

AGENDA

COUNTY OF OXFORD COUNCIL

Wednesday, February 8, 2023, 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 25, 2023
- 5. PUBLIC MEETINGS**
- 6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**
 - 6.1 Oxford Caribbean Canadian Association
Suzanne Phillips
Re: Pan-African Flag Raising
- 7. CONSIDERATION OF CORRESPONDENCE**
 - 7.1 Minister of Municipal Affairs and Housing
January 24, 2023
Re: Intake 3 - Municipal Modernization Program
 - 7.2 Grand River Conservation Authority (GRCA)
January 25, 2023
Re: GRCA 2023 Draft Budget
 - 7.3 Town of Halton Hills
January 26, 2023
Re: Repeal Bill 23 - The Build More Homes Faster Act
 - 7.4 Brad Wilker
January 21, 2023
Re: All-way Stop and Speed Reduction - Oxford Road 33 and Oxford Road 59 Intersection

- 7.5 Gene McLaren
January 31, 2023
Re: All-way Stop and Speed Reduction - Oxford Road 33 and Oxford Road 59 Intersection
- 7.6 Township of East Zorra-Tavistock
February 1, 2023
Re: Alternate Member of Council

8. REPORTS FROM DEPARTMENTS

8.1 PUBLIC WORKS

8.1.1 PW 2023-05 - Community Safety Zone Implementation (Presentation)

RECOMMENDATIONS

1. That County Council authorize the implementation of Community Safety Zones as described in Report No. PW 2023-05, titled 'Community Safety Zone Implementation';
2. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to repeal By-law No. 4015-2000 and designate Community Safety Zones on parts of the County road network as outlined in Report No. PW 2023-05.

8.1.2 PW 2023-06 - All-way Stop and Speed Reduction - Oxford Road 33 and Oxford Road 59 Intersection

RECOMMENDATIONS

1. That County Council endorse the implementation of an all-way stop condition and speed reduction from 80km/hr to 60km/hr at the intersection of Oxford Road 59 and Oxford Road 33 in the Township of East Zorra-Tavistock, as outlined in Report No. PW 2023-06;
2. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to amend By-law No. 3741-98 to designate an all-way stop condition at the intersection of Oxford Road 59 and Oxford Road 33;
3. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to amend By-law No. 6019-2018 to designate 60km/hr zones on all four approaches to the intersection of Oxford Road 59 and Oxford Road 33.

8.2 COMMUNITY PLANNING

8.2.1 CP 2023-20 - Supplemental Report 2 - Proposed Official Plan Amendment (OP 22-16-9) Additional Residential Units in Rural Areas Post-Bill 23

RECOMMENDATIONS

1. That Oxford County Council approve Application No. OP 22-16-9, initiated by the County of Oxford, to amend the Official Plan to implement Additional Residential Unit policies for the rural areas of the County;

2. And further, that Council approve the attached Amendment No. 285 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 285 be raised.

8.3 HUMAN SERVICES

8.3.1 HS 2023-03 - 2022 Annual Progress Report – 10 Year Shelter Plan

RECOMMENDATION

1. That Council approve the 2022 Annual Progress Report of the 10 Year Shelter Plan, as illustrated in Attachment 1 and as outlined in Report No. HS 2023-03.

8.4 CORPORATE SERVICES

8.4.1 CS 2023-05 - Asset Management Shared Services Agreement

RECOMMENDATIONS

1. That Council hereby authorizes the Chief Administrative Officer and Director of Corporate Services to execute shared services agreements with the Township of Norwich, Township of Zorra, Township of Blandford-Blenheim and Township of South-West Oxford for the provision of asset management support based on cost recovery for services rendered for a term of three years with one year renewal options;
2. And further, that County Council approves the addition of a permanent Full-Time Capital Planning Analyst FTE.

9. UNFINISHED BUSINESS

9.1 Pending Items

10. MOTIONS

11. NOTICE OF MOTIONS

12. NEW BUSINESS/ENQUIRIES/COMMENTS

12.1 Oxford County 2024 Transportation Master Plan

Re: Municipal Class Environmental Assessment Study - Phase 1 & 2 Notice of Public Consultation Centre #2 (Virtual) Oxford County.

13. CLOSED SESSION

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

15. BY-LAWS

15.1 By-law No. 6505-2023

Being a By-Law to amend By-law No. 6420-2022, being a By-law to remove certain lands from Part Lot Control.

15.2 By-law No. 6506-2023

Being a By-Law to adopt Amendment Number 285 to the County of Oxford Official Plan.

15.3 By-law No. 6507-2023

Being a By-Law to remove certain lands from Part Lot Control.

15.4 By-law No. 6508-2023

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 25, 2023

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

Council Absent N/A

Staff Present B. Addley, Interim Chief Administrative Officer
K. Black, Director of Human Services
L. Buchner, Director of Corporate Services
M. Cowan, Manager of Information Services
M. Dager, Director of Woodingford Lodge
R. Hall, Acting Director of Paramedic Services
G. Hough, Director of Community Planning
C. Senior, Clerk
D. Simpson, Director of Public Works
A. Smith, Director of Human Resources

1. CALL TO ORDER

Oxford County Council meets in regular session this twenty-fifth day of January, 2023, in the Council Chamber, County Administration Building, Woodstock at 7:00 p.m. with Warden Ryan in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: Jim Palmer
Seconded By: Brian Petrie

Resolved that the agenda be approved as amended by changing the order of business to consider Report No. WDFL 2023-02 before Report No. WDFL 2023-01.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

4.1 January 11, 2023

RESOLUTION NO. 2

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that the Council Minutes of January 11, 2023 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: Brian Petrie

Seconded By: David Mayberry

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 7:01 p.m.

5.1.1 Applications for Official Plan Amendment and Draft Plan of Subdivision
OP 22-12-6 & SB 22-03-6 - 2862083 Ontario Inc.

To re-designate the subject lands from 'Agricultural Reserve' to 'Industrial' to facilitate the development of an industrial plan of subdivision that includes 4 industrial blocks, a sanitary pumping station block, a storm water management block, an open space block as well as a new municipal road on lands located on the northwest corner of Wallace Line and Robinson Road in the Town of Ingersoll.

The Chair asks Gord Hough, Director of Community Planning to present the application.

G. Hough joins the meeting via WebEx and through use of a map, indicates that the subject lands were incorporated into the Town of Ingersoll from the Township of South-West Oxford in 2021 as part of a larger boundary adjustment area. G. Hough indicates that the surrounding

uses include CAMI Automotive to the immediate west, some trucking operations to the immediate south and that the lands to the west and northwest are in agricultural production, which are located in the Township of South-West Oxford.

G. Hough indicates that the County's most recent Vacant Land Supply Inventory identifies a need for additional employment lands in the Town of Ingersoll to meet its projected 20-year land need supply and that these lands were identified as a prime area for this type of use.

In closing, G. Hough indicates that Planning staff are satisfied that the Applications can be given favourable consideration.

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

Paul Emerson representing 214 Carson Co. joins the meeting in the Council Chamber and Hugh Handy from the GSP Group joins the meeting via WebEx.

The Chair opens the meeting to comments and questions from members of Council. The presenters respond to comments and questions from Councillors Mayberry and Wheaton.

5.1.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Brian Petrie

Seconded By: David Mayberry

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

DISPOSITION: Motion Carried at 7:26 p.m.

5.2 Consideration of Report No. CP 2023-03 - Applications for Official Plan Amendment and Draft Plan of Subdivision OP 22-12-6 & SB 22-03-6 – 2862083 Ontario Inc.

RESOLUTION NO. 5

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. CP 2023-03, titled "Applications for Official Plan Amendment and Draft Plan of Subdivision OP 22-12-6 & SB 22-03-6 – 2862083 Ontario Inc.", be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

- 6.1 Wildscape Co.
John Loerchner - CEO
Re: Uses for tiny homes

John Loerchner, CEO of Wildscape Co. joins the meeting via WebEx and proceeds through a PowerPoint presentation, which formed part of Council's electronic agenda.

Warden Ryan opens the meeting to comments and questions from members of Council. J. Loerchner responds to comments and questions from Deputy Warden Acchione and Councillors Gilvesy, Mayberry, Petrie and Schaefer.

RESOLUTION NO. 6

Moved By: David Mayberry
Seconded By: Mark Peterson

Resolved that the information provided in the delegation from Wildscape Co. be received.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

NIL

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

- 8.1.1 CP 2023-03 - Applications for Official Plan Amendment and Draft Plan of Subdivision OP 22-12-6 & SB 22-03-6 – 2862083 Ontario Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application No. OP 22-12-6, submitted by 2862083 Ontario Inc., for lands described as Part Lot 25, Concession 1 (West Oxford), in the Town of Ingersoll to redesignate the subject lands from 'Agricultural Reserve' and 'Environmental Protection' to 'Industrial', 'Environmental Protection' and 'Open Space', to facilitate a proposed industrial plan of subdivision. And also, that Schedule "C-3" (County of Oxford – Settlement Strategy Plan) is amended to identify the subject lands as "Large Urban Centre";

2. And further, that Council approve the attached Amendment No. 289 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 289 be raised;
4. And further, that Oxford County Council grant draft approval to the proposed industrial subdivision submitted by 2862083 Ontario Inc., (SB 22-03-6) prepared by GSP Group Inc., dated May 25, 2022, for lands described as Part Lot 25, Concession 1 (West Oxford), in the Town of Ingersoll, subject to the conditions attached to this report as Schedule "A" being met prior to registration

The Report was dealt with under Public Meetings.

- 8.1.2 CP 2023-19 - Application for Draft Plan of Condominium and Exemption from Draft Approval CD 22-01-3 – Veranda Property Investments Inc.

RECOMMENDATIONS

1. That Oxford County Council grant draft approval to a proposed draft plan of condominium submitted by Veranda Property Investments Inc., as prepared by Brooks & Muir Surveying, dated June 29, 2022, for lands described as Lots 293 and 341 and Part Lot 343, Plan 745 in the Village of Norwich;
2. And further, that Oxford County Council approve the application for exemption from the draft plan of condominium approval process, submitted by Veranda Property Investments Inc., prepared by Brooks and Muir Surveying, dated June 29, 2022, for lands described as Lots 293 and 341 and Part Lot 343, Plan 745, in the Village of Norwich.

RESOLUTION NO. 7

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report No. CP 2023-19, titled "Application for Draft Plan of Condominium and Exemption from Draft Approval CD 22-01-3 – Veranda Property Investments Inc.", be adopted.

DISPOSITION: Motion Carried

8.2 WOODINGFORD LODGE

- 8.2.1 WDFL 2023-02 - Nutritional Services Review Final Report (Presentation)

RECOMMENDATIONS

1. That Council receive the Woodingford Lodge “Nutritional Services Review Final Report” prepared by D&A Consulting and Associates, dated January 2023;
2. And further, that Council direct staff to engage a consultant to create a master plan for Woodingford Lodge that meets the Provincial requirements of the “Fixing Long-Term Care Act” designed to ensure long term care services are delivered at specified levels of service;
3. And further, that the cost of the master plan, estimated to be between \$50,000 to \$75,000, be funded by the Federal Restart Reserve.

With the motion on the floor and prior to the vote, Mark Dager, Director of Woodingford Lodge introduces Dawn Maziak and Brad Davey from D&A Consulting who proceed through a PowerPoint presentation which was provided as part of Council's agenda.

Councillor Wheaton leaves the Council Chamber at 7:54 p.m.
She returns at 7:56 p.m.

Warden Ryan opens the meeting to comments and questions from members of Council. M. Dager and the presenters respond to comments and questions from Deputy Warden Acchione and Councillors Gilvesy, Mayberry and Petrie.

RESOLUTION NO. 8

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report No. WDFL 2023-02, titled "Nutritional Services Review Final Report", be adopted.

DISPOSITION: Motion Carried

8.2.2 WDFL 2023-01 - Application for Long-Term Care Home Development (Presentation)

RECOMMENDATIONS

1. That Oxford County Council authorize the Chief Administrative Officer to submit an application to develop a minimum of 160 new long-term care beds in Ingersoll under the Province of Ontario's Long-Term Care Home Development Program.

2. And further, that Oxford County Council direct staff to work with the Ministry of Long-Term Care to explore additional long-term care bed needs in Oxford County, and opportunities to maximize efficiencies of existing County-operated homes through additional bed allocations.

With the motion on the floor and prior to the vote, Mark Dager, Director of Woodingford Lodge introduces Andrew Rodrigues, Colliers Project Leaders who proceeds through a PowerPoint presentation, which was provided as part of Council's agenda.

Warden Ryan opens the meeting to comments and questions from members of Council. M. Dager and A. Rodrigues respond to comments and questions from Deputy Warden Acchione and Councillors Mayberry, Petrie, Peterson, Schaefer and Wheaton.

RESOLUTION NO. 9

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report No. WDFL 2023-01, titled "Application for Long-Term Care Home Development", be adopted;

And further, that Oxford County Council direct staff to work with the Ministry of Long Term Care to explore additional long-term care bed needs in Oxford County, and opportunities to maximize efficiencies of existing County-operated homes through additional bed allocations.

DISPOSITION: Motion Carried

8.3 HUMAN SERVICES

8.3.1 HS 2023-01 - Municipal Modernization Program Funding-Intake 3 Subsidized Housing Optimization Review (Presentation)

RECOMMENDATIONS

1. That County Council receive the County of Oxford Subsidized Housing Operations Optimization Review report prepared by KPMG, dated December 2, 2022;
2. And further, that County Council direct staff to explore the recommendations made in the Report to increase efficiency and effectiveness in the delivery of subsidized housing services throughout the County;

January 25, 2023

3. And further, that County Council direct the Director of Human Services to bring a report back to County Council in December 2023 to provide an update on recommendations made in the KPMG report.

With the motion on the floor and prior to the vote, Kelly Black, Director of Human Services introduces Chas Anselmo and Katie DenBok from KPMG, who proceed through a PowerPoint presentation, which was provided as part of Council's agenda.

Councillor Petrie leaves the Council Chamber at 9:26 p.m.
He returns at 9:28 p.m.

Councillor Tait leaves the Council meeting at 9:31 p.m.

Warden Ryan opens the meeting to comments and questions from members of Council. The presenters respond to comments and questions from Warden Ryan and Councillors Gilvesy, Mayberry and Petrie.

RESOLUTION NO. 10

Moved By: Bernia Wheaton

Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report No. HS 2023-01, titled "Municipal Modernization Program Funding-Intake 3 Subsidized Housing Optimization Review", be adopted.

DISPOSITION: Motion Carried

8.4 PUBLIC WORKS

8.4.1 PW 2023-02 - 477 Griffin Way Lease Agreement

RECOMMENDATIONS

1. That County Council approve a 5-year lease agreement with Griffin Way Developments Inc. to establish warehousing space to support the Paramedic Services Logistics team, as outlined in Report No. PW 2023-02;
2. And further, that the Chief Administrative Officer and the Director of Public Works be authorized to execute all documents related thereto.

RESOLUTION NO. 11

Moved By: Deb Gilvesy

Seconded By: Bernia Wheaton

January 25, 2023

Resolved that the recommendations contained in Report No. PW 2023-02, titled "477 Griffin Way Lease Agreement", be adopted.

DISPOSITION: Motion Carried

- 8.4.2 PW 2023-03 - Request for Project Approval and Transfer of Funds – Bobolink Drive Watermain Upgrades, Town of Tillsonburg

RECOMMENDATIONS

1. That County Council approve the Bobolink Drive Watermain Upgrades project (Tillsonburg) as part of the 2023 Capital Budget;
2. And further, that County Council authorize the transfer of \$350,000 from the Water – Tillsonburg Reserve to fund the planned design and construction works.

RESOLUTION NO. 12

Moved By: Deb Gilvesy

Seconded By: Bernia Wheaton

Resolved that the recommendations contained in Report No. PW 2023-03, titled "Request for Project Approval and Transfer of Funds – Bobolink Drive Watermain Upgrades, Town of Tillsonburg", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS

Councillor Mayberry indicates that seven SWIFT projects have been completed in Oxford County at a total cost of \$10.2 million, connecting over 1,700 premises through approximately 200 km of fibre in the ground.

Councillor Mayberry requests an update on the Community Safety and Well-Being Plan project from Ben Addley, Interim Chief Administrative Officer. B. Addley indicates that

the Manager of Strategic Initiatives is working with the Area Municipalities and that a report is expected in February, 2023.

Warden Ryan, Deputy Warden Acchione and Councillor Peterson all speak to how well the delegations went at the recent Rural Ontario Municipal Association (ROMA) Conference. Ben Addley, Interim Chief Administrative Officer adds that senior staff were instrumental in preparing the Briefing Notes and ensuring that he and Warden Ryan were well prepared for the meetings.

13. **CLOSED SESSION**

RESOLUTION NO. 13

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Resolved that council rise and go into a closed session to consider Report No. HS (CS) 2023-02 and Report No. PW (CS) 2023-04 regarding proposed or pending acquisitions or dispositions of land by the County or local board.

DISPOSITION: Motion Carried at 10:09 p.m.

Oxford County Council meets in Closed Session in the Council Chamber as part of a regular meeting, this twenty-fifth day of January, 2023.

10:10 p.m. with Warden Ryan in the chair.

All members of Council present with the exception of Councillor Tait.

Staff Present	B. Addley, Interim Chief Administrative Officer
	K. Black, Director of Human Services
	L. Buchner, Director of Corporate Services
	M. Cowan, Manager of Information Services
	M. Dager, Director of Woodingford Lodge
	R. Hall, Acting Director of Paramedic Services
	G. Hough, Director of Community Planning
	C. Senior, Clerk
	D. Simpson, Director of Public Works
	A. Smith, Director of Human Resources
	R. Smith, Manager of Housing Development

DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

NIL

CONSIDERATION OF CORRESPONDENCE:

NIL

REPORTS FROM DEPARTMENTS:

1. HS (CS) 2023-02

Rebecca Smith leaves the meeting at 10:30 p.m.

2. PW (CS) 2023-04

DELEGATIONS AND PRESENTATIONS:

NIL

UNFINISHED BUSINESS:

NIL

TIME OF COMPLETION OF CLOSED SESSION:

10:35 p.m.

RESOLUTION NO. 14

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Resolved that Council reconvene in Open Session.

DISPOSITION: Motion Carried at 10:35 p.m.

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

- 14.1 HS (CS) 2023-02

RESOLUTION NO. 15

Moved By: Phil Schaefer

Seconded By: Jerry Acchione

Resolved that the recommendations contained in Report No HS (CS) 2023-02 be adopted.

DISPOSITION: Motion Carried

- 14.2 PW (CS) 2023-04

RESOLUTION NO. 16

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that the recommendation contained in Report No. PW (CS) 2023-04 be adopted.

DISPOSITION: Motion Carried

15. BY-LAWS

- 15.1 By-law No. 6501-2023
Being a By-Law to adopt Amendment Number 289 to the County of Oxford Official Plan.
- 15.2 By-law No. 6502-2023
Being a by-law to adopt the estimated expenditure for the year 2023.
- 15.3 By-law No. 6503-2023
Being a By-law to repeal By-law No. 5665-2015 and enact a new By-law to appoint members to the Land Division Committee.
- 15.4 By-law No. 6504-2023
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. 17

Moved By: Jerry Acchione
Seconded By: Jim Palmer

Resolved that the following by-laws be read a first and second time: 6501-2023 to 6504-2023 inclusive.

DISPOSITION: Motion Carried

RESOLUTION NO. 18

Moved By: Jerry Acchione
Seconded By: Jim Palmer

Resolved that the following by-laws be now given a third and final reading: 6501-2023 to 6504-2023 inclusive.

DISPOSITION: Motion Carried

16. ADJOURNMENT

Council adjourns its proceedings at 10:38 p.m. until the next meeting scheduled for February 8, 2023 at 9:30 a.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

CLERK

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
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234-2023-286

January 24, 2023

Your Worship
Warden Marcus Ryan
County of Oxford

Dear Warden Ryan,

Thank you for your participation in the third intake of the Municipal Modernization Program (MMP) under the implementation stream and your commitment to delivering modern, efficient services that are financially sustainable.

I have heard from many municipalities that you need more time to complete your implementation projects due to supply chain disruptions, limited availability of vendors and other challenges.

I understand how important your projects are to your communities. That is why I announced at the Rural Ontario Municipal Association (ROMA) conference that our government has approved a deadline extension from February 28, 2023, to December 1, 2023, for **all implementation stream** projects approved under the third intake of the MMP.

Ministry staff will forward instructions and an amending transfer payment agreement for your municipality's implementation project(s) in the coming days. Municipal staff are welcome to contact municipal.programs@ontario.ca with any questions.

Thank you for your participation in the MMP program and your continued commitment to delivering the modern, efficient services that your local communities depend on.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark
Minister

- c. Benjamin R. Addley, Interim Chief Administrative Officer
Chloe Senior, Clerk
Lynn Buchner, Director of Corporate Services



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

January 25, 2023

By Email: csenior@oxfordcounty.ca

Chloe Senior, Clerk
County of Oxford
21 Reeve Street, PO Box 1614
Woodstock, ON N4S 7Y3

Dear Chloe Senior

Re: 2023 Grand River Conservation Authority Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 24, 2023, at 9:30 a.m., to consider the 2023 Budget and General Municipal Levy.

The attached report, which includes the most recent draft of the 2023 Budget, will be presented to the GRCA General Membership on January 27, 2023. Based on board direction to staff, this draft budget includes a General Levy of \$12,968,000 which represents a 3.5% increase over 2022. The General Levy, if approved at the Annual General Meeting, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 670/00.

The attached draft 2023 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2023. Also attached is a calculation of the apportionment of the 2023 General Levy to participating municipalities. Should you have any questions concerning the draft Budget or the levy apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong".

Karen Armstrong,
Deputy CAO and Secretary-Treasurer

Grand River Conservation Authority Summary of Municipal Levy - 2023 Budget

DRAFT - January 27, 2023

	% CVA in Watershed	2022 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2023 Budget Matching & Maintenance Levy	2023 Budget Admin & Maintenance Levy	2023 Budget Capital Maintenance* Levy	2023 Budget Total Levy	Actual 2022	% Change
Brant County	82.9%	7,349,082,037	6,092,389,009	2.92%	13,125	337,655	27,729	378,509	361,733	4.6%
Brantford C	100.0%	15,438,439,128	15,438,439,128	7.40%	33,261	855,636	70,266	959,163	925,478	3.6%
Amaranth Twp	82.0%	823,007,110	674,865,830	0.32%	1,454	37,403	3,072	41,929	40,312	4.0%
East Garafraxa Twp	80.0%	646,737,870	517,390,296	0.25%	1,115	28,675	2,355	32,145	31,052	3.5%
Town of Grand Valley	100.0%	602,204,454	602,204,454	0.29%	1,297	33,376	2,741	37,414	34,921	7.1%
Melancthon Twp	56.0%	605,191,515	338,907,248	0.16%	730	18,783	1,542	21,055	20,387	3.3%
Southgate Twp	6.0%	1,095,001,488	65,700,089	0.03%	142	3,641	299	4,082	3,913	4.3%
Haldimand County	41.0%	7,387,846,603	3,029,017,107	1.45%	6,526	167,875	13,786	188,187	180,063	4.5%
Norfolk County	5.0%	9,785,538,892	489,276,945	0.23%	1,054	27,117	2,227	30,398	29,714	2.3%
Halton Region	10.5%	48,462,400,444	5,103,428,670	2.44%	10,995	282,844	23,227	317,066	304,589	4.1%
Hamilton City	26.8%	96,614,037,173	25,844,254,944	12.38%	55,679	1,432,351	117,626	1,605,656	1,557,692	3.1%
Oxford County	36.5%	4,574,385,729	1,667,806,332	0.80%	3,593	92,434	7,591	103,618	100,481	3.1%
North Perth T	2.0%	2,359,924,293	47,198,486	0.02%	102	2,616	215	2,933	2,779	5.5%
Perth East Twp	40.0%	2,078,521,741	831,408,696	0.40%	1,791	46,079	3,784	51,654	49,597	4.1%
Waterloo Region	100.0%	105,303,687,542	105,303,687,542	50.45%	226,867	5,836,184	479,273	6,542,324	6,325,085	3.4%
Centre Wellington Twp	100.0%	5,401,783,927	5,401,783,927	2.59%	11,638	299,380	24,585	335,603	319,769	5.0%
Erin T	49.0%	2,607,980,359	1,277,910,376	0.61%	2,753	70,825	5,816	79,394	77,102	3.0%
Guelph C	100.0%	28,289,926,279	28,289,926,279	13.55%	60,948	1,567,896	128,757	1,757,601	1,702,688	3.2%
Guelph Eramosa Twp	100.0%	2,930,879,758	2,930,879,758	1.40%	6,314	162,436	13,339	182,089	176,486	3.2%
Mapleton Twp	95.0%	1,881,798,619	1,787,708,688	0.86%	3,851	99,079	8,136	111,066	106,574	4.2%
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Puslinch Twp	75.0%	2,769,118,798	2,076,839,099	0.99%	4,474	115,103	9,452	129,029	124,311	3.8%
Total		348,809,062,729	208,729,823,079	100.00%	449,688	11,568,310	950,000	12,968,000	12,530,000	3.5%

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

Grand River Conservation Authority

Report number: GM-01-23-04

Date: January 27, 2023

To: Members of the Grand River Conservation Authority

Subject: Budget 2023 – Draft #2

Recommendation:

THAT Report 01-23-04 - Budget 2023 - Draft #2 be received as information;

AND THAT an amount equal to any undesignated surplus realized from the 2022 year-end operating results be transferred to the Transition reserve at the end of 2022.

Summary:

This draft continues to present a balanced budget position for 2023.

This draft of the budget includes the following significant changes since the October 28, 2022 draft #1 budget report:

- \$1,060,000 Special Projects spending
- (\$1,060,000) Special Project funding increased
- \$ 475,000 Motor Pool capital spending increased
- (\$ 475,000) Transfer from Motor Pool Reserve increased

This report includes a recommendation to transfer a portion of the 2022 operating surplus into the transition reserve at year-end 2022.

The Final Budget will include adjustments to the Conservation Area program, Outdoor Education Program, Forestry (Tree Planting) program, special projects, expenses carried forward from 2022, and the 2022 surplus carry forward (based on audited 2022 results). These adjustments are not anticipated to affect the 2023 budgeted general levy increase of 3.5%.

This draft includes the following amounts:

- Expenditures \$34,814,188
- General Municipal Levy \$12,968,000 (\$438,000 or 3.5% increase over prior year)
- Provincial Water and Erosion Control Infrastructure (WECI) Grant \$700,000
- Provincial Source Protection Program Grant \$640,000
- Reserves to decrease by \$1,379,500 in 2023

Report:

The final 2023 budget will be presented for approval at the February 24, 2023 General Membership Meeting.

This draft of the 2023 Budget includes the following changes made since the October 28, 2022 General Membership Meeting:

Special Projects Budget 2023 (net increase in expenses \$1,060,000):

- \$ 130,000 Waste Water Optimization Project expenses increased
- \$ 130,000 Provincial funding increased

\$ 100,000	Ecological Restoration Project expenses increased
\$ 100,000	Other Donations funding increased
\$ 25,000	Haldimand Water Festival expenses increased
\$ 25,000	Municipal Government funding increased
\$ 35,000	Brant/Brantford Water Festival expenses increased
\$ 35,000	Donation funding increased
\$ 30,000	Species at Risk expenses increased
\$ 30,000	Federal Government funding increased
\$ 75,000	Nature Smart Climate Solutions expenses increased
\$ 75,000	Federal Government funding increased
\$ 85,000	Profit Mapping expenses increased
\$ 85,000	Provincial funding increased
\$ 80,000	Subwatershed Study-City of Kitchener
\$ 80,000	Municipal Funding-Other
\$500,000	Guelph Lake NC Building expenses increased
\$500,000	Foundation funding increased

Capital Budget 2023 (net increase in expenses \$475,000)

\$475,000	Motor Pool Equipment expenses increased (from \$375K to \$850K)
\$475,000	Transfer from Motor Pool Reserve increased

Operating Budget 2023 (no changes for draft #2)

Transition Reserve

The transition reserve was established at year-end 2020. The purpose of the reserve is to fund expenditures related to the transitioning of GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. It is recommended that any 2022 year-end operating surplus that has not been designated to be incorporated into the 2023 budget be transferred to the transition reserve in 2022. By February, the year-end audit will have been completed and the year-end 2022 operating surplus will be finalized and the amount to be transferred into this reserve will be incorporated into the 2023 final budget report at the February 24, 2023 General Meeting.

Significant Outstanding Budget Items

Draft #2 operating budget continues to assume status quo operations. After actual 2022 figures are finalized, the final budget will be prepared and the outstanding matters listed below will be addressed.

(a) Year 2022 Carry forward Adjustments

2022 Surplus carry forward

Budget 2023 draft #2 assumes a \$100,000 surplus carry over from year 2022. The December 2022 Financial Summary for year-end 2022 forecasts a \$650,000 surplus. Some surplus will be carried over to 2023 to cover additional costs added to the 2023 budget. Staff recommend that any 2022 surplus that is not required to achieve a breakeven 2023 budget (i.e. municipal levy increase kept to 3.5%) be transferred into the transition reserve as outlined above. The amount of surplus to be transferred to the transition reserve is estimated to be \$300,000 to \$500,000. The 2022 carry forward surplus will be updated based on the actual yearend results.

2022 Special Projects carry forward

Any projects commenced in year 2022 or earlier and not completed by December 31, 2022 will be carried forward and added to Budget 2023 (i.e. both the funding and the expense will be added to Budget 2023 and therefore these adjustments will have no impact on the breakeven net result).

(b) Conservation Areas

Conservation Area 2023 budgeted revenue is \$10,000,000. Actual 2022 revenue is approximately \$11,200,000. The final budget version will include revised operating and capital expense amounts. The program is budgeted to break even.

(c) Outdoor Education Program.

Following an analysis of actual 2022 expenses the final budget version will be revised as considered necessary.

(d) Forestry (Tree Planting) Program

Following an analysis of actual 2022 expenses the final budget version will be revised as considered necessary.

(e) Major Water Control Structures Capital Maintenance Expenditures

A final determination of the amount of spending to be added to Budget 2023 will be impacted by unspent amounts from 2022 that will be carried forward to 2023, including the use of the reserve for 2023 projects. Current government funding opportunities includes the Disaster Mitigation and Adaptation Fund (DMAF), the National Damage Mitigation Program (NDMP), and the Provincial Water and Erosion Control Infrastructure (WECI) Program.

Attached are the following related documents:

- Budget 2023 Timetable
- Summary Reserve Report – Budget 2023
- Preliminary Budget 2023 Package to Municipalities

Financial Implications:

In this draft, the GRCA is proposing a \$34,814,188 budget. A net decrease to reserves of \$1,379,500 is budgeted.

The current inflationary economic situation and supply chain challenges have the potential to result in significant unbudgeted cost increases, in particular for large purchases/capital projects, which in turn may result in outcomes such as deferral of projects, changes in the scope of projects, and/or the use of reserves to fund unbudgeted costs.

Other Department Considerations:

None

Prepared by:

Sonja Radoja
Manager of Corporate Services

Approved by:

Karen Armstrong
Deputy CAO/Secretary-Treasurer

Samantha Lawson
Chief Administrative Officer



2023 BUDGET

(Draft to January 27, 2023 General Board Meeting)

Grand River Conservation Authority

2023 Budget

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GRCA 2023 Budget Highlights

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of approximately 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as the provincial Source Protection Program and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the updates and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2023 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

In 2022 terms of reference for a watershed-based resource management strategy was completed as part of the requirement of the Conservation Authorities Act to develop a watershed strategy. In 2023, the focus will be on developing a draft watershed-based resource management strategy and engage municipalities through the Water Managers Working group. The existing water management plan will provide important information to the watershed strategy.

Bill 23 – More Homes Built Faster Act, 2022 impacts the 2023 Budget to the extent that certain fees are being frozen and there is the potential for revenue declines due to restrictions on natural heritage resource planning services offered by Conservation Authorities.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

Water Resources Planning and Environment	\$2,338,900 (Table 1)
Flood Forecasting and Warning	\$ 923,000 (Table 2)
Water Control Structures	\$1,944,200 (Table 3)

Capital Expenditures: **\$1,800,000** (Section B)

Total Expenditures: **\$7,006,100**

Revenue sources: Municipal levies, provincial grants and reserves

2. Planning

Program areas:

- a) Natural Hazard Regulations
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) Plan Input and Review
Planning and technical review of municipal planning documents and recommending policies related to natural hazards; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments.

Operating Expenditures: **\$2,574,200** (Table 4)

Capital Expenditures: **NIL**

Revenue sources: Permit fees, enquiry fees, plan review fees, and municipal levy

3. Watershed stewardship

The watershed stewardship program provides information and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation/tree planting through the Burford Tree Nursery, the Rural Water Quality Program, restoration and rehabilitation projects. The program also, provides conservation information through workshops, publications, the web site and media contacts.

Operating Expenditures:

Forestry & Conservation Land Taxes	\$ 1,402,500 (Table 5)
Conservation Services	\$ 605,700 (Table 6)

Capital Expenditures: **NIL**

Total Expenditures: **\$ 2,008,200**

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

Operating Expenditures:

Conservation Lands, Rentals, Misc	\$4,218,800 (Table 10-Conservation Lands)
Hydro Production	\$ 212,000 (Table 10-Hydro Production)

Capital Expenditures: **NIL**

Total Expenditures: **\$4,430,800**

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: **\$810,100 (Table 8)**

Capital Expenditures: **NIL**

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,200 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1.7 million people visit GRCA parks each year.

Operating Expenditures:	\$ 8,500,000 (Table 10)
Capital Expenditures:	\$ 2,000,000 (Section B)
Total Expenditures:	\$ 9,800,000

Revenue sources:
Conservation Area user fees, government grants, reserves and donations.

7. Corporate services & Strategic Communications

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures:

Strategic Communications	\$ 597,500 (Table 7)
Corporate Services	\$3,568,288 (Table 9)

Capital Expenditures:	\$ 779,000 (Section B)
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Total Expenditures:	\$4,944,788
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Revenue sources: Municipal levies and reserves.

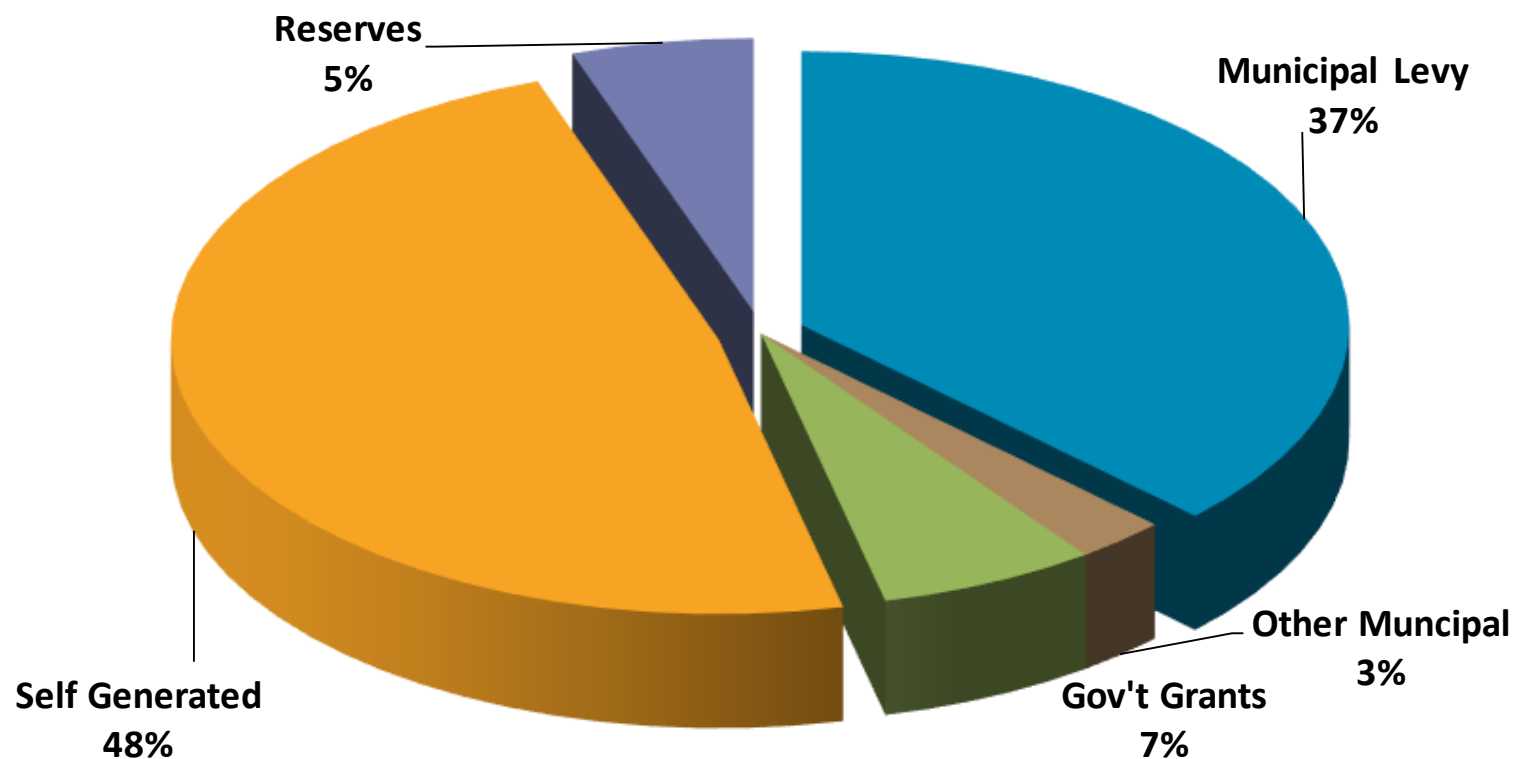
GRAND RIVER CONSERVATION AUTHORITY

BUDGET 2023 - Summary of Revenue and Expenditures

FUNDING		Actual 2021	Budget 2022	Budget 2023	Budget Incr/(decr)
Municipal General Levy Funding		12,225,000	12,530,000	12,968,000	438,000 3.50%
Other Government Grants		3,131,738	3,927,188	3,172,188	(755,000) -19.2%
Self-Generated Revenue		16,021,037	16,273,177	16,803,000	529,823 3.3%
Funding from Reserves		494,912	2,144,000	1,871,000	(273,000) -12.7%
TOTAL FUNDING		31,872,687	34,874,365	34,814,188	(60,177) -0.2%
EXPENDITURES		Actual 2021	Budget 2022	Budget 2023	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	27,048,151	26,497,365	27,695,188	1,197,823 4.52%
Base Programs - Capital	SECTION B	2,150,870	5,102,000	4,579,000	(523,000) -10.25%
Special Projects	SECTION C	2,106,489	3,275,000	2,540,000	(735,000) -22.4%
TOTAL EXPENDITURES		31,305,510	34,874,365	34,814,188	(60,177) -0.2%
NET RESULT		567,177	-	-	

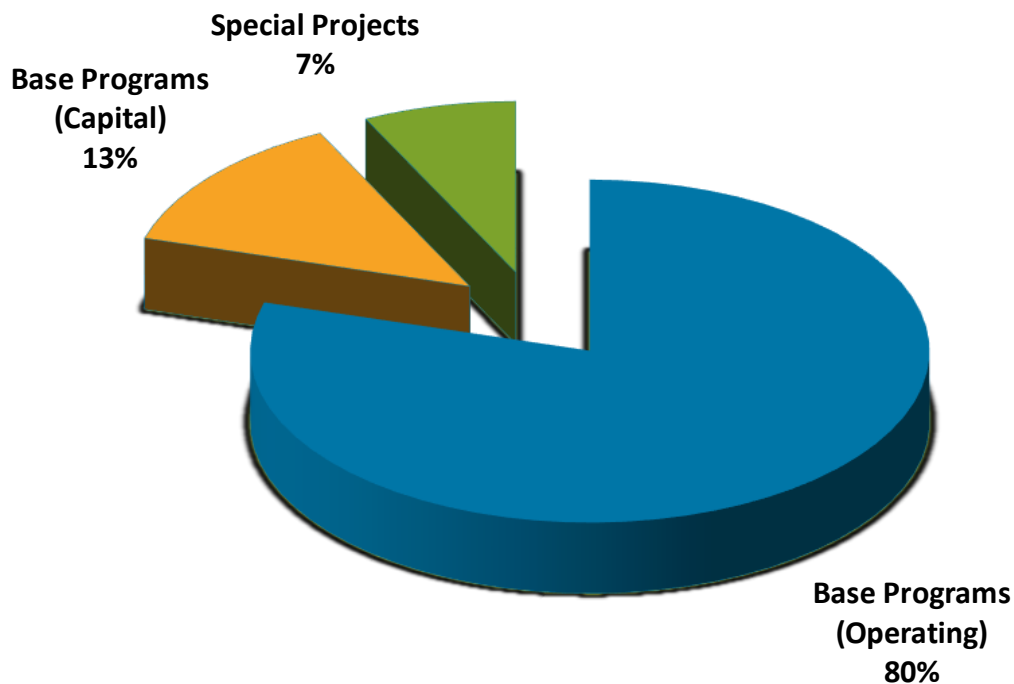
2023 Budget – Revenue by Source

Total 2023 Budget Revenue = \$34.8 Million (\$ 34.9 Million in 2022)



