wastewater – Thamesford			
Wastewater – Tillsonburg			
Wastewater – Woodstock			
Information Systems	Average annual replacement requirements for hardware in accordance with replacement policy for hardware; and shared municipal network infrastructure; and average annual requirement for cybersecurity testing	Annual allocation based on internal charges to departments ²	Replacement or upgrades of computer hardware, including shared municipal network equipment, and cybersecurity testing.
Social Housing	To meet lifecycle financing requirements based on Asset Management Plan for all County-owned Housing buildings	Operating budget ³ ; 20% of year-end County operating surplus	Lifecycle requirements identified through the Asset Management Plan of existing County-owned Social Housing related assets including facilities, furniture, fixtures and equipment
Paramedic Services – Capital	To meet lifecycle financing requirements based on Asset Management Plan	Dedicated funding provided by the Ministry of Health and Long-Term Care, operating budget and proceeds from asset sales ³	Lifecycle requirements identified through the Asset Management Plan of existing County-owned Paramedic Services related assets including facilities, furniture, fixtures, vehicles and equipment
Stormwater	To meet lifecycle financing requirements based on Asset Management Plan	Operating budget ³	Lifecycle requirements identified through the Asset Management Plan of existing County-owned stormwater related assets, including County-owned assets part of a municipal drain
Libraries – Capital	To meet lifecycle financing requirements based on Asset	Operating budget and proceeds from asset sales ³	Lifecycle requirements identified through the Asset Management Plan of existing County-

² And interest earned based on average balance

³ And interest earned based on average balance

Appendix A
Reserve and Reserve Funds

Reserve Name	Target Balance	Sources of Funding	Uses of Funding
	Management Plan		owned Library related assets including facilities, furniture, fixtures and equipment
Woodingford Lodge - Capital	To meet lifecycle financing requirements based on Asset Management Plan	Operating budget and proceeds from asset sales ³	Lifecycle requirements identified through the Asset Management Plan of existing County-owned long-term Care related assets including facilities, furniture, fixtures and equipment

PENDING ITEMS

Copied for Council Meeting of January 22, 2025

Council Meeting Date	Issue	Pending Action	Lead Dept.	Status
03/08/23	Whereas the 24/7 wrap around care model delivered by Operation Sharing in Woodstock has improved services in the emergency shelter model, and; Whereas Oxford County's participation has been valuable in the expansion of Operation Sharing to a 24/7 model, and; Whereas the business model of Operation Sharing has expanded requiring the relationship between Oxford County and Operation Sharing be further defined for stabilization of service delivery;	And that County staff commit to continuing efforts to assist in exploring a potential permanent location for these services, in partnership with the City of Woodstock and other applicable community organizations, to ensure continued service delivery.	HS	Q1 2025
06/14/23	Delegation from Ingersoll and Area Indigenous Solidarity and Awareness Network	Resolved that the information provided by Delegations 6.1 to 6.3 inclusive on the Open meeting agenda of June 14, 2023 be received; And further, that staff prepare a report for Council's consideration on ways the County can work towards truth and reconciliation.	CAO	TBA
09/11/24	Grant Program Policy	Report to Council any proposed changes to the Grant Program Policy before initiating the 2026 program	CS	Q2 2025
11/27/24	City of Woodstock Building Faster Fund	Resolved that Council receive the letter from the City of Woodstock and that County staff return with a report on how the BFF funding can be utilized for the development of a Homelessness Service Centre with a focus on transitioning people out of homelessness within the County of Oxford.	HS	Q1 2025

THE COUNTY OF OXFORD

BY-LAW NO. **6703-2025**

BEING a By-Law to adopt Amendment Number 322 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 322 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 322 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 22nd day of January, 2025.

READ a third time and finally passed this 22nd day of January, 2025.

MARCUS RYAN, WARDEN

LINDSEY MANSBRIDGE, CLERK

AMENDMENT NUMBER 322
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 322 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend various Official Plan schedules related to certain lands within the Town of Tillsonburg, to re-designate lands from 'Open Space' to 'Medium Density Residential'. The amendment will facilitate development of an existing Medium Density block within a draft approved plan of subdivision.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. The lands are located on the north side of North Street, east of Braun Avenue, and are municipally known as 112 North Street East.

3.0 BASIS FOR THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend Official Plan Schedules "T-1", Town of Tillsonburg Land Use Plan, Schedule "T-2", Town of Tillsonburg Residential Density Plan, and Schedule "T-3", Town of Tillsonburg Leisure Resources and School Facilities Plan to re-designate portions of the subject lands from 'Open Space' to 'Medium Density Residential' for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area. The proposal is also consistent with the Natural Hazard policies of the PPS as safe access and egress from the site via the proposed watercourse crossing has been demonstrated through the preparation and review of a Flooding Assessment Study.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts an approved collector road which is being designed with a 22.0 metre right-of-way, and will allow for efficient access to North Street East.

The revised extent of the Medium Density residential area will facilitate a medium density block consisting of townhouse and stacked townhouse development. The site is in reasonable proximity to shopping, recreation and cultural uses. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link to the Trans Canada Trail and other pedestrian trails in the area. Shopping, including a food store and other community serving uses including a fitness centre, gas station and religious institution is located nearby the subject lands. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the approved draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the approved plan of subdivision and is sufficiently large to provide required parking and amenity areas.

An EIS has been submitted and peer reviewed which demonstrates that the proposed Medium Density Residential Area will not negatively impact surrounding woodlands and natural heritage corridors, and a Noise and Vibration Study was conducted to ensure that the medium density residential area is not negatively impacted by the noise and vibration resulting from North Street East and the CPR Railway.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “T-1” – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Residential”.
- 4.2 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.3 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by removing those lands identified as “ITEM 3” on Schedule “A” attached hereto from “Open Space”.

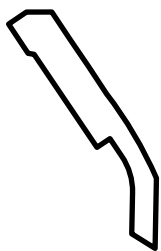
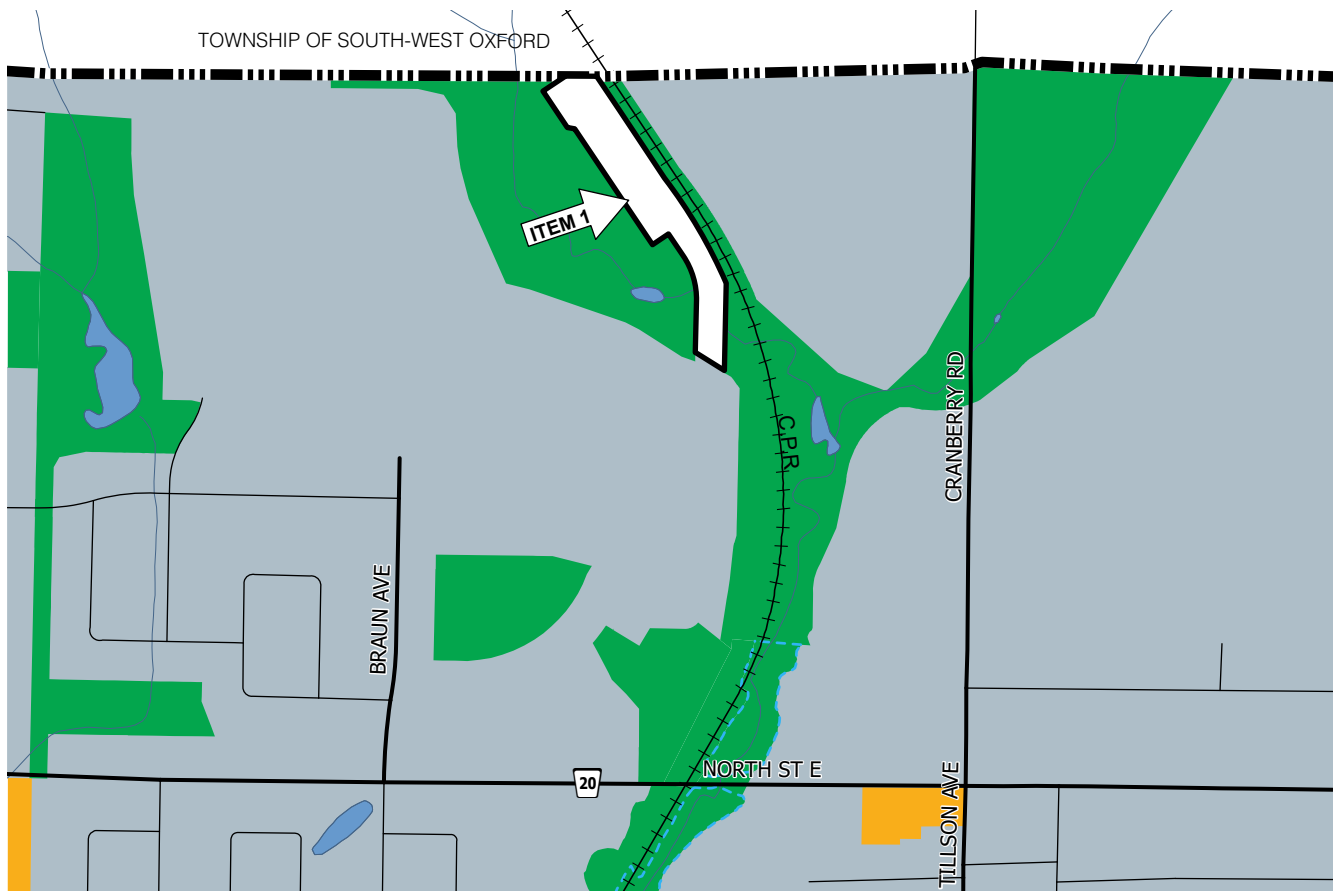
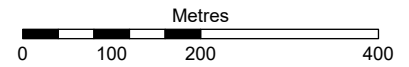
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.