2023 Budget – Expenditures by Category

2023 Budget Expenditures = \$34.8 Million (\$ 34.9 Million in 2022)



Grand River Conservation Authority Per Capita General Levy 2013 to 2023

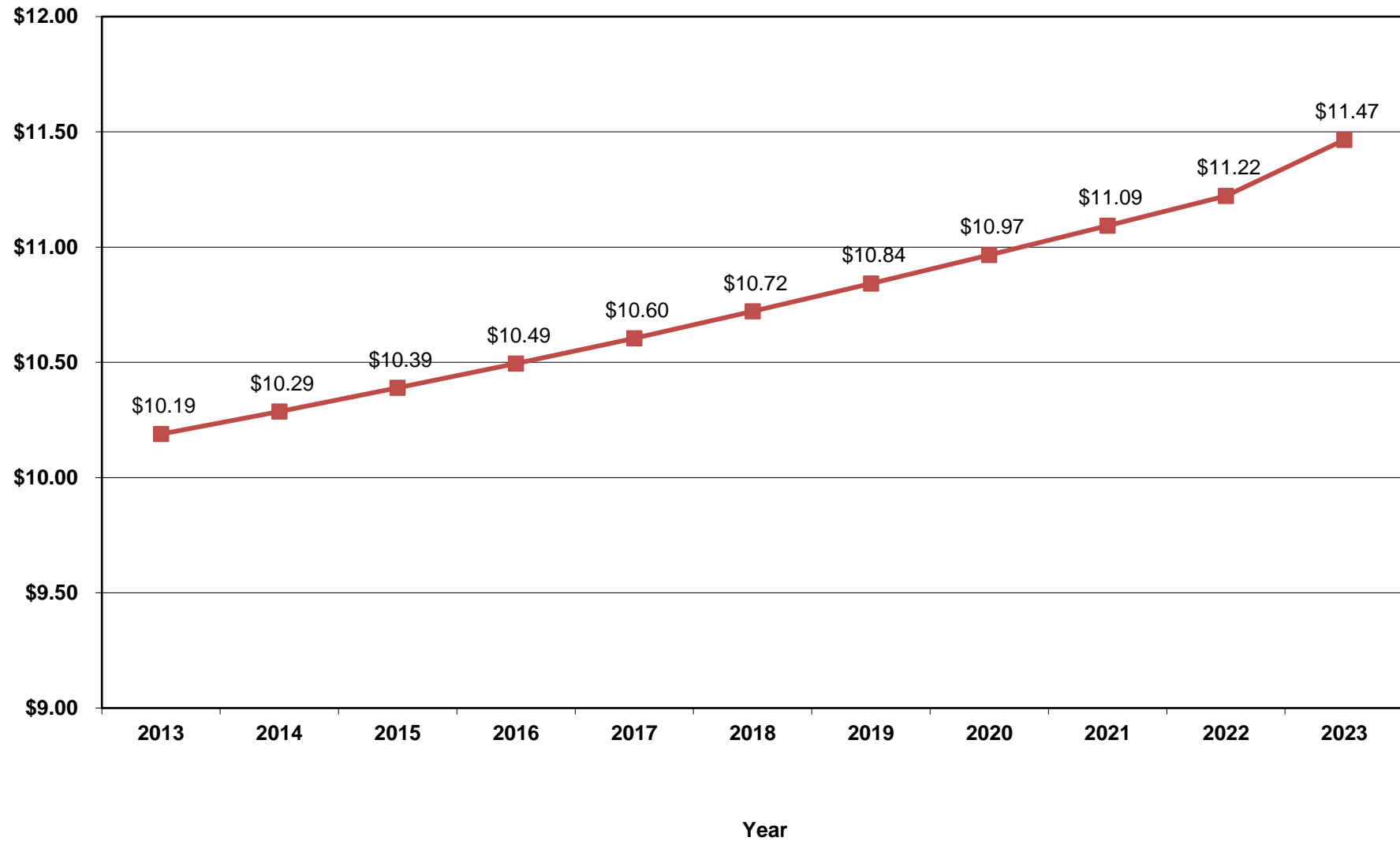


		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 9	TABLE 10	TABLE 10	TABLE 10	TABLE 10	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications	Environmental Education	Corporate Services	Loss/(Surplus) impact on Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas	TOTAL	
2023 OPERATING																
TOTAL EXPENSES	A	2,338,900	923,000	1,944,200	2,574,200	1,402,500	605,700	597,500	810,100	3,568,288		4,218,800	212,000	8,500,000	27,695,188	A
TOTAL OTHER FUNDING	B	87,500	224,338	355,350	1,189,000	607,000	31,000	0	500,000	135,000		3,368,000	580,000	8,500,000	15,577,188	B
"Other Programs" Surplus/(Loss)	B less A											(850,800)	368,000	-	(482,800)	
Loss to be offset with Surplus	C										482,800				(482,800)	
Surplus 2021 carried forward to 2022											(100,000)				100,000	
2023 Levy	A less B less C	2,251,400	698,662	1,588,850	1,385,200	795,500	574,700	597,500	310,100	3,433,288	382,800	0	0	0	12,018,000	C
															0	NET RESULT
Levy Increase:																
2023 Levy		2,251,400	698,662	1,588,850	1,385,200	795,500	574,700	597,500	310,100	3,433,288	382,800				12,018,000	
2022 Levy		2,179,900	678,662	1,537,350	1,307,200	773,500	555,200	577,500	284,600	3,786,565	(100,477)				11,580,000	
Levy Increase over prior year		71,500	20,000	51,500	78,000	22,000	19,500	20,000	25,500	(353,277)	483,277	n/a	n/a	n/a	438,000	
2023 CAPITAL																
TOTAL EXPENSES	A	110,000	190,000	1,500,000						779,000				2,000,000	4,579,000	
TOTAL OTHER FUNDING	B	75,000	25,000	750,000						779,000				2,000,000	3,629,000	
2023 Levy	A less B	35,000	165,000	750,000						-				-	950,000	
Levy Increase:																
2023 Levy		35,000	165,000	750,000						-				-	950,000	
2022 Levy		35,000	165,000	750,000						-				-	950,000	
Levy Increase/(decrease) over prior year		-	-	-						-				-	-	
2023 SPECIAL																
TOTAL EXPENSES	A	210,000		640,000		100,000	1,090,000		500,000						2,540,000	
TOTAL OTHER FUNDING	B	210,000		640,000		100,000	1,090,000		500,000						2,540,000	
2023 Levy	A less B	-	-	-		-	-	-	-	-				-	-	
															TOTAL EXPENSES	34,814,188
															TOTAL FUNDING	34,814,188
															NET RESULT	-

Grand River Conservation Authority Summary of Municipal Levy - 2023 Budget

DRAFT - January 27, 2023

	% CVA in Watershed	2022 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2023 Budget Matching & Maintenance Levy	2023 Budget Admin & Maintenance Levy	2023 Budget Capital Maintenance* Levy	2023 Budget Total Levy	Actual 2022	% Change
Brant County	82.9%	7,349,082,037	6,092,389,009	2.92%	13,125	337,655	27,729	378,509	361,733	4.6%
Brantford C	100.0%	15,438,439,128	15,438,439,128	7.40%	33,261	855,636	70,266	959,163	925,478	3.6%
Amaranth Twp	82.0%	823,007,110	674,865,830	0.32%	1,454	37,403	3,072	41,929	40,312	4.0%
East Garafraxa Twp	80.0%	646,737,870	517,390,296	0.25%	1,115	28,675	2,355	32,145	31,052	3.5%
Town of Grand Valley	100.0%	602,204,454	602,204,454	0.29%	1,297	33,376	2,741	37,414	34,921	7.1%
Melancthon Twp	56.0%	605,191,515	338,907,248	0.16%	730	18,783	1,542	21,055	20,387	3.3%
Southgate Twp	6.0%	1,095,001,488	65,700,089	0.03%	142	3,641	299	4,082	3,913	4.3%
Haldimand County	41.0%	7,387,846,603	3,029,017,107	1.45%	6,526	167,875	13,786	188,187	180,063	4.5%
Norfolk County	5.0%	9,785,538,892	489,276,945	0.23%	1,054	27,117	2,227	30,398	29,714	2.3%
Halton Region	10.5%	48,462,400,444	5,103,428,670	2.44%	10,995	282,844	23,227	317,066	304,589	4.1%
Hamilton City	26.8%	96,614,037,173	25,844,254,944	12.38%	55,679	1,432,351	117,626	1,605,656	1,557,692	3.1%
Oxford County	36.5%	4,574,385,729	1,667,806,332	0.80%	3,593	92,434	7,591	103,618	100,481	3.1%
North Perth T	2.0%	2,359,924,293	47,198,486	0.02%	102	2,616	215	2,933	2,779	5.5%
Perth East Twp	40.0%	2,078,521,741	831,408,696	0.40%	1,791	46,079	3,784	51,654	49,597	4.1%
Waterloo Region	100.0%	105,303,687,542	105,303,687,542	50.45%	226,867	5,836,184	479,273	6,542,324	6,325,085	3.4%
Centre Wellington Twp	100.0%	5,401,783,927	5,401,783,927	2.59%	11,638	299,380	24,585	335,603	319,769	5.0%
Erin T	49.0%	2,607,980,359	1,277,910,376	0.61%	2,753	70,825	5,816	79,394	77,102	3.0%
Guelph C	100.0%	28,289,926,279	28,289,926,279	13.55%	60,948	1,567,896	128,757	1,757,601	1,702,688	3.2%
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Mapleton Twp	95.0%	1,881,798,619	1,787,708,688	0.86%	3,851	99,079	8,136	111,066	106,574	4.2%
Wellington North Twp	51.0%	1,801,568,972	918,800,176	0.44%	1,979	50,922	4,182	57,083	55,274	3.3%
Puslinch Twp	75.0%	2,769,118,798	2,076,839,099	0.99%	4,474	115,103	9,452	129,029	124,311	3.8%
Total		348,809,062,729	208,729,823,079	100.00%	449,688	11,568,310	950,000	12,968,000	12,530,000	3.5%

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023 vs Budget 2022

	Actual 2021	Budget 2022	Budget 2023	Incr/(Decr)	%age change
<u>EXPENDITURES</u>					
OPERATING EXPENSES	27,048,151	26,497,365	27,695,188	1,197,823	4.52%
Total Expenses	27,048,151	26,497,365	27,695,188	1,197,823	4.52%
<u>SOURCES OF FUNDING</u>					
MUNICIPAL GENERAL LEVY (NOTE)	10,701,206	11,580,000	12,018,000	438,000	3.78%
MUNICIPAL SPECIAL LEVY	43,047	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	636,502	517,188	517,188	-	0.00%
SELF-GENERATED	15,035,681	13,666,000	14,568,000	902,000	6.60%
RESERVES	315,474	117,000	442,000	325,000	277.78%
SURPLUS CARRYFORWARD	316,241	567,177	100,000	(467,177)	-82.37%
Total BASE Funding	27,048,151	26,497,365	27,695,188	1,197,823	4.52%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$438,000 levy increase.

TABLE 1**(a) Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner. Subwatershed studies are ongoing or planned in the City of Kitchener, Region of Waterloo, City of Guelph and City of Brantford.
- In 2022 terms of reference for a watershed-based resource management strategy was completed as part of the requirement of the Conservation Authorities Act to develop a watershed strategy. In 2023, the focus will be on developing a draft watershed-based resource management strategy and engage municipalities through the Water Managers Working group.

(b) Water Resources Planning and Environment and Support

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

Specific Activities:

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches

- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

(c) Water Management Division Support

Provides support services to the Water Management Division including support for Flood Forecasting and Warning and Water Control Structures.

Specific Spending:

- administrative services
- travel, communication, staff development and computer
- insurance

(d) Natural Heritage Management

The natural heritage management program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land.

Specific Activities:

- implement “best bets” for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration

TABLE 1
GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget Change
Expenses:				incr/(decr)
Salary and Benefits	1,380,849	1,684,000	1,706,500	22,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	175,035	268,300	268,300	0
Insurance	122,304	150,000	199,000	49,000
Other Operating Expenses	100,978	165,100	165,100	0
Amount set aside to Reserves	336,000	-	-	0
TOTAL EXPENSE	2,115,166	2,267,400	2,338,900	71,500
Funding				(incr)/decr
Municipal Special/Other	43,047	50,000	50,000	0
Prov & Federal Govt	-	37,500	37,500	0
Funds taken from Reserves	-	-	-	0
TOTAL FUNDING	43,047	87,500	87,500	-
Net Funded by General Municipal Levy	2,072,119	2,179,900	2,251,400	
Net incr/(decr) to Municipal Levy				71,500

TABLE 2**Flood Forecasting and Warning**

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- maintain a ‘state of the art’ computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use Ignition system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.
- hold municipal flood coordinator meetings twice a year to confirm responsibilities of agencies involved in the flood warning system. Test the system. Update and publish a flood warning system guide containing up to date emergency contact information. Maintain update to date emergency contact information throughout the year.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
Expenses:				incr/(decr)
Salary and Benefits	386,529	499,000	579,000	80,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	236,160	236,000	236,000	-
Other Operating Expenses	111,778	108,000	108,000	-
Amount set aside to Reserves		-	-	-
TOTAL EXPENSE	734,467	843,000	923,000	80,000
Funding				(incr)/decr
MNR Grant	164,338	164,338	164,338	-
Prov & Federal Govt	(53)	-	-	-
Funds taken from Reserves			60,000	(60,000)
TOTAL FUNDING	164,285	164,338	224,338	(60,000)
Net Funded by General Municipal Levy	570,182	678,662	698,662	
Net incr/(decr) to Municipal Levy				20,000

TABLE 3**Water Control Structures**

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams and dykes.
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, municipal fire suppression water supply or municipal drinking water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
<u>Expenses:</u>				incr/(decr)
Salary and Benefits	1,159,637	1,278,000	1,399,500	121,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	31,939	29,200	29,200	-
Property Taxes	156,533	170,700	170,700	-
Other Operating Expenses	288,690	344,800	344,800	-
Amount set aside to Reserves	251,000	-	-	-
TOTAL EXPENSE	1,887,799	1,822,700	1,944,200	121,500
<u>Funding</u>				(incr)/decr
MNR Grant	285,350	285,350	285,350	-
Funds taken from Reserves			70,000	70,000
TOTAL FUNDING	285,350	285,350	355,350	70,000
Net Funded by General Municipal Levy	1,602,449	1,537,350	1,588,850	
Net incr/(decr) to Municipal Levy				51,500

TABLE 4**(a) PLANNING - Regulations**

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 1,000 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes
 - wetlands including swamps, marshes, bogs, and fens
 - any watercourse, river, creek, floodplain or valley land
 - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
 - the construction, reconstruction, erection or placing of a building or structure of any kind,
 - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
 - site grading
 - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of people and property (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

(b) PLANNING - Municipal Plan Input and Review

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements.

Specific Activities:

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial policies and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all natural hazard concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains, erosion areas, Lake Erie shoreline, watercourses and wetlands.

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Resource Planning

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,736,286	2,074,000	2,297,000	223,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	183,298	222,500	222,500	-
Other Operating Expenses	51,609	54,700	54,700	-
Amount set aside to Reserves	310,000		-	-
-	2,281,193	2,351,200	2,574,200	223,000
Funding				(incr)/decr
Self Generated	1,190,560	1,044,000	1,144,000	(100,000)
Funds taken from Reserves			45,000	(45,000)
TOTAL FUNDING	1,190,560	1,044,000	1,189,000	(145,000)
Net Funded by General Municipal Levy	1,090,633	1,307,200	1,385,200	
Net incr/(decr) to Municipal Levy				78,000

TABLE 5**Forestry & Property Taxes**

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

Specific Activities:

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- hazard tree management to protect people and property

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Forestry & Conservation Land Taxes

OPERATING	Actual 2021	Budget 2021	Budget 2022	Budget change
Expenses:				incr/(decr)
Salary and Benefits	467,005	531,000	553,000	22,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	46,925	54,300	54,300	0
Property Taxes	167,524	183,200	183,200	0
Other Operating Expenses	533,611	612,000	612,000	0
Amount set aside to Reserves	100,000			0
TOTAL EXPENSE	1,315,065	1,380,500	1,402,500	22,000
Funding				(incr)/decr
Donations	15,198	27,000	27,000	-
Self Generated	600,015	580,000	580,000	-
TOTAL FUNDING	615,213	607,000	607,000	0
Net Funded by General Municipal Levy	699,852	773,500	795,500	
Net incr/(decr) to Municipal Levy				22,000

TABLE 6**Conservation Services**

The Conservation Services program includes those activities associated with providing service and/or assistance to private and public landowners and community groups implementing projects to conserve and enhance natural resources on their properties.

This category includes the Rural Water Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, community outreach and delivery of a grant program to encourage adoption of agricultural management practices and projects to improve and protect water quality. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, and naturalization projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote landowner environmental stewardship action

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
Expenses:				incr/(decr)
Salary and Benefits	410,257	478,000	497,500	19,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	50,831	86,200	86,200	-
Other Operating Expenses	1,432	22,000	22,000	-
Amount set aside to Reserves	125,000	-	-	-
TOTAL EXPENSE	587,520	586,200	605,700	19,500
Funding				(incr)/decr
Prov & Federal Govt	-	30,000	30,000	-
Funds taken from Reserves	552	1,000	1,000	-
TOTAL FUNDING	552	31,000	31,000	-
Net Funded by General Municipal Levy	586,968	555,200	574,700	
Net incr/(decr) to Municipal Levy				19,500

TABLE 7**Strategic Communications**

The communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, and the Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

Communications - Specific Activities:

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Strategic Communications

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
Expenses:				incr/(decr)
Salary and Benefits	358,234	492,000	512,000	20,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	42,067	62,000	62,000	-
Other Operating Expenses	3,885	23,500	23,500	-
Amount set aside to Reserves	55,000	-	-	-
TOTAL EXPENSE	459,186	577,500	597,500	20,000
Funding				
Net Funded by General Municipal Levy	459,186	577,500	597,500	
Net incr/(decr) to Municipal Levy				20,000

TABLE 8

Environmental Education

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
Expenses:				incr/(decr)
Salary and Benefits	430,437	553,000	574,500	21,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	48,032	57,000	57,000	0
Insurance	15,491	17,000	21,000	4,000
Property Taxes	10,048	14,000	14,000	0
Other Operating Expenses	144,476	143,600	143,600	0
Amount set aside to Reserves	55,000	0	0	0
TOTAL EXPENSE	703,484	784,600	810,100	25,500
Funding				(incr)/decr
Provincial & Federal Grants	748	0	0	0
Self Generated	362,912	500,000	500,000	0
TOTAL FUNDING	363,660	500,000	500,000	0
Net Funded by General Municipal Levy	339,824	284,600	310,100	
Net incr/(decr) to Municipal Levy				25,500

TABLE 9

CORPORATE SERVICES

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2023			Deficit to be funded with Municipal Levy
Expenses:			
Salary and Benefits	2,133,000		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	359,000		
Insurance	127,000		
Other Operating Expenses	949,288		
Amount set aside to Reserves	-		
TOTAL EXPENSE	3,568,288		
Funding			
Recoverable Corporate Services Expenses	70,000		
Funds taken from Reserves	65,000		
TOTAL FUNDING	135,000		
Net Result before surplus adjustments	3,433,288		
Deficit from Other Programs offset by 2022 Surplus Carryforward		(482,800)	
2022 Surplus Carried Forward to 2023 used to reduce Levy		100,000	
Net Funded by General Municipal Levy	3,433,288	(382,800)	
Budget 2022			Surplus available to offset Municipal Levy Increase
Expenses:			
Salary and Benefits	2,051,000		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	379,000		
Insurance	103,000		
Other Operating Expenses	1,338,565		
TOTAL EXPENSE	3,871,565		
Funding			
Recoverable Corporate Services Expenses	70,000		
Funds taken from Reserves	15,000		
TOTAL FUNDING	85,000		
Net Result before surplus adjustments	3,786,565		
Deficit from Other Programs offset by 2021 Surplus Carryforward		(466,700)	
2021 Surplus Carried Forward to 2022 used to reduce Levy		567,177	
Net Funded by General Municipal Levy	3,786,565	100,477	
ACTUAL 2021			Surplus available to offset Municipal Levy
Expenses:			
Salary and Benefits	1,977,881		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	311,950		
Insurance	83,833		
Other Operating Expenses	835,919		
Amount set aside to Reserves	490,000		
TOTAL EXPENSE	3,699,583		
Funding			
Provincial Grant	500		
Donations/Other			
Recoverable Corporate Services Expenses	61,040		
TOTAL FUNDING	61,540		
Net Result before surplus/(deficit) adjustments	3,638,043		
2021 Surplus from Other Programs used to reduce Levy		41,809	
2020 Surplus Carried Forward to 2021 used to reduce Levy		316,241	
Net Funded by General Municipal Levy	3,638,043	358,050	

TABLE 10 (a)**Conservation Lands, Rental Properties, Forestry & Misc**

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of provincially significant conservation lands, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with the “active” Conservation Areas and outdoor education programs on GRCA lands.

Specific Activities:

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat (Puslinch Tract in Puslinch, Snyder’s Flats in Bloomingdale, etc.). Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). The Grand River Conservation Foundation is one source of funding for the trails.
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 8 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- permit hunting at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

TABLE 10 (b)

HYDRO PRODUCTION

This program generates revenue from ‘hydro production’.

Specific Activities:

- generate hydro from turbines in 4 dams, Shand, Conestogo, Guelph and Drimmie; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 10 (c)

CONSERVATION AREAS

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- operate 11 “active” Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1.7 million visitors annually. These visitors also help generate significant spin-off revenues for the local economies
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,200 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario
- employ seasonally over 230 students within the conservation areas

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
Budget 2023 - OPERATING							
Expenses:							
Salary and Benefits	1,540,000	731,000	-	2,271,000	70,000	4,675,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	152,600	74,500	-	227,100	-	210,000	
Insurance	290,000	35,000	-	325,000	-	-	
Property Taxes	-	88,000	-	88,000	-	65,000	
Other Operating Expenses (consulting etc)	606,000	701,700	-	1,307,700	25,500	3,550,000	
Amount set aside to Reserves	-	-	-	-	116,500	-	
TOTAL EXPENSE	2,588,600	1,630,200	-	4,218,800	212,000	8,500,000	12,930,800
Funding							
Self Generated	86,000	2,981,000	100,000	3,167,000	580,000	8,500,000	
Funds taken from Reserves	101,000	100,000	-	201,000	-	-	
TOTAL FUNDING	187,000	3,081,000	100,000	3,368,000	580,000	8,500,000	12,448,000
NET Surplus/(Deficit) for programs not funded by general levy	(2,401,600)	1,450,800	100,000	(850,800)	368,000	-	(482,800)
Budget 2022 - OPERATING							
Expenses:							
Salary and Benefits	1,384,500	703,400	-	2,087,900	68,000	4,300,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	152,600	74,500	-	227,100	-	195,000	
Insurance	234,000	28,000	-	262,000	-	-	
Property Taxes	-	88,000	-	88,000	-	65,000	
Other Operating Expenses (consulting etc)	606,000	701,700	30,000	1,337,700	25,500	3,240,000	
Amount set aside to Reserves	-	-	-	-	116,500	-	
TOTAL EXPENSE	2,377,100	1,595,600	30,000	4,002,700	210,000	7,800,000	12,012,700
Funding							
Self Generated	86,000	2,921,000	108,000	3,115,000	530,000	7,800,000	
Funds taken from Reserves	1,000	100,000	-	101,000	-	-	
TOTAL FUNDING	87,000	3,021,000	108,000	3,216,000	530,000	7,800,000	11,546,000
NET Surplus/(Deficit) for programs not funded by general levy	(2,290,100)	1,425,400	78,000	(786,700)	320,000	-	(466,700)
Actual 2021 - OPERATING							
Expenses:							
Salary and Benefits	1,121,516	577,516	-	1,699,032	64,084	4,094,760	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	108,111	67,600	-	175,711	-	206,141	
Insurance	193,465	25,045	-	218,510	-	-	
Property Taxes	-	111,996	-	111,996	-	52,898	
Other Expenses	472,671	744,264	10,755	1,227,690	159,759	3,015,607	
Amount set aside to Reserves	198,000	166,500	-	364,500	60,000	1,814,000	
TOTAL EXPENSE	2,093,763	1,692,921	10,755	3,797,439	283,843	9,183,406	13,264,688
Funding							
Provincial/Federal	-	-	-	-	-	185,619	
Donations	33,521	-	-	33,521	-	8,979	
Self Generated	171,588	2,892,673	108,116	3,172,377	601,942	8,989,137	
Funds taken from Reserves	-	314,922	-	314,922	-	-	
TOTAL FUNDING	205,109	3,207,595	108,116	3,520,820	601,942	9,183,735	13,306,497
NET Surplus/(Deficit) for programs not funded by general levy	(1,888,654)	1,514,674	97,361	(276,619)	318,099	329	41,809

OTHER INFORMATION

1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES

The work of the IS&T Group includes wages, capital purchases and ongoing maintenance and operations is funded through the Information Systems and Technology Reserve. The IS&T Reserve is sustained through a charge back framework. A “Computer Charge” is allocated to the individual programs based on the number of users and the nature of system usage or degree of reliance on IS&T activities and services.

The *Information Systems and Technology* (IS&T) group leads GRCA’s information management activities; develops and acquires business solutions; and oversees investment in information and communications technology as detailed below:

Specific Activities:

- Develop and implement GRCA's long-term information management, information technology and communications plans.
- Assess business needs and develop tools to address requirements, constraints and opportunities. Acquire and implement business and scientific applications for use at GRCA. Manage information technology and business solutions implementation projects on behalf of GRCA, GRCF and the Lake Erie Source Protection Region.
- Develop, and implement GRCA’s Geographic Information Systems (GIS) technology and spatial data infrastructure. Manage GRCA’s water-related data. Create and maintain standards for the development, use and sharing of corporate data. Develop policies and implement tools to secure GRCA’s data and IT and communications infrastructure.
- Acquire, manage and support GRCA’s server, storage, network and personal computer infrastructure to support geographic information systems (GIS); flood forecasting and warning, including real-time data collection; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance, property and human resources.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office, Conservation Areas, Nature Centres and Flood Control Structures. Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets. Support and manage mobile phones, smart phones and pagers. Develop, implement and maintain GRCA’s IS&T disaster recovery plan.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers and phone systems for use at outdoor education centres.
- Build and maintain working relationships with all other departments within GRCA. Develop and maintain partnerships and business relationships with all levels of government, Conservation Ontario, private industry and watershed communities with respect to information technology, information management, business solutions and data sharing.

2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital maintenance spending in 2023 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas
- Corporate Services

Water Resources Planning expenditures will be for water quality monitoring equipment. Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures expenditures will be for major maintenance on dams and dykes.

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2023, major capital projects within the Conservation Areas will include:

- New workshop at the Brant CA
- Water service upgrades at Shade's Mill CA
- Planning for Harris Mill masonry repairs at Rockwood CA
- Bridge replacement at Rockwood CA
- Septic replacements at Conestogo CA
- Constructing washrooms at Byng CA

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See "Other Information" above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					2,000,000		2,000,000
Net IT/MP Capital Spending not allocated to Departments						779,000	779,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	2,000,000	779,000	4,579,000
Funding							
Prov & Federal Govt			700,000				700,000
Self Generated					1,500,000		1,500,000
Funding from Reserves	75,000	25,000	50,000		500,000	779,000	1,429,000
TOTAL FUNDING	75,000	25,000	750,000	-	2,000,000	779,000	3,629,000
Net Funded by General CAPITAL Levy	35,000	165,000	750,000	-	-	-	950,000

Budget 2022

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			2,200,000				2,200,000
Conservation Areas Capital Projects					2,000,000		2,000,000
Net IT/MP Capital Spending not allocated to Departments						602,000	602,000
TOTAL EXPENSE	110,000	190,000	2,200,000	-	2,000,000	602,000	5,102,000
Funding							
Prov & Federal Govt			1,110,000				1,110,000
Self Generated					1,200,000		1,200,000
Funding from Reserves	75,000	25,000	340,000		800,000	602,000	1,842,000
TOTAL FUNDING	75,000	25,000	1,450,000	-	2,000,000	602,000	4,152,000
Net Funded by General CAPITAL Levy	35,000	165,000	750,000	-	-	-	950,000

ACTUAL 2021 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	49,233						49,233
Flood Forecasting Warning Hardware and Gauges		476,563					476,563
Flood Control Structures-Major Maintenance			1,267,010				1,267,010
Conservation Areas Capital Projects					533,606		533,606
Net IT/MP Expenses in excess of chargebacks						(175,542)	(175,542)
TOTAL EXPENSE	49,233	476,563	1,267,010	-	533,606	(175,542)	2,150,870
Funding							
Prov & Federal Govt		200,000	619,331				819,331
Self Generated					533,606	1,140	534,746
Funding from Reserves		16,858		-		(176,682)	(159,824)
TOTAL FUNDING	-	216,858	619,331	-	533,606	(175,542)	1,194,253
Net Funded by General CAPITAL Levy	49,233	259,705	647,679	-	-	-	956,617

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as the Source Protection Planning Program. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning Program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development and updates of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The focus in 2022 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, floodplain mapping projects, subwatershed study, waste water optimization project, trail development, and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2023

EXPENDITURES	ACTUAL 2021	BUDGET 2022	BUDGET 2023
Subwatershed Plans - City of Kitchener	67,118	80,000	80,000
Dunnville Fishway Study	-	-	-
Waste Water Optimization Program	91,630	130,000	130,000
Floodplain Mapping	155,567	575,000	-
RWQP - Capital Grants	637,503	800,000	800,000
Brant/Brantford Children's Water Festival	228	-	35,000
Haldimand Children's Water Festival	0	-	25,000
Species at Risk	79,121	40,000	70,000
Ecological Restoration	91,142	100,000	100,000
AGGP-UofG Research Buffers	15,268	-	-
Great Lakes Agricultural Stewardship Initiative	1,711	-	-
Precision Agriculture-OMFRA	41,572	70,000	-
Great Lakes Protection Initiative	39,220	100,000	-
Nature Smart Climate Solutions	-	-	75,000
Profit Mapping	-	-	85,000
Trails Capital Maintenance	38,154	240,000	-
Emerald Ash Borer	238,306	-	-
Lands Mgmt - Land Purchases/Land Sale Expenses	27,814	-	-
Guelph Lake Nature Centre	12,480	500,000	500,000
Total SPECIAL Projects 'Other'	1,536,834	2,635,000	1,900,000
Source Protection Program	569,655	640,000	640,000
Total SPECIAL Projects Expenditures	2,106,489	3,275,000	2,540,000
SOURCES OF FUNDING			
Provincial Grants for Source Protection Program	569,655	640,000	640,000
OTHER GOVT FUNDING	1,056,112	1,610,000	1,240,000
SELF-GENERATED	128,980	840,000	660,000
FUNDING FROM/(TO) RESERVES	351,742	185,000	-
Total SPECIAL Funding	2,106,489	3,275,000	2,540,000



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 haltonhills.ca

January 26, 2023

Honourable Doug Ford, Premier of Ontario
 Via Email

Re: Repeal Bill 23 – The Build More Homes Faster Act

Please be advised that Council for the Town of Halton Hills at its meeting of Monday, January 23, 2023, adopted the following Resolution:

WHEREAS Bill 23, the Build More Homes Faster Act was introduced on October 25th, the day after Municipal elections in Ontario at a time when councils were in a transition period and unable to respond to the legislation prior to passage of the legislation;

AND WHEREAS the Association of Municipalities (AMO) was not given an opportunity to present its concerns with Bill 23 to the Standing Committee on Heritage, Infrastructure and Cultural Policy further eroding the municipal/provincial relationships;

AND WHEREAS the loss of revenue to the Town of Halton Hills as a result of Bill 23 is estimated at \$58 -\$87 million over 10 year which, without provincial compensation, will severely impact the provision of municipal services including transportation, parks and recreation facilities;

AND WHEREAS the elimination of the Regional role in approval of official plans creates uncertainty around the planning for regional services to support the growth aspirations of the local municipalities;

AND WHEREAS the role of Conservation Authorities has been limited to natural hazards only, thereby precluding a broader role in providing expert advice and services to municipalities on natural heritage matters as part of the planning process;

AND WHEREAS AMO's evaluation concluded that there is no confidence that the measures in Bill 23 will do anything to improve the affordability of housing.

NOW THEREFORE BE IT RESOLVED THAT the Town of Halton Hills urges the Provincial Government to repeal Bill 23;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Ted Arnott MPP, and AMO.

(Appendix A – Town of Halton Hills Report No. PD-2022-0050)

(Appendix B – List of references)

Attached for your information is a copy of Resolution No. 2023-0007.

If you have any questions, please contact Valerie Petryniak, Town Clerk for the Town of Halton Hills at valeriep@haltonhills.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M Lawr', is positioned above the printed name and title.

Melissa Lawr
Deputy Clerk – Legislation

cc. The Honourable Steve Clark, Minister of Municipal Affairs and Housing
 The Honourable Ted Arnott Speaker of the Ontario Legislature and MPP, Wellington-
 Halton Hills
 John Fraser, Leader of the Ontario Liberal Party and MPP, Ottawa South
 Peter Tabuns, Leader of the New Democratic Party of Ontario and MPP, Toronto
 Danforth
 Mike Schreiner, Leader of the Ontario Green Party and MMP, Guelph
 Association of Municipalities of Ontario (AMO)
 All 444 Municipalities of Ontario



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Resolution No.: **2023-0007**

Title: **Bill 23 – The Build More Homes Faster Act**

Date: January 23, 2023

Moved by: **Councillor J. Fogal**

Seconded by: **Councillor C. Garneau**

Item No. 13.1

WHEREAS Bill 23, the Build More Homes Faster Act was introduced on October 25th, the day after Municipal elections in Ontario at a time when councils were in a transition period and unable to respond to the legislation prior to passage of the legislation;

AND WHEREAS the Association of Municipalities (AMO) was not given an opportunity to present its concerns with Bill 23 to the Standing Committee on Heritage, Infrastructure and Cultural Policy further eroding the municipal/provincial relationships;

AND WHEREAS the loss of revenue to the Town of Halton Hills as a result of Bill 23 is estimated at \$58 -\$87 million over 10 year which, without provincial compensation, will severely impact the provision of municipal services including transportation, parks and recreation facilities;

AND WHEREAS the elimination of the Regional role in approval of official plans creates uncertainty around the planning for regional services to support the growth aspirations of the local municipalities;

AND WHEREAS the role of Conservation Authorities has been limited to natural hazards only, thereby precluding a broader role in providing expert advice and services to municipalities on natural heritage matters as part of the planning process;

AND WHEREAS AMO's evaluation concluded that there is no confidence that the measures in Bill 23 will do anything to improve the affordability of housing.

NOW THEREFORE BE IT RESOLVED THAT the Town of Halton Hills urges the Provincial Government to repeal Bill 23;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Ted Arnott MPP, and AMO.

(Appendix A – Town of Halton Hills Report No. PD-2022-0050)

(Appendix B – List of references)



Mayor Ann Lawlor



REPORT

TO: Mayor Lawlor and Members of Council

FROM: Bronwyn Parker, Director of Planning Policy

DATE: December 7, 2022

REPORT NO.: PD-2022-0050

SUBJECT: Bill 23 – More Homes Built Faster Act

RECOMMENDATION:

THAT Report No. PD-2022-0050 dated December 7, 2022 regarding Bill 23 – the More Homes Built Faster Act, be received;

AND FURTHER THAT staff continue to assess the implications of Bill 23, the More Homes Built Faster Act and provide further update reports to Council as may be appropriate;

AND FURTHER THAT the Province be requested to provide supplemental funding to offset the reductions in Development Charges and cash-in-lieu of parkland accruing to the Town as a result of Bill 23, the More Homes Built Faster Act;

AND FURTHER THAT the Town Clerk forward a copy of Report PD-2022-0050 to the Minister of Municipal Affairs and Housing, the Minister of Tourism, Culture and Sport, the Minister of the Environment, Conservation and Parks, and the Minister of Finance; Halton Area MPPs; the Region of Halton; the City of Burlington; the Town of Milton and the Town of Oakville for their information.

KEY POINTS:

The following are key points for consideration with respect to this report:

- Bill 23, the *More Homes Built Faster Act, 2022* was introduced into the legislature on October 25, 2022.
- The goal of Bill 23 is the creation of an additional 1.5 million new homes in Ontario over the next ten years.

- There are 10 Schedules to Bill 23, (9 of which are applicable in Halton) proposing sweeping changes to various pieces of legislation including but not limited to, the *Planning Act*, *Development Charges Act*, *Conservation Authorities Act* and *Ontario Heritage Act*.
- The opportunity to provide public feedback was offered via postings on the Environmental Registry of Ontario (ERO), with comment deadlines ranging from 30 – 66 days. Comments were provided on a number of the postings in accordance with the established deadlines. Key concerns raised are highlighted in the report, with more detailed comments included as Appendix 2.
- Bill 23 received Royal Assent on November 28, 2022. Most of the Bill is in force as of that date. This report provides an overview of Bill 23 in its final form.

BACKGROUND AND DISCUSSION:

The Ministry of Municipal Affairs and Housing (the Ministry) has committed to a goal of 1.5 million new homes being constructed over the next 10 years, with the *More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022-2023* as the key driver behind the delivery of these housing units. The Housing Supply Action Plan (HSAP) suggests that the housing supply shortage can be addressed by "...reducing government fees and fixing development approval delays that slow housing construction and increase costs".

In order to achieve the Province's overarching objectives, Bill 23, the *More Homes Built Faster Act, 2022* was introduced into the Ontario Legislature on October 25, 2022. Bill 23 consists of ten schedules that entail sweeping changes to the various pieces of legislation including but not limited to the *Planning Act*, *Development Charges Act*, *Ontario Land Tribunal Act*, *Conservation Authorities Act* and the *Ontario Heritage Act*. A series of postings on the Environmental Registry with varying commenting deadlines were also introduced at the same time.

Bill 23 is the third piece of legislation prepared by the Province over the last four years that entails significant changes to the land use planning system in Ontario. In 2019, Royal Assent was given to the *More Homes, More Choice Act* (Bill 108). In 2022, the *More Homes for Everyone Act* (Bill 109) received Royal Assent. Bill 109 was discussed in report PD-2022-0031 and is further considered via report PD-2022-0049, which is included on this Council agenda.

At the November 7, 2022, meeting, Council passed a resolution expressing a number of initial concerns with Bill 23. Among other matters, the resolution requested that the Province extend the commenting deadlines from 30 and 31-day postings to 66-day postings, which would mirror some of the ERO postings released on October 25, 2022. While the Province did extend some of the postings to 45-day postings, they did not provide the full 66-day review period Council had requested. A copy of the Council resolution is attached to this report as Appendix 3 for reference purposes.

Bill 23 received Royal Assent on November 28, 2022. Most of the Bill is in force as of that date. The purpose of this report is to summarize Bill 23 in its final form. The report will also touch on some of the key concerns with Bill 23 that were identified by staff.

Bill 23

As identified earlier in this report, Bill 23 was introduced and received First Reading on October 25, 2022. It moved to Second Reading on October 31, 2022 and was ordered referred to the Standing Committee on Heritage, Infrastructure and Cultural Policy at that time. After presentations to the Standing Committee, much discussion and debate, a slightly amended version of Bill 23 passed Third Reading and received Royal Assent on November 28, 2022.

There are ten key elements of the approved Bill 23 that this report will focus on. These include:

1. The role of Halton Region in the local planning approval process
2. The role of the Conservation Authorities
3. Three residential unit permissions
4. Required zoning by-law amendments regarding MTSA's
5. Public meetings for draft plan of subdivision applications
6. Changes to site plan control for up to ten units
7. Removal of 2-year prohibitions on amendments for specified applications
8. Restrictions on third-party appeals for minor variance and consent
9. Changes to the *Ontario Heritage Act*
10. Parkland dedication calculation rate changes
11. Development Charge exemptions

1. The role of Halton Region in the local planning approval process

One of the most significant changes as a result of Bill 23 is the pending removal of approval authority from the Region of Halton as it relates to local planning matters. Halton, along with a handful of other GGH upper-tier municipalities including Peel, Durham, York, Niagara, Waterloo and the County of Simcoe, will become “an upper-tier municipality without planning responsibilities”. At a date yet to be determined, the Minister of Municipal Affairs and Housing will take over the approval role for local Official Plans and amendments thereto including Secondary Plans.

Based on the foregoing, it is staff's understanding that local municipalities such as Halton Hills would inherit the applicable components of the Regional Official Plan within our jurisdiction. These components would be used as a basis to complete further updates to the Town's Official Plan. Municipalities await the release of regulations and applicable transition policies clarifying these various pieces, which are yet to be announced by the province.

2. The role of the Conservation Authorities

As of January 1, 2023, Conservation Authorities will no longer be permitted to comment on any aspects of the planning approval process including development applications and supporting studies, other than those matters dealing with natural hazards and

flooding. They will also no longer be able to require certain components of the planning process (such as watershed planning; wetland evaluations; or elements related to ecology and biodiversity during Scoped Subwatershed Studies, SISs, EAs, etc.) to be completed to their satisfaction/approval.

In addition, a single regulation has been proposed for all 36 Conservation Authorities in Ontario, rather than having separate regulations pertain to each Authority. This regulation has not yet been prepared or released for comment and the date upon which it would come into effect remains to be determined.

Another significant change as a result of Bill 23 is that any development that has been approved through an application under the *Planning Act* will no longer require a permit from the applicable Conservation Authority. These exemptions will be based on specific conditions or requirements, yet to be determined through regulation. The timeframe for when these exemptions will come into effect are also unknown. Staff would expect to see these draft regulations released for comment early in 2023.

3. Three residential unit permissions

As of November 28, 2022, all Ontario municipalities are required to permit up to three residential units per lot within settlement areas, so long as that lot is serviced by municipal water and wastewater systems. The Province views this as a form of gentle intensification that will deliver a modest amount of supply relative to the overall 1.5 million new homes Provincial target. This permission allows for all three units to be contained within the main building (the principal home on the lot), or two units within the main building and one unit in an accessory building. Municipalities are not permitted to require a minimum size/area for these additional residential units, however, building permits are still required for each residential unit constructed. In addition, municipalities cannot require more than one parking space per residential unit.