SCHEDULE "A"
AMENDMENT No. 322
TO THE
**COUNTY OF OXFORD
OFFICIAL PLAN**
SCHEDULE "T-1"
**TOWN OF TILLSONBURG
LAND USE PLAN**



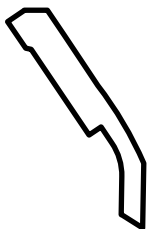
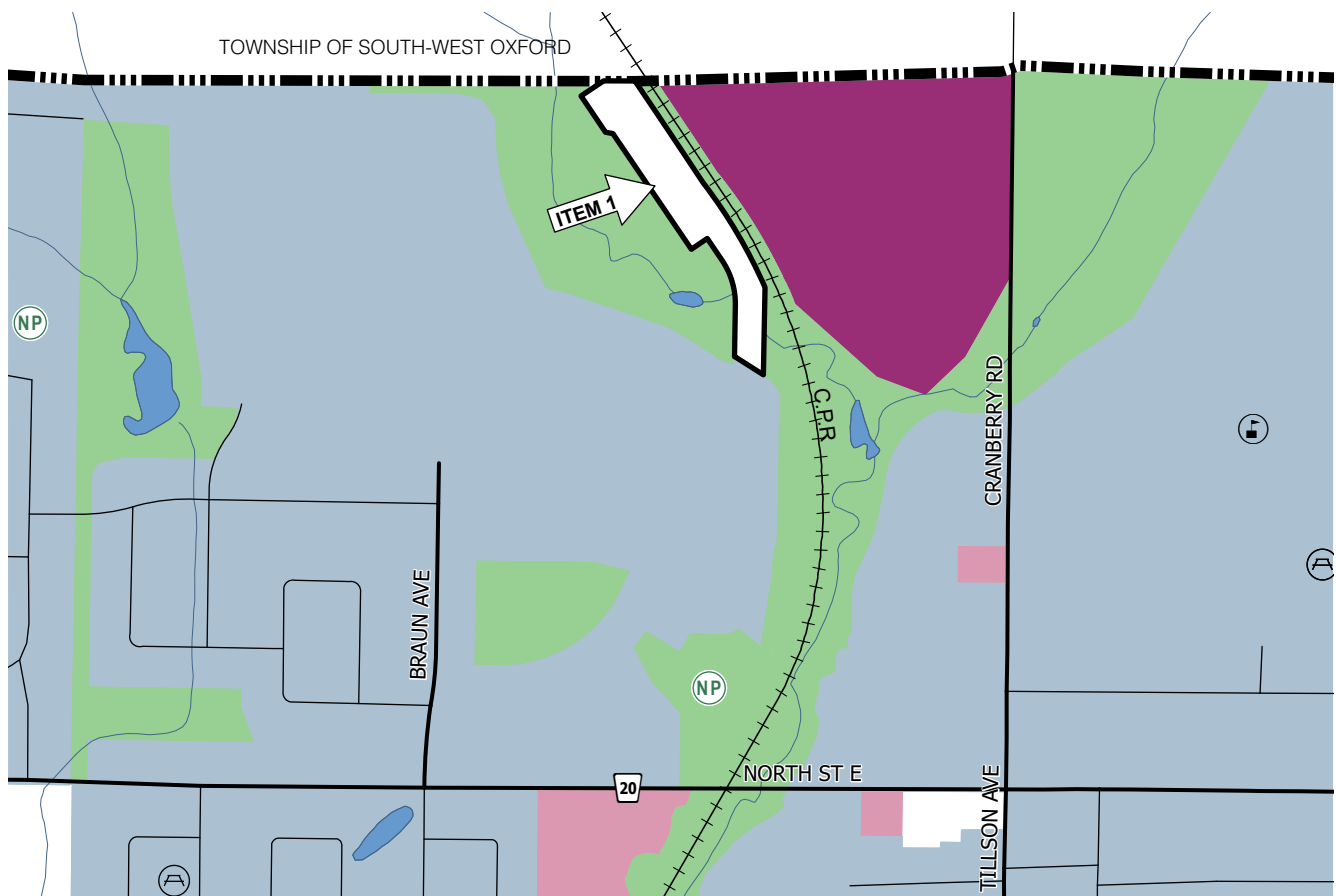
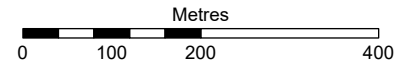
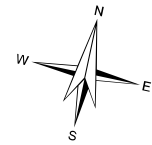
- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM OPEN SPACE
TO RESIDENTIAL

**LAND USE PLAN
LEGEND**

-  RESIDENTIAL
-  SERVICE COMMERCIAL
-  OPEN SPACE
-  FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 322
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