In the Halton Hills context, through the Town's Comprehensive Zoning By-law Review, the Town will be required to update its existing zoning requirements (which currently require a minimum of 2 parking spaces for the principle dwelling and 1 parking space per additional residential unit), reducing the minimum number of parking spaces required to only 1 space per residential unit. The Official Plan and Zoning By-law will also require updating to ensure that up to three residential units are permitted on each serviced urban residential lot.

There are no appeal rights afforded as it relates to any required amendments to a municipal Official Plan or Zoning By-law as a result of these changes. In addition, any existing local requirements regarding the number of units permitted, the minimum size of units, or the minimum number of parking spaces per unit, are superseded by Bill 23.

4. Required zoning by-law amendments regarding MTSA's

Under a new subsection (16(20)) of the *Planning Act*, Bill 23 requires that within one-year of approval of an Official Plan Amendment delineating a Major Transit Station Area (MTSA) and identifying the minimum number of residents and jobs per hectare that are planned to be accommodated within that area, municipalities must update their zoning

by-laws. These zoning by-law updates must include minimum heights and densities within the MTSA in keeping with the policies approved through the Official Plan Amendment.

With the recent approval of ROPA 49¹ by the Minister of Municipal Affairs and Housing and given both the Georgetown and Acton MTSAs were not assigned minimum density targets through that approval, appropriate population and employment density targets for these MTSAs must be established. The Town commenced the Georgetown GO Station Secondary Plan review in 2022. At this juncture, staff believe that is the appropriate process for assessing and assigning those prescribed minimum densities. It is our understanding that once the Secondary Plan with the minimum density targets is approved, the Town will have one year to update the zoning by-law mirroring those minimum density targets.

The Acton GO Station Secondary Plan is targeted for a comprehensive review in the coming years (currently scheduled for 2025), at which time those minimum density targets will also be considered and updated as appropriate.

5. Public meetings for draft plan of subdivision applications

One of the changes from Bill 23 is that Statutory Public Meetings for draft plans of subdivision are no longer required under the *Planning Act*. This change came into effect upon Royal Assent on November 28, 2022.

The change does not preclude a municipality from continuing to hold a public meeting for subdivision applications. In our experience, subdivision applications are submitted in conjunction with zoning by-law amendments and in some cases official plan amendments both of which require public meetings. There is little if any efficiency to be gained by not including the plan of subdivision in the statutory public meeting. The public typically will be interested in the road layout, the lotting patterns and the location of blocks for schools, parks, recreational amenities and natural heritage all of which will be shown on the draft plan of subdivision. Given the importance of public consultation to the planning process, the Town will continue to hold public meetings for subdivision proposals that result in the creation of new lots.

6. Changes to site plan control for up to ten units

Site plan control is a land use planning tool that municipalities utilize to evaluate site specific elements when development is proposed. As is described in the provincial site plan control guide, this control over detailed site-specific matters ensures that a development proposal is well designed, fits in with the surrounding uses and minimizes any negative impacts. Items typically considered through site plan control include

¹ ROPA 49 was approved by the Minister of Municipal Affairs and Housing on November 4, 2022. That approval requires that Halton Region update their Table 2 and 2a density targets to establish minimum population and employment targets within MTSAs. However, Bill 23 identifies Halton Region as “an upper-tier without planning responsibilities”. As such, it is unclear as to whether the Georgetown and Acton MTSA densities will be established by the Town or Region. It is expected that the Bill 23 regulations and transition policies yet to be released will provide that clarification.

lighting, drainage, access to and from the site (pedestrian and vehicular), waste and snow storage, landscaping, and architectural and urban design among others.

Where a municipality could apply site plan control for any type or scale of development as defined in a municipal site plan control by-law, Bill 23 has now created an exemption for residential developments for 10 units or less. As a result, the Town will be required to update its current site plan control by-law to clarify the application of the tool, removing the requirements where 10 or less residential units are proposed.

In addition, Bill 23 has also removed architectural details (i.e., matters of urban design) and landscape design aesthetics from the scope of site plan control. As per Section 41, subsection 4.1.1 of the *Planning Act*, site plan control can still apply to "...elements, facilities and works on the land if the appearance impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands". This subsection provides the Town with the permissions necessary in order to continue to apply Green Development Standards (GDS) at the appropriate time during the development approval process.

7. Removal of 2-year prohibitions on amendments for specified applications

Previous amendments to the *Planning Act* prohibited applications for amendments to a new official plan and secondary plans for a two-year period following initial approval unless Council permission to file such applications was granted. Similarly, applications to further amend a new zoning by-law and a new site-specific zoning by-law amendment or to seek a minor variance to the same were also prohibited for a two-year period without Council permission. Bill 23 has revoked those changes completely, meaning applications to amend any of these approved planning documents are now permitted without any time restrictions.

8. Restrictions on third-party appeals for minor variance and consent

Bill 23 has restricted the appeal rights for minor variance and consent applications, only allowing the applicant, the municipality, certain prescribed public bodies and the Minister the opportunity to appeal decisions for these types of applications.

In addition, this new rule applies retroactively to October 25, 2022 (the date that Bill 23 was first introduced into the Legislature). This means that any existing third-party appeals to the Ontario Land Tribunal on a minor variance or consent decision, where a hearing date has not yet been established, will be dismissed.

Third party appeal rights of Council decisions on official plan and zoning by-law amendments remain in place under *The Planning Act*.

9. Changes to the *Ontario Heritage Act*

Sweeping amendments to the *Ontario Heritage Act* (OHA) have been approved through Bill 23, however, as of the date of writing of this report, none of these changes are in force. At a date to be proclaimed by the Minister, these amendments will come into effect.

Bill 23 requires that all information currently included in a municipal Heritage Register must be made available online, and that all future properties must meet criteria established by regulation to be listed on the Heritage Register. It is worth noting that the Town already provides the majority of this information on our website and offers this information freely to the public.

Amendments to the OHA will allow owners to serve a notice of objection to a municipality for properties added to the Heritage Register at any time. The Town undertook a multi-phase approach with significant public consultation to build our Heritage Register. As the Town's process to build the Heritage Register was ahead of legislative requirements at the time, these amendments seem to negate the comprehensive and public approach undertaken by the Town.

Removals of listed properties from the Heritage Register are one of the key amendments resulting from Bill 23. Conditions have been specified that would necessitate the removal of a listed property from the Heritage Register, including a Notice of Intention to Designate being withdrawn, and a by-law being repealed or not being passed. These removals would not require consultation with the Town's municipal heritage committee. In addition, properties listed on the Heritage Register would be removed after two years if they have not been designated, and are not eligible for re-listing on the Register for five years after their removal.

Another change through Bill 23 is that municipalities are prohibited from designating a property unless it was already/previously listed on the Heritage Register, and any properties will be required to meet two or more criteria for designation, whereas properties are currently required to meet only one of the three criteria identified in Ontario Regulation 9/06 in order to be designated.

Additional amendments to the OHA will require future Heritage Conservation Districts (HCDs) to meet criteria for determining whether they are of heritage value or interest and will allow for amendments or repeals to Heritage Conservation District by-laws. HCDs are a planning tool that guide the conservation of an historic area or neighbourhood's cultural heritage value. The Town of Halton Hills has designated one Heritage Conservation District under Part V of the OHA. The Syndicate Housing Heritage Conservation District was designated by Council in 2005 and is located along Bower Street in Acton.

Finally, amendments to the OHA through Bill 23 will allow the Minister of Citizenship and Multiculturalism to review, confirm, or revise determinations of cultural heritage value for provincially owned heritage properties, and would allow exemptions for those properties from Heritage Standards and Guidelines for proposals where other major priorities will be advanced.

10. Parkland dedication calculation rate changes

Amendments to the *Planning Act* alter previous legislation regarding alternative parkland dedication calculations. Under Bill 23, the rate has been reduced to 1 hectare/600 units if land is conveyed and 1 hectare/1,000 units for cash in lieu of parkland. The alternative rate is subject to a cap of 10% of the land for lands that are

five hectares (+/- 12 acres) or less and 15% of the land for lands greater than 5 hectares. Both changes came into effect on November 28, 2022, upon Bill 23 receiving Royal Assent.

Parkland dedication rates are also now calculated on the day that a zoning by-law amendment for a development proposal is passed, or the day that a related site plan application is filed, whichever is later. If neither a zoning by-law amendment nor site plan approval is/are required, parkland dedication is calculated on the day that the first building permit related to the development is issued.

In addition, beginning in 2023, municipalities will be required to spend or allocate at least 60% of their parkland reserve funds at the start of each calendar year.

Additional parkland dedication provisions not yet in force under Bill 23 include: the exemption of affordable and attainable units from parkland dedication and cash-in-lieu requirements; encumbered parkland; strata parks (parks built on top of structures, such as rooftops or parking garages); and privately owned publicly accessible open spaces (“POPS”) such as small parkettes often found within condominium developments, will be eligible for parkland credits. Landowners will also be permitted to propose which areas of their land they wish to provide towards their parkland contributions. While municipalities will be able to refuse any such offer they deem to be unacceptable, landowners will have the right to appeal those refusals to the Ontario Land Tribunal. These amendments will come into force upon proclamation by the Lieutenant Governor.

As it relates to Town staff observations on the parkland dedication rate changes, broadly speaking, it is estimated that an overall 60-75% decrease in parkland dedication fees could be expected over the next 14 years. This is based on a very preliminary review and is dependent on the number of medium or high-density residential development applications received over that time period. Based on current estimates, this could represent a reduction of \$24 million to \$30 million dollars. It is important to note that a detailed financial analysis would be required in order to fully assess the potential financial ramifications of the reduced parkland contribution impacts from Bill 23. This review would be required in coordination with Finance staff and a review of the Long-Range Financial Plan and 10 Year Capital Forecast.

11. Development Charge (DC) exemptions

Significant amendments were made to the *Development Charges Act* (DC Act) through Bill 23. Some of these changes have come into effect as of November 28, 2022, while other changes await release of updated regulations and/or proclamation by the Lieutenant Governor.

One of the amendments now in effect includes a five-year phasing in of DC rate increases for any DC By-laws passed on or after January 1, 2022. These reductions begin with a 20% reduced fee for year one, with the reduction decreasing by 5% for each year thereafter until the fifth year when the full new rate would apply. This means that the fee at year one would be 80% of the approved DC rate; 85% in year two, 90% for year three and 95% for year four, before the full 100% DC rate could be charged at year five. In addition, DCs are exempt for non-profit housing development and

inclusionary zoning residential units. Bill 23 also provides DC discount of 25% for purpose-built rental housing with 3 or more bedrooms; 20% for 2 bedrooms; and 15% for less than 2 bedrooms.

Additional changes in force as of Royal Assent which may have significant ramifications for the Town include the extension of DC by-law expiry dates from every five years to every ten years; growth related studies (including Secondary Plan Studies, Scoped Subwatershed Studies, Environmental Assessments etc.) and land cost (for services yet to be prescribed) are now excluded from recovery through DCs; interest rates on phased DCs must be capped at prime plus 1% for rental, and institutional developments; and municipalities are now required to spend or allocate at least 60% of their DC reserve funds at the beginning of each calendar year (beginning in 2023) on priority services, such as water, wastewater and roads.

Future regulations regarding “attainable housing units” and the DC exemptions tied to such developments have not yet been released. Additional DC exemptions are also being implemented at a future date for affordable residential units. The impacts of these changes are not yet fully understood given the associated regulations have not yet been released.

Similar to the financial ramifications identified above with respect to the parkland dedication rate changes, the DC Act changes could significantly impact the Town from a financial perspective. Depending on the scenarios related to the attainable, affordable, and non-profit housing forms, the projected DC loss is estimated in the range of \$34 million to \$57 million dollars over the next 10 years (or \$20 million to \$31 million dollars over 5 years). This represents a 12% to 20% reduction in DC revenue over 10 years, as compared to DC revenues projected under the Town’s DC by-law prior to Bill 23. Again, it is important to note that a detailed financial analysis would be required in order to fully assess the potential financial ramifications from Bill 23.

Based on the estimated impacts above, staff recommend requesting that the Province provide supplemental funding to offset the reductions in Development Charges and cash-in-lieu of parkland accruing to the Town as a result of Bill 23.

Environmental Registry of Ontario Postings

On October 25, 2022, a series of postings were made on the Environmental Registry of Ontario website (the ERO). Some of these postings were directly tied to changes proposed through Bill 23 (such as amendments to the *Planning Act* and *Development Charges Act*), whereas other postings not discussed within this report or its appendices were not directly tied to Bill 23 (such as the proposed changes to the Greenbelt Plan).

These postings were made available for comment, with deadlines ranging between 30 to 66 days. Appendix 1 to this report provides a table outlining the various Bill 23 related postings and their respective comment timeframes. It also identifies the status of Town staff review. Any staff level comments that have been submitted on the Bill 23 ERO postings as of finalization of this report are attached as Appendix 2.

Key comments submitted through the ERO postings highlight the Town's concerns regarding the sweeping amendments made by Bill 23. These concerns include the following:

- Bill 23 has significant financial implications for the Town. The loss in development charge and cash-in-lieu of parkland revenue is anticipated to be significant and will impact the Town's ability to fund necessary infrastructure improvements and public service facilities such as libraries, community centres and arenas that are an essential component of a complete community.
- Secondary Plans and related supporting studies are required to facilitate new development in greenfield and key intensification areas. The inability to fund such studies creates significant challenges for municipalities and may slow down the delivery of new housing supply.
- Limitations on undertaking urban design as part of the site plan process. Good urban design contributes to a sense of place and is an important consideration in developing complete communities and ensuring compatibility.
- The potential elimination of Green Development Standards plays a vital role in improving energy efficiency and reducing greenhouse gas emissions².
- Significant changes to the *Ontario Heritage Act* that on balance were not considered necessary considering the Town's measured approach to managing cultural heritage resources.
- The scoping of the role of Conservation Authorities to natural hazards only thereby precluding a broader role in providing advice on natural heritage matters. Staff recommended that the Conservation Authorities continue to play a role in environmental plan review subject to appropriate Memorandums of Understanding (MOU) with municipalities.

STRATEGIC PLAN ALIGNMENT:

This report has ramifications for many aspects of the Town's Strategic Plan such as:

- preserve, protect and enhance the Town's natural environment;
- to preserve, protect and promote our distinctive historical urban and rural character through the conservation and promotion of our built heritage and cultural heritage landscapes;
- to achieve sustainable growth to ensure that growth is managed so as to ensure a balanced, sustainable, well planned community infrastructure and services to meet the needs of residents and businesses; and,
- to provide responsive, effective municipal government and strong leadership in the effective and efficient delivery of municipal services.

² The final version of Bill 23 incorporates permissive language with respect to sustainable design which is considered to resolve this concern.

RELATIONSHIP TO CLIMATE CHANGE:

At this time, the impacts to the Town's Climate Change portfolio and initiatives are not fully understood given the magnitude of the legislative changes approved through Bill 23. It is worth noting that from the time of 1st Reading to Royal Assent, amendments were made to Bill 23 which reinstated the ability for municipalities to proceed with the application of Green Development Standards.

PUBLIC ENGAGEMENT:

Public Engagement for Bill 23 is coordinated by the province through the various ERO postings and to a certain extent, through submissions received by the Standing Committee on Heritage, Infrastructure and Cultural Policy. Where possible, at the implementation stages, the Town will ensure the public is provided an opportunity to be engaged and consulted on the required changes to local policies and procedures resulting from Bill 23.

INTERNAL CONSULTATION:

The Recreation and Parks, Finance, Development Review and Planning Policy teams coordinated a review of the Bill 23 changes. Comments from this internal review are included within this report.

FINANCIAL IMPLICATIONS:

Estimated financial impacts associated with implementation of the DC and parkland contribution legislative changes have been identified in this report. It is estimated that an overall 60-75% decrease in parkland dedication fees could be expected over the next 14 years, which based on current estimates, could represent a reduction of \$24 million to \$30 million dollars over that timeframe. With respect to the DC reductions, depending on the scenarios related to the attainable, affordable, and non-profit housing forms, the projected DC loss is estimated in the range of \$34 million to \$57 million dollars over the next 10 years (or \$20 million to \$31 million dollars over 5 years). This represents a 12% to 20% reduction in DC revenue over a 10-year timeframe. A detailed financial analysis would be required in order to fully assess the potential financial ramifications from Bill 23. Based on the estimated financial impacts identified within this report, staff recommend that the Province provide supplemental funding to offset these anticipated funding losses as a result of Bill 23.

Reviewed and approved by,

John Linhardt, Commissioner of Planning & Development

Chris Mills, Chief Administrative Officer

Appendix B – List of References

- Ontario Public Health Association Bill 23 Input to Province
- Canadian Environmental Law Association Written Submission to Standing Committee on Bill 23
- Association of Municipalities of Ontario - Unpacking Bill 23
- Ontario Nature Bill 23 What You Need to Know
- An Integrated Approach to Address The Ontario Housing Crisis (amo.on.ca)

From: [The Wilkers](#)
To: [Chloe Senior](#)
Subject: Re: 59/33 4 way stop
Date: Saturday, January 21, 2023 2:37:22 PM
Attachments: [image002.jpg](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hello Chloe can you please add this letter to agenda for the February 8th meeting. Thanks Brad

I have decided to submit this letter concerning the 4 -way stop and speed reduction to 60km/hour at the intersection of County road 59 and 33. I have reached out to 3 people on the East Zorra Tavistock council and Mr. Gross from the county expressing my concerns and letting them all know I am against the proposal of a 4-stop and 60km/hour speed limit at county road 59&33.

It will be 24 years on March 1st when I took possession of my home and have resided there ever since.

When I moved to Hickson, County road 59 had (1) 60 km/hour speed limit and no intersections with restrictions in them on the 10 km stretch from Hickson to county road 17. Now, including the proposal there will be (5) 60km/hour zones, (2) 4-way stops and 1 roundabout in that same 10 km stretch. That's a 500% increase in 60km/hour speed zones and a 300% increase with 4-way stops or roundabouts with in a 10km stretch in a 24 year period on a primary road. It only leaves one thru intersection (Braemar Road) on this 10 km stretch on county road 59 that does not have some type of interference on it.

Just to verify where the 60km speed reductions are. They are located In Hickson, Huntingford ,the new proposed intersection at county road 33, at the Trinity School (when school is getting in and out) and at county road 17. The 4-way stops are located at Hickson and the proposed site at county road 33. The roundabout is at county road 17.

I understand traffic has increased on county road 59 but I do not think it has increased 3-500% in the past 24 year period.

I drive the the Oxford County roads everyday and I do not know of another 10 km stretch of rural road with this many 60 km/hour speed reductions or 4-way stops or roundabouts on them. No matter if I go west or east out of Woodstock on County road 2, south out of Woodstock on county road 59, or even on highway 19 from the 401 to Tillsonburg which in my opinion is a very busy road and has more than its share of accidents.

I also know of other intersections with in the county that have 4 -way stops but do not have the speed reduced to 60km/hr.

I understand the intersection at county road 59/33 has had a lot of accidents this summer but I also think we need to keep traffic moving so the residents and the goods can get to there destinations in a timely manner. I am all for the lights on the stop signs, Rumble strips and any other type of safety equipment on County road 33 but I also feel we have to keep the traffic moving on county road 59.

I have many concerns with 59 having another 4 way stop. From trucks spinning out going south up the hill when starting off in the winter to sliding down the hill going north trying to stop in the winter. I am concerned there's going to be a lot of cars being log jammed behind the trucks when they are trying to gain momentum after leaving the stop sign and passing a truck when its unsafe to do so.

I would also like to point out last fall both days when the farm show was on there was a long

back up at the 4-way stop in Hickson to the flashing speed sign going north in the afternoon. I think that sign is 500 meters back from the intersection but you would have to verify that with Mr. Gross. So if there's a new 4-way stop at the 59/33 intersection be prepared for a line up on north side of the hill on 59 during the farm show too.

I am asking the Oxford County council to ask questions before they make the final decisions or even hold the final decision off another meeting until you get all the answers.

My questions to the council are. 1) Is it 100% necessary to have the 60 km/hour speed limit and the 4 way-stop at this intersection? 2) Could the county go with the original upgrades on county road 33 first and see if that works? 3) Do the police investigations from the accidents in the intersection of county road 59&33 this summer/fall show that a 4-way stop and 60km/hour speed limit would have prevented the majority of these accidents for sure? 4)

County road 17 was closed east of county road 59 this summer/fall due to construction. Was there extra traffic going down county road 33 this summer/fall and was that was part of the reasoning for the extra accidents this year?

If Oxford County wants to continue to attract new residents and business to our communities, we need to make sure the people and goods they produce no matter if its agriculture or manufacturing get to their destination in a timely manner. Otherwise that might be the reason they do not locate to Oxford.

Thanks for giving me the opportunity to express my opinion.

Brad Wilker

January 31, 2023

61 Loveys Street East

Hickson, Ontario

N0J 1L0

Warden Ryan and Members of County Council

Re: Intersection of County Roads 59 and 33

Thank you for the opportunity to address concerns regarding the above intersection. I would first of all thank Frank Gross for providing information regarding the intersection. He provided information that an intersection study was completed earlier this year(2022) at this location and recommendations from the study included an overhead flashing light on a span wire, auxiliary left turn lanes, transverse pavement markings, and speed feedback signs on OR 59, as well as flashing red lights on stop signs and rumble strips on OR 6. The information also noted that these immediate improvements were currently in design and construction has been included as part of the 2023 budget submission for Council deliberation.

These improvements would continue to allow traffic on the Major Thoroughfare of Oxford Road 59 to move freely. The work to be performed above being in the 2023 Budget made no mention of an ALL WAY STOP at this intersection. Traffic has increased on both roads since 2006. From the County Roads Traffic Count information it appears to me to have increased 1.52% on County Road 59 and 1.56% on County Road 33 in 15 years. Basically no change in the traffic flow meeting at this intersection.

There have been an unusually high number of accidents at this intersection over the last years. I had a near collision there in 2022. A car on Road 33 travelling westbound didn't stop and I had to take evasive action. This happened on a clear summer's day. I believe that the reason for this was drive inattention (distracted driving-texting, talking on the phone?). This I believe to be the main issue with the intersection. I have been informed that accident reports are for internal use. It would be advantageous to know exactly which vehicle a) was the vehicle that was struck (travelling in which direction), b) did vehicles not stop, c) weather conditions.

Recently, I found out that the plan is now to implement ALL WAY STOP at the intersection. Reduce speed to 60 kilometres per hour for 500 metres on each side of the intersection. This will most certainly slow traffic on County Road 59. Currently Huntingford has a 60 kilometre per hour zone which increases to 80 kilometres per hour for the remainder of County Road 59 to the round-a-bout as you enter Woodstock (unless the speed changes for Oxford School are in effect). The changes will create traffic flow inconsistencies on County Road 59(the major thoroughfare north and south in Oxford County). Instituting a 60 kilometre zone at this intersection will create a slow/fast/slow/stop problem in a short distance.

County Road 59 and County Road 2 are the base location for our 911 numbering system. This means that they are indeed the most important roads regarding location and traffic flow. County Road 59 should not have another ALL WAY STOP.

The safety of everyone travelling on County Road 59 and County Road 33 is of the utmost importance, as is the constant flow of all traffic on both roads. To date the County has installed flashing red lights on top of oversized stop signs on Road 33.

Mr. Gross has said that the warrants are currently in place for the ALL WAY STOP, however; I would propose a progressive approach be taken should the final decision be to implement ALL WAY STOP with speed reductions all over. Progressive approach by:

1. Implement the overhead flashing light on a span wire (same as that used to be in Hickson at the intersection of Roads 59 (flashing amber) and 8 (flashing red))
2. Auxiliary left turn lanes (implement only if the turning movements warrant them)
3. Stop ahead warning signs with flashing amber or red lights on Road 33
4. Flashing red lights on stop signs (already in place)
5. Rumble strips on Road 33
6. Monitor the intersection for a period of time say of six months to see if the changes are working
7. Have the O.P.P. monitor the intersection for drivers on Road 33 failing to stop and include the information in the above review.

I have in fact seen oversized (1.2 m x 1.2m) stop signs with flashing red light around the perimeter which I can tell you work very well in fog and snow. This might also be an alternative for Road 33.

Only after that monitoring and review take further action if necessary. This would continue to allow traffic on the Major Thoroughfare Road 59 to flow with consistency. Please do not make an ALL WAY STOP at this intersection.

Gene McLaren

Concerned Citizen

From: [Chloe Senior](#)
To: [Chloe Senior](#)
Subject: FW: Alternate members of Council
Date: Thursday, February 2, 2023 11:06:30 AM
Attachments: [image006.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)

From: Will Jaques
Sent: Wednesday, February 1, 2023 4:13 PM
To: Chloe Senior
Cc: Brad Smith ; Phil Schaefer
Subject: RE: Alternate members of Council

Hi Chloe,

At our regular meeting today, Council considered and passed the following resolution:

Moved by: Jeremy SMITH

Seconded by: Matthew GILLESPIE

Resolved that Council appoint Deputy Mayor Brad Smith to be the alternate member for East Zorra-Tavistock on Oxford County Council, to act in the absence or inability of the Mayor to attend Oxford County Council meetings. *CARRIED.*

I've copied Deputy Mayor Smith on this email so that you may be able to touch base with him as to next steps in ensuring he is ready to go, should the situation ever arise where his presence is required...I've also copied Mayor Schaefer just in case there is any additional communication you may require with him on this matter.

Please let me know if there is anything further at all you require from me at this time.

Thanks very much Chloe,

Will Jaques

Corporate Services Manager/Clerk
Township of East Zorra-Tavistock
90 Loveys Street, Box 100, Hickson ON N0J 1L0
519-462-2697 x 7825
Fax: 519-462-2961
wjaques@ezt.ca
www.ezt.ca



To: Warden and Members of County Council

From: Director of Public Works

Community Safety Zone Implementation

RECOMMENDATIONS

1. That County Council authorize the implementation of Community Safety Zones as described in Report No. PW 2023-05, titled 'Community Safety Zone Implementation';
2. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to repeal By-law No. 4015-2000 and designate Community Safety Zones on parts of the County road network as outlined in Report No. PW 2023-05.

REPORT HIGHLIGHTS

- The purpose of this report is to seek County Council authorization for the implementation of Community Safety Zones (CSZs) in designated areas on the County road network through enactment of an applicable by-law.
- A total of 21 locations throughout the County are proposed for CSZ implementation following a comprehensive evaluation that was completed in 2022 in accordance with the County's CSZ criteria and warrant process adopted by County Council in 2021 (Report No. [PW 2021-31](#)). Designated CSZs will also be eligible for Automated Speed Enforcement (ASE) applications should a potential future County-wide ASE program be adopted.
- If approved, CSZ implementation will be initiated in 2023 with installation of regulatory signage in accordance with the Highway Traffic Act (HTA) and Ontario Traffic Manual (OTM).

Implementation Points

If approved, CSZs will be identified with the installation of appropriate regulatory signage in accordance with the HTA and OTM. Minimum signage requirements include delineation of the zone limits with Begins/Ends sign tabs. Additional signage within a CSZ is required for zone lengths greater than 1,000m and following main intersections.

Report No: PW 2023-05
PUBLIC WORKS
Council Date: February 8, 2023

Financial Impact

Implementation of the CSZs is estimated to cost \$25,000 - \$30,000 with approved funding available in the 2023 Business Plan and Budget.







Communications

The results of the 2022 CSZ evaluation were shared with Area Municipality staff and Police (OPP and Woodstock Police Services) on January 17, 2023 for comment. This was intended to be an initial County-wide assessment for potential CSZ implementation. Other areas identified now or in the future by Area Municipality staff and/or Police will be assessed using the County's CSZ criteria and warrant process.

Report No. PW 2023- 05 will also be forwarded to Area Municipalities and Police pending adoption by County Council.

Implementation of CSZs represent a change for communities. A detailed communications plan will be developed to help inform residents about these changes, encompassing social media, media materials, advertisements, Speak Up Oxford!, and information posted to the County website. All materials will be shared with affected Area Municipalities in advance.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
	2.i.	3.iii.			

DISCUSSION

Background

In 2022, a County-wide CSZ evaluation was undertaken by staff utilizing the CSZ criteria and warrant process adopted by County Council on September 8, 2021 (Report No. [PW 2021-31](#)).

The CSZ criteria and warrant process was developed to provide an evidence based approach for the assessment and potential CSZ implementation at designated areas along the County road network. As part of County-wide speed management, traffic calming and road safety initiatives, CSZ implementation across the County road network combined with the use of Automated Speed Enforcement (ASE) has been identified as potential traffic calming and road safety measures for future implementation.

Report No: PW 2023-05
PUBLIC WORKS
Council Date: February 8, 2023

The Ontario Highway Traffic Act (HTA) permits the use of ASE in school zones and CSZs and gives authority to municipal Councils to designate a part of a highway as a CSZ where public safety is of a special concern. The HTA also allows for increased monetary penalties for speeding infractions within CSZs in order to promote deterrence of speeding behaviour.

CSZ Criteria and Warrant Process

The CSZ criteria and warrant process adopted by County Council (Report No. PW 2021-31) involves a two-stage process where designated areas of special consideration are identified (Warrant 1) and then further evaluated to determine if they meet Warrant 2. As per the previously Council approved identification process, only areas within the County road network that meet both warrants will be considered for CSZ designation.

Designated areas of special consideration as part of Warrant 1 include areas along the County road network where posted speeds are 70km/hr or less and that meet the following criteria:

- Elementary or Secondary Schools (including those with identified official school zones);
- Community centres, recreation areas, playgrounds, hospitals;
- High pedestrian traffic locations (100 pedestrians in any 8 hour period);
- Senior centres/residences; and
- Areas identified by Police.

Locations that meet Warrant 1 require further assessment using the road safety and collision safety components as part of the Warrant 2 analysis. Designated areas with a safety risk scoring of 13 or greater or a collision ratio of less than 1:900 are considered to meet Warrant 2 criteria.

2022 County-wide CSZ Evaluation

The above noted CSZ criteria and warrant process was applied by staff on a County-wide basis in 2022. This evaluation initially involved identification of areas of special consideration along the County road network in accordance with CSZ Warrant 1 criteria. Study area limits were then established for each location that would coincide with potential CSZ limits with consideration given to a minimum zone length of 500m, nearest main intersections, approaches to areas of special consideration, and speed zone limits. Each study area was further assessed using the road safety scoring matrix and the collision ratio as part of the Warrant 2 analysis.

Comments

CSZ Evaluation Findings and Results

The results of the 2022 CSZ evaluation are provided in Attachment 1. Study areas that are highlighted in green meet Warrant 2 criteria and are being proposed for CSZ implementation. Locations highlighted in yellow could potentially meet Warrant 2 criteria; however, they require additional data collection for specific road safety parameters where data was not available at the time of the evaluation.

Report No: PW 2023-05
PUBLIC WORKS
Council Date: February 8, 2023

Each area of special consideration (Warrant 1) was identified with specific details such as location (road, municipality), facility type/name (school, park, etc.), posted speed, and zone limits/length, as well as the road safety score and collision ratio as part of Warrant 2. Where traffic data was not available for some of the specific road safety parameters, the lowest score was applied.

Detailed mapping is provided in Attachment 2 and includes an overall County-wide map and individual maps for each study area identifying proposed CSZs.

The key findings of the CSZ evaluation are summarized below:

- 28 locations were identified as meeting Warrant 1 (areas of special consideration);
- 21 locations met Warrant 2 road safety component (score of 13 or greater);
- Collision component threshold was not met for any of the 28 locations (collision ratio < 1:900); and,
- 7 locations did not meet Warrant 2 road safety component (score of 13 or greater) and require additional data collection for specific scoring matrix criteria where lowest score was applied due to unavailable information.

From the above, 21 locations met the CSZ criteria and warrant process thresholds required to be designated as a CSZ and carried forward for implementation.

CSZ By-law Enactment

CSZs must be designated by a municipal by-law in order to be enforceable and must identify the specific zone limits and time periods (times/days/months) when increased penalties are in effect. If approved by County Council, a by-law will be prepared to designate CSZs at the 21 locations that meet both Warrant 1 and 2 of the County's CSZ warrant process. Proposed CSZs are recommended to be in effect 24 hours/7 days a week to avoid any confusion for traditional and automated enforcement activities.

Staff recommends repealing the County's existing CSZ By-law No. 4015-2000 and replacing it with an updated by-law as per the recommendations contained in this report. By-law No. 4015-2000 was enacted in May 2000 to designate CSZs on Oxford Road 119 through Kintore and on Oxford Road 12 through Sweaburg for a one year trial period. There are no records of any data collection during the one-year trial period and/or subsequent reports; however, the CSZ regulatory signage has remained in place. No further CSZ designations have been implemented on County roads since that time.

Report No: PW 2023-05
PUBLIC WORKS
Council Date: February 8, 2023

Conclusions

Implementation of CSZs at designated areas where safety is of a greater concern, validated through the County's CSZ criteria and warrant process, will increase safety and assist in deterring speed related infractions through traditional and automated enforcement, if implemented in the future.

SIGNATURES

Report Author:

Frank Gross, C. Tech
Manager of Transportation and Waste Management Services

Departmental Approval:

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Benjamin R. Addley
Interim Chief Administrative Officer

ATTACHMENTS

Attachment 1: 2022 CSZ Evaluation Results
Attachment 2: Proposed CSZ Location Maps

2022 Oxford County CSZ Evalutation

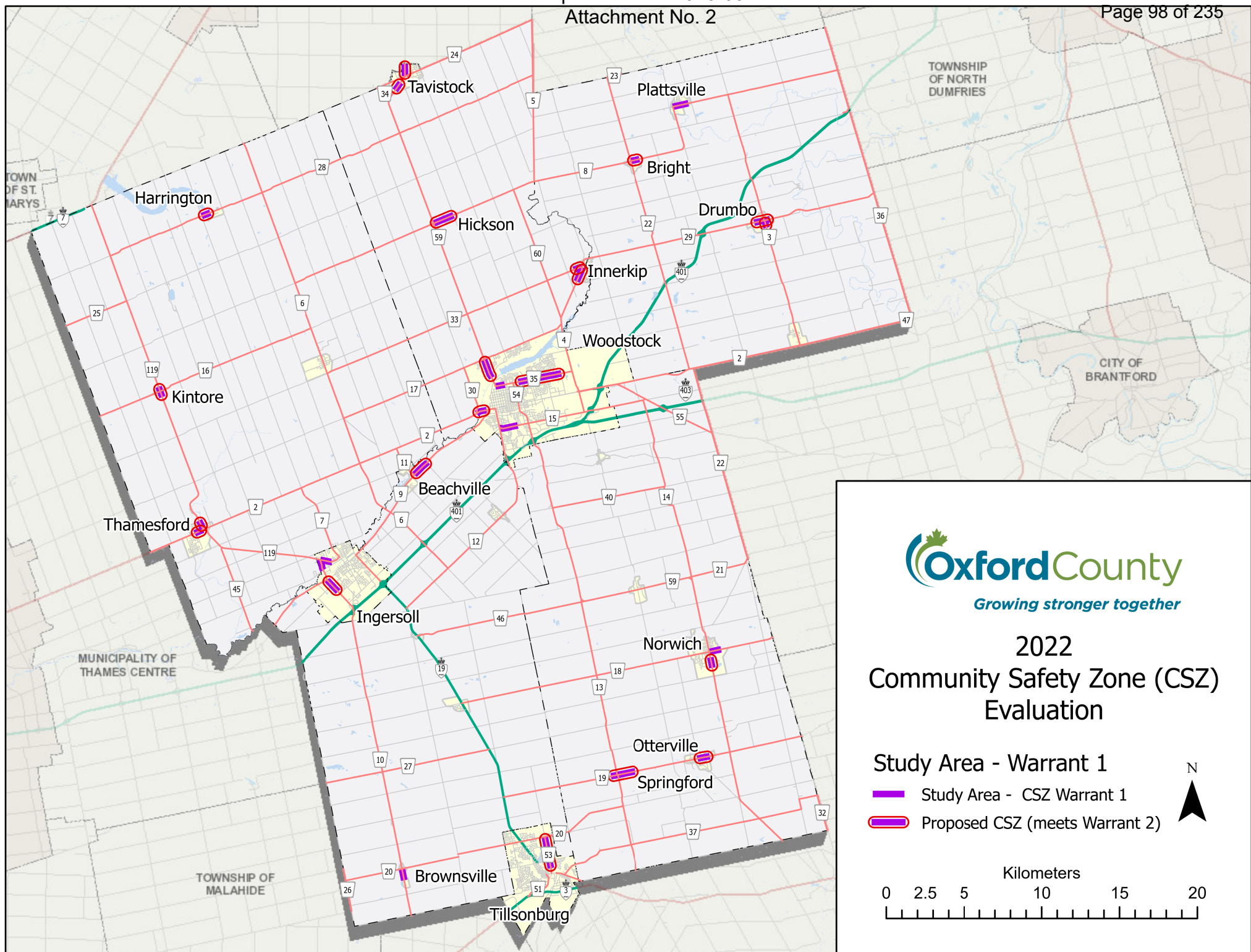
Area of Special Consideration (CSZ Warrant 1)							Road Safety Component (Warrant 2)													Collision Safety Component (Warrant 2)	
Oxford Road Number	Posted Speed Limit	Area Municipality	Type of Facility	Facility Name	Zone Limit	Zone Length (m)	Operating Speed (85th Percentile) (km/hr)		Average Annual Daily Traffic		Length of Sidewalk		Truck Volume (%)		Pedestrian crossing in any 8 hrs		Intersections and Entrances per KM		Road Safety Score	Collision Ratio	
OR 8/John St E	60km/h 50km/h	Blandford Blenheim (Bright)	Park	Recreation Area	Baird St to Hewitt St	597	78	3	1145	1	26%	2	11%	3	49	1	20	3	13	1:3440	
OR 3/Wilmot St S	40km/h	Blandford Blenheim (Drumbo)	School	Blenheim & District P.S.	Maitland to Oxford St	500	66	2	1889	1	100%	1	9%	3	246	3	65	3	13	No Reported Collisions	
OR 29/Oxford St	50km/h	Blandford Blenheim (Drumbo)	High Ped Volume	PXO	East limit of 50 kph and West limit of 50 kph	1046	72	3	3157	2	100%	1	8%	3	465	3	56	3	15	1:2360	
OR 8/Albert St.	50km/h	Blandford Blenheim (Plattsville)	School	Plattsville Christian School	Douro St to east leg of Fennel St	1026	64	2	3193	2	80%	1	8%	3	49	1	52	3	12	1:9590	
OR 8/Loveys St	50km/h	East Zorra Tavistock (Hickson)	School	Hickson Central Public School	13th Line to OR59	1378	66	2	2279	1	82%	1	10%	3	121	3	39	3	13	1:6840	
OR 33	50km/h	East Zorra-Tavistock (Innerkip)	School	Innerkip Central Public School	OR 4 to 50kph limit	580	58	2	1286	1	15%	3	8%	3	91	2	10	2	13	1:3860	
OR 4/Blandford St	50km/h	East Zorra-Tavistock (Innerkip)	Park	Innerkip Park	George St to OR 33	970	60	2	3666	2	76%	1	4%	2	101	3	86	3	13	1:11010	
OR 59/Woodstock St S	50km/h	East Zorra-Tavistock (Tavistock)	Park	Optimist Park	Wilton St to south 50kph limit	610	72	3	3683	2	4%	3	13%	3	49	1	33	3	15	1:1380	
OR 59/Woodstock St N	50km/h	East Zorra-Tavistock (Tavistock)	High Ped Volume	PXO	Dietrich Rd to Hope St.	780	64	2	4333	2	100%	1	9%	3	119	3	76	3	14	1:1860	
OR 10/Ingersoll St S	50km/h	Ingersoll	Senior Centre/ Park	Ingersoll Services for Seniors/ Cami Soccer Park	King St to 1km south of King St	1043	70	3	5733	2	25%	2	3%	2	49	1	14	3	13	1:5730	
OR 10/Ingersoll St N	50 km/h	Ingersoll	Park	Woodhatch Park/ Unifor Baseball Diamond	Bell St to Victoria St	707	69	2	5633	2	66%	2	2%	1	49	1	16	3	11	1:4230	
OR 119/Bell St	50km/h	Ingersoll	High Ped Volume	PXO	OR 10 to Cashel St.	736	69	2	5503	2	100%	1	2%	1	101	3	30	3	12	1:3300	
OR 18/Main St	50km/h	Norwich	Retirement Home/ School	Crillium Christian Retirement Home/ Rehoboth Christian School	Stover St to east 50kph limit	782	62	2	2014	1	68%	2	8%	3	49	1	54	3	12	1:6050	
OR 59/Stover St S	50km/h	Norwich	School/ Community Centre/ Park	Emily Stowe Public School/ Norwich Community Centre/ Dillon Park	Carman St to south 50kph	686	59	2	7030	2	73%	2	8%	3	22	1	36	3	13	1:7030	
OR 19/Main St E	50 km/h	Norwich (Otterville)	High Ped Volume	PXO	Church St. to Buchan St.	804	71	3	2870	2	100%	1	7%	3	226	3	52	3	15	1:8620	
OR 19/Main St E	50km/h	Norwich (Springford)	Park	Springford Community Park	All of 50kph zone	1597	70	3	2668	2	87%	1	11%	3	49	1	43	3	13	1:1140	
OR 9/Beachville Rd	50km/h	Southwest Oxford (Beachville)	Park	Beachville Parks and Recreation	OR 11 to east 50kph limit	1178	79	3	4518	2	36%	2	4%	2	12	1	38	3	13	1:6780	
OR 10/Cullogen Line	50km/h	Southwest Oxford (Brownsville)	Community Centre	Brownsville Community Centre	OR 20 to entrance to Lynwood Estates	747	67	2	2232	1	93%	1	17%	3	49	1	47	3	11	1:1120	

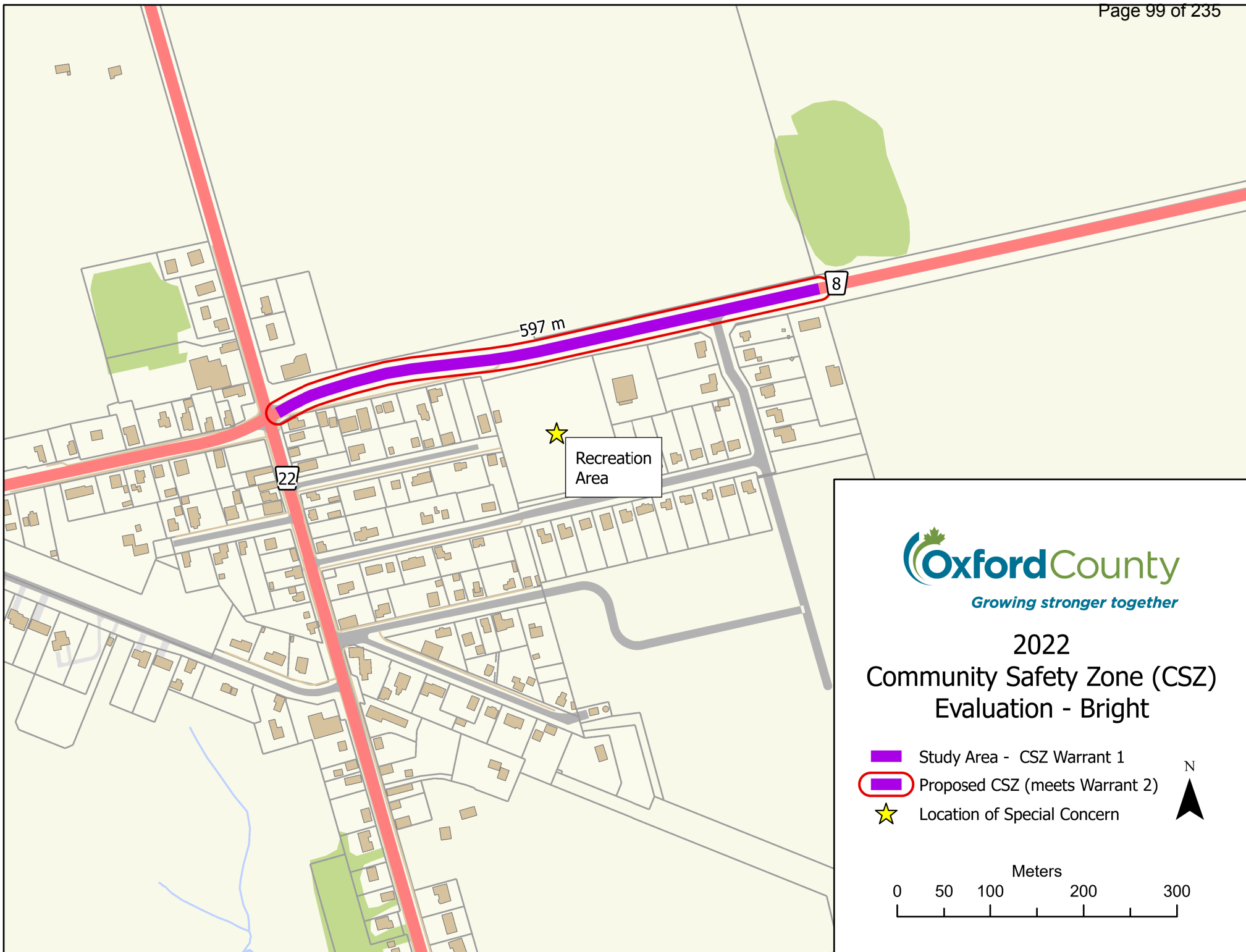
2022 Oxford County CSZ Evalutation

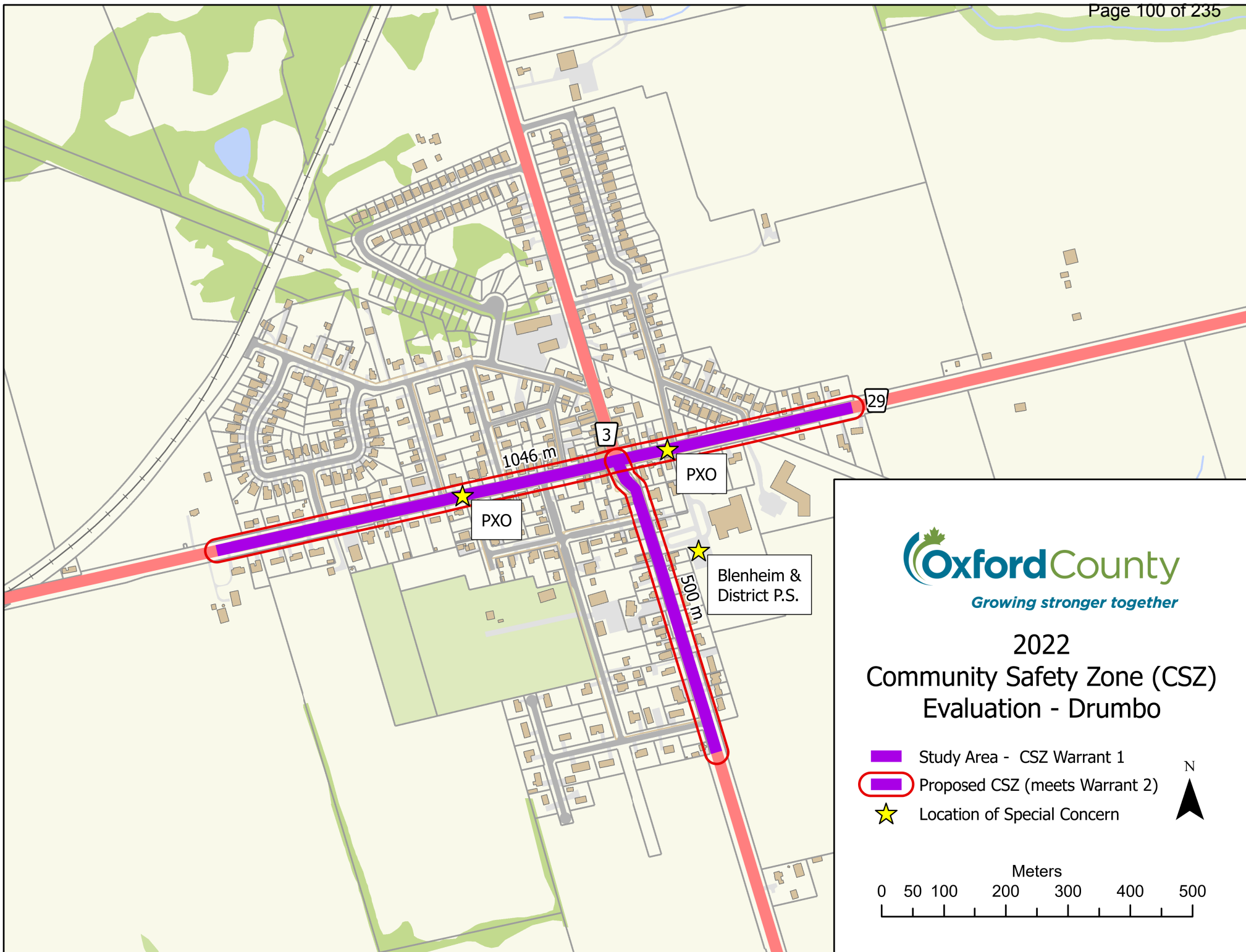
Area of Special Consideration (CSZ Warrant 1)							Road Safety Component (Warrant 2)													Collision Safety Component (Warrant 2)
Oxford Road Number	Posted Speed Limit	Area Municipality	Type of Facility	Facility Name	Zone Limit	Zone Length (m)	Operating Speed (85th Percentile) (km/hr)		Average Annual Daily Traffic		Length of Sidewalk		Truck Volume (%)		Pedestrian crossing in any 8 hrs		Intersections and Entrances per KM		Road Safety Score	Collision Ratio
OR 53/Tillson Ave	50km/h	Tillsonburg	School	Annadale P.S. PXO Trail Crossing	North St to Brock St	2052	69	2	15467	3	65%	2	2%	1	120	3	30	3	14	1:7730
OR 2/Dundas St.	60 km/hr 50km/hr	Woodstock	Park/Trailheads	Charlie Tatham Park Millenium Trail Standard Tube Trail	Oxford Rd 30 to Bexley St	688	71	3	9500	3	30%	2	2%	1	49	1	18	3	13	1:4070
OR 15/Parkinson Rd	40/50km/h	Woodstock	Schools/Park	Southside Public School/ St. Patrick's/ Kintrea Park / Southside Park	Mill St to South St	1188	69	2	6433	2	90%	1	2%	1	120	3	26	3	12	1:2140
OR 35/Devonshire Ave.	50km/h	Woodstock	Retirement Centre	Chartwell Oxford Gardens Retirement Residence	Vansittart Ave to Wellington St	610	62	2	10792	3	87%	1	4%	2	49	1	40	3	12	1:1700
OR 35/Devonshire Ave.	40km/h 50km/h 60km/h	Woodstock	Park/ School	Les Cook Park/ St. Michael's Catholic Elementary School/ Notre Dame Catholic Secondary School/ Cowan Fields	East limit of 50kph to Leinster St.	2808	69	2	9537	3	100%	1	2%	1	301	3	30	3	13	1:1590
OR 59/Vansitart Ave.	60km/h	Woodstock	Park/ Community Centre	Cowan Sportsplex Trail Crossing	Tecumseh St to OR 17	1284	82	3	9986	3	55%	2	8%	3	20	1	7	2	14	1:3000
OR 28	60km/h	Zorra (Harrington)	Park / Community Centre	Harrington Community Park / Harrington School House (Community Center)	31st Line to Albert St	587	85	3	1558	1	0%	3	21%	3	49	1	22	3	14	1:4680
OR 119	50km/h	Zorra (Kintore)	School	AJ Baker Public School	North 60kph to south 60kph	705	82	3	2460	1	30%	2	30%	3	49	1	38	3	13	1:1480
OR 2/Dundas St.	50km/h	Zorra (Thamesford)	High Ped Volume	PXO	Allen St. to Church St.	584	66	2	9717	3	100%	1	7%	3	101	3	64	3	15	1:1680
OR 119/Allen St.	50km/h	Zorra (Thamesford)	School	Thamesford Public School	Delatre St to north 50kph limit	528	72	3	2614	2	50%	2	22%	3	65	2	24	3	15	No Reported Collisions

Note: Areas of Special Concern with score of 13 or greater OR with Collision Ratio < 1:900 meet warrants for CSZ

	Meets Warrant 2 for CSZ
	Does not meet Warrant 2 For CSZ
	Value/score was assumed for Road Safety Component criteria
	Additional data collection is required

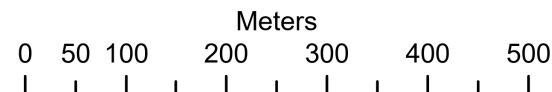


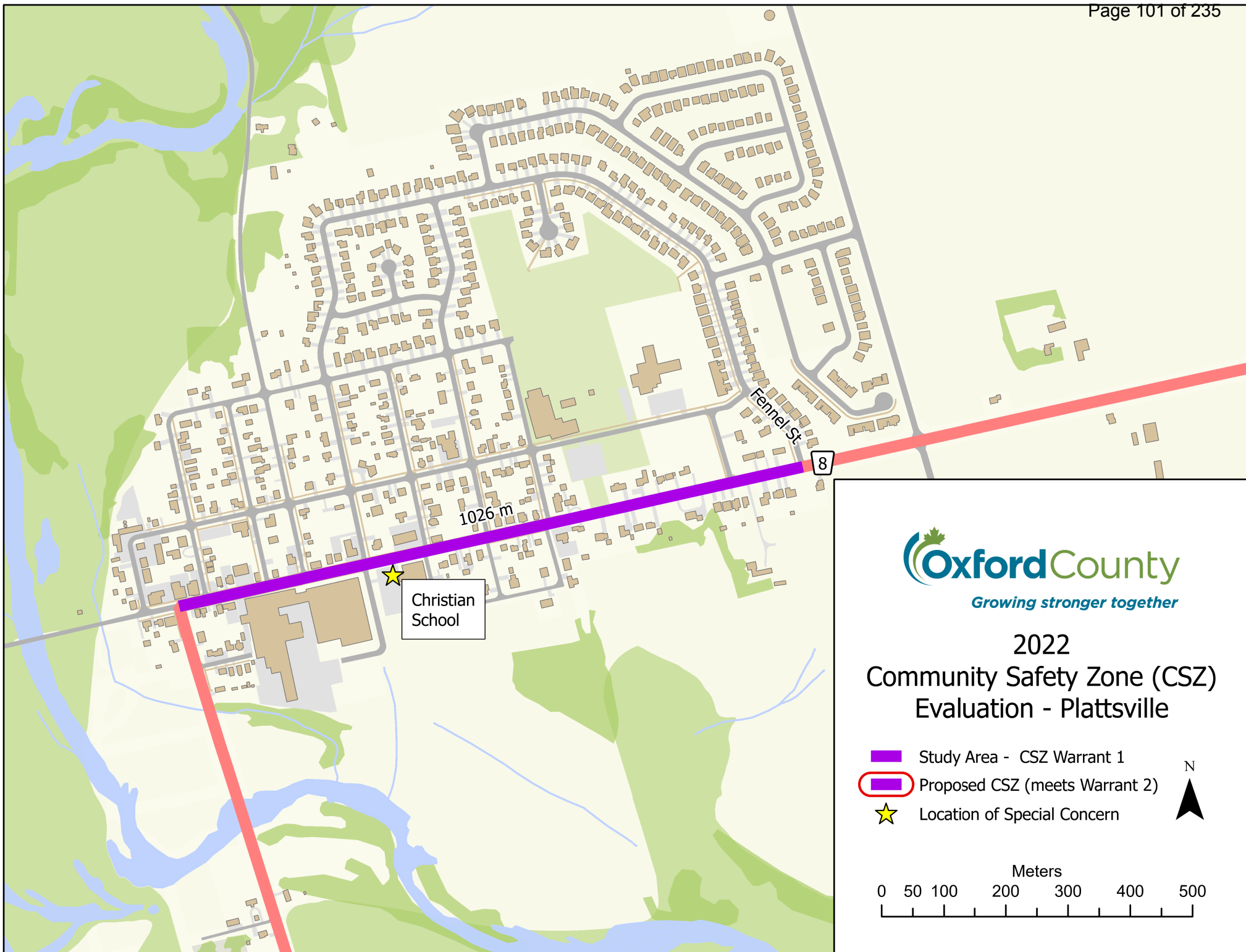




2022 Community Safety Zone (CSZ) Evaluation - Drumbo

- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern





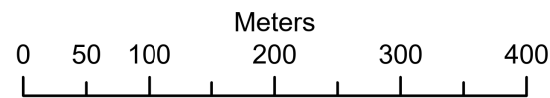
2022 Community Safety Zone (CSZ) Evaluation - Plattsville

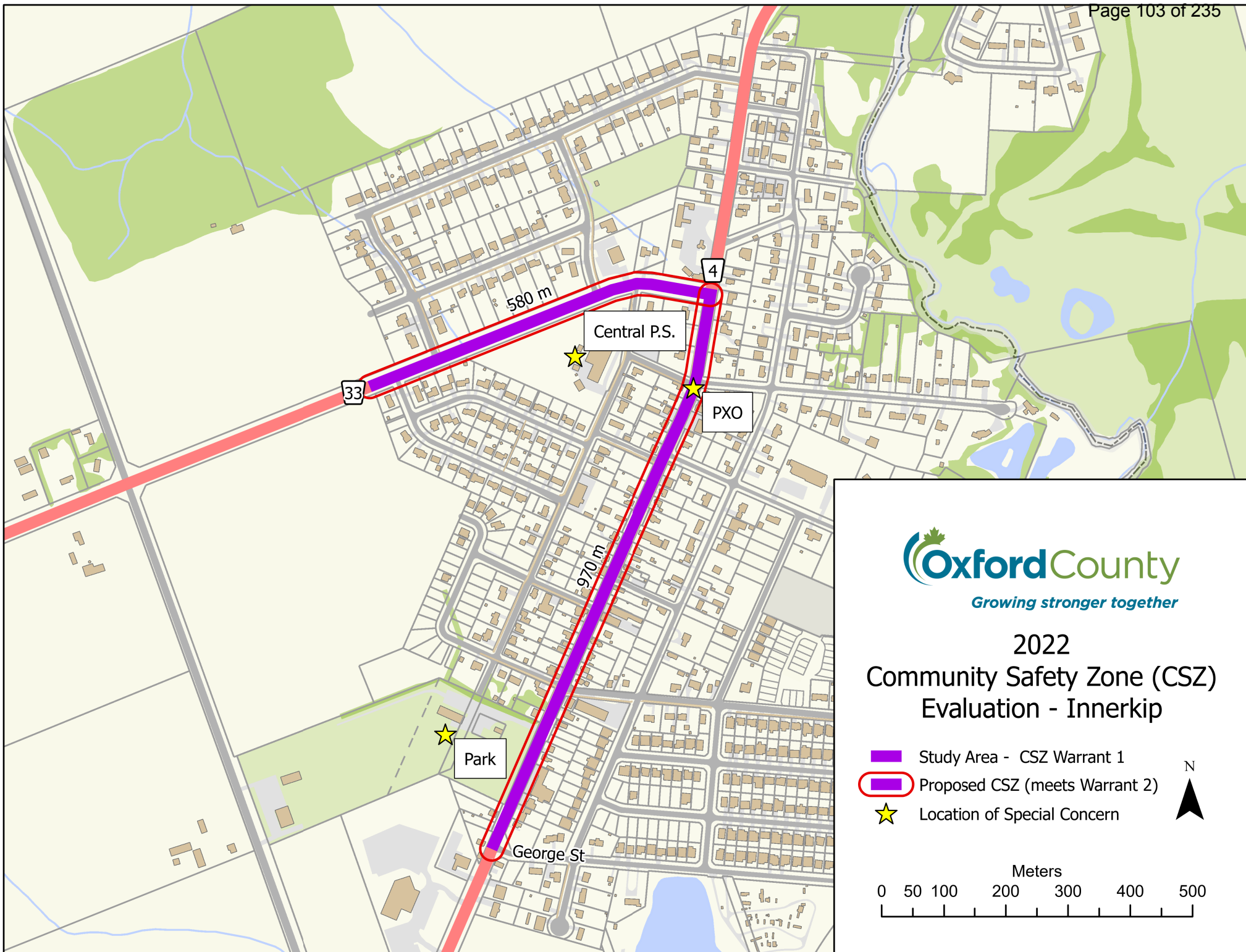


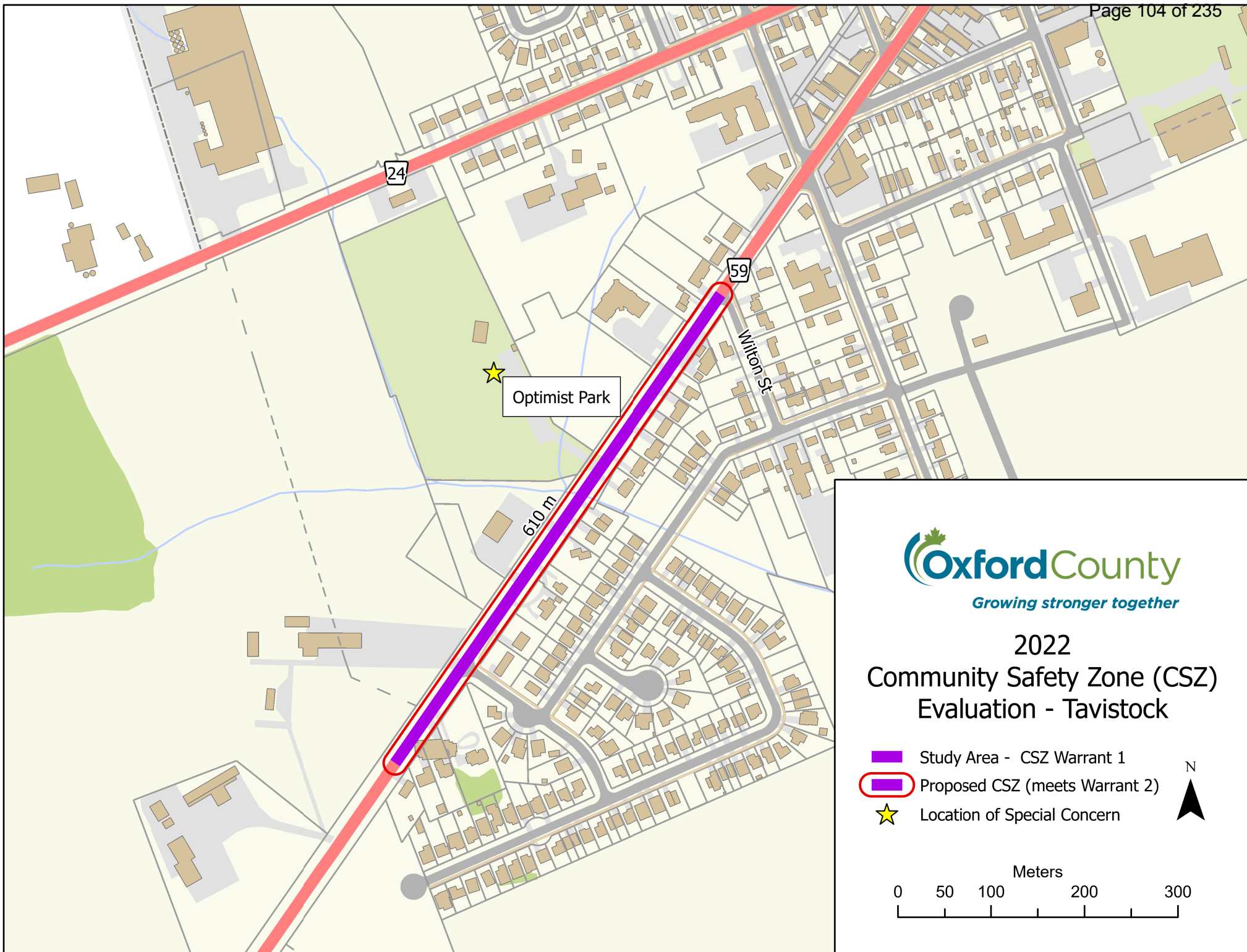
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2022 Community Safety Zone (CSZ) Evaluation - Hickson

- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern



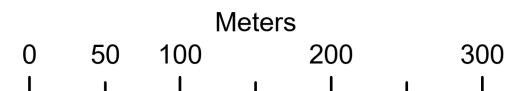


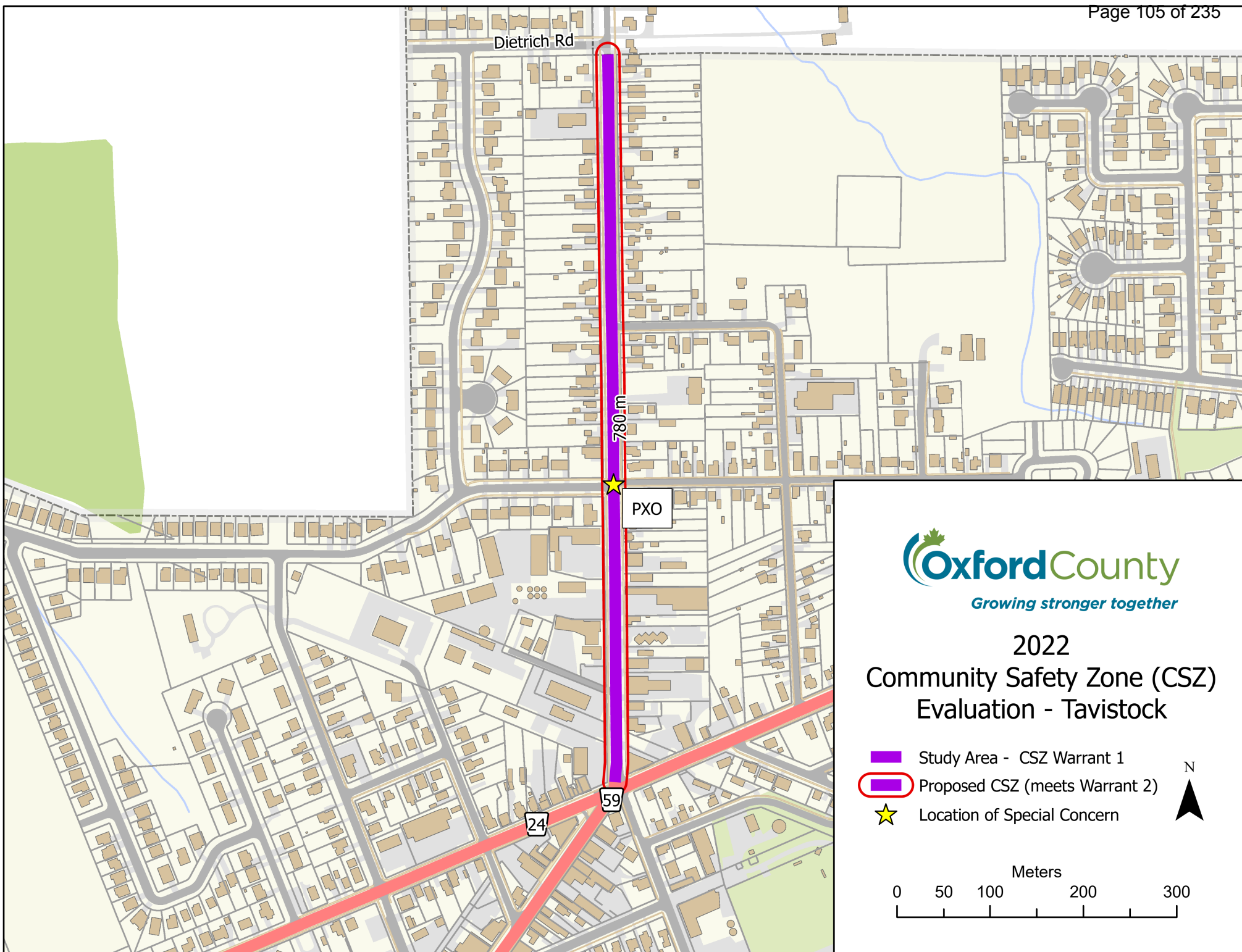


Growing stronger together

2022 Community Safety Zone (CSZ) Evaluation - Tavistock

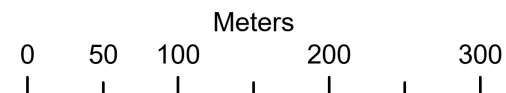
- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern

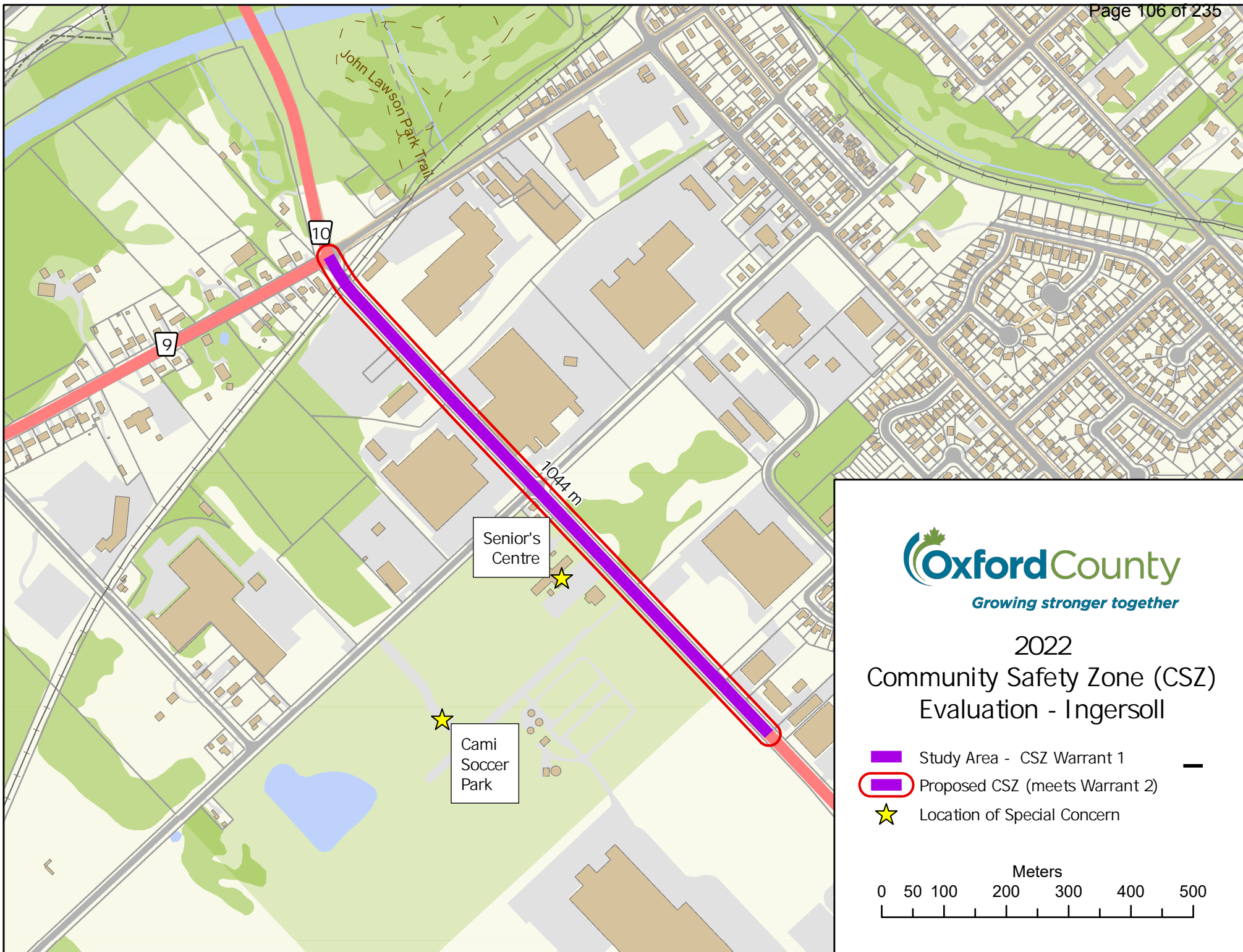


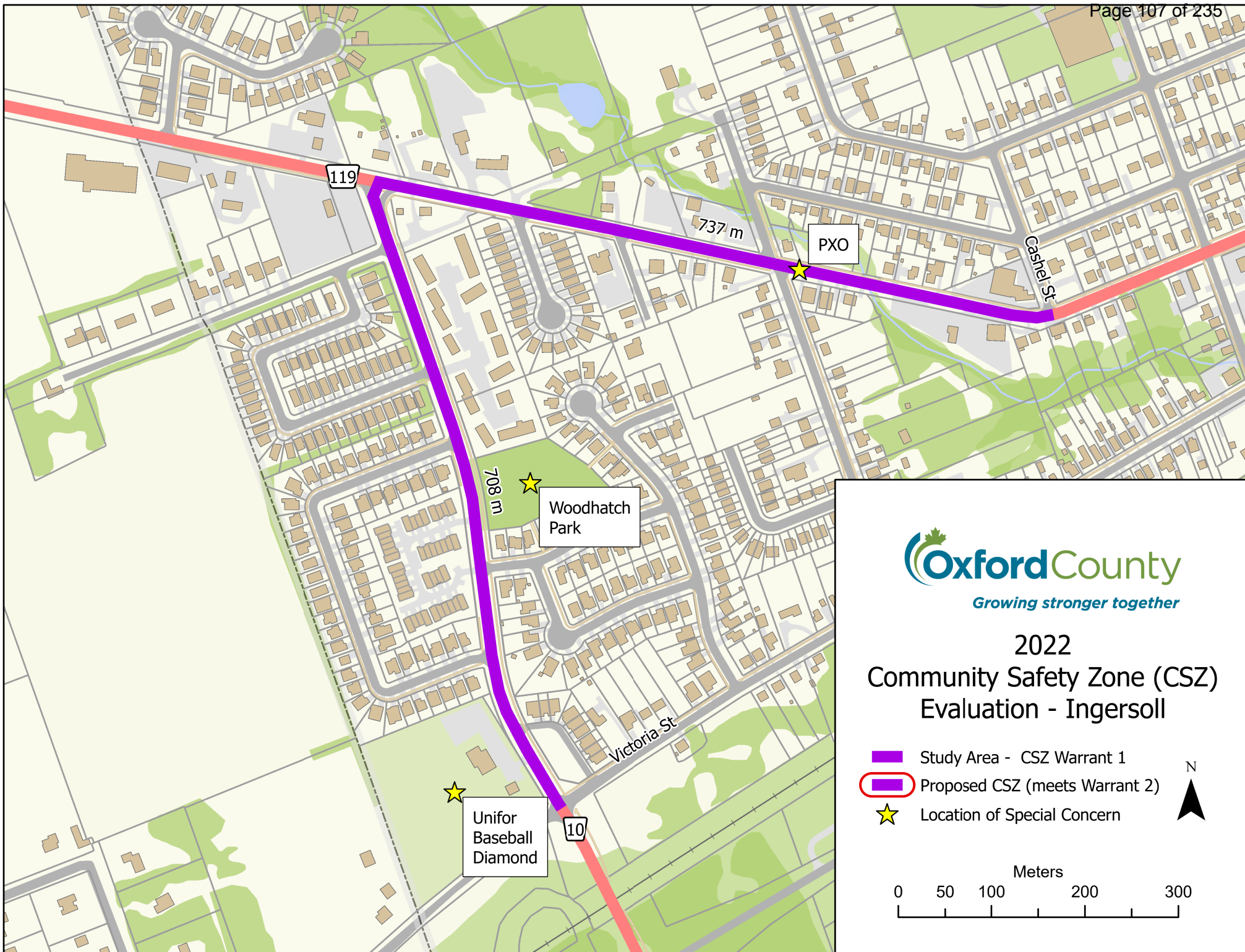


2022 Community Safety Zone (CSZ) Evaluation - Tavistock

- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern









Oxford County
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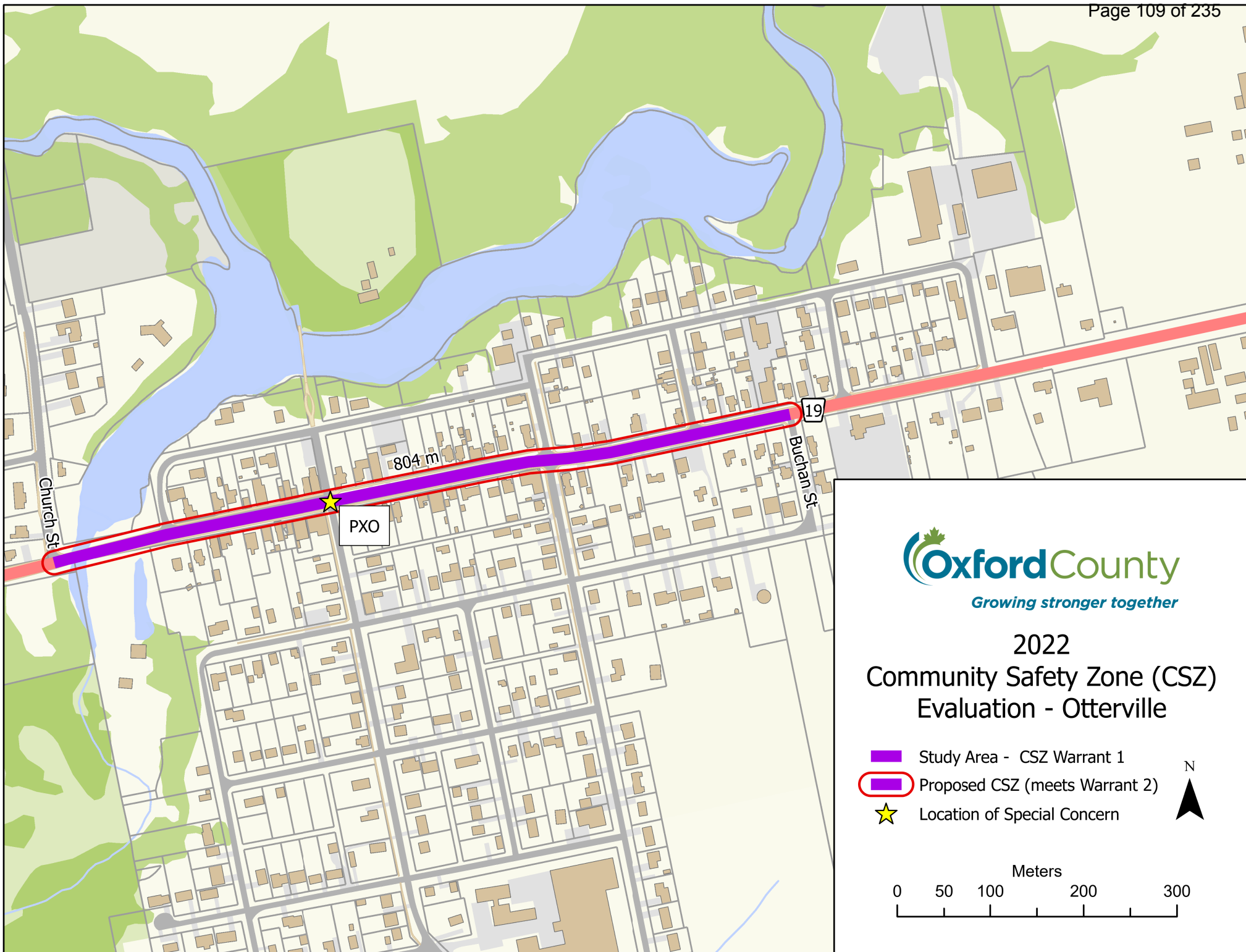
**2022
 Community Safety Zone (CSZ)
 Evaluation - Norwich**

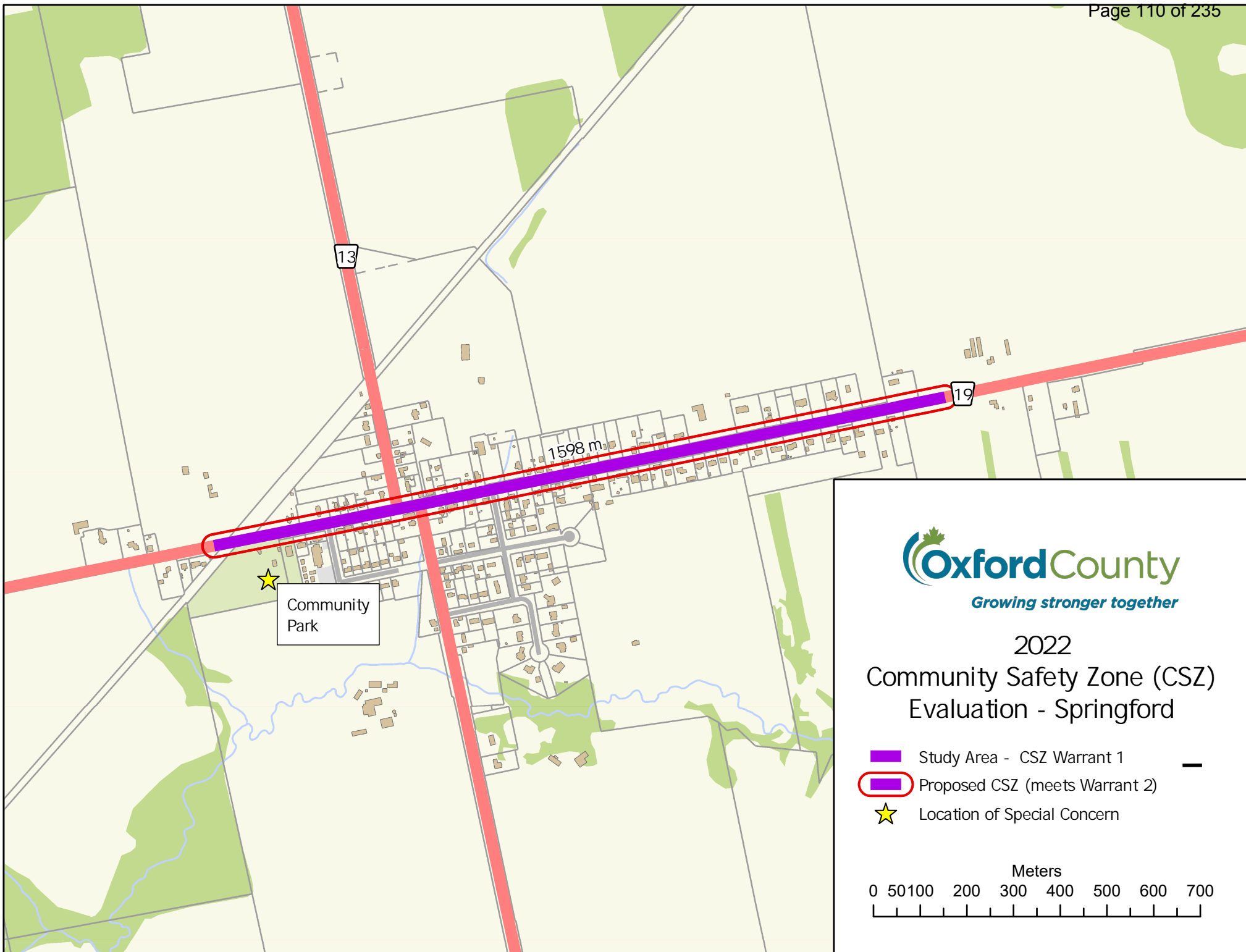
- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern