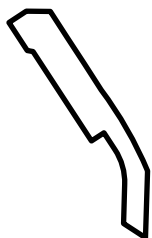
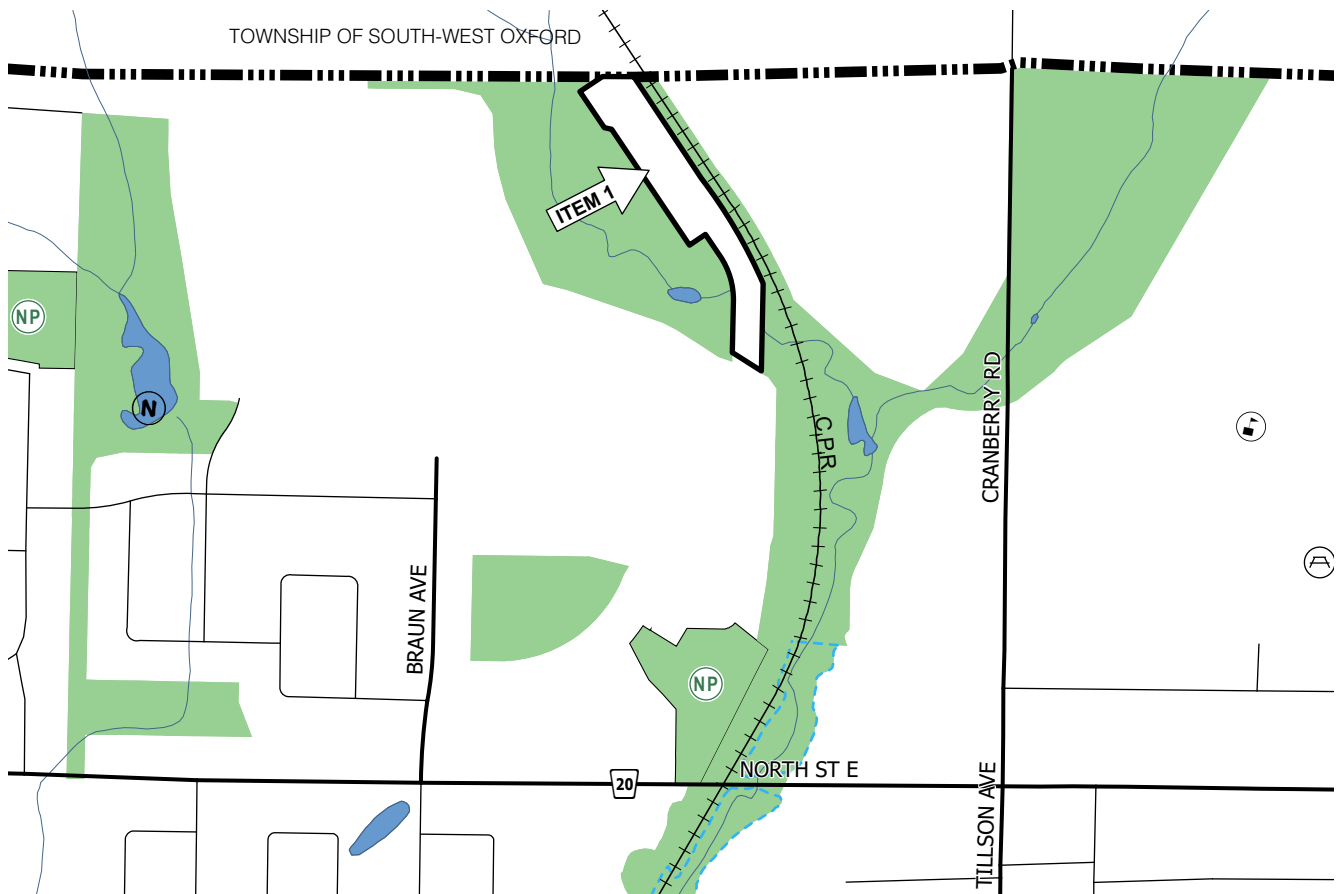
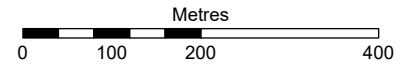
- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM OPEN SPACE TO MEDIUM DENSITY RESIDENTIAL

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- P PROPOSED PARK
- S PROPOSED SCHOOL

SCHEDULE "A"
 AMENDMENT No. 322
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



- AREA OF THIS AMENDMENT

ITEM 1 - REMOVE FROM OPEN SPACE

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- N TOWN NATURAL PARK
- FLOODLINE

COUNTY OF OXFORD

BY-LAW NO. 6704-2025

Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

The Council of the County of Oxford enacts as follows:

1. That all decisions made by Council at the meeting at which this By-law is passed, in respect of each report, resolution or other action passed and taken by the Council at this meeting, are hereby adopted, ratified and confirmed.
2. That the Warden and/or the proper officers of the County are hereby authorized and directed to do all things necessary to give effect to the said decisions referred to in Section 1 of this By-law, to obtain approvals where required, and except where otherwise provided, to execute all necessary documents and the Clerk is hereby authorized and directed to affix the corporate seal where necessary.
3. That nothing in this By-law has the effect of giving to any decision the status of a By-law where any legal prerequisite to the enactment of a specific By-law has not been satisfied.
4. That all decisions, as referred to in Section 1 of this By-law, supersede any prior decisions of Council to the contrary.

READ a first and second time this 22nd day of January, 2025.

READ a third time and finally passed this 22nd day of January, 2025.

MARCUS RYAN,

WARDEN

LINDSEY A. MANSBRIDGE,

CLERK