N

Meters

0 50 100 200 300 400 500

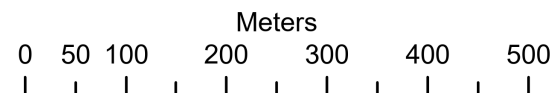


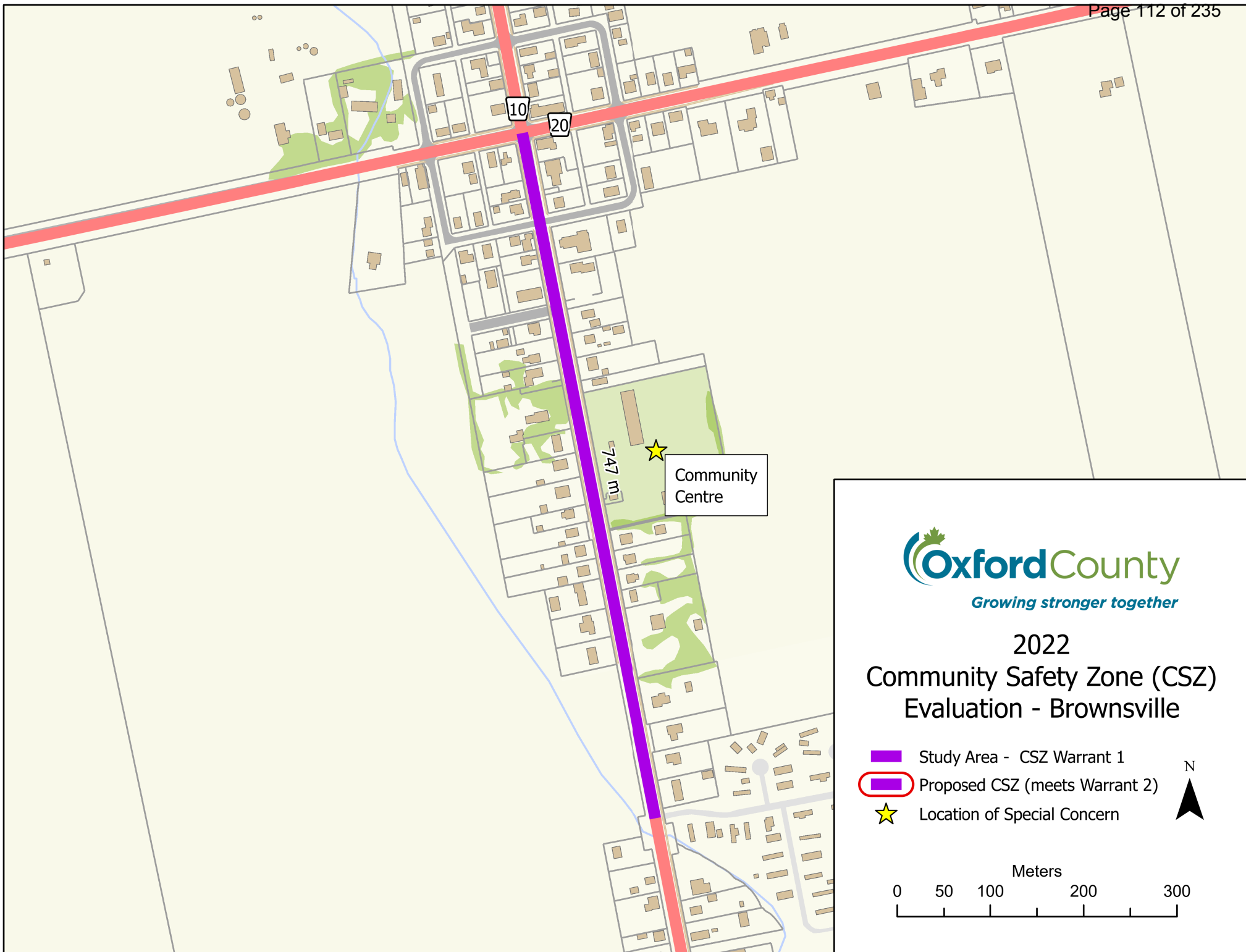




2022 Community Safety Zone (CSZ) Evaluation - Beachville

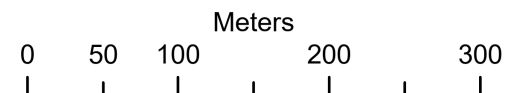
- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern

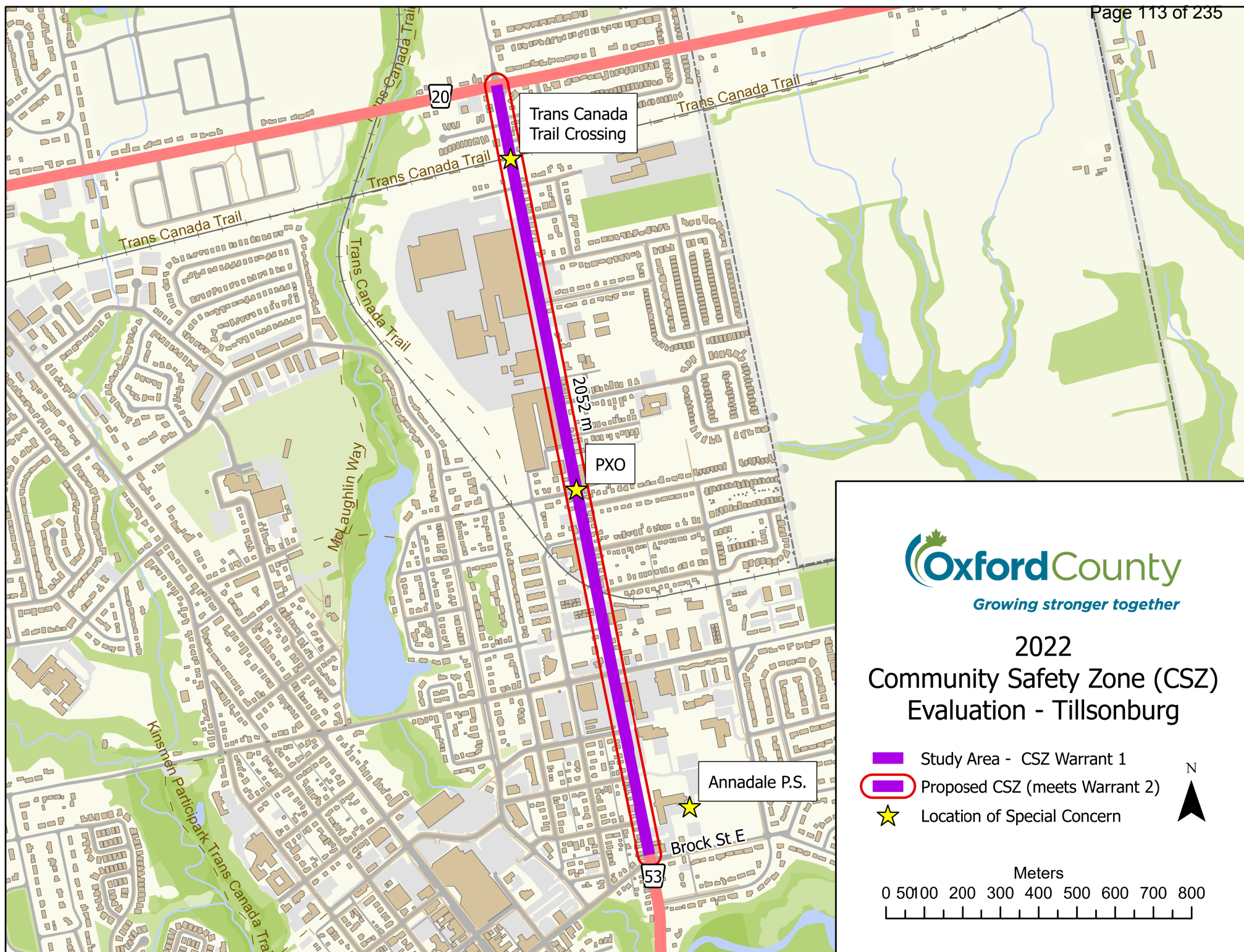


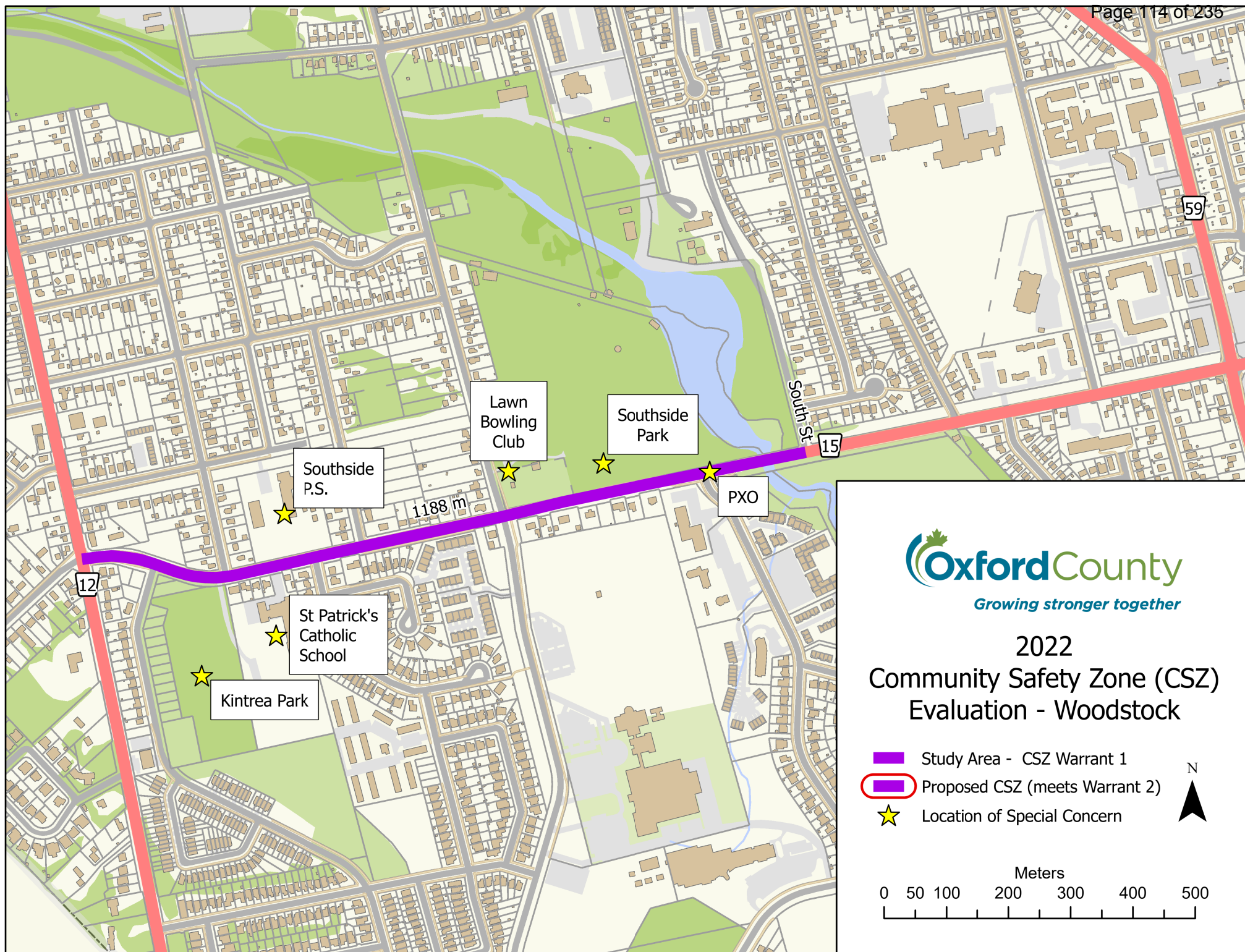


2022 Community Safety Zone (CSZ) Evaluation - Brownsville

- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern



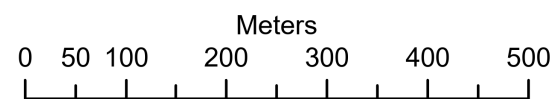


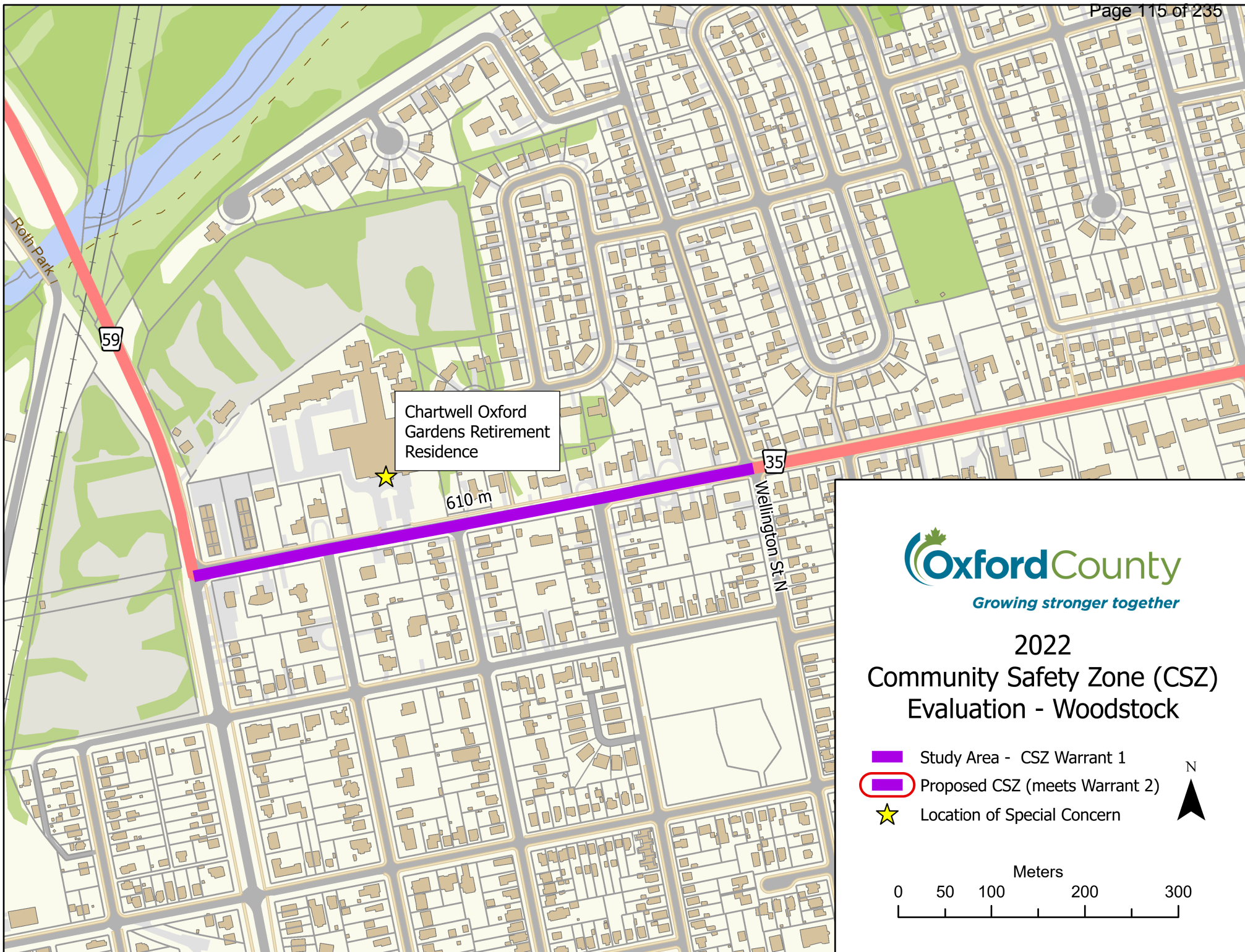


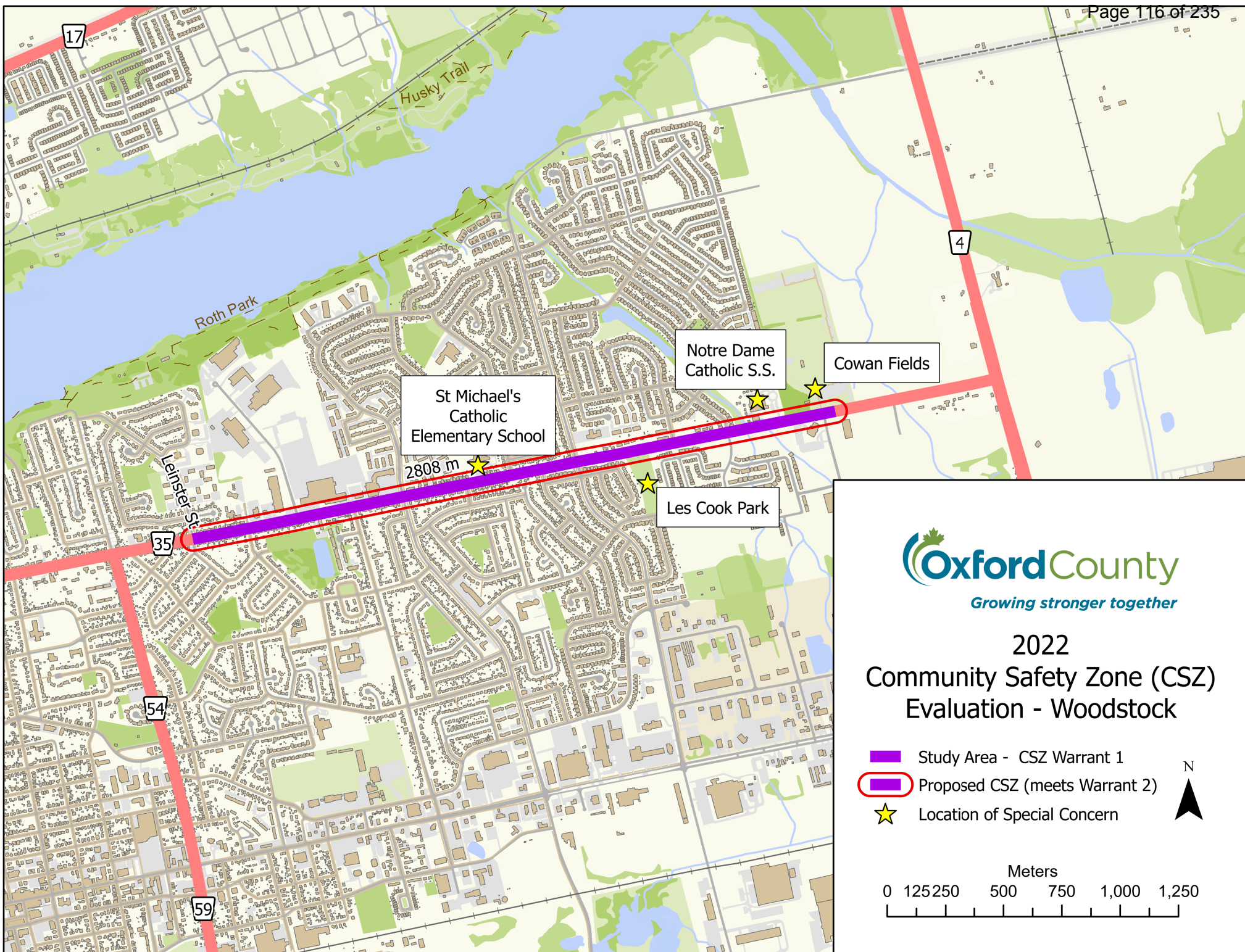
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2022 Community Safety Zone (CSZ) Evaluation - Woodstock

- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- ★ Location of Special Concern





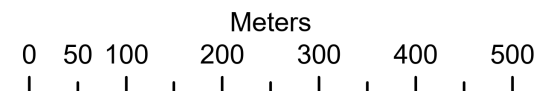


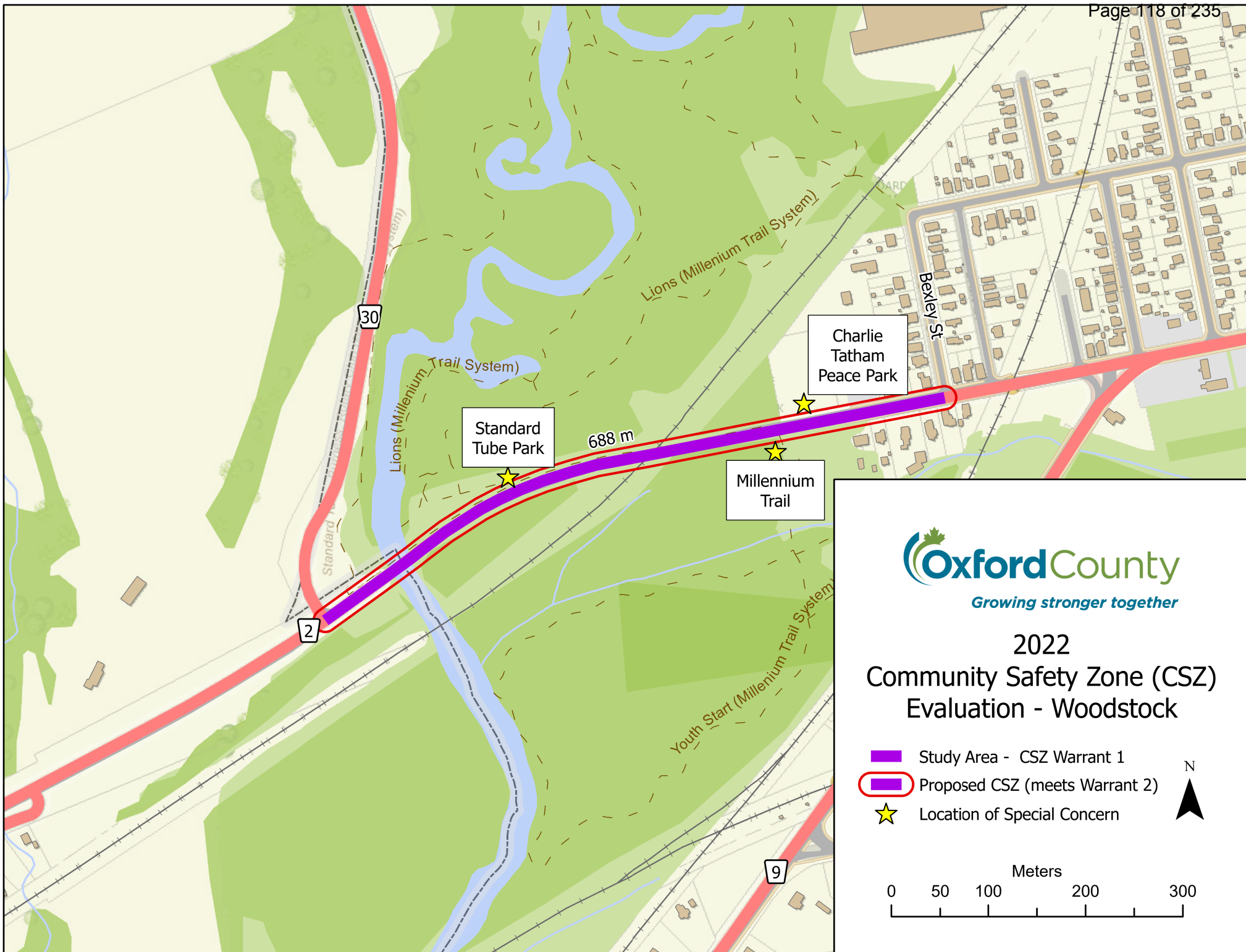


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2022 Community Safety Zone (CSZ) Evaluation - Woodstock

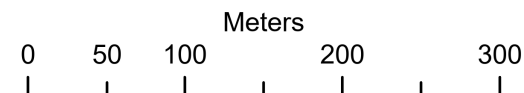
- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- Location of Special Concern





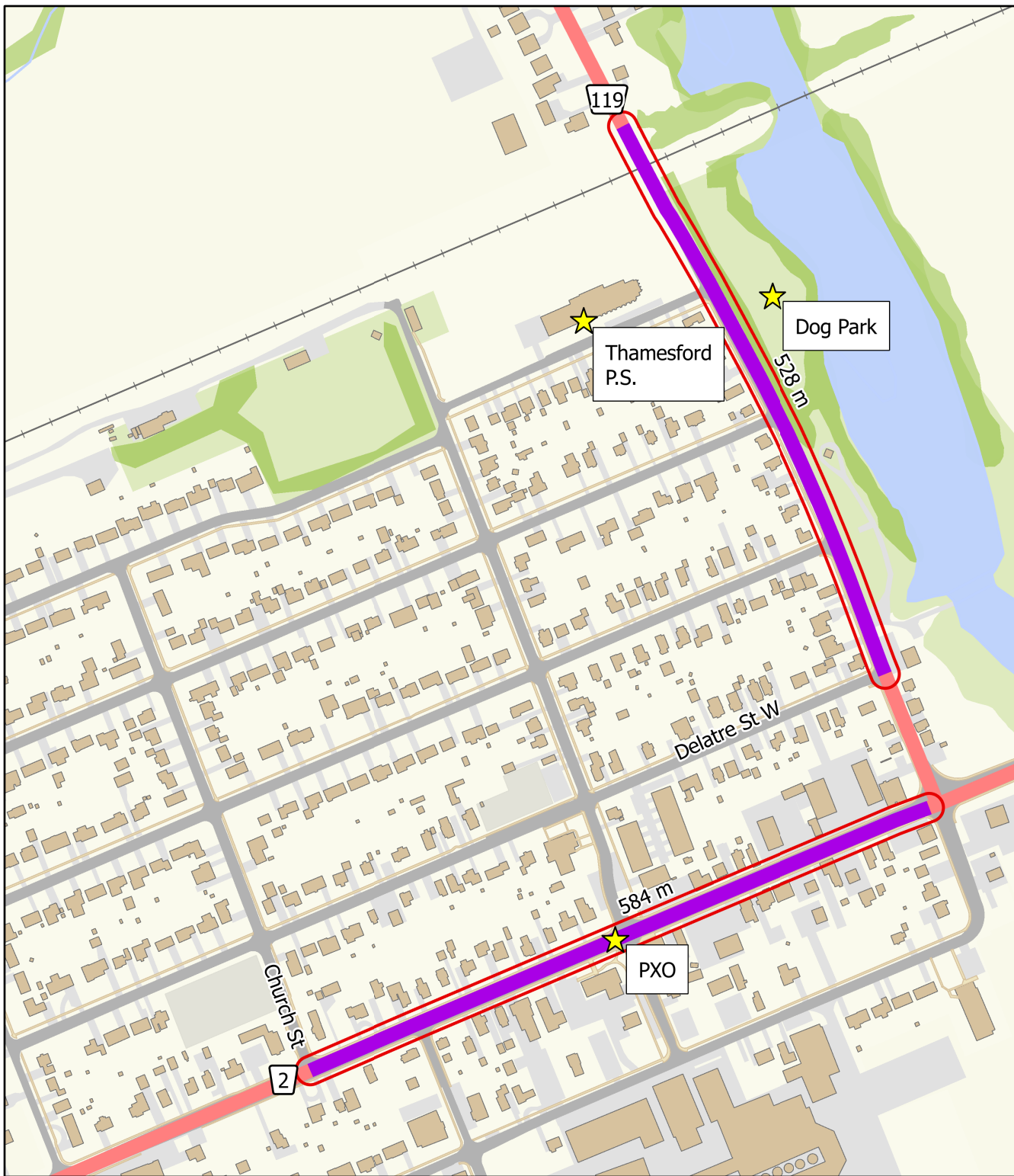
2022 Community Safety Zone (CSZ) Evaluation - Woodstock


- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- ★ Location of Special Concern












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2022 Community Safety Zone (CSZ) Evaluation - Thamesford

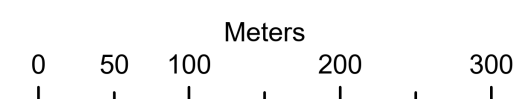
- Study Area - CSZ Warrant 1
- Proposed CSZ (meets Warrant 2)
- ★ Location of Special Concern

N



Meters

0 50 100 200 300



Proposed Community Safety Zone (CSZ) Implementation

OXFORD COUNTY COUNCIL
FEBRUARY 8, 2023

OUTLINE

- Background
- CSZ Criteria & Warrant Process
- 2022 CSZ Evaluation
- Next Steps

BACKGROUND

Highway Traffic Act (HTA)

- *Municipal authorization to designate part of highway as a CSZ, including hours/day/month, where public safety is of special concern*
- *Speeding fines doubled in CSZ*
- *CSZ eligible for Automated Speed Enforcement (ASE)*

County CSZ By-law No. 4015-2000

- *One-year trial CSZ implementation in Sweaburg & Kintore*
- *No subsequent follow up/signage still in place*

CSZ CRITERIA & WARRANT PROCESS

- Adapted from Comparator Municipalities
 - > Region of Durham, Region of York
- Adopted by County Council (Report No. PW 2021-31)

- Warrant 1: Area of Special Consideration
- Warrant 2: Road Safety Component
- OR
- Warrant 2: Collision Component

- ***Both Warrant 1 and Warrant 2 must be met for CSZ implementation***

CSZ CRITERIA & WARRANT PROCESS

Warrant 1: Area of Special Consideration

(posted speed 70km/hr or less)

- Elementary or Secondary Schools;
- Community centres, recreation areas, playgrounds, hospitals;
- High pedestrian traffic locations (100 pedestrians in any 8 hour period);
- Senior centres/residences; and
- Areas identified by Police.

CSZ CRITERIA & WARRANT PROCESS

Warrant 2: Road Safety Scoring Matrix

- Score of 13 or greater

OR

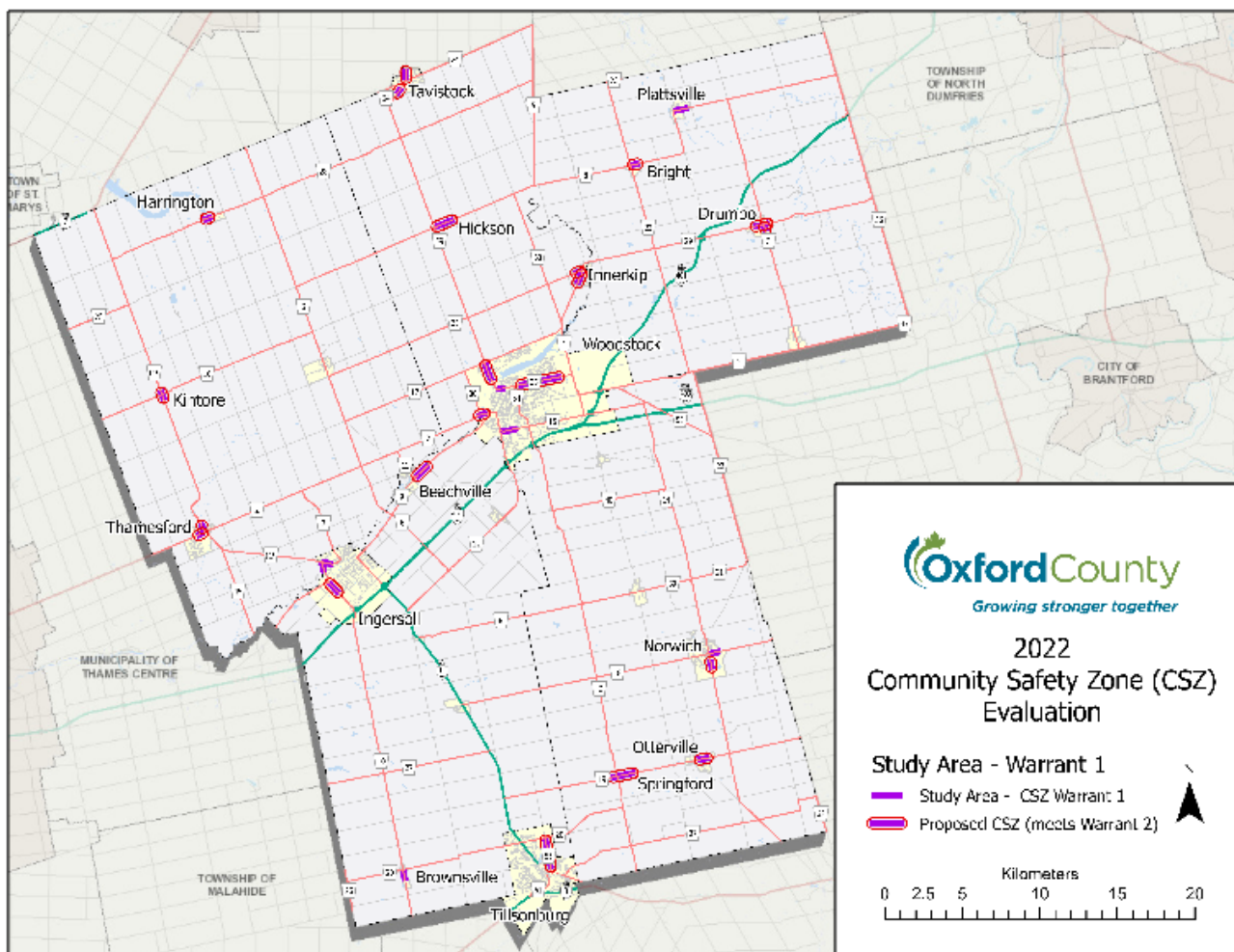
Warrant 2: Collision Component

- Collision Ratio < 1:900
- Avg collisions/year/900 average daily traffic

2022 CSZ EVALUATION OUTCOMES

- 28 CSZ locations identified (Warrant 1)
- 21/28 met road safety component (Warrant 2)
- 0/28 met collision component (Warrant 2)
- **21 locations met Warrant 1 and Warrant 2 thresholds for CSZ implementation**
- **7 locations require further analysis/data collection**

2022 CSZ EVALUATION



NEXT STEPS

- New CSZ By-law
- CSZ signage implementation
- Public communication
- Data collection for 7 locations
- Ongoing CSZ evaluation



DISCUSSION

To: Warden and Members of County Council

From: Director of Public Works

All-way Stop and Speed Reduction - Oxford Road 33 and Oxford Road 59 Intersection

RECOMMENDATIONS

- 1. That County Council endorse the implementation of an all-way stop condition and speed reduction from 80km/hr to 60km/hr at the intersection of Oxford Road 59 and Oxford Road 33 in the Township of East Zorra-Tavistock, as outlined in Report No. PW 2023-06;**
- 2. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to amend By-law No. 3741-98 to designate an all-way stop condition at the intersection of Oxford Road 59 and Oxford Road 33;**
- 3. And further, that a by-law be presented to County Council at the February 22, 2023 Council meeting to amend By-law No. 6019-2018 to designate 60km/hr zones on all four approaches to the intersection of Oxford Road 59 and Oxford Road 33.**

REPORT HIGHLIGHTS

- The purpose of this report is to seek County Council endorsement to amend By-law No. 3741-98 and By-law No. 6019-2018, being a by-law to designate through highways and speed limits on County roads, respectively, in order to implement an all-way stop condition and reduce speeds at the intersection of Oxford Road 59 (OR 59) and Oxford Road 33 (OR 33), in the Township of East Zorra-Tavistock.
- An intersection study at OR 59 and OR 33 has determined that warrants have been met for an all-way stop (AWS) and further recommends a speed reduction from 80km/hr to 60km/hr within 500m from the intersection on all four approaches. These measures are intended to improve intersection safety.
- Additional improvements will also be installed that include an overhead flashing light on a span wire, oversized stop signs with mounted red flashing beacons, rumble strips, and electronic speed feedback signs (SFS) on all four approaches.

Report No: PW 2023-06
PUBLIC WORKS
Council Date: February 8, 2023

Implementation Points

Intersection improvements will be implemented in Q2 2023. Installation of sign posts and an overhead flashing light will be completed in advance of activating new intersection control measures. Signage installation, pavement markings and activation of an overhead flashing light will be coordinated on the day of implementation with temporary traffic control measures in place.

On January 11, 2023, red flashing beacons were installed on the existing oversized stop signs for the east and west intersection approaches on OR 33.

Financial Impact







Implementation of the intersection improvements is estimated to cost \$75,000, with approved funding available in the 2023 Business Plan and Budget.

Communications

Report No. PW 2023-06 will be circulated to the Township of East Zorra-Tavistock, the Ontario Provincial Police and local residents for their information. The change in intersection control will also be communicated through signage that will be erected onsite in advance of implementation with advisory messaging to drivers of upcoming changes.

As a major intersection change, updates will be provided through social media, the Oxford County website, and an advisory to local media. Social media content will also be shared with Area Municipalities for their use. A general update was provided on the County website in January regarding the new flashing lights at the intersection.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DE5.II LIVERS	POSITIVE IMPACT
		3.iii.		5.ii	

DISCUSSION

Background

The current configuration of the OR 33 and OR 59 intersection includes stop control for east and west approaches on OR 33 with free flow conditions on OR 59. The posted speed on all four intersection approaches is 80km/hr.

Report No: PW 2023-06
PUBLIC WORKS
Council Date: February 8, 2023

An Intersection Control Feasibility (ICF) review was undertaken at this intersection in 2021. This review was originally identified as a road network strategy implementation project as part of the 2019 Oxford County Transportation Master Plan (TMP). This intersection was evaluated and assessed for enhanced intersection control and roundabout feasibility; however, the Ontario Traffic Manual (OTM) warrants (traffic volume or annual average collisions) were not met for an all-way stop or signalization/roundabout.

The County then also carried out an all-way stop warrant analysis in December 2022 based on collision occurrences, which met the OTM collision warrants for an all-way stop (AWS) at the intersection of Oxford Roads 59 and 33.

Traffic control enhancements at the intersection of OR 59 and OR 33 are as follows and are based on the findings and recommendations of the 2021 ICF Study, and subsequent all-way stop (AWS) warrant analysis completed in December 2022:

- Overhead flashing red light on a span wire, with electrical service connection;
- Implementation of an AWS with oversized stop signs;
- 60km/hr speed reduction with electronic SFS on all four approaches;
- Stop signs with mounted red amber solar flashing beacons at all four corners; and
- Transverse rumble strips at all four approaches.

Comments

County Council endorsement for AWS implementation and change in posted speed at the intersection of OR 59 and OR 33, as shown in Attachment 1, is required for staff to bring forward the necessary By-law amendments.

Implementation of an AWS by introducing stop control for north and south approaches on OR 59 is intended to mitigate problematic angle and turning movement collision occurrences. Operational analysis that was completed as part of the 2021 ICF study forecasted that the intersection would continue to operate under acceptable conditions within a 20-year horizon. During weekday peak hours, delays are not expected to exceed 15 – 25 seconds per vehicle without any queuing concerns and with adequate reserve capacity. Traffic patterns and movements will continue to be monitored over time to ensure the effectiveness of the proposed intersection enhancements and/or identify any other alternative recommended improvements (i.e. roundabout).

Implementation of an AWS is further supported by the Township of East Zorra–Tavistock (EZT) based on correspondence received by County Council on November 23, 2022 and January 11, 2023, from Township of EZT Police Services Board and Township of EZT Council, respectively.

The proposed speed reduction from 80km/hr to 60km/hr within 500m from the intersection at all four approaches is recommended based on the study data that showed excessive operating speeds on OR 59. High vehicle operating speeds are promoted by the down gradient on the south approach and the speed reduction, combined with electronic SFSs, is intended to reduce approach speeds and further mitigate collision occurrences. Lower operating speeds will also reduce required sightline distances from the intersection and private entrances and reduce noise levels generated from transverse rumble strips.

Report No: PW 2023-06
PUBLIC WORKS
Council Date: February 8, 2023

Conclusions

The intersection of OR 59 and OR 33 will continue to operate within acceptable levels of service with the implementation of an AWS. Speed reduction at intersection approaches combined with other visual enhancements are expected to improve overall traffic control at this location.

SIGNATURES

Report Author:

Frank Gross, C. Tech
Manager of Transportation and Waste Management Services

Departmental Approval:

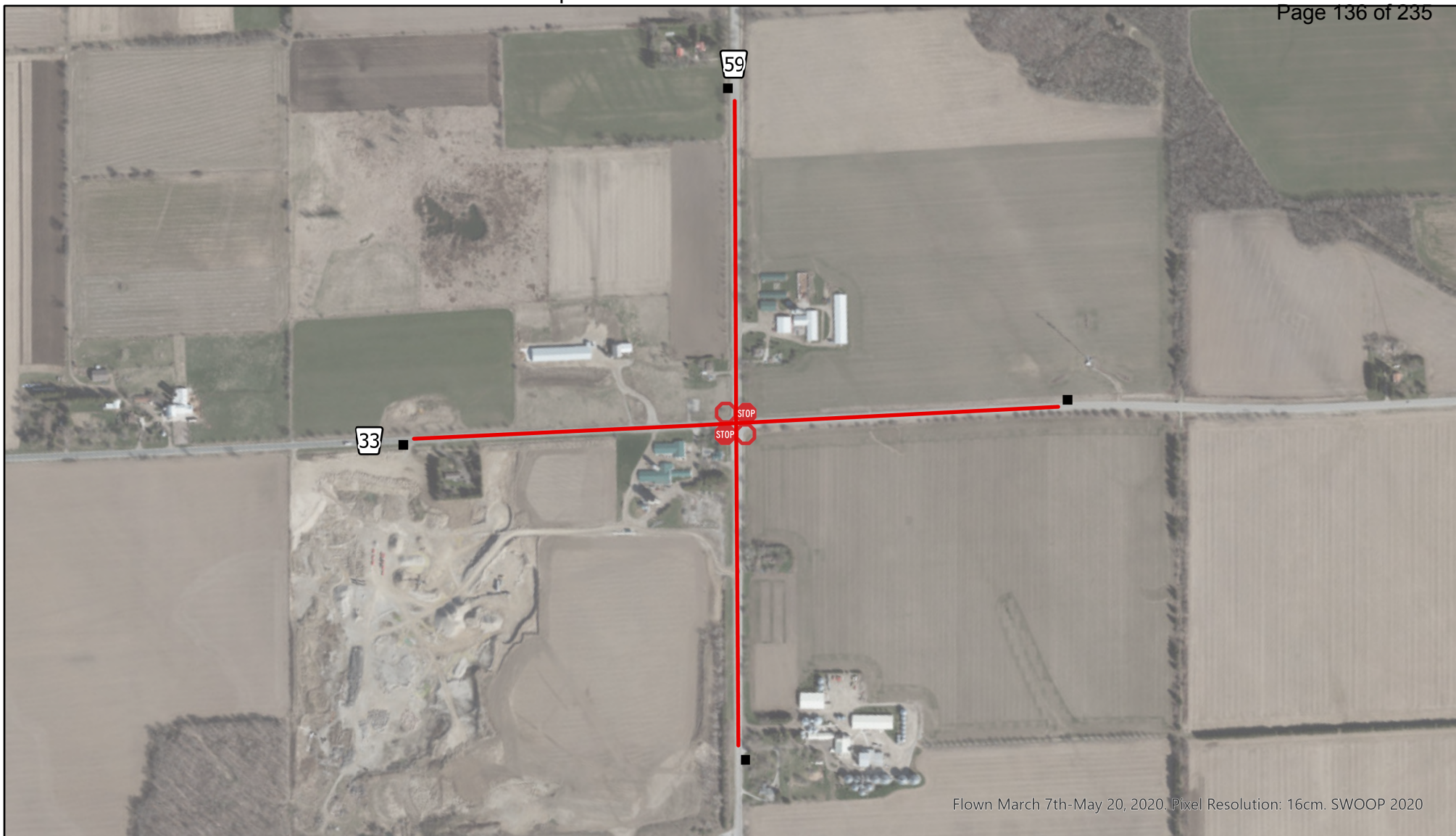
David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Benjamin R. Addley
Interim Chief Administrative Officer

ATTACHMENT

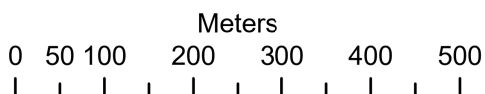
Attachment No. 1: Proposed Speed Reduction Map – OR 59/33



Intersection at Oxford Rd 59 & Oxford Rd 33 Proposed All-way Stop and Speed Reduction



- Proposed 60km/hr
- Electronic Speed Feedback Sign
- STOP Existing Stop Control
- Proposed Stop Control



To: Warden and Members of County Council

From: Director of Community Planning

Supplemental Report 2

Proposed Official Plan Amendment (OP 22-16-9)

Additional Residential Units in Rural Areas Post-Bill 23

RECOMMENDATIONS

1. That Oxford County Council approve Application No. OP 22-16-9, initiated by the County of Oxford, to amend the Official Plan to implement Additional Residential Unit policies for the rural areas of the County;
2. And further, that Council approve the attached Amendment No. 285 to the County of Oxford Official Plan;
3. And further, that the necessary by-law to approve Amendment No. 285 be raised.

REPORT HIGHLIGHTS

- On October 25, 2022, the Province initiated consultation on Bill 23, *More Homes Built Faster Act* (Bill 23), which received Royal Assent on November 28, 2022. The Bill includes changes to several pieces of provincial legislation (e.g. Planning Act and Development Charges Act) and included updates to Provincial direction with respect to 'additional residential units (ARUs)'.
- On October 26, 2022, County Council deferred their decision on the proposed Official Plan amendment (OPA) to implement policies for ARUs in the rural Townships in order to provide an opportunity to consider the impact of the Bill 23 changes on the proposed amendments, prior to final approval of the OPA. These legislative changes have since been reviewed and considered by Planning staff and the necessary revisions incorporated into the draft OPA that was previously considered by County Council.
- This report provides an overview of the OPA process to date and summarizes the minor revisions to the draft policies that are being proposed to address Bill 23. These changes are also reflected in the attached Official Plan Amendment which is being recommended for final approval by Council.

Report No: CP 2023-20
COMMUNITY PLANNING
Council Date: February 8, 2023

Implementation Points

The proposed amendments will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan. Further, once the Official Plan amendment has received County Council approval, each of the Township's will need to initiate updates to their Zoning By-laws, and consideration of any other local tools and/or measures deemed necessary or appropriate, to reflect and implement the new ARU policy direction.

Financial Impact

The approval of this amendment will have no financial impact beyond what has been approved in the current year's budget. However, it should be noted that the establishment of a substantial number of ARUs in a particular community could result in increased demand for municipal services and/or infrastructure without the ability by the County and/or Area Municipalities to collect Development Charges (DCs) to offset any of the costs, as such units are exempt from DCs under the Development Charges Act.

Communications







A Public Meeting under the Planning Act was held at County Council on September 14, 2022. The Notice of Public Meeting was advertised in local newspapers, posted on the County website and provided to agencies and stakeholders that were considered to have an interest in the proposal, as well as other persons and groups that had indicated interest in the proposed amendments in accordance with the Planning Act.

Further details regarding consultation with Township staff and Councils, County staff and the public is provided in [Report CP 2022-332](#) and below.

Supplementary communication of the proposed amendments and updates has been provided continuously by way of social media and a project-specific webpage on the County's Speak Up Oxford platform. No further consultation regarding the proposed revisions to the attached Official Plan Amendment has been undertaken, as the intent and details of the amendment have remained the same, with the exception of some minor revisions required to reflect the new mandatory requirements under the Planning Act.

If the proposed Official Plan amendment is approved by County Council, notice of the decision will be advertised in local newspapers in accordance with the requirements of the Planning Act, as well as provided directly to those persons, groups and agencies that have expressed interest in the matter. Notice will also be posted to the County website and Speak Up Oxford.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
		3.ii. 3.iii.	4.i. 4.ii.		

DISCUSSION

Background

On June 6, 2019, the Province passed the *More Homes, More Choice Act* (Bill 108), which required municipalities to enact Official Plan policies and Zoning provisions to allow for the establishment of 'additional residential units (ARUs)' in a single detached, semi-detached or row house dwelling and/or within a building or structure ancillary to such dwellings. In keeping with that Provincial direction, on January 26, 2022 (through [Report CP 2022-16](#)) County Council directed Planning staff to initiate an amendment to the County Official Plan with respect to permitting ARUs in the County's rural areas (i.e. the five townships).

Following extensive consultation, a report outlining proposed changes to the Official Plan policies and a summary of input received from Township Councils and staff, County staff, and the public was provided to County Council on September 14, 2022 ([Report CP 2022-332](#)). Further comments from Council and the public were provided at the Public Meeting under the Planning Act, held on September 14, 2022, and are described in supplemental report to Council on October 26, 2022 ([Report CP 2022-371](#)).

One day prior (i.e. October 25, 2022) to Council considering the above noted report and Official Plan Amendment, the Province released a draft of Bill 23, *More Homes Built Faster Act* for consultation. This Bill proposed a number of changes to the previous provincial direction on additional residential units (ARUs). Given these proposed legislative changes, County Council resolved to defer their decision on the updates to the rural ARU policies to provide an opportunity to assess the potential implications from Bill 23 and associated changes to O. Reg. 299/19, prior to finalizing the amendments.

Bill 23 subsequently received Royal Assent on November 28, 2022 and the amendments to the associated ARU regulations (O. Reg. 299/19) were enacted on December 22, 2022. The approved legislation has amended the provincial direction with respect to ARUs in several respects, which has necessitated the need for some minor revisions to the proposed draft policies. Planning staff have met with Township staff to discuss the ARU changes introduced through Bill 23. However, no further Council or public consultation on the revised amendments has been undertaken, as the overall policy intent and approach has remained essentially unchanged, with the exception of the minor revisions required to reflect the updated Planning Act requirements, as outlined in this report.

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Comments

The following commentary provides an overview of the legislative framework that applies to ARUs following the passing of Bill 23, as well as related land use planning and implementation considerations. A review of the policies of the Provincial Policy Statement and current Official Plan is provided in the report prepared prior to the Public Meeting on September 14, 2022 ([Report CP 2022-332](#)).

Bill 23 has repealed the previous Planning Act requirement for municipal official plans and zoning by-laws to contain policies and provisions that authorize the use of ARUs in a single detached, semi-detached or townhouse dwelling and/or in a structure ancillary to such dwelling. This requirement has been replaced by new provisions that do not allow any official plan or zoning by-law to have the effect of prohibiting the use of up to three residential units per lot on a 'parcel of urban residential land' in an existing or new single detached, semi-detached or townhouse dwelling (i.e. up to three units in the principal dwelling, or one unit in an ancillary structure and up to two units in the principal dwelling). A 'parcel of urban residential land' has been defined as a parcel of land that is within an area of settlement on which a residential use, other than an ancillary residential use, is permitted and that is served by municipal water and sewage services. Further, municipalities would not be able to require more than one parking space per unit or set a minimum floor area for units in a serviced settlement area.

Essentially the legislative changes would maintain the previous maximum of two additional residential units per lot (i.e. for a total of three units), but now allow for both of those additional units to be located within the principal dwelling (i.e. was previously limited to one in the principal dwelling and one in an ancillary structure) in a fully serviced settlement. There is also no longer a requirement for municipalities to enact policies and zoning to authorize the use of ARUs on lots outside of fully serviced settlements. This change creates some ambiguity as to whether an ARU in an ancillary residential structure on a farm would be permitted by current Provincial policy (i.e. only permits a residential use on a farm if required for the primary agricultural use). Therefore, as part of the County's comments on the current review of the Provincial Policy Statement, planning staff have requested that the Province clarify that ARUs may be permitted in an ancillary residential structure on a farm. It is currently expected this clarification will be provided through the proposed updates to the PPS, as such the previously proposed OP policies for the establishment of ARUs on a farm have been maintained in the current version of the amendment.

The Planning Act authorizes the Minister to make regulations regarding ARUs more broadly (i.e., not limited to ARUs on a 'parcel of urban residential land'). The regulations to establish requirements and standards for ARUs (O. Reg. 299/19) have been amended to reflect the amendments to the Planning Act, but the changes are limited to reflecting the new definitions of 'additional residential unit' and 'primary residential unit' (i.e., increased to up to three units in the principal dwelling – the primary residential unit and up to two ARUs). No new limitations and/or criteria for units have been introduced and the previous limitations regarding parking, ownership and construction date of the principal dwelling remain as follows:

- each residential unit shall have one parking space that is provided and maintained for the sole use of the occupant, unless alternative parking provisions exist in the zoning by-law;
- the provided parking space may be a tandem parking space;

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- an ARU may be occupied by any person regardless of whether the person is related to the person who occupies the primary residential unit and regardless of whether the person who occupies the primary or additional residential unit is the owner of the lot; and,
- an ARU is permitted regardless of the date of construction of the primary residential unit.

The Planning Act states that any regulations apply as though they are zoning provisions and prevail over the zoning by-law provisions. That said, it is planning staff's understanding that municipalities are still able to specify other reasonable development criteria, such as ensuring adequate servicing capacity and specifying maximum floor areas for such units, provided such criteria do not have the effect of prohibiting such units on a general basis in fully serviced settlement areas.

For Council's information, the Planning Act now prohibits appeal of official plan policies and zoning by-law provisions to permit ARUs in serviced settlements and within a principal dwelling in areas outside of serviced settlements. However, official plan policies and zoning by-law provisions to allow for the establishment of ARUs in ancillary buildings on lots outside of a fully serviced settlement area are now subject to appeal to the Ontario Land Tribunal (OLT), which they were not previously. Finally, all ARUs are now exempted from site plan control, development charges, and parkland dedication requirements.

Proposed Amendments to Official Plan Policies

The previously proposed draft Official Plan policies have been amended to reflect the following Bill 23 changes:

- requirement for each 'parcel of urban residential land' to have up to three units in a principal dwelling and remove any limitations on ARUs in fully serviced settlement areas that would 'prohibit' such units;
- recognize that site plan control is no longer an available tool; and
- clarify whether/how such units would continue to be permitted on lots with private services, both within and outside (i.e. rural residential and agricultural lots) settlements.

It is noted that permitting up to two ARUs 'as of right' in all fully serviced settlements could have significant impacts on servicing capacity, particularly for smaller rural systems, if there is substantial uptake on those permissions. As such, the proposed policies requiring confirmation of adequate servicing capacity have been maintained in the current draft to ensure this concern can be addressed.

The revised draft Official Plan Amendment (OPA 285) is included as Attachment 1 to this report and a 'tracked changes' version showing changes to the existing policies is also included as Attachment 2. The proposed amendments primarily pertain to Sections 4.2.2.1 (Growth Management - Rural Area) and 6.2 (Residential Uses in Rural Settlements), with some minor amendments to Sections 3.1 (Agricultural Area) and 6.3 (Commercial Uses in Rural Settlements). Minor housekeeping amendments to Section 10.3.9 (Temporary Use) are also proposed as part of this amendment to increase the maximum period a garden suite may be permitted from ten

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years to twenty years to be consistent with current Planning Act provisions and to improve the overall clarity of the garden suite policies.

The draft OPA attached to this report sets contains proposed changes to the existing agricultural policies in Section 3.1 of the Official Plan to incorporate the appropriate references to ARUs and the associated policies in Section 4.2.2.1. However, it is noted that comprehensive updates to Section 3.1 of the Official Plan (agricultural policies) were recently adopted by County Council through OPA 269 and forwarded to the Ministry of Municipal Affairs and Housing (MMAH) for final approval, but have not yet been approved by MMAH. As such, it is anticipated that future housekeeping amendments to the agricultural policies will need to be brought forward following approval of the agricultural policies by MMAH to ensure that they reflect the most up to date ARU terminology and references.

The general intent of the proposed amendments is to ensure consistency with the current Provincial direction on ARUs, while also establishing appropriate review criteria to inform and support the development of appropriate zoning provisions for each Township. The proposed approach will also allow for each Township to utilize other local implementation measures, such as licensing, servicing standards, and property standards, where deemed to be appropriate.

The proposed policy approach is generally described as follows:

- Specifically referencing the term ‘additional residential units’ in the updated policies, including replacement of various references to the term ‘converted dwellings’ throughout the rural sections of the Plan, where appropriate. A definition of ARU(s) was added to the Plan through the ARU amendment for the City of Woodstock, as follows:

Additional Residential Unit (ARU) means a separate, self-contained dwelling unit located within a single detached, semi-detached or street townhouse dwelling, or within a detached building ancillary to such dwelling, and which is located on the same lot as, and is clearly subordinate to, the principal dwelling.

- Requires (in fully serviced settlements) or allows (outside fully serviced settlements) each Township to establish appropriate zoning provisions to allow for ARUs in single detached, semi-detached and townhouse dwellings and/or in a structure ancillary to such dwellings, where they are satisfied the various development review criteria in the Official Plan can be met;
- The proposed Official Plan policies set out the maximum number of ARUs per lot depending on the type of residential uses and servicing levels. The Planning Act does not permit municipalities to prohibit the use of up to three residential units on a ‘parcel of urban residential land’ (i.e., residentially zoned lot in a fully serviced settlement). However, it is understood that reasonable criteria can still be established to protect public health and safety. Although the Planning Act no longer directs that municipalities must authorize the use of ARUs outside of fully serviced settlement areas, it was clear from previous consultation with Township staff, Councils and the public, that there is a desire to allow for ARUs outside of serviced settlements, where appropriate. Accordingly, the proposed draft OPA carries through the previously proposed policy direction in this regard, as follows:
 - up to two ARUs per lot (i.e. up to two ARUs units in the principal dwelling, or one ARU in an ancillary structure and one ARU in the principal dwelling) in a Serviced Village, subject to confirmation of available water and wastewater servicing capacity;

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- one ARU per lot in a principal dwelling or in an ancillary structure in other settlements (i.e. Rural Clusters and Villages without full municipal services); and,
 - up to two ARUs per lot (i.e. one in the principal dwelling and/or one in an ancillary structure) on an agricultural or rural residential lot. Agricultural lots that already contain more than one dwelling would still be limited to two ARUs in total. An ARU in an ancillary structure on a farm would be subject to approval by the Committee of Adjustment to ensure that the location of the unit and servicing are consistent with the applicable policies and allow for any necessary approval conditions to be applied.
- Criteria for all ARUs:
 - the ARUs shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area no greater than 50% of the gross floor area of the principal dwelling on the lot, to a maximum of 100 m² (1076 ft²) on a lot in a settlement (Serviced Village, Village or Rural Cluster) and 140 m² (1506 ft²) on a lot outside of a settlement (agricultural and rural residential lots), except that the entire basement or cellar of the principal dwelling may be used, where permitted by zoning.

Permitting greater gross floor area for ARUs outside of settlement areas is intended to provide additional size flexibility for such units on lots outside of settlements, given the generally larger lot sizes, fewer anticipated impacts to adjacent properties and municipal services, and the gross floor area currently permitted for garden suites (i.e. that may seek conversion to an ARU);

 - ARUs would not be permitted on a lot that already contains other accessory units/uses, including a boarding house, lodging house or group home, or a home occupation that is characterized by higher occupancy, including a bed and breakfast or a farm vacation rental. However, flexibility has been provided for the Townships to consider allowing ARUs in combination with garden suites or existing converted dwellings, provided the total number of additional dwelling units does not exceed the maximum permitted by the ARU policies;
 - centralized waste water and water supply and/or individual on-site water supply and sewage services are demonstrated to be adequate to serve the proposed use;
 - dwellings and lots are large enough to accommodate the ARU and provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas;
 - any new buildings, additions and/or exterior alterations/features will generally maintain the built form and character of the principal dwelling and surrounding area;
 - principal dwelling must have direct, individual vehicular access to a public street and all ARUs shall generally use the same driveway and parking area;
 - there is adequate access from the front lot line and parking area to each ARU for both occupant use and emergency response;
 - to the extent feasible, existing trees and other desirable vegetation are preserved;
 - land use compatibility concerns will not be created or intensified;

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- potential impacts on environmental and/or heritage resources and any environmental constraints or land use compatibility issues can be satisfactorily addressed; and,
- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.
- Additional criteria for ARUs in a detached ancillary structure:
 - minimum lot area of 0.6 ha (1.48 ac) for lots without municipal wastewater services;

Note: There were questions from Council with respect to the need for this policy, given that private services are largely regulated by the Ontario Building Code (OBC). That said, it is Planning staff's understanding is that the OBC requirements do not take into consideration matters such as the potential cumulative impacts from multiple septic systems in a particular area and certain other context related considerations. Therefore, the minimum lot area requirement (which was established in consultation with local building officials) has been retained in the current draft policies to provide a reasonable minimum standard until such time as more detailed study is undertaken in that regard. Some site specific flexibility in the minimum lot area requirement could potentially be considered through a zone change or minor variance process, if supported by appropriate technical studies (i.e. hydrogeological study) and information.

- except on an agricultural lot, the ancillary structure must be located in the rear or interior side yard;
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity areas will allow for privacy for occupants of the ARU, principal dwelling and abutting residential properties and minimize visual impacts on adjacent residential uses; and,
- proposals outside of settlement areas must meet, or not further reduce, Minimum Distance Separation (MDS I) requirements;
- On a farm, the ancillary structure must be located within the established residential area on the lot (i.e. the area comprising the principal dwelling and accessory residential structures, driveway, outdoor amenity areas and individual on-site services). An ARU in a new ancillary building shall be located a maximum distance of 30 m (98 ft) from the principal dwelling and should share the individual on-site water supply and sewage services and utility services with the principal dwelling, where possible. The cumulative area of the lot utilized for residential purposes shall be minimized to the extent feasible and not exceed 0.8 ha (2 ac). Further, the location of the additional residential unit and/or new services shall not result in the removal of agricultural land from production and/or negatively impact the function of the farm or an adjacent farm;
- Zoning provisions for ARUs are to be implemented through a comprehensive Township initiated amendment to the Zoning by-law, except where otherwise specifically noted in the policies (i.e. where a zone change or minor variance process is required to confirm adequacy of servicing or address other review criteria). Other privately initiated amendments to the Zoning by-law provisions to permit an ARU will not generally be permitted;

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- An ARU cannot be severed from the lot containing the principal dwelling and, where a surplus dwelling is proposed to be severed as a result of farm consolidation, any ARU must remain with the surplus dwelling; and,
- Area municipalities may use other tools and measures to assist with tracking and regulating ARUs including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

Through the development of Official Plan policies, Planning staff also developed a discussion draft of the associated zoning provisions to illustrate how the policies could potentially be implemented locally and serve as a starting template for the necessary updates to the Township Zoning By-Laws. Through the local discussions on these draft provisions it was noted that many of the ARU policies related to compatibility with adjacent land uses could potentially be addressed by retaining or slightly amending the existing zoning provisions that apply to residential development, such as maximum lot coverage, minimum yards and setbacks, and maximum height and lot coverage for accessory structures.

The changes to the Planning Act through Bill 23 have now eliminated the ability for municipalities to use site plan control for residential development of 10 units or less. Therefore, additional zoning provisions regarding building form, setbacks, locations of windows and doors, and screening of entrances, parking and amenity areas may need to be considered to ensure compatibility of ARUs with adjacent land uses. However, given that such zoning provisions would apply broadly to ARUs rather than on a site by site basis, they may not be appropriate for all sites and could potentially increase the need for minor variances from such provisions. As such, the Townships may also wish to consider the need for other tools, such as licensing, registration and/or development standards/agreements to regulate the establishment of such units.

Outside of fully serviced settlements a site specific zoning amendment process, or approval by the Committee of Adjustment, may continue to be appropriate to ensure that matters such as servicing capacity are appropriately addressed. For Council's information, minor variances, and zoning amendments to permit ARUs within a principal dwelling outside of a fully serviced settlement, are not currently subject to third party appeals to the OLT. Therefore, if the Townships determine, through the development of comprehensive zoning by-law provisions, that a planning process is still a desirable alternative to permitting ARUs 'as of right', applicants would not generally be at risk of a third party appeal (i.e. from an opposing neighbour).

For the establishment of ARUs on lots located outside of a settlement area (i.e. in the prime agricultural area) there are additional Provincial and Official Plan policy requirements that must be taken into consideration. In particular, the need to ensure that the establishment of such units will not hinder or negatively impact agricultural operations; that prime agricultural areas are protected for long term agriculture; and that Minimum Distance Separation Formulae can be met. Accordingly, approval from the Committee of Adjustment for ARUs in ancillary structures on farms has been included in the draft policies as a process for Townships to review individual applications.

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Conclusions

Planning staff are of the opinion that the draft Official Plan Amendment 285 attached to this report as Attachment 1, provides a reasonable, effective and flexible approach for the implementation of ARUs within the rural areas of the County, having regard for matters of provincial interest and is consistent with Provincial legislation and policy, while also reflecting the interests of the County and the Townships. Planning staff are recommending that County Council approve the attached Official Plan Amendment 285 to provide the policy basis for ARUs within the rural areas of the County.

Once the proposed ARU policy amendments are approved by County Council, each of the Townships will be in a position to proceed with amendments to their respective Zoning By-Laws as required by the Planning Act and the proposed Official Plan policies. Further, each Township may also choose to consider various other local tools, such as registration or licensing, that may be deemed necessary or appropriate to provide the desired local direction and requirements for the establishment of ARUs. Planning staff will continue to assist the rural Townships with development of Zoning By-law provisions and other tools, as necessary, as well as facilitating further agency and public consultation.

SIGNATURES

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Original Signed By
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 Development Planner - Policy

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Departmental Approval:

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Approved for submission:

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ATTACHMENTS

Attachment 1 - OPA 285

Attachment 2 - Tracked Changes Version of Amendment

AMENDMENT NUMBER 285
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following Plan attached hereto as explanatory text, constitutes
Amendment Number 285 to the County of Oxford Official Plan.

THE COUNTY OF OXFORD

BY-LAW NO. **6506-2023**

BEING a By-Law to adopt Amendment Number 285 to the County of Oxford Official Plan.

WHEREAS, the County of Oxford has held a public meeting, and has recommended Amendment Number 285 to the County of Oxford Official Plan for adoption, and,

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

1. That Amendment Number 285 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 8th day of February, 2023.

READ a third time and finally passed this 8th day of February, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to update Sections 3.1 (Agricultural Area), 4.2.2.1 (Growth Management – Rural Area), 6.2 (Residential Uses in Rural Settlements), 6.3 (Commercial Uses in Rural Settlements) and 10.3.9 (Temporary Use), as contained in the County Official Plan, to implement policies regarding Additional Residential Units (ARUs) in the Rural Townships and update certain policies with respect to the garden suites.

2.0 LOCATION OF LANDS AFFECTED

The policy amendments regarding Additional Residential Units generally apply to all the lands within the County's five Townships, as shown on Schedules 'B-1', 'E-1', 'N-1', 'S-1', and 'Z-1' of the Official Plan, with the exception of the updates to Chapter 10 pertaining to temporary garden suites, which apply to all lands within the County.

3.0 BASIS FOR THE AMENDMENT

Bill 23, *More Homes Built Faster Act* received Royal Assent on November 28, 2022 and made various amendments to the *Planning Act* and the *Development Charges Act* intended to increase the availability and affordability of housing. One of the amendments to the *Planning Act* requires municipal Official Plans to contain policies that permit the use of up to three residential units on a residential lot within a settlement with both municipal drinking water and wastewater disposal services and any policies that have the effect of prohibiting such units have no effect. The units may be in the form of three units within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling or two units within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling and one unit in an ancillary building.

The *Planning Act* does not direct municipalities to permit additional residential units in areas without municipal services. However, the *Planning Act* does authorize the Minister to issue regulations to establish requirements and standards for units and provide some protection from appeals for Official Plan policies and Zoning By-law provisions to permit such units in a principal dwelling, but not those to allow such units in an ancillary structure.

This Official Plan amendment introduces enabling policies that are intended to reflect and implement the current Provincial direction on Additional Residential Units (ARUs) for the rural areas of the County (i.e. the five Townships), while also establishing comprehensive review criteria to inform and support the establishment of appropriate zoning provisions and, where deemed appropriate, other local implementation measures for such units in those areas. Council is satisfied that the policies contained in this amendment provide the necessary support and direction for each of the Townships to establish specific local direction with respect to where ARUs will be permitted, and what standards will apply, primarily by establishing appropriate zoning provisions for such units through a comprehensive, Township-initiated Zoning By-law amendment.

Related updates to Chapter 10 comprise minor amendments to reflect amended *Planning Act* provisions with respect to garden suites. The amendments are to

clarify wording and amend the amount of time that a temporary garden suite is permitted to remain from 10 years to 20 years. The amendments would enable area municipalities to amend their zoning provisions with respect to garden suites, as deemed appropriate.

The policy amendments regarding ARUs generally apply to all the lands within the County's five Townships, as shown on Schedules 'B-1', 'E-1', 'N-1', 'S-1', and 'Z-1' of the Official Plan, with the exception of the updates to Chapter 10 pertaining to temporary garden suites, which apply to all lands within the County.

4.0 DETAILS OF THE AMENDMENT

4.1 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by replacing all references to 'converted dwelling' in Section 3.1 with the term 'additional residential unit'

4.2 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by deleting the second paragraph corresponding with the side bar title POLICIES in subsection 3.1.4.5 Policies for Farm Residential Uses and replacing it with the following:

Notwithstanding this policy, *additional residential units* and *garden suites* are also permitted in the Agricultural Reserve designation subject to the policies of Sections 4.2.2.1 and 10.3.9 respectively.

4.3 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by deleting the paragraph with the side bar title CRITERIA FOR ADDITIONAL ON-FARM RESIDENCES in subsection 3.1.4.5 Policies for Farm Residential Uses and replacing it with the following:

Additional dwelling units may be permitted on an agricultural lot in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings, including bunkhouses, through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this Section. Preference will be given to temporary dwellings.

4.4 That Chapter 4 – GROWTH MANAGEMENT POLICIES, Section 4.2 - Policies, as amended, is hereby amended by deleting the entirety of paragraphs starting at and including the side bar title RESIDENTIAL CONVERSIONS IN RURAL AREAS and ending before side bar title GARDEN SUITES in subsection 4.2.2.1 – Rural Area and replacing them with the following paragraphs and side bar titles:

ADDITIONAL
RESIDENTIAL
UNITS (ARUs)

In the Agricultural Reserve designation, *additional residential units* (ARUs) are permitted within a single detached dwelling and/or in a structure ancillary to such dwelling, provided that they are located on a lot zoned for agricultural or rural residential uses that permits a dwelling, and are in accordance with the policies of this subsection. Further, a maximum of two *additional residential units* shall be permitted per *farm unit*, two in a principle dwelling, or one in a principal dwelling and/or one in a structure ancillary to that dwelling.

In the Open Space and Future Urban Growth designations *additional residential units* shall only be permitted within an existing dwelling and in accordance with the applicable policies of this subsection.

Policies for *additional residential units* in Rural Cluster, Village and Serviced Village designations are contained in Section 6.2.2.2.

POLICIES FOR ALL
ADDITIONAL
RESIDENTIAL
UNITS OUTSIDE OF
A SETTLEMENT

The Area Municipal Zoning By-law shall identify the areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units, in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling, to a maximum of 140 m² (1506 ft²), except that Area Municipal zoning by-law provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* shall not generally be permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast, a farm vacation rental, or other similar use;

- an *additional residential unit* within the principal dwelling may be permitted on the same lot as a *garden suite*, through a site specific zone change or minor variance, where the applicable policies of this section are met;
- *individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and Quantity and 5.5, County Servicing Policy;
- the existing principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and exterior character of the principal dwelling;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall use the same driveway as the principal dwelling;
- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- land use compatibility concerns (e.g., due to proximity to industrial areas or *major facilities*) will not be created or intensified;
- the location of *additional residential units* and related services and outdoor amenity areas shall comply with all other applicable policies of the Plan including, but not limited to: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,

- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN
ANCILLARY
STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in a detached ancillary structure:

- the lot must be a minimum of 0.6 ha (1.48 ac) in area;
- on a rural residential lot, the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties; and,
- an *additional residential unit* will satisfy MDS I, or not further reduce an existing insufficient MDS I setback.

ADDITIONAL
CRITERIA FOR
ADDITIONAL
RESIDENTIAL
UNITS IN AN
ANCILLARY
STRUCTURE ON AN
AGRICULTURAL
LOT

In addition to above policies, the following shall apply to the establishment of an *additional residential unit* in a detached ancillary structure on an agricultural lot:

- shall only be permitted through a minor variance granted by the Area Municipal Committee of Adjustment, to ensure all applicable policy criteria, zoning provisions and any local standards and requirements will be adequately addressed (i.e. through the review and conditions of approval);

- the *additional residential unit* should share *individual on-site water supply and sewage services* and utility services with the principal dwelling, where possible;
- the ancillary structure must be located within the established residential area on the agricultural lot (i.e. the area comprising the principal dwelling and accessory residential structures, driveway, outdoor amenity areas and individual on-site services);
- an *additional residential unit* in a new ancillary building shall be located a maximum distance of 30 m (98 ft) from the principal dwelling; and
- the cumulative area of the lot utilized for residential purposes shall be minimized to the extent feasible to a maximum of 0.8 ha (2 ac) and the location of the *additional residential unit* and/or related services and outdoor amenity areas shall minimize the loss of tillable agricultural land and potential impacts on the farm operation and adjacent farms.

ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted, except where the need for a site specific zone change or minor variance process is specifically identified by the policies of this Section or by the Area Municipal Zoning By-law provisions.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

SURPLUS DWELLING SEVERANCES

Where a dwelling is proposed to be severed from an agricultural lot as a surplus farm dwelling, in accordance with the policies of 3.1.5.4.2, any associated *additional residential unit(s)* and related services shall be fully contained on the proposed lot with the surplus farm dwelling.

OTHER TOOLS AND
MEASURES

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, and property standards by-laws, etc..

- 4.5 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entirety of the second paragraph in subsection 6.2.2. – *Low Density Residential Areas* with the side bar title PERMITTED USES and replacing it with the following:

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplex and triplex dwellings, *additional residential units*, converted dwellings, and street townhouses. Notwithstanding this policy, in the Rural Cluster and Village designations, residential *development* involving more than two units per lot is not permitted.

- 4.6 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the word ‘consistent’ in the first bullet point of subsection 6.2.2.1.1 - Street Oriented Infill and replacing it with the word ‘compatible’, so that the first bullet of the subsection shall read as follows:

- the proposal is compatible with the street frontage, setbacks, lot area and spacing of existing *development* within the immediate residential area;

- 4.7 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire subsection 6.2.2.1.2 - Backyard Infill, and replacing it with the following:

Backyard infill *development* may involve new residential *development* behind an existing building facing a street, on a vacant lot with minimal street frontage (e.g. flag shaped lots), or on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision.

Backyard infill may involve *development* on existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Sections 6.2.2.2 and 10.3.9, respectively.

When considering proposals for backyard infilling, the County Land Division Committee and the Area Municipal Council will be guided by the following policies, as well as the policies of Section 6.2.2.1.4:

- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that impact on light, view and privacy of adjacent backyards is minimal;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area; and,
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage.

- 4.8 That Chapter 6 – RURAL SETTLEMENT Land Use Policies, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire subsection 6.2.2.1.3 – Infill Subdivisions, and replacing it with the following:

In addition to the policies of Section 6.2.2.1.4 and 10.3.3, where *infill development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision, the Area Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- any new residential lots with direct exposure to an established residential street will be consistent with the size of lots within the immediate area and new residential *development* will maintain setbacks and spacing between dwellings consistent with the established built pattern;
- measures will be incorporated into the subdivision design to buffer and screen existing residential uses from the new *development*; and,
- stormwater run-off from the proposal will be adequately controlled in accordance with the stormwater management policies of Section 3.2.7.2.1 and will not *negatively affect* adjacent properties.

- 4.9 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the introductory sentence before the bullet points of subsection 6.2.2.1.4 – All Infill Proposals, and replacing it with the following:

In addition to the specific infill policies of this Section, the following policies will apply to all infill proposals:

- 4.10 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire existing Section 6.2.2.2 – Converted Dwellings, and replacing it with the following:

6.2.2.2 Additional Residential Units and Converted Dwellings

6.2.2.2.1 Additional Residential Units

ADDITIONAL RESIDENTIAL UNITS (ARUs)

The development of *additional residential units* (ARUs) within Rural Cluster, Village and Serviced Village designations shall be encouraged, where appropriate, with the objective of increasing the range and availability of *housing options* while maintaining the residential character of the settlement areas, avoiding off-site impacts and ensuring that appropriate water and wastewater services are provided.

ADDITIONAL RESIDENTIAL UNITS IN RURAL CLUSTERS AND VILLAGES

In Rural Cluster and Village designations, an *additional residential unit* may be permitted in a principal dwelling or in a structure ancillary to such dwelling, to a maximum of two dwelling units per lot, in accordance with the policies of this subsection.

ADDITIONAL RESIDENTIAL UNITS IN SERVICED VILLAGES

In Serviced Village designations, *additional residential units* are permitted in a principal dwelling, and/or in a structure ancillary to such dwelling, to a maximum of three dwelling units per lot, where sufficient *centralized waste water and water supply* capacity exists and in accordance with the policies of this subsection.

POLICIES FOR ALL ADDITIONAL RESIDENTIAL UNITS

In Rural Cluster, Village and Serviced Village designations, Area Municipal Zoning By-laws shall identify the areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area no greater than 50% of the gross floor area of the principal dwelling on the lot, to a maximum of 100 m² (1076 ft²), except that Area Municipal zoning by-law provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* are not permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, a boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast or other similar use;
- an *additional residential unit* within the principal dwelling may be permitted on the same lot as a *garden suite*, through a site specific zone change or minor variance, where the applicable policies of this section are met;
- *centralized waste water and water supply and/or individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and 5.5, County Servicing Policy;
- the existing principal dwelling and lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas without detracting from the visual character of the lot or area;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and exterior character of the principal dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall generally use the same driveway and parking area as the principal dwelling;

- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns (e.g., due to proximity to industrial areas or on *major facilities*) will not be created or intensified;
- the location of the proposed *additional residential unit* and related services and outdoor amenity areas shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,
- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN
ANCILLARY
STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in an detached ancillary structure:

- the minimum lot size for a lot with *individual on-site sewage services* is 0.6 ha (1.48 ac);
- the ancillary structure must be located in a rear or interior side yard; and,
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential properties.

ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted except where a site specific zone change or minor variance process is specifically required by the Area Municipal Zoning By-law provisions.

**AVAILABILITY OF
MUNICIPAL
SERVICES**

Additional residential units within a settlement serviced by *centralized waste water and/or water supply* shall be required to connect to all available services, and shall only be permitted where adequate capacity has been confirmed by the County and all applicable connection requirements can be met.

Area Municipal Zoning By-laws shall prohibit the development of *additional residential units* in settlements and/or areas where the County has determined that the existing and/or planned servicing capacity is not adequate to support such development.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

**OTHER TOOLS AND
MEASURES**

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, and property standards by-laws.

**CONVERTED
DWELLINGS****6.2.2.2.2 Converted Dwellings**

Notwithstanding the maximum *net residential density* for an individual *development* in a Low Density Residential area within the Serviced Village designation, the Area Municipality may zone areas to permit the conversion of a principal dwelling into more than three dwelling units in accordance with the following criteria:

CRITERIA MORE
THAN THREE UNITS

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- existing dwellings are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

NO FURTHER
CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-Law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-Law may also limit the extent of structural additions or changes that would be permitted.

- 4.11 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.3 – Commercial Uses in the Rural Settlements, as amended, is hereby amended by adding the words ‘additional residential units’ in the third paragraph of subsection 6.3.1.1 – Village Core, so that the third paragraph of the subsection shall read as follows:

Residential dwelling units including Low and Medium Density residential *development*, accessory dwelling units within a non-residential use, bed and breakfast establishments, *additional residential units*, converted dwellings, social housing and special needs housing are also permitted in the Village Core where adequate servicing levels exist.

- 4.12 That Chapter 10 – IMPLEMENTATION MEASURES, Section 10.3 – Implementation Tools, as amended, is hereby amended by deleting the last sentence in the first paragraph of subsection 10.3.9 – Temporary Use that reads “*Garden suites* may be permitted up to a maximum of ten years, subject to re-application at 3-year intervals thereafter”.
- 4.13 That Chapter 10 – IMPLEMENTATION MEASURES, Section 10.3 – Implementation Tools, as amended, is hereby amended by deleting the entirety of paragraphs starting at and including side bar title GARDEN

SUITES and ending before side bar title COMPATIBILITY in subsection 10.3.9 – Temporary Use and replacing them with the following paragraphs and side bar titles:

GARDEN SUITES	<p>Area Municipalities may permit a <i>garden suite</i> on a <i>farm unit</i> or on a non-farm rural residential lot in the Agricultural Reserve, Open Space or Future Urban Growth designations, on a residential lot in the Rural Cluster or Village designations, or in Low Density Residential designations in Serviced Villages and Large Urban Centres.</p>
OCCUPANTS	<p><i>Garden Suites</i> are intended to provide temporary housing for specified occupant(s), which shall be limited to:</p> <ul style="list-style-type: none"> • the parents or grandparents of a property owner or their spouse, or the child or grandchild of the property owner; or • a property owner provided that the principal dwelling is occupied by their parents, grandparents, child or grandchild.
ZONING AMENDMENT REQUIRED	<p>Prior to permitting the construction of a <i>garden suite</i>, an amendment to the Zoning By-Law under Section 39 of the Planning Act, which relates to temporary use by-laws, will be required. The temporary use by-law may remain in effect for a maximum of 20 years. Extension(s) may be granted by the Area Municipality for up to three-years, subject to re-application and approval of an amendment to the Zoning By-law. The zoning amendment must satisfy the following criteria:</p>
SERVICING	<p>The <i>garden suite</i> should generally use the existing sanitary sewage disposal, water supply and electrical services of the principal dwelling existing on the lot where the <i>garden suite</i> is proposed to be located. Prior to the zoning amendment, approvals shall be obtained from the authorities responsible for the various services to ensure that the existing servicing systems are adequate for shared use. In situations where the approval authority indicates that one or more of the services are not adequate for shared use, separate services will be required, provided these services can be accommodated on the subject property to the satisfaction of the approval authority.</p> <p>In the rural areas, Rural Clusters and Villages, it must be demonstrated <i>individual on-site water supply and sewage services</i> are adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3,</p>

Water Quality and Quantity and 5.5, County Servicing Policy;

5.0 IMPLEMENTATION

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

6.0 INTERPRETATION

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

County of Oxford Official Plan

Excerpt from Section 3.1 Agricultural Land Resource

3.1.4.4.5.3 Part Lot 21, Concession 5 (North Dorchester) Township of Zorra (Banner)

LOCATION

The lands to which this subsection applies comprise approximately 20.5 ha (51.8 ac) with frontage on Road 60 and are described as Part Lot 21, Concession 5 (North Dorchester), Township of Zorra. The lands are located on the south side of Road 60, between 15th Line and 17th Line (Oxford Road 45), and are municipally known as 602814 Road 60.

POLICIES

Notwithstanding Section 3.1.4.4.1 or any other relevant policies of the Official Plan, approximately 20 ha (50.7 ac) of vacant agricultural land may be severed from the subject property by means of a consent approved by the County Land Division Committee provided that the lands are consolidated with the adjacent property to the immediate west. The Area Municipal Council may rezone the lot to be retained to recognize the lot as a non-farm rural residential parcel."

AMENDMENT No. 247

3.1.4.5 Policies for Farm Residential Uses

OBJECTIVES

These policies apply to proposals for on-farm dwellings accessory to the farming operation.

To permit the *development* of on-farm dwellings required to support the farm activity.

To ensure that new dwellings will be established only for people associated with the farm activity.

To ensure that farm dwellings are not permitted to be severed from the *farm unit*, except through farm consolidation in accordance with the policies of Section 3.1.4.5.2.

POLICIES

RESIDENCES ONLY
ACCESSORY TO
THE FARM

Within the Agricultural Reserve designation, residential uses on the *farm unit* will be accessory to farming operations and shall be permitted only as part of the farm. Area Zoning By-Laws may prohibit the establishment of accessory residential uses to lots having frontage on a public road, maintained year round at a reasonable level of construction.

AMENDMENT No. 27

Notwithstanding this policy, [additional residential units and garden suites](#) are also permitted in the Agricultural Reserve designation subject to the policies of Sections [4.2.2.1](#) and [10.3.9](#) [respectively](#).

County of Oxford Official Plan

CRITERIA FOR ADDITIONAL ON- FARM RESIDENCES

Additional dwelling units may be permitted on the *farm unit* in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings, including bunkhouses, ~~or converted dwellings~~ through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this subsection. ~~A converted dwelling shall be a permitted use in the implementing zone category.~~ Preference will be given to temporary dwellings.

3.1.4.5.1 Development Criteria for Farm Residential Uses

Applications for additional dwelling units shall, in the opinion of the Area Council, satisfy the following criteria:

- the type of the farm warrants the need for an additional dwelling unit in terms of requiring close proximity for farm personnel for the farm operations;
- the size and scale of the *farm unit* in terms of land area and livestock or poultry currently warrants the need for an additional dwelling unit;
- the size of the farm parcel is in keeping with the policies of Section 3.1 of the Official Plan and the provisions of the Zoning By-Law of the Area Municipality; and
- the number of existing farm-related dwellings already on the *farm unit* cannot adequately serve the needs of the farm operation.
- the principal farm dwelling unit is occupied by the farmer, a retired farmer or hired help or family members directly involved with the farming activity;
- the additional dwelling unit is demonstrated to be necessary for hired help or family members directly involved with the farming activity or is required for farm retirees;
- an adequate supply of water and sanitary waste disposal system are provided to the satisfaction of the Oxford County Board of Health; and
- the location of the proposed additional farm dwelling is in conformity with the policies of Section 3.2, Environmental Resource Policies.

AMENDMENT No. 27

County of Oxford Official Plan

REQUIREMENTS FOR PERMANENT DWELLINGS

Where the proposed additional farm dwelling is intended to be a permanent dwelling unit, the new dwelling will generally be located in close proximity to the existing dwelling and farm buildings and will be encouraged to use the existing driveway for access except in instances where farm safety issues would be better addressed by a separate access. Permanent dwellings will satisfy the *Minimum Distance Separation Formula I*.

REQUIREMENTS FOR TEMPORARY DWELLINGS

Where the proposed additional farm dwelling is intended to be a temporary dwelling such as a mobile dwelling unit or a modular dwelling unit, the Committee of Adjustment of the Area Municipality shall require the applicant to enter into an agreement with the municipality to address issues such as installation, maintenance, removal, period of occupancy and other matters deemed appropriate to ensure the dwelling is farming related and temporary in nature.

Temporary dwellings must satisfy the requirements of *Minimum Distance Separation Formula I* (MDS I) or not further reduce an existing insufficient setback relative to MDS I.

3.1.4.5.2 Surplus Farm Residences

On-farm dwellings are to be considered as part of the *farm unit* and consent to sever any surplus farm dwellings will not be permitted by the Oxford County Land Division Committee, unless the proposal involves a farm consolidation in accordance with the policies of Section 3.1.4.4.1 and complies with the policies of Section 3.1.5.4.2.

EXCEPTION

Notwithstanding the above policy, a surplus second or additional farm dwelling may be severed from the farm where such dwelling is located within a designated *settlement* as shown on Schedule C-3, Settlement Strategy Plan, and satisfies the policies for residential *development* in the *settlement* area.

3.1.4.6 ***Agricultural Commercial and Agricultural Industrial Uses***

OBJECTIVES

RELATED TO THE FARM OPERATION

To ensure that agricultural commercial or agricultural industrial uses are related to the farm operation and are required in close proximity to the farm operation.

MINIMIZE LAND AREA

To minimize the amount of prime agricultural land which is converted to agricultural commercial and agricultural industrial uses.

County of Oxford Official Plan

Excerpt from Section 4.2 Growth Management Policies

4.2.2 Growth Strategy

INTRODUCTION

Lands which have been designated for *settlement* and employment purposes in accordance with the policies of this Chapter and Chapters 6 through 9, Land Use Policies, are anticipated to be adequate to meet growth expectations for the planning period and include a margin of surplus to provide for effective market operation and competition. In addition, lands have been designated to identify areas where long term urban level *development* is feasible.

The policies of this Plan have been structured to provide opportunities for environmentally responsible growth which protects and prevents conflicts with the County's natural resources in all Area Municipalities. Consequently, different levels of growth are planned for the following areas:

- Rural Clusters
- Villages without *centralized waste water and water supply facilities*
- Serviced Villages
- Large Urban Settlements
- Future Urban Growth Areas

Schedule C-3, Settlement Strategy Plan, identifies these areas.

4.2.2.1 Rural Area

Growth outside of the *Settlements* designated on Schedule C-3 will be in accordance with the following policies:

NON-FARM RELATED DEVELOPMENT

Residential and employment growth which is not related to agriculture is directed to established Rural Clusters and designated villages as set out on Schedule C-3, Settlement Strategy Plan. Non-farm uses proposed outside of these areas will comply with the policies of Section 3.1.5.4.

County of Oxford Official Plan

ADDITIONAL RESIDENTIAL UNITS (ARUs)

In the Agricultural Reserve designation, *additional residential units* (ARUs) are permitted within a single detached dwelling and/or in a structure ancillary to such dwelling, provided that they are located on a lot zoned for agricultural or rural residential uses that permits a dwelling, and are in accordance with the policies of this subsection. Further, a maximum of two *additional residential units* shall be permitted per *farm unit*, two in a principal dwelling, or one in a principal dwelling and/or one in a structure ancillary to that dwelling.

In the Open Space and Future Urban Growth designations *additional residential units* shall only be permitted within an existing dwelling and in accordance with the applicable policies of this subsection.

Policies for *additional residential units* in Rural Cluster, Village and Serviced Village designations are contained in Section 6.2.2.2.

POLICIES FOR ALL ADDITIONAL RESIDENTIAL UNITS OUTSIDE OF A SETTLEMENT

The Area Municipal Zoning By-law shall identify the areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units, in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling, to a maximum of 140 m² (1506 ft²), except that Area Municipal zoning provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* are not permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, a boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast, a farm vacation rental, or other similar use;
- an *additional residential unit* within the principal dwelling may be permitted on the same property as a *garden suite*, through a site specific zone change or minor variance, where all other policies of this section are met;
- *individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and Quantity and 5.5, County Servicing Policy;

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- the existing principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and exterior character of the principal dwelling;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall use the same driveway and parking area as the principal dwelling;
- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- land use compatibility concerns (e.g., due to proximity to industrial areas or *major facilities*) will not be created or intensified;
- the location of *additional residential units* and related services and amenities shall comply with all other applicable policies including, but not limited to: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,
- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

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ADDITIONAL RESIDENTIAL UNITS IN ANCILLARY STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in a detached ancillary structure:

- the minimum lot size is 0.6 ha (1.48 ac);
- on a rural residential lot, the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential uses; and,
- an *additional residential unit* will satisfy *MDS I*, or not further reduce an existing insufficient *MDS I* setback.

ADDITIONAL CRITERIA FOR ADDITIONAL RESIDENTIAL UNITS IN AN ANCILLARY STRUCTURE ON AN AGRICULTURAL LOT

In addition to above policies, the following shall apply to the establishment of an *additional residential unit* in a detached ancillary structure on an agricultural lot:

- shall only be permitted through a minor variance granted by the Area Municipal Committee of Adjustment, to ensure all applicable policy criteria, zoning provisions and any local standards and requirements will be adequately addressed (i.e., through the review and conditions of approval);
- the *additional residential unit* should share *individual on-site water supply and sewage services* and utility services with the principal dwelling, where possible;
- the ancillary structure must be located within the established residential area on the agricultural lot (i.e. the area comprising the principal dwelling and accessory residential structures, driveway, outdoor amenity areas and individual on-site services);
- an *additional residential unit* in a new ancillary building shall be located a maximum distance of 30 m (98 ft) from the principal dwelling; and,
- the cumulative area of the lot utilized for residential purposes shall be minimized to the extent feasible to a maximum of 0.8 ha (2 ac) and the location of the *additional residential unit* and/or related services and outdoor amenity areas shall minimize the loss of tillable agricultural land and potential impacts on the farm operation and adjacent farms.

County of Oxford Official Plan

ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted except where a site specific zone change or minor variance process is specifically required by the policies of this Section or by the Area Municipal Zoning By-law provisions.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

SURPLUS DWELLING SEVERANCES

Where a dwelling is proposed to be severed from an agricultural lot as a surplus farm dwelling, in accordance with the policies of 3.1.5.4.2, any associated *additional residential unit(s)* and related services shall be fully contained on the proposed lot with the surplus farm dwelling.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

RESIDENTIAL CONVERSIONS IN RURAL AREAS

Converted dwellings are permitted to a maximum of two units per dwelling on a *farm unit* or on a non-farm lot in the Agricultural Reserve, Open Space, and Future Urban Growth designations. The Area Council may zone an area or property to permit the conversion of dwellings for two dwelling units in accordance with the following criteria:

AMENDMENT NO. 27

CRITERIA FOR 2 UNITS

- private water and on-site sewage facilities are determined to be adequate in accordance with the requirements of the County and the Board of Health and the policies contained in Section 3.2, relating to water quality, as appropriate;
- the proposal is compatible with surrounding land uses and is able to satisfy the *Minimum Distance Separation Formula 1* from adjacent livestock operations;
- the lot size is sufficient to accommodate the required off-street parking without detracting from the visual character of the area;

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- existing dwellings are generally of a size sufficient to accommodate the creation of an additional dwelling unit;
- the proposal complies with the policies of Section 3.2, Environmental Resource Policies of this Plan.

ZONING

The Zoning By-Law may specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-Law may also limit the extent of structural additions or changes that would be permitted.

GARDEN SUITES

Area Council may consider allowing one *garden suite* on a *farm unit* or on a non-farm rural residential lot in the Agricultural Reserve, Open Space or Future Urban Growth designations in accordance with the policies of Section 10.3.9.

4.2.2.2 Rural Clusters

DESCRIPTION

For the purposes of this Plan a Rural Cluster is the existence of a compact grouping of non-farm related *development* which is of insufficient size to be considered a village. Rural Clusters are designated on Schedule C-3, Settlement Strategy Plan and shown on the Land Use Schedules for the rural municipalities.

In order to be considered a Rural Cluster there must be a grouping of at least ten non-farm residential lots with each lot separated from the adjoining lot by a distance of no more than 50 metres (164 feet) and servicing must be by an existing communal well or by private individual wells and private sewage treatment systems. Rural Clusters may include *development* on either side of a public road and/or around corners. A Rural Cluster designation is also contingent on the grouping of lots satisfying the following criteria:

- potential for infill *development* that would not result in the extensions in length or depth of existing *development*;
- no evidence of growth limitations due to known water supply or quality issues and/or soils not suitable for individual sewage disposal systems and/or where there is a high risk of groundwater contamination;
- minimal potential for conflicts with agricultural uses, environmental resources and mineral and petroleum resources;

County of Oxford Official Plan

Excerpt from Section 6.2 Residential Uses in the Rural Settlements

COMPACT DEVELOPMENT AND INTENSIFICATION

Promote the concepts of compact urban form and residential infilling in all rural *settlement* areas where appropriate given the level of *infrastructure* available. Various forms of *residential intensification* shall be permitted in appropriate locations within the Serviced Villages, in accordance with the policies of the associated land use designations, and taking into consideration *public services, infrastructure*, environmental features and constraints and compatibility with existing or planned *development*. Residential growth in the Serviced Village designations will be encouraged to be accommodated through *intensification* in existing built up areas as a first priority.

6.2.2 Low Density Residential Areas

DESCRIPTION

Low Density Residential *development* is permitted in Rural Clusters and Villages. Low Density Residential Areas within the Serviced Village designations are identified on Schedules B-2, B-3, E-2, E-3, N-2, S-2, Z-2 and Z-3.

AMENDMENT No. 131

PERMITTED USES

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplexes and triplex dwellings, additional residential units, converted dwellings and street townhouses. Notwithstanding this policy, in the Rural Cluster and Village designations, multiple unit residential *development* involving more than two units is not permitted.

In newly developing Low Density Residential areas in the Serviced Villages, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended, however, that the full range of housing will be required in every individual *development*. The Area Council may choose to restrict the range of uses permitted in a particular location through the zoning by-law.

MOBILE HOMES

Mobile home parks are permitted in the Low Density Residential areas of the Serviced Village designations, in accordance with the policies of Section 6.2.2.4.

SPECIAL NEEDS HOUSING

In the Low Density Residential areas of the Serviced Village designation, as well as in the Rural Cluster and Village designations, special needs housing such as group homes are permitted in accordance with the policies of Section 6.2.2.3.

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All uses permitted in Low Density Residential areas will comply with the Environmental Resource Protection policies and Environmental Constraints policies of Section 3.2.

DENSITY

Within the Serviced Village designation, the maximum *net residential density* for an individual *development* in a Low Density Residential area is 22 units per hectare (9 units per acre) and no building shall exceed three stories in height at grade.

Within areas of new Low Density Residential development in the Serviced Village designation, the minimum overall *net residential density* shall be 15 units per hectare (6 units per acre) throughout each of the Serviced Villages.

Within the Rural Cluster and Village designation, the density of *development* will be restricted by the land area required for the proper operation of individual private septic systems.

6.2.2.1 Infill Housing

For the purposes of this Plan, infill housing is defined as the placement of new residential *development* into established built-up areas on vacant or underutilized sites. In order to efficiently utilize designated residential land and any municipal servicing *infrastructure*, infill housing will be supported in Villages and in the Low Density Residential areas of Serviced Villages. Backyard infill and street oriented infill will be supported in Rural Clusters. The County Land Division Committee and Area Council will be guided by the following policies when considering proposals for infill *development* in Low Density Residential areas.

6.2.2.1.1 Street Oriented Infill

The introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is consistent with the characteristics of existing *development* in the immediate area. In order that the street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the Area Council and the County Land Division Committee will ensure that:

- the proposal is consistent-compatible with the street frontage, setbacks, lot area and spacing of existing *development* within the immediate residential area;

County of Oxford Official Plan

- for proposals involving more than two dwelling units in the Serviced Villages, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area.

Street-oriented infill proposals will comply with the requirements of Section 6.2.2.1.4.

6.2.2.1.2 Backyard Infill

Backyard infill development may involve ~~the construction of a residential structure behind a building facing a street, the conversion of secondary structures for residential purposes, new residential development behind an existing building facing a street, on a vacant~~ on lots with minimal street frontage ~~(e.g., flag shaped lots)~~ or on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision.

Backyard infill may involve ~~the development on~~ existing lots ~~of record, or the creation of new lots by consent or the development of a garden suite or granny flat.~~ Additional residential units and ~~Garden suites/granny flats~~ may also be permitted ~~as backyard infill development to the rear of an existing dwelling on a lot~~ subject to the ~~criteria of this Section in accordance with the policies of Section 6.2.2.2 and 10.3.9 respectively.~~

EVALUATION CRITERIA

When considering proposals for backyard infilling, ~~the Area Council and the County Land Division Committee~~ and the Area Municipal Council will be guided by the following ~~criteria~~ policies as well as the policies of Section 6.2.2.1.4:

- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that impact on light, view and privacy of adjacent backyards is minimal;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area; and,
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage.

Backyard infill proposals will comply with the requirements of Section 6.2.2.1.4.

County of Oxford Official Plan

6.2.2.1.3 Infill Subdivisions

In addition to the policies of Section [6.2.2.1.4](#) and 10.3.3, where infill *development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision, the Area Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- any new residential lots with direct exposure to an established residential street will be consistent with the size of lots within the immediate area and new residential *development* will maintain setbacks and spacing between dwellings consistent with the established built pattern;
- measures will be incorporated into the subdivision design to buffer and screen existing residential uses from the new *development*; and
- stormwater run-off from the proposal will be adequately controlled in accordance with the stormwater management policies of Section 3.2.7.2.1 and will not *negatively affect* adjacent properties.

~~Infill Subdivision proposals will comply with the requirements of Section 6.2.2.1.4.~~

6.2.2.1.4 All Infill Proposals

In addition to the specific infill policies of this Section, the following ~~policies~~ criteria will apply to all ~~proposals for~~ infill ~~development~~ proposals:

- stormwater run-off from the proposal will be adequately controlled and will not *negatively affect* adjacent properties;
- adequate off-street parking and outdoor amenity areas will be provided;
- the location of vehicular access points, the likely impact of traffic generated by the proposal on public streets and potential traffic impacts on pedestrian and vehicular safety and surrounding properties is acceptable;

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- existing municipal services or private services and community facilities will be adequate to accommodate the proposed infill project;
- the extent to which the proposed *development* provides for the retention of any desirable vegetation or natural resources that contribute to the visual character of the surrounding area;
- all infill proposals will be evaluated as to the environmental impacts and constraints associated with the proposed *development* in accordance with Section 3.2, as well as to the potential effect of the *development* on *heritage resources* (Section 3.2.7.5); [and](#),
- compliance of the proposed *development* with the provisions of the Zoning By-law of the Area Municipality and other municipal by-laws.

SITE PLAN CONTROL

Street oriented infill proposals and backyard infill proposals may be subject to site plan control.

6.2.2.2 [Additional Residential Units](#) and **Converted Dwellings**

[6.2.2.2.1 Additional Residential Units](#)

[ADDITIONAL RESIDENTIAL UNITS](#)

[The development of *additional residential units* \(ARUs\) within Rural Cluster, Village and Serviced Village designations shall be encouraged, where appropriate, with the objective of increasing the range and availability of *housing options* while maintaining the residential character of the settlement areas, avoiding off-site impacts, and ensuring that appropriate water and wastewater services are provided.](#)

[ADDITIONAL RESIDENTIAL UNITS IN RURAL CLUSTERS AND VILLAGES](#)

[In Rural Cluster and Village designations, an *additional residential unit* is permitted in a principal dwelling, or in a structure ancillary to such dwelling, to a maximum of two dwelling units per lot, in accordance with the policies of this subsection.](#)

[ADDITIONAL RESIDENTIAL UNITS IN SERVICED VILLAGES](#)

[In Serviced Village designations, *additional residential units* are permitted in a principal dwelling, and/or in a structure ancillary to such dwelling, to a maximum of three dwelling units per lot, where sufficient *centralized waste water and water supply capacity* exists and in accordance with the policies of this subsection.](#)

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POLICIES FOR ALL ADDITIONAL RESIDENTIAL UNITS

In Rural Cluster, Village and Serviced Village designations, Area Municipal Zoning By-laws shall identify areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area no greater than 50% of the gross floor area of the principal dwelling on the lot, to a maximum of 100 m² (1076 ft²), except that Area Municipal zoning by-law provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* are not permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, a boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast or other similar use;
- an *additional residential unit* within the principal dwelling may be permitted on the same property as a *garden suite* through a site specific zone change where all other policies of this section are met;
- *centralized waste water and water supply and/or individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and 5.5, County Servicing Policy;
- the existing principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas without detracting from the visual character of the lot or area;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and lot coverage of the principal dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall use the same driveway and parking area as the principal dwelling;

County of Oxford Official Plan

- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns (i.e., due to proximity to industrial areas or on *major facilities*) will not be created or intensified;
- the location of the proposed *additional residential unit* and related services and outdoor amenity areas shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,
- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

ADDITIONAL RESIDENTIAL UNITS IN ANCILLARY STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in an detached ancillary structure:

- the minimum lot size for a lot with *individual on-site sewage services* is 0.6 ha (1.48 ac);
- the ancillary structure must be located in a rear or interior side yard; and,
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential properties.

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ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted except where a site specific zone change or minor variance process is specifically required by the Area Municipal Zoning By-law provisions.

AVAILABILITY OF MUNICIPAL SERVICES

Additional residential units within a settlement serviced by *centralized waste water and/or water supply* shall be required to connect to all available services, and shall only be permitted where adequate capacity has been confirmed by the County and all applicable connection requirements can be met.

Area Municipal Zoning By-laws shall prohibit the development of *additional residential units* in settlements and/or areas where the County has determined that the existing and/or planned servicing capacity is not adequate to support such development.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, and property standards by-laws.

6.2.2.2.2 Converted Dwellings

CONVERTED DWELLINGS RURAL CLUSTERS AND VILLAGES

Notwithstanding the maximum *net residential density* for an individual *development* in a Low Density Residential area within the Serviced Village designation, ~~Converted dwellings are permitted to a maximum of two units per dwelling in the Rural Cluster and Village designations, with the exception of semi-detached and duplex dwellings where conversions are prohibited.~~ The Area Council Municipality may zone ~~an areas or property~~ to permit the conversion of ~~a principal dwellings for two~~ into more than three dwelling units in accordance with the following criteria:

County of Oxford Official Plan

CRITERIA FOR MORE THAN TWO THREE UNITS

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services or private services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to accommodate the required off-street parking without detracting from the visual character of the area provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- existing dwellings are generally of a size sufficient to accommodate the creation of an additional dwelling unit(s).

NO FURTHER CONVERSION

Where an additional residential unit(s) have been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-Law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. -To maintain the external character of the dwelling, the Zoning By-Law may also limit the extent of structural additions or changes that would be permitted.

SITE PLAN CONTROL

Converted dwellings with more than two dwelling units may be subject to site plan control.

6.2.2.3 Special Needs Housing

It is a policy of County Council to permit housing for people with special needs to be located in the Low Density Residential area in the Serviced Village designation and in the Rural Cluster and Village designations. Accordingly, the Area Councils may implement through the Zoning By-Law, regulations permitting group homes, rooming, boarding and lodging houses and other similar forms of special needs housing in specific residential zones . Proposals to establish new special needs housing not permitted as of right, will require an amendment to the Zoning By-Law of the Area Municipality.

EVALUATION CRITERIA

When reviewing any proposal to rezone lands for the purposes of establishing, through new construction or conversion of existing structures, a group home, rooming, boarding and lodging house, hostel, temporary shelter, emergency shelter or other similar form of special needs housing, the Area Council shall be satisfied that:

County of Oxford Official Plan
Excerpt from Section 6.3 Commercial Uses in the Rural Settlements

6.0***Land Use Policies for Rural Settlements*****6.3 Commercial Uses in the Rural Settlements****INTRODUCTION**

In order to promote the designated rural *settlements* as service centres to the wider rural community, a hierarchy of commercial uses is established and lands are designated for a variety of commercial purposes. The Plan establishes criteria for the evaluation of commercial proposals in the Rural Cluster, Village and Serviced Village designations. Within the Serviced Villages, lands are designated as Village Core and Service Commercial Areas on Schedules B-2, B-3, E-2, E-3, N-2, S-2, Z-2, and Z-3.

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6.3.1 Serviced Villages**6.3.1.1 Village Core****DESCRIPTION**

The Village Core within the Serviced Village represents a relatively compact area of predominantly commercial uses which have historically functioned as a downtown pedestrian shopping district. It is intended that the Village Core will continue to be the most intensive and dominant business area within the *settlement* serving both village residents and those within the wider rural area.

PERMITTED USES

Within the Village Core, the full range of retail, office, administrative and public utility uses, cultural, entertainment, recreational and institutional uses are permitted. Cottage industry and associated retail may also be permitted.

Residential dwelling units including Low and Medium Density residential *development*, accessory dwelling units within a non-residential use, bed and breakfast establishments, additional residential units, –converted dwellings, social housing and special needs housing are also permitted in the Village Core where adequate servicing levels exist.

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Excerpt from Section 10.3 Implementation Tools

10.3.9 Temporary Use

TEMPORARY USE PROVISIONS

Notwithstanding the requirement for zoning by-laws to comply with the Official Plan, County Council recognizes that the Official Plan represents the long-term direction to the *development* of the municipality. As such, the Area Council may permit uses for specific temporary periods, up to a maximum of three years, as set out in the Planning Act, which would otherwise not conform to the Official Plan and/or the comprehensive zoning by-law, subject to re-application at 3-year intervals thereafter. ~~Garden suites may be permitted up to a maximum of ten years, subject to re-application at 3-year intervals thereafter.~~

Such uses may be permitted upon individual application and careful consideration by the Area Council of the need and appropriateness of a temporary use by-law and to ensure that the objectives and policy direction of the Official Plan are not adversely affected by the temporary use. The Area Council shall also take into consideration the following matters:

CRITERIA

- compatibility of the proposed use with surrounding land uses;
- any requirement for temporary buildings or structures in association with the proposed use;
- any requirement for temporary connection to municipal services and utilities;
- the potential impact of the proposed use on transportation facilities and traffic in the immediate area;
- access requirements for the proposed use; and
- parking required for the proposed use, and the ability to provide adequate parking on site.

EXTENSION

The Area Council may extend a temporary use by-law beyond the three year time period, as set out in the Planning Act, provided such extension does not exceed a three year time period and does not jeopardize the long-term *development* intentions for the subject lands as specified in the Official Plan.

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GARDEN SUITES

~~Additional residential units may be permitted on a lot in the form of a garden suite in rural or urban areas. Area Municipalities may permit a garden suite on a farm unit or on a non-farm rural residential lot in the Agricultural Reserve, Open Space or Future Urban Growth designations, on a residential lot in the Rural Cluster or Village designations or in Low Density Residential designations in Serviced Villages and Large Urban Centres.~~

GARDEN SUITES IN RURAL AND URBAN AREAS OCCUPANTS

~~Area Council may consider allowing one garden suite on a farm unit or on a non-farm rural residential lot in the Agricultural Reserve, Open Space or Future Urban Growth designations. A garden suite may be considered on a residential lot in the Rural Cluster or Village designations or in Low Density Residential designations in Serviced Villages and Large Urban Centres. Garden Suites are intended to provide temporary housing will be considered for specified occupant(s), which shall be limited to:~~

- ~~• the retired parents or grandparents of a property owner or the property owner's~~their spouse, or the child or grandchild of a property owner, or,
- ~~• a retiring property owner provided that the principal dwelling is occupied by their~~parents, grandparents, child or grandchild ~~of the retiring property owner.~~

REZONING ZONING AMENDMENT REQUIRED

Prior to permitting the construction of a *garden suite*, an amendment to the Zoning By-Law under Section 39 of the Planning Act, which relates to temporary use by-laws, will be required. The temporary use by-law ~~will~~ may remain in effect for a maximum of up to ten 20 years. Extension(s) may be granted, subject to renewal upon expiry by the Area Council ~~Municipality~~ for up to three-years subject to re-application and approval of an amendment to the Zoning By-law, ~~as required~~. The ~~zoninge change amendment will be subject to~~must satisfying the following criteria:

SERVICING

The *garden suite* should generally use the existing sanitary sewage disposal, water supply and electrical services of the principal dwelling existing on the lot where the *garden suite* is proposed to be located. Prior to the ~~rezoning zoning~~ amendment, approvals shall be obtained from the authorities responsible for the various services to ensure that the existing servicing systems are adequate for shared use. In situations where the approval authority indicates that one or more of the services are not adequate for shared use, separate services will be required, provided these services can be accommodated on the subject property to the satisfaction of the approval authority.

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In the rural areas, Rural Clusters and Villages, it must be demonstrated ~~that the garden suite can be accommodated using private service. On-site sewage and water facilities will satisfy the requirements of the Board of Health and/or the Province and will be consistent with the policies of Section 3.2, Environmental Resource Policies.~~ individual on-site water supply and sewage services are adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and Quantity and 5.5, County Servicing Policy.

COMPATIBILITY

The proposal is compatible with the surrounding area and, if applicable, be able to satisfy the *Minimum Distance Separation Formula I* or not further reduce an existing insufficient setback relative to MDS I for adjacent livestock operations. Within the Serviced Village and Large Urban Centres, the proposal should be on a large lot greater than 929 sq. m. (10,000 sq. ft.) in area on full municipal services.

SUITABILITY

The lot is suitable for an additional temporary dwelling unit with respect to lot area, lot coverage, yard setbacks, and setback from a public road allowance.

BUFFERING

The implementing Zoning By-Law may contain additional measures to ensure minimal disruption to adjacent land uses, such as the provision of grass strips, the planting of trees and shrubs or the erection of a fence.

ACCESS

The proposed *garden suite* will generally use the existing access to a permanent public road of reasonable construction maintained year round.

LOCATION

Generally, the *garden suite* will not be located to the front of the principal dwelling on the lot, although Area Council may give consideration to such siting on a site specific basis.

AGREEMENT

The owner of the subject property shall be required to enter into an occupancy agreement with the Area Council, specifying the matters related to the temporary use of the *garden suite* as Area Council considers necessary, including, the installation, maintenance and removal of the *garden suite*; the period of occupancy of the *garden suite* by any of the persons named in the agreement; and the monetary or other form of security that Area Council may require for actual or potential costs to the municipality related to the *garden suite*.

NO SEVERANCE

Garden suites are intended to be temporary in nature and as such consent to sever a surplus *garden suite* will not be permitted by the Oxford County Land Division Committee.

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REMOVAL OF GARDEN SUITE

When the *garden suite* is no longer required for the original use intended, it shall be removed from the lot and the temporary use by-law shall be allowed to lapse.

10.3.10 Bonus Zoning

BONUS ZONING PROVISIONS

Under the provisions of the Planning Act, a municipality may include in its Zoning By-Law regulations that permit increases to the height and density limits applicable to a proposed *development* in return for the provision of such facilities, services, or matters as set out in the By-Law. This practice, commonly referred to as bonus zoning, is considered to be an appropriate means of assisting in the implementation of this Plan.

PRINCIPLE

The facilities, services or matters that would be provided in consideration of height or density bonus should be reasonable, in terms of the cost/benefit implications for both the municipality and the developer and must result in a benefit to the general public and/or an enhancement of the design or amenities of a *development* to the extent that a greater density or height is warranted. Also, the height and density bonuses received should not result in a *scale of development* that is incompatible with adjacent uses or exceeds the capacity of available municipal services.

CIRCUMSTANCES APPLICABLE

Bonus zoning is applied to encourage social amenities and design features resulting in a public benefit which cannot be obtained through the normal *development* process. Area Councils may pass by-laws providing for bonusing to achieve the following objectives:

- to support the provision of the *development* of affordable housing as provided for in this Plan;
- to encourage aesthetically attractive *development* through the provision of enhanced landscaped open space and architectural review relating to building design materials and colours;
- to support the provision of, and improved access to, public open space, supplementary to any parkland dedication requirements;
- to support the provision of day care facilities;
- to support the preservation of structures and/or districts identified as architecturally and/or historically significant by the municipality;

To: Warden and Members of County Council

From: Director of Human Services

2022 Annual Progress Report – 10 Year Shelter Plan

RECOMMENDATION

1. That Council approve the 2022 Annual Progress Report of the 10 Year Shelter Plan, as illustrated in Attachment 1 and as outlined in Report No. HS 2023-03.

REPORT HIGHLIGHTS

- The 2022 Annual Progress Report for the County 10 Year Shelter Plan includes action taken and progress that has been achieved to meet the objectives and targets of the Plan, including the following:
 - 68 households received a rent subsidy
 - three rental housing projects were completed (for a total of 92 new affordable units)
 - two new housing developments were initiated and another was allocated funding
 - a second unit funding program was implemented
 - down payment assistance loans were provided in support of two Habitat for Humanity units
 - Master Housing Strategy was adopted to address housing demand that continues to outpace supply throughout the County

Implementation Points

Following Council's review of the Annual Report, a copy will be provided to the Ministry of Municipal Affairs and Housing (MMAH) and will be made available to the public, in accordance with the *Housing Services Act, 2011*.

Financial Impact







There are no financial impacts associated with the approval of the 2022 Annual Progress Report of the 10 Year Shelter Plan.

Report No: HS 2023-03
HUMAN SERVICES
Council Date: February 8, 2023

Communications

This report provides details with respect to the annual progress report that is required in accordance with the *Housing Services Act, 2011*. In light of this, details contained in this report have been shared with the Ministry of Municipal Affairs and Housing (MMAH) and will be made available to the public and local municipalities upon approval.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.i. 1.ii.		3.iii.			

DISCUSSION

Background

In accordance with the Housing Services Act, 2011, Municipal Service Managers are required to develop a 10 Year Housing and Homelessness Plan to identify objectives and targets related to housing and homelessness, as well as actions proposed to meet those objectives. To demonstrate how well targets and objectives are being met, Service Managers are required to complete annual progress reports, as well as a five-year review.

Housing and Homelessness (Shelter) Plans play a critical function in setting out how Service Managers are addressing housing and homelessness locally, including housing affordability, coordination of homelessness and related support services, preventing homelessness and ending chronic homelessness.

By way of background, on June 10, 2015, County Council approved the 10 Year Shelter Plan presented in Report No. [HS 2015-07](#). This Plan sets a long-term vision, targets and strategies to promote housing stability across the shelter continuum. As required under the Housing Services Act, 2011, a five year review of the Shelter Plan was also completed in December, 2019. The five year review highlighted changes in local demographics, needs associated with housing and homelessness, as well as the progress that has been achieved to date. This review also identified five projected outcomes and strategies for 2020 to 2024, as follows:

1. Increase affordable rental housing supply
2. Preserve and optimize existing housing stock
3. Reduce chronic homelessness
4. Increase housing with related supports
5. Increase rent supplement units in the community

Report No: HS 2023-03
HUMAN SERVICES
Council Date: February 8, 2023

Details regarding the progress of each of these strategic directives are included in Attachment 1.

Comments

The 2022 Annual Progress Report provides a summary of the County's achievements as of December 31, 2022. Progress of the 10 Year Shelter Plan is regularly monitored by staff to ensure recommendations remain relevant to community needs and align with the County's strategic priorities.

The 2022 Annual Progress Report demonstrates action in the five strategic directives, summarized as follows:

- 68 households received a rent subsidy.
- Three affordable rental projects were completed or approaching completion
 - 98 unit apartment building, including 62 affordable units, at 1231 Nellis Street, Woodstock;
 - 30 unit apartment building, including 22 affordable units, in Blandford-Blenheim; and,
 - 8 unit affordable housing project on the County owned housing site located at 738 Parkinson Road, Woodstock.
- Two Habitat for Humanity home ownership units were completed in Drumbo, while one new build was initiated in Tillsonburg.
- Two affordable rental projects were initiated, including:
 - 18 unit affordable housing project at 31 Victoria Street, Tillsonburg; and,
 - 52 unit apartment building, including 29 affordable units, at 785 Southwood Way, Woodstock.
- Two applications were submitted through the County's newly established My Second Unit program.
- County Council approved an allocation of up to \$1.2 million to support a future affordable housing project at 175 Springbank Avenue North, Woodstock. An RFP was issued and is currently on hold in light of the County's submission to CMHC for potential funding through the Rapid Housing Initiative.
- An Expression of Interest was issued to expend up to \$700,000 in County funding to support the creation of affordable rental units across the County.
- The County Home Ownership Program was updated to reflect current market conditions.
- Through Report No. [HS 2022-10](#), County Council also adopted a Master Housing Strategy, which includes a number of priority housing developments projects and initiatives.
- The County executed the By Name List and Coordinated Access System in July 2022. As of December 2022 6 Community Partners signed Data Sharing Agreements.
- A 24/7 Emergency Shelter System in Woodstock started in December 2022.

Report No: HS 2023-03
HUMAN SERVICES
Council Date: February 8, 2023

Considering the above, a total of 92 new affordable units (92 rental and 2 ownership) were made available to the community in 2022. In addition, construction commenced on the 18 unit affordable housing project in Tillsonburg; one new project was approved, being a 52 unit apartment at 786 Southwood Way, Woodstock; and funding was allocated to the future housing project at 175 Springbank Avenue North, Woodstock.

While the annual housing target continues to be met, staff note that rising interest rates and increasing construction costs continue to have an impact on the financial feasibility of affordable housing projects. In 2022 the homeownership program was not as successful as previous years due to rising purchase prices and interest rates. This further exacerbates the pressures in the rental market as home ownership remains out of reach for many County residents.

As such, the County continues to face a housing crisis, where housing demand greatly outweighs the supply. With low rental vacancies, unaffordable rents, and the lack of the “missing middle” housing options, finding suitable and affordable housing continues to be an issue for many members of the public.

For Council’s information, an update to the 10 Year Shelter Plan will commence at the end of 2023, including input from relevant stakeholders.

Conclusions

The 2022 Annual Progress Report on the Oxford County 10 Year Shelter Plan includes details with respect to action taken and the progress achieved to meet the County’s goals and objectives with respect to affordable housing.

The annual progress report on the 10 Year Shelter Plan is required by the Ministry of Municipal Affairs and Housing (MMAH), and will be posted to the County’s website following Council’s consideration.

SIGNATURES

Report Author:

Original signed by

Rebecca Smith, MCIP, MPP
 Manager of Housing Development

Report No: HS 2023-03
HUMAN SERVICES
Council Date: February 8, 2023

Departmental Approval:

Original signed by

Kelly Black
Director of Human Services

Approved for submission:

Original signed by

Benjamin R. Addley
Interim Chief Administrative Officer

ATTACHMENT

Attachment 1 – 2022 Annual Progress Report on the 10 Year Shelter Plan, February 8, 2023

HS 2023-03 – Attachment 1
2022 Annual Progress Report on the 10 Year Shelter Plan as of December 31, 2022

Recommendation #1	Actions	Measures	Targets	Outcomes	Status	Comments
Increase affordable rental housing supply	<p>New Affordable housing units are created.</p> <p>The County Municipal Housing Facilities By-law was updated to include more support to moderate income households.</p> <p>The Master Housing Strategy was adopted to provide a more strategic approach to affordable housing creation.</p>	<p>Additional rental stock is created throughout the County.</p> <p>Government, non-profit and private sector resources are leveraged to stimulate housing supply.</p>	Support the creation of 50 new affordable units per year.	<ul style="list-style-type: none"> Three affordable rental projects were completed or are approaching completion, being a 98 unit apartment building, including 62 affordable units, at 1231 Nellis Street, Woodstock; a 30 unit apartment building, including 22 affordable units, in Blandford-Blenheim; and an 8 unit affordable housing project on the County owned housing site located at 738 Parkinson Road, Woodstock. Two Habitat for Humanity home ownership units were completed in Drumbo, while one new build was initiated in Tillsonburg. Two affordable rental projects were initiated, including an 18 unit affordable housing project at 31 Victoria Street, Tillsonburg and a 52 unit apartment building, including 29 affordable units, at 785 Southwood Way, Woodstock. The My Second Unit program was implemented. The Home Ownership Program was updated to reflect current market conditions. County Council approved an allocation of up to \$1.2 million, to support future affordable housing projects at 175 Springbank Avenue North, Woodstock. An RFP was issued and is currently on hold in light of the County's submission to CMHC for potential funding through the Rapid Housing Initiative. An Expression of Interest was issued to expend up to \$700,000 in County funding to support the creation of affordable rental units across the County. Through Report No. HS 2022-10, County Council also adopted a Master Housing Strategy, which includes a number of priority housing developments projects. 	Ongoing	<p>Staff continued to promote advanced construction techniques (modular), additional residential units, special zone provisions, development of multi-unit affordable housing projects, the availability of shovel-ready land and communication regarding the development process.</p> <p>County Council also adopted a Master Housing Strategy, which includes a number of priority housing development projects to assist in providing a more comprehensive approach to address gaps along the housing continuum.</p>
Recommendation #2	Actions	Measures	Targets	Outcomes	Status	Comments

Preserve and optimize existing housing stock	34 housing projects listed in Schedule 25 of Regulation 368/11 are maintained.	Rent subsidies are maintained in current non-profit housing and Oxford County housing portfolios. New Agreements are signed between the County and non-profit housing providers whose operating agreements are expiring (provincial subsidies ceasing). Building Condition Assessments (BCA) are completed for Oxford County housing stock.	100% of existing housing stock is preserved.	<ul style="list-style-type: none"> 34 housing projects listed in Schedule 25 of Regulation 368/11 were maintained. Worked with housing providers that have agreements near completion. Promoted the completion of Building Condition Assessments (BCA) for non-profit and cooperative housing providers. 	Complete and ongoing	<p>As mortgages come to a close and operating agreements start to expire, there is an increasing need to focus on expanding/revitalizing existing housing sites.</p> <p>The Master Housing Strategy examined existing housing sites throughout the County, to determine if redevelopment is possible in an effort to extend service agreements.</p>
Recommendation #3	Actions	Measures	Targets	Outcomes	Status	Comments
Reduce chronic homelessness	<p>Increase the number of individuals who are successfully housed.</p> <p>Work with community partners to ensure secured housing is sustained.</p>	Individuals and families are supported by community partners to obtain and sustain shelter or permanent housing.	100% of homelessness population is provided with shelter or permanent housing.	<ul style="list-style-type: none"> Continued to support households in securing housing. 35 households moved into RGI housing in 2022. Worked with community partners to ensure secured housing is sustained. Implementation of the By Name List in July 2022 and worked to establish a Coordinated Access System in the County for Homelessness Prevention. 	Ongoing	<p>There is a continued and ongoing need to reduce chronic homelessness.</p> <p>Staff also consulted with community partners in an effort to provide more supports to those in need.</p> <p>In addition, the over night Emergency Shelter expanded services to deliver 24/7 emergency shelter services effective December 2022.</p>
Recommendation #4	Actions	Measures	Targets	Outcomes	Status	Comments
Increase housing with related supports (supportive)	<p>Increase number of supportive housing units available.</p> <p>The Ministry of Health and Long Term care increases funding to allow outreach workers provide the necessary supports to individuals and families who require supports to sustain their home.</p>	Provide rent supplements to allow individuals who require supportive housing to focus on their wellness. Advocate to the Local Health Integration Network or Ontario Health Team to ensure appropriate funding is allocated to Oxford to	100% of those in need of housing with related supports (supportive) are accommodated.	<ul style="list-style-type: none"> Increased the number of supportive housing units that are available. The Ministry of Health and Long Term care increases funding to allow outreach workers to provide the necessary supports to individuals and families who require supports to sustain their home. Initiated 8 new units at 738 Parkinson Road. 	Ongoing	<p>There is a continued and ongoing need to increase housing related support.</p> <p>Staff also consulted with community partners in an effort to provide more supports to those in need.</p> <p>A peer outreach position was also initiated to facilitate ongoing support in Downtown Woodstock.</p>

		increase supportive housing units.				
Recommendation #5	Actions	Measures	Targets	Outcomes	Status	Comments
Increase rent supplement units in the community including the Canada Ontario Housing Benefit program	Increase number of privately owned rental units allow tenants in receipt of a rent supplement to sign a lease.	Provide rent supplements to individuals and families and women fleeing an abusive living environment who are on the social housing wait list and who can secure housing in the private rental market with subsidy to move with them.	100% of new rent supplement funding is offered to low income households.	<ul style="list-style-type: none">• The number of privately owned rental units decreased in 2022 due to increased rental rates leading to larger subsidy needed to attain affordability for tenants to sign a lease.• 57 households received the Canada-Ontario Housing Benefit shelter subsidy.• Provided 68 additional rent supplements.	Complete and ongoing	<p>High rental rates requiring higher subsidies to attain affordability resulted in a decrease in the number of household able to be assisted.</p> <p>Low vacancy rates meant people were not moving resulting in less move outs from RGI housing and rent supplement housing.</p> <p>Supported applications for Canada Ontario Housing Benefit Program funding for eligible households.</p>

To: Warden and Members of County Council

From: Director of Corporate Services

Asset Management Shared Services Agreement

RECOMMENDATIONS

1. That Council hereby authorizes the Chief Administrative Officer and Director of Corporate Services to execute shared services agreements with the Township of Norwich, Township of Zorra, Township of Blandford-Blenheim and Township of South-West Oxford for the provision of asset management support based on cost recovery for services rendered for a term of three years with one year renewal options;
2. And further, that County Council approves the addition of a permanent Full-Time Capital Planning Analyst FTE.

REPORT HIGHLIGHTS

- To extend shared services agreements for the provision of asset management services for the Townships of Norwich, Zorra, Blandford-Blenheim and South-West Oxford.
- Utilizing County staff to provide asset management services will increase overall efficiencies, for all parties, through the use of a team approach with varying skills and specific asset management training, along with templates and implementing concepts already completed at the County, through ongoing enhancements to asset management processes.

Implementation Points

Subject to the approval of the recommendations contained in this report, staff will work with area municipal staff on finalizing the shared service agreements. Staff will also proceed with the hiring of a Capital Planning Analyst.

Financial Impact

Staff are not anticipating an impact to the 2023 budget as a result of approving the recommendations contained within this report. Staff are proposing that the initial one time capital cost be funded from the Corporate General Reserve, and the costs associated with staff time are anticipated to be fully recovered through shared services agreements with the

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Townships. The 2023 budgeted closing balance of the Corporate General reserve is approximately \$4.8 million, which is sufficient to fund the one-time need.

Table 1 illustrates the full year costs and service recovery fees anticipated with the County providing the asset management services to the Townships.







Table 1 – Estimated Staffing Costs

	One-time	Base	Total Budget
Revenues			
Service Recovery Fees	\$-	(\$108,000)	(\$108,000)
Corporate General Reserve	(2,000)	-	(2,000)
Total revenues	(2,000)	(108,000)	(110,000)
Salaries and benefits	-	107,500	107,500
Operating expenses			
Mileage	-	500	500
Total operating expenses	-	500	500
Capital			
Computer Equipment: Laptop	2,000	-	2,000
Total capital	2,000	-	2,000
County Levy	\$-	\$-	\$-

Communications

The Manager of Capital Planning will meet quarterly with each of the Townships, or more frequently if required, to review progress to date and goals and objectives to ensure all requirements under the shared services agreement are met.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.ii.		3.iii.		5.i. 5.ii.	

DISCUSSION

Background

On January 1, 2018, O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure came into force. This regulation requires further advancement of the County's Asset Management Program, which includes both the Strategic Asset Management Policy and the Asset Management Plan. The regulation allowed for a staggered implementation with all requirements to be implemented by July 1, 2025. County staff and area municipal staff continue to work towards meeting all requirements in the regulation.

The Townships of Norwich, Zorra, Blandford-Blenheim and South-West Oxford initiated discussions in late 2022 regarding an asset management shared service. County staff reached out to the Townships expressing interest in hosting the position so that a team approach could be offered and efficiencies realized. The Townships have all included expense provisions in their 2023 draft Budgets for this service and have received Council approval for signing a shared service agreement.

Comments

County staff had discussions with Township staff to clarify the scope and expectations of the support services required. On the basis of these discussions, the County would require an additional FTE to create the capacity to provide the services. The County would be able to offer greater flexibility to satisfy individual Township needs through a team approach. The team approach offers varying skills so that staff knowledge and expertise can be targeted based on the type of work being completed, along with the ability to provide service to multiple Townships on the same day if needed. The functions requested are currently being completed within the Capital Planning division of Corporate Services, with the addition of a second Capital Planning Analyst the team would have the required capacity to serve the Townships.

Functions provided under the shared service agreement would include, but are not limited to:

- determining lifecycle strategies;
- develop risk management frameworks;
- develop condition and capacity protocols;
- define levels of service frameworks, accommodating both current and proposed levels of service;
- implementing deliverables in the asset management software;
- completing asset management plan updates, and progress reports as per O.Reg. 588/17;
- asset retirement obligations; and,
- annual asset changes required for PSAB.

The shared service approach will also provide for the benefit of enhanced coordination of long term capital planning to ensure services are delivered at the best value to the residents. For example, the timing of projects within a roadway corridor would be planned based on the

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lifecycle and service level needs for all assets within that corridor, regardless of who the asset owner is.

Furthermore, the Capital Planning shared services model will allow the possibility of other area municipalities to participate in the future. Service levels and requirements, however, would be assessed on an ongoing basis to ensure capacity availability is maintained. Should additional municipalities request similar services, the addition of an FTE would be a consideration to ensure the Capital Planning division maintains the necessary service capacity, which would be addressed through a regular budget and business plan process or special council report, as needed.

Conclusions

Success in asset management requires a multidisciplinary approach. A wide range of disciplines is involved including engineering, finance, operations, information systems, management, and more. Providing a shared services agreement to the Townships would help ensure the efficiencies from a multidisciplinary team approach are recognized, and that services are delivered to residents at the best value.

SIGNATURES

Report Author:

Original signed by

Jennifer Lavallee, 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
Interim Chief Administrative Officer

PENDING ITEMS

Copied for Council Meeting of February 8, 2023

Council Meeting Date	Issue	Pending Action	Lead Dept.	Status
12-Feb-20	"Resolved that Council adopt in principle CAO 2020-01 and that the plan be circulated to all Oxford Area Municipalities for input before adoption.	CAO 2020-01 - Leading Oxford County to "100% Housed" Future	CAO	22-Apr
14-Jul-21	Community Safety and Well-being Plan Coordinating Committee delegation	Staff report regarding resolution adopted by Council on July 14/21	CAO	TBA
13-Oct-21	Correspondence from Blandford-Blenheim re Medical Tiered Response	Paramedic Services to prepare a follow up report	PS	TBA
11-May	Motion by Councillor Ryan re increased density	Whereas Oxford County recognizes that there is a need for increased quantity, variety, and attainability of housing, and; Whereas Oxford County is a prudent manager of its finances and intends to make the most effective and efficient use of municipal infrastructure in the long term, and; Whereas Oxford County values its prime agricultural land and its natural spaces, and; Whereas Oxford County values sustainability in the delivery of all services, and; Whereas Oxford County strives to create complete communities providing opportunities for all to work, live, play, and learn; Therefore be it resolved that staff be directed to bring a report to County Council to provide further information and options that could be considered by the County and Area Municipalities to better accommodate their projected residential growth through increased density within fully serviced settlement areas and minimize the need for settlement area boundary expansions.	CP	Workshop to be held April 12, 2023
22-Jun	Delegation by Chris Eby and Carol Johnson re food gap store	Report to be prepared regarding feasibility of a food gap store	HS	TBA
26-Oct	CP 2022-371 - Supplemental Report re Proposed Official Plan Amendment (OP 22-16-9) - Additional Residential Units in Rural Areas	Resolved that the recommendations contained in Report No. CP 2022-371, titled "Supplemental Report re Proposed Official Plan Amendment (OP 22-16-9) - Additional Residential Units in Rural Areas", be deferred pending further information.	CP	Q4
26-Oct	CP 2022-397 - Potential Options for Increasing Residential Density	Resolved that Report No. CP 2022-397, titled "Potential Options for Increasing Residential Density", be adopted; And further, that staff arrange a workshop to be held February 8, 2023 for council to explore in more detail the options and opportunities to enhance density in all areas of the county.	CP	2/8/2023
11-Jan	Whereas for the past decade, the local economy has enjoyed a period of stable growth with ultra low interest rates and inflation; And whereas the past few months has seen a significant change in the local economic environment with higher interest rates and inflation which could potentially lead to a more unstable local economic situation; And whereas Oxford County provides funding through their business plan and budget process to support Economic Development in Oxford County to several partners to promote healthy and sustainable economic development; And whereas the uncertainty of the current local economic climate may require some new initiatives and adjustment as to how Oxford County and our partners address Economic Development in the future;	Therefore be it resolved that as a condition of providing grants for SCOR, Oxford Connections, The Small Business Development Centre and Community Futures Oxford as outlined in the 2023 Business Plan and Budget, that the following groups be asked to create a committee to collaborate on an overall economic development strategy to help guide our economic initiatives; And further, that the committee be comprised of one representative from each of, the City of Woodstock Economic Development Department, the Town of Tillsonburg Economic Development Department, the Town of Ingersoll Economic Development Department, the Rural Oxford Economic Development group, SCOR, The Small Business Centre, Community Futures Oxford, and to include the Oxford County Warden and Councillors Schaefer and Wheaton; And further, this committee is asked to bring forward a report to County Council to provide both a vision or strategy for a sustainable and robust local economy and how all partners can work collaboratively for all areas of Oxford County. This report will be due no later than June 28, 2023.	other	6/28/2023

Public Works MEMORANDUM

TO: Oxford County Council

FROM: David Simpson, Director of Public Works

DATE: February 8, 2023

RE: **Oxford County 2024 Transportation Master Plan
Municipal Class Environmental Assessment Study – Phase 1 & 2
Notice of Public Consultation Centre #2 (Virtual), Oxford County**

Oxford County has commenced the 2024 *Transportation Master Plan* Class Environmental Assessment (EA) Study to provide the County with a strategic long-term multi-modal transportation system planning document to 2046. The Study Area encompasses the entire geographic boundary of Oxford County. Public and review agency consultation is a key element of the Master Plan process.

Public Consultation Centre (PCC) #2 will be in virtual meeting format, and will include a presentation by the County's project Consultant (Parsons Inc.) followed by a Question and Answer period. The presentation agenda will include a brief overview of the Class EA Master Plan process, what we heard from residents at PCC #1, existing and future transportation trends in the County, road recommendations to be included in the final report, and next steps in the Master Plan Process. A short survey and interactive map to leave comments on the recommendations will be available through the *Speak-Up! Oxford* (SUO) project web page and remain active 3 weeks after the virtual PCC date. As detailed in the attached notice, the PCC #2 date and registration details are as follows:

Date: Tuesday, March 21, 2022
Time: 6:00 p.m. - 7:30 p.m.
Register: <https://speakup.oxfordcounty.ca/2024tmp>

In addition to the virtual PCC #2, in-Person opportunities for public engagement will also be available on Thursday March 23rd in Ingersoll at Town Council Chambers, Tuesday March 28th in Woodstock at County Council Chambers, and Thursday March 30th in Tillsonburg at Town Council Chambers.

Notice of Virtual PCC #2 and the in-person engagement opportunities will be advertised in local newspapers and social media in advance of these events.



David Simpson, P.Eng., PMP
 Director of Public Works

Encl. Notice of Public Consultation Centre #2

Notice of Public Consultation Centre #2

Oxford County 2024 Transportation Master Plan Update

Oxford County has initiated the development of a Transportation Master Plan (TMP) to provide the County with long-term strategic planning for the transportation system through to 2046.

What is the Transportation Master Plan?

The Transportation Master Plan (TMP) will outline the County's vision and goals for its transportation system until 2046. The Plan will consider:

- Population and employment growth in the County;
- Accommodation of future transportation conditions, as well as sustainable and multi-modal transportation solutions (e.g., promoting active transportation); and,
- Specific needs of the County, including people and goods movement, along with agricultural mobility.

Parsons Inc. has been retained by Oxford County to complete the Transportation Master Plan Update. Key objectives of the update include:

- Assess existing and future transportation network conditions and performance, with consideration to travel demand and patterns;
- Identify needs of the transportation system and develop policies to address them; and
- Develop a safe, effective and financially viable integrated transportation system implementation plan that maximizes the use of existing infrastructure and promotes regional connectivity.

The Transportation Master Plan Update is being conducted in accordance with the Master Plan requirements of Phases 1 and 2 of the Municipal Class Environmental Assessment (2000, as amended to 2007, 2011, & 2015), approved under the Ontario *Environmental Assessment Act*.

We want to hear from you

The Project Team is hosting the study's second virtual Public Consultation Centre (PCC) this spring. The purpose of PCC #2 is to:

- Present a summary of what we heard at PCC #1;
- Present observed travel trends and the completed network analysis;
- Present future network recommendations and a proposed implementation plan;

- Summarize supporting policies and strategies;
- Provide an opportunity for the public to view and comment on all the presented material.

Public Consultation Centre #2 will be held online:

Tuesday, March 21, 2023 | 6:00 - 7:30 p.m.

To register and for log-in details, please visit www.oxfordcounty.ca/2024tmp. This site can also be used to provide feedback through an online survey, map tool, or online comment form.

The comment period for PCC #2 is from March 22 to April 11, 2023. However, comments are welcome for the duration of the study. Please see contacts listed below to provide comments.

In addition to the virtual PCC #2, the Project Team is hosting three in-person events to further make known this Transportation Master Plan Update Study and to engage directly with members of the community.

- **Ingersoll** - Town Council Chambers
Thursday, March 23, 2023 from 6:00 to 7:00 p.m.
- **Woodstock** - Oxford County Council Chamber
Tuesday, March 28, 2023 from 6:00 to 7:00 p.m.
- **Tillsonburg** - Town Council Chambers
Thursday, March 30, 2023 from 6:00 to 7:00 p.m.

These events will be promoted through social media, *Speak Up, Oxford!* at www.oxfordcounty.ca/speakup, and other advertisements.

Contacts for information

Ryan Vink, P.Eng.
Oxford County Project Manager
rvink@oxfordcounty.ca | 1-800-755-0394, ext. 3023

John Grieve, MCIP, RPP
Parsons Project Manager
john.grieve@parsons.com | 905-330-9569

Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Posting date to be confirmed

COUNTY OF OXFORD

BY-LAW NO. **6505-2023**

BEING a By-Law to amend By-law No. 6420-2022, being a By-law to remove certain lands from Part Lot Control.

WHEREAS, Council passed By-law No. 6420-2022 on March 9th, 2022 containing an expiration date of March 9, 2023.

AND WHEREAS, Hunt Homes Inc., has applied to the County of Oxford to amend the expiration date of By-law No. 6420-2022 which deleted certain lands for ten (10) residential lots in a registered subdivision from Part Lot Control.

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. That By-law No. 6420-2022 is hereby amended by changing the expiration date to **February 8th, 2024.**
2. That this By-Law shall become effective on the date of third and final reading.

READ a first and second time this 8th day of February, 2023.

READ a third time and finally passed this 8th day of February, 2023.

MARCUS RYAN,

WARDEN

CHLOÉ J. SENIOR,

CLERK

THE COUNTY OF OXFORD

BY-LAW NO. **6506-2023**

BEING a By-Law to adopt Amendment Number 285 to the County of Oxford Official Plan.

WHEREAS, the County of Oxford has held a public meeting, and has recommended Amendment Number 285 to the County of Oxford Official Plan for adoption, and,

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

1. That Amendment Number 285 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 8th day of February, 2023.

READ a third time and finally passed this 8th day of February, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 285
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following Plan attached hereto as explanatory text, constitutes
Amendment Number 285 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to update Sections 3.1 (Agricultural Area), 4.2.2.1 (Growth Management – Rural Area), 6.2 (Residential Uses in Rural Settlements), 6.3 (Commercial Uses in Rural Settlements) and 10.3.9 (Temporary Use), as contained in the County Official Plan, to implement policies regarding Additional Residential Units (ARUs) in the Rural Townships and update certain policies with respect to the garden suites.

2.0 LOCATION OF LANDS AFFECTED

The policy amendments regarding Additional Residential Units generally apply to all the lands within the County's five Townships, as shown on Schedules 'B-1', 'E-1', 'N-1', 'S-1', and 'Z-1' of the Official Plan, with the exception of the updates to Chapter 10 pertaining to temporary garden suites, which apply to all lands within the County.

3.0 BASIS FOR THE AMENDMENT

Bill 23, *More Homes Built Faster Act* received Royal Assent on November 28, 2022 and made various amendments to the *Planning Act* and the *Development Charges Act* intended to increase the availability and affordability of housing. One of the amendments to the *Planning Act* requires municipal Official Plans to contain policies that permit the use of up to three residential units on a residential lot within a settlement with both municipal drinking water and wastewater disposal services and any policies that have the effect of prohibiting such units have no effect. The units may be in the form of three units within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling or two units within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling and one unit in an ancillary building.

The *Planning Act* does not direct municipalities to permit additional residential units in areas without municipal services. However, the *Planning Act* does authorize the Minister to issue regulations to establish requirements and standards for units and provide some protection from appeals for Official Plan policies and Zoning By-law provisions to permit such units in a principal dwelling, but not those to allow such units in an ancillary structure.

This Official Plan amendment introduces enabling policies that are intended to reflect and implement the current Provincial direction on Additional Residential Units (ARUs) for the rural areas of the County (i.e. the five Townships), while also establishing comprehensive review criteria to inform and support the establishment of appropriate zoning provisions and, where deemed appropriate, other local implementation measures for such units in those areas. Council is satisfied that the policies contained in this amendment provide the necessary support and direction for each of the Townships to establish specific local direction with respect to where ARUs will be permitted, and what standards will apply, primarily by establishing appropriate zoning provisions for such units through a comprehensive, Township-initiated Zoning By-law amendment.

Related updates to Chapter 10 comprise minor amendments to reflect amended *Planning Act* provisions with respect to garden suites. The amendments are to

clarify wording and amend the amount of time that a temporary garden suite is permitted to remain from 10 years to 20 years. The amendments would enable area municipalities to amend their zoning provisions with respect to garden suites, as deemed appropriate.

The policy amendments regarding ARUs generally apply to all the lands within the County's five Townships, as shown on Schedules 'B-1', 'E-1', 'N-1', 'S-1', and 'Z-1' of the Official Plan, with the exception of the updates to Chapter 10 pertaining to temporary garden suites, which apply to all lands within the County.

4.0 DETAILS OF THE AMENDMENT

4.1 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by replacing all references to 'converted dwelling' in Section 3.1 with the term 'additional residential unit'

4.2 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by deleting the second paragraph corresponding with the side bar title POLICIES in subsection 3.1.4.5 Policies for Farm Residential Uses and replacing it with the following:

Notwithstanding this policy, *additional residential units* and *garden suites* are also permitted in the Agricultural Reserve designation subject to the policies of Sections 4.2.2.1 and 10.3.9 respectively.

4.3 That Chapter 3 – NATURAL AND CULTURAL RESOURCE MANAGEMENT POLICIES, Section 3.1 – Agricultural Land Resource, as amended, is hereby amended by deleting the paragraph with the side bar title CRITERIA FOR ADDITIONAL ON-FARM RESIDENCES in subsection 3.1.4.5 Policies for Farm Residential Uses and replacing it with the following:

Additional dwelling units may be permitted on an agricultural lot in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings, including bunkhouses, through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this Section. Preference will be given to temporary dwellings.

4.4 That Chapter 4 – GROWTH MANAGEMENT POLICIES, Section 4.2 - Policies, as amended, is hereby amended by deleting the entirety of paragraphs starting at and including the side bar title RESIDENTIAL CONVERSIONS IN RURAL AREAS and ending before side bar title GARDEN SUITES in subsection 4.2.2.1 – Rural Area and replacing them with the following paragraphs and side bar titles:

ADDITIONAL
RESIDENTIAL
UNITS (ARUs)

In the Agricultural Reserve designation, *additional residential units* (ARUs) are permitted within a single detached dwelling and/or in a structure ancillary to such dwelling, provided that they are located on a lot zoned for agricultural or rural residential uses that permits a dwelling, and are in accordance with the policies of this subsection. Further, a maximum of two *additional residential units* shall be permitted per *farm unit*, two in a principle dwelling, or one in a principal dwelling and/or one in a structure ancillary to that dwelling.

In the Open Space and Future Urban Growth designations *additional residential units* shall only be permitted within an existing dwelling and in accordance with the applicable policies of this subsection.

Policies for *additional residential units* in Rural Cluster, Village and Serviced Village designations are contained in Section 6.2.2.2.

POLICIES FOR ALL
ADDITIONAL
RESIDENTIAL
UNITS OUTSIDE OF
A SETTLEMENT

The Area Municipal Zoning By-law shall identify the areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units, in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling, to a maximum of 140 m² (1506 ft²), except that Area Municipal zoning by-law provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* shall not generally be permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast, a farm vacation rental, or other similar use;

- an *additional residential unit* within the principal dwelling may be permitted on the same lot as a *garden suite*, through a site specific zone change or minor variance, where the applicable policies of this section are met;
- *individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and Quantity and 5.5, County Servicing Policy;
- the existing principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and exterior character of the principal dwelling;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall use the same driveway as the principal dwelling;
- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- land use compatibility concerns (e.g., due to proximity to industrial areas or *major facilities*) will not be created or intensified;
- the location of *additional residential units* and related services and outdoor amenity areas shall comply with all other applicable policies of the Plan including, but not limited to: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,

- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN
ANCILLARY
STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in a detached ancillary structure:

- the lot must be a minimum of 0.6 ha (1.48 ac) in area;
- on a rural residential lot, the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties; and,
- an *additional residential unit* will satisfy MDS I, or not further reduce an existing insufficient MDS I setback.

ADDITIONAL
CRITERIA FOR
ADDITIONAL
RESIDENTIAL
UNITS IN AN
ANCILLARY
STRUCTURE ON AN
AGRICULTURAL
LOT

In addition to above policies, the following shall apply to the establishment of an *additional residential unit* in a detached ancillary structure on an agricultural lot:

- shall only be permitted through a minor variance granted by the Area Municipal Committee of Adjustment, to ensure all applicable policy criteria, zoning provisions and any local standards and requirements will be adequately addressed (i.e. through the review and conditions of approval);

- the *additional residential unit* should share *individual on-site water supply and sewage services* and utility services with the principal dwelling, where possible;
- the ancillary structure must be located within the established residential area on the agricultural lot (i.e. the area comprising the principal dwelling and accessory residential structures, driveway, outdoor amenity areas and individual on-site services);
- an *additional residential unit* in a new ancillary building shall be located a maximum distance of 30 m (98 ft) from the principal dwelling; and
- the cumulative area of the lot utilized for residential purposes shall be minimized to the extent feasible to a maximum of 0.8 ha (2 ac) and the location of the *additional residential unit* and/or related services and outdoor amenity areas shall minimize the loss of tillable agricultural land and potential impacts on the farm operation and adjacent farms.

ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted, except where the need for a site specific zone change or minor variance process is specifically identified by the policies of this Section or by the Area Municipal Zoning By-law provisions.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

SURPLUS DWELLING SEVERANCES

Where a dwelling is proposed to be severed from an agricultural lot as a surplus farm dwelling, in accordance with the policies of 3.1.5.4.2, any associated *additional residential unit(s)* and related services shall be fully contained on the proposed lot with the surplus farm dwelling.

OTHER TOOLS AND
MEASURES

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, and property standards by-laws, etc..

- 4.5 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entirety of the second paragraph in subsection 6.2.2. – *Low Density Residential Areas* with the side bar title PERMITTED USES and replacing it with the following:

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplex and triplex dwellings, *additional residential units*, converted dwellings, and street townhouses. Notwithstanding this policy, in the Rural Cluster and Village designations, residential *development* involving more than two units per lot is not permitted.

- 4.6 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the word ‘consistent’ in the first bullet point of subsection 6.2.2.1.1 - Street Oriented Infill and replacing it with the word ‘compatible’, so that the first bullet of the subsection shall read as follows:

- the proposal is compatible with the street frontage, setbacks, lot area and spacing of existing *development* within the immediate residential area;

- 4.7 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire subsection 6.2.2.1.2 - Backyard Infill, and replacing it with the following:

Backyard infill *development* may involve new residential *development* behind an existing building facing a street, on a vacant lot with minimal street frontage (e.g. flag shaped lots), or on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision.

Backyard infill may involve *development* on existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Sections 6.2.2.2 and 10.3.9, respectively.

When considering proposals for backyard infilling, the County Land Division Committee and the Area Municipal Council will be guided by the following policies, as well as the policies of Section 6.2.2.1.4:

- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that impact on light, view and privacy of adjacent backyards is minimal;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area; and,
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage.

- 4.8 That Chapter 6 – RURAL SETTLEMENT Land Use Policies, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire subsection 6.2.2.1.3 – Infill Subdivisions, and replacing it with the following:

In addition to the policies of Section 6.2.2.1.4 and 10.3.3, where *infill development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision, the Area Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- any new residential lots with direct exposure to an established residential street will be consistent with the size of lots within the immediate area and new residential *development* will maintain setbacks and spacing between dwellings consistent with the established built pattern;
- measures will be incorporated into the subdivision design to buffer and screen existing residential uses from the new *development*; and,
- stormwater run-off from the proposal will be adequately controlled in accordance with the stormwater management policies of Section 3.2.7.2.1 and will not *negatively affect* adjacent properties.

- 4.9 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the introductory sentence before the bullet points of subsection 6.2.2.1.4 – All Infill Proposals, and replacing it with the following:

In addition to the specific infill policies of this Section, the following policies will apply to all infill proposals:

- 4.10 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.2 – Residential Uses in the Rural Settlements, as amended, is hereby amended by deleting the entire existing Section 6.2.2.2 – Converted Dwellings, and replacing it with the following:

6.2.2.2 Additional Residential Units and Converted Dwellings

6.2.2.2.1 Additional Residential Units

ADDITIONAL RESIDENTIAL UNITS (ARUs)

The development of *additional residential units* (ARUs) within Rural Cluster, Village and Serviced Village designations shall be encouraged, where appropriate, with the objective of increasing the range and availability of *housing options* while maintaining the residential character of the settlement areas, avoiding off-site impacts and ensuring that appropriate water and wastewater services are provided.

ADDITIONAL RESIDENTIAL UNITS IN RURAL CLUSTERS AND VILLAGES

In Rural Cluster and Village designations, an *additional residential unit* may be permitted in a principal dwelling or in a structure ancillary to such dwelling, to a maximum of two dwelling units per lot, in accordance with the policies of this subsection.

ADDITIONAL RESIDENTIAL UNITS IN SERVICED VILLAGES

In Serviced Village designations, *additional residential units* are permitted in a principal dwelling, and/or in a structure ancillary to such dwelling, to a maximum of three dwelling units per lot, where sufficient *centralized waste water and water supply* capacity exists and in accordance with the policies of this subsection.

POLICIES FOR ALL ADDITIONAL RESIDENTIAL UNITS

In Rural Cluster, Village and Serviced Village designations, Area Municipal Zoning By-laws shall identify the areas and/or zones where *additional residential units* may be established and contain zoning provisions to regulate the establishment of such units in accordance with the following policies:

- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling on the lot and have a cumulative gross floor area no greater than 50% of the gross floor area of the principal dwelling on the lot, to a maximum of 100 m² (1076 ft²), except that Area Municipal zoning by-law provisions may permit the entire basement of the principal dwelling to be used;
- *additional residential units* are not permitted where a lot or dwelling already contains other accessory residential dwellings and/or uses, including: a group home, a boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast or other similar use;
- an *additional residential unit* within the principal dwelling may be permitted on the same lot as a *garden suite*, through a site specific zone change or minor variance, where the applicable policies of this section are met;
- *centralized waste water and water supply and/or individual on-site water supply and sewage services* are demonstrated to be adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3, Water Quality and 5.5, County Servicing Policy;
- the existing principal dwelling and lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas without detracting from the visual character of the lot or area;
- any new or expanded structures and/or exterior alterations (e.g., new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general built form and exterior character of the principal dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all *additional residential units* shall generally use the same driveway and parking area as the principal dwelling;

- there is adequate access from the front lot line and parking area to each *additional residential unit* for both occupant use and emergency response;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns (e.g., due to proximity to industrial areas or on *major facilities*) will not be created or intensified;
- the location of the proposed *additional residential unit* and related services and outdoor amenity areas shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies; and,
- all other municipal requirements, such as servicing, stormwater management, waste management and emergency access, can be adequately addressed.

ADDITIONAL
RESIDENTIAL
UNITS IN
ANCILLARY
STRUCTURES

The following additional policies shall apply to the establishment of an *additional residential unit* in an detached ancillary structure:

- the minimum lot size for a lot with *individual on-site sewage services* is 0.6 ha (1.48 ac);
- the ancillary structure must be located in a rear or interior side yard; and,
- the siting, design and orientation of the ancillary structure, parking area and outdoor amenity area will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential properties.

ZONING

The zoning provisions for *additional residential units* will be implemented through a comprehensive, municipally initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions.

Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit* shall not generally be permitted except where a site specific zone change or minor variance process is specifically required by the Area Municipal Zoning By-law provisions.

**AVAILABILITY OF
MUNICIPAL
SERVICES**

Additional residential units within a settlement serviced by *centralized waste water and/or water supply* shall be required to connect to all available services, and shall only be permitted where adequate capacity has been confirmed by the County and all applicable connection requirements can be met.

Area Municipal Zoning By-laws shall prohibit the development of *additional residential units* in settlements and/or areas where the County has determined that the existing and/or planned servicing capacity is not adequate to support such development.

NO NEW LOT CREATION

An *additional residential unit* shall not be severed from the lot containing the principal dwelling or converted into a separately transferrable unit through plan of condominium.

**OTHER TOOLS AND
MEASURES**

Where deemed necessary and/or appropriate, Area Municipalities may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, submission of site and grading plans, registration and/or licensing requirements, design guidelines, and property standards by-laws.

**CONVERTED
DWELLINGS****6.2.2.2.2 Converted Dwellings**

Notwithstanding the maximum *net residential density* for an individual *development* in a Low Density Residential area within the Serviced Village designation, the Area Municipality may zone areas to permit the conversion of a principal dwelling into more than three dwelling units in accordance with the following criteria:

CRITERIA MORE
THAN THREE UNITS

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas;
- existing dwellings are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

NO FURTHER
CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

ZONING

The Zoning By-Law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-Law may also limit the extent of structural additions or changes that would be permitted.

- 4.11 That Chapter 6 – RURAL SETTLEMENT LAND USE POLICIES, Section 6.3 – Commercial Uses in the Rural Settlements, as amended, is hereby amended by adding the words ‘additional residential units’ in the third paragraph of subsection 6.3.1.1 – Village Core, so that the third paragraph of the subsection shall read as follows:

Residential dwelling units including Low and Medium Density residential *development*, accessory dwelling units within a non-residential use, bed and breakfast establishments, *additional residential units*, converted dwellings, social housing and special needs housing are also permitted in the Village Core where adequate servicing levels exist.

- 4.12 That Chapter 10 – IMPLEMENTATION MEASURES, Section 10.3 – Implementation Tools, as amended, is hereby amended by deleting the last sentence in the first paragraph of subsection 10.3.9 – Temporary Use that reads “*Garden suites* may be permitted up to a maximum of ten years, subject to re-application at 3-year intervals thereafter”.
- 4.13 That Chapter 10 – IMPLEMENTATION MEASURES, Section 10.3 – Implementation Tools, as amended, is hereby amended by deleting the entirety of paragraphs starting at and including side bar title GARDEN

SUITES and ending before side bar title COMPATIBILITY in subsection 10.3.9 – Temporary Use and replacing them with the following paragraphs and side bar titles:

GARDEN SUITES	<p>Area Municipalities may permit a <i>garden suite</i> on a <i>farm unit</i> or on a non-farm rural residential lot in the Agricultural Reserve, Open Space or Future Urban Growth designations, on a residential lot in the Rural Cluster or Village designations, or in Low Density Residential designations in Serviced Villages and Large Urban Centres.</p>
OCCUPANTS	<p><i>Garden Suites</i> are intended to provide temporary housing for specified occupant(s), which shall be limited to:</p> <ul style="list-style-type: none"> • the parents or grandparents of a property owner or their spouse, or the child or grandchild of the property owner; or • a property owner provided that the principal dwelling is occupied by their parents, grandparents, child or grandchild.
ZONING AMENDMENT REQUIRED	<p>Prior to permitting the construction of a <i>garden suite</i>, an amendment to the Zoning By-Law under Section 39 of the Planning Act, which relates to temporary use by-laws, will be required. The temporary use by-law may remain in effect for a maximum of 20 years. Extension(s) may be granted by the Area Municipality for up to three-years, subject to re-application and approval of an amendment to the Zoning By-law. The zoning amendment must satisfy the following criteria:</p>
SERVICING	<p>The <i>garden suite</i> should generally use the existing sanitary sewage disposal, water supply and electrical services of the principal dwelling existing on the lot where the <i>garden suite</i> is proposed to be located. Prior to the zoning amendment, approvals shall be obtained from the authorities responsible for the various services to ensure that the existing servicing systems are adequate for shared use. In situations where the approval authority indicates that one or more of the services are not adequate for shared use, separate services will be required, provided these services can be accommodated on the subject property to the satisfaction of the approval authority.</p> <p>In the rural areas, Rural Clusters and Villages, it must be demonstrated <i>individual on-site water supply and sewage services</i> are adequate to serve the proposed use, in accordance with the applicable policies of Section 3.3,</p>

Water Quality and Quantity and 5.5, County Servicing Policy;

5.0 IMPLEMENTATION

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

6.0 INTERPRETATION

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

COUNTY OF OXFORD

BY-LAW NO. **6507-2023**

BEING a By-Law to remove certain lands from Part Lot Control.

WHEREAS, PERFORMANCE COMMUNITIES REALTY INC., has applied to the County of Oxford to delete, by by-law, certain lands for one-hundred and nineteen (119) residential lots in a registered subdivision from Part Lot Control.

AND WHEREAS pursuant to Subsection 77(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, the County of Oxford may pass a by-law under subsection 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended;

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Descriptions as shown on Schedule “A” forming part of this By-law.

2. Pursuant to subsection 50 (7.3) of the Planning Act, R.S.O. 1990, c. P.13, as amended, this By-Law shall expire on **February 8th, 2024**, unless it shall have prior to that date been repealed or extended by the Council of the County of Oxford.
3. That this By-Law shall become effective on the date of third and final reading.
4. That after the lots or any portion thereof have been conveyed to individual transferees this By-Law may be repealed by the Council of the County of Oxford.

READ a first and second time this 8th day of February, 2023.

READ a third time and finally passed this 8th day of February, 2023.

MARKUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

COUNTY OF OXFORD

BY-LAW NO. **6507-2023**

SCHEDULE "A"

Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Lots 97, 98, 99, 100 & 101, Registered Plan 41M-378, being PARTS 1-60, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10358, Town of Tillsonburg, County of Oxford, comprising a total of twenty-five (25) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- i. Part Lot 97, Plan 41M-378, being PARTS 1, 2 & 3, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 2 & 3, in favour of Part Lot 97, Plan 41M-378, being PARTS 4 & 5, Reference Plan 41R-10358; subject to an easement in gross over PART 3 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 97, Plan 41M-378 as set out in Instrument No. CO269254;
- ii. Part Lot 97, Plan 41M-378, being PARTS 4 & 5, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 97, Plan 41M-378 being PARTS 2 & 3, Reference Plan 41R-10358 in favour of PARTS 4 & 5; subject to an easement in gross over PART 5 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 97, Plan 41M-378 as set out in Instrument No. CO269254;
- iii. Part Lot 97, Plan 41M-378, being PARTS 6 & 7, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 97, Plan 41M-378, being PARTS 9, 11 & 12, Reference Plan 41R-10358, in favour of PARTS 6 & 7; subject to an easement in gross over PART 7 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 97, Plan 41M-378 as set out in Instrument No. CO269254;
- iv. Part Lot 97, Plan 41M-378, being PARTS 8 & 9, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PART 9, in favour of Part Lot 97, Plan 41M-378, being PARTS 6 & 7, Reference Plan 41R-10358; together with an easement for pedestrian access purposes over Part Lot 97, Plan 41M-378, being PARTS 11 & 12, Reference Plan 41R-10358, in favour of PARTS 8 & 9; subject to an easement in gross over PART 9 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 97, Plan 41M-378 as set out in Instrument No. CO269254;
- v. Part Lot 97, Plan 41M-378, being PARTS 10, 11 & 12, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 11 & 12, in favour of Part Lot 97, Plan 41M-378, being PARTS 6 & 7 and PARTS 8 & 9, Reference Plan 41R-10358; subject to an easement in gross over PART 12 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 97, Plan 41M-378 as set out in Instrument No. CO269254;
- vi. Part Lot 98, Plan 41M-378, being PARTS 13, 14 & 15, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 13 & 15, in favour of Part Lot 98, Plan 41M-378, being PARTS 16 & 17, Reference Plan 41R-10358; subject to an easement in gross over PART 15 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 98, Plan 41M-378 as set out in Instrument No. CO269254;
- vii. Part Lot 98, Plan 41M-378, being PARTS 16 & 17, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 98, Plan 41M-378, being PARTS 13 & 15, Reference Plan 41R-10358, in favour of PARTS 16 & 17; subject to an easement in gross over PART 17 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 98, Plan 41M-378 as set out in Instrument No. CO269254;

- viii. Part Lot 98, Plan 41M-378, being PARTS 18 & 19, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 98, Plan 41M-378, being PARTS 21, 23 & 24, Reference Plan 41R-10358 in favour of PARTS 18 & 19; subject to an easement in gross over PART 19 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 98, Plan 41M-378 as set out in Instrument No. CO269254;
- ix. Part Lot 98, Plan 41M-378, being PARTS 20 & 21, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PART 21, in favour of Part Lot 98, Plan 41M-378, being PARTS 18 & 19, Reference Plan 41R-10358; together with an easement for pedestrian access purposes over Part Lot 98, Plan 41M-378, being PARTS 23 & 24, Reference Plan 41R-10358, in favour of PARTS 20 & 21; subject to an easement in gross over PART 21 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 98, Plan 41M-378 as set out in Instrument No. CO269254;
- x. Part Lot 98, Plan 41M-378, being PARTS 22, 23 & 24, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 23 & 24, in favour of Part Lot 98, Plan 41M-378, being PARTS 18 & 19, and PARTS 20 & 21, Reference Plan 41R-10358; subject to an easement in gross over PART 24 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 98, Plan 41M-378 as set out in Instrument No. CO269254;
- xi. Part Lot 99, Plan 41M-378, being PARTS 25, 26 & 27, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 25 & 27, in favour of Part Lot 99, Plan 41M-378, being PARTS 28 & 29, Reference Plan 41R-10358; subject to an easement in gross over PART 27 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 99, Plan 41M-378 as set out in Instrument No. CO269254;
- xii. Part Lot 99, Plan 41M-378, being PARTS 28 & 29, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 99, Plan 41M-378, being PARTS 25 & 27, Reference Plan 41R-10358, in favour of PARTS 28 & 29; subject to an easement in gross over PART 29 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 99, Plan 41M-378 as set out in Instrument No. CO269254;
- xiii. Part Lot 99, Plan 41M-378, being PARTS 30 & 31, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 99, Plan 41M-378, being PARTS 33, 35 & 36, Reference Plan 41R-10358, in favour of PARTS 30 & 31; subject to an easement in gross over PART 31 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 99, Plan 41M-378 as set out in Instrument No. CO269254;
- xiv. Part Lot 99, Plan 41M-378, being PARTS 32 & 33, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PART 33, in favour of Part Lot 99, Plan 41M-378, being PARTS 30 & 31, Reference Plan 41R-10358; together with an easement for pedestrian access purposes over Part Lot 99, Plan 41M-378, being PARTS 35 & 36, Reference Plan 41R-10358, in favour of PARTS 32 & 33; subject to an easement in gross over PART 33 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 99, Plan 41M-378 as set out in Instrument No. CO269254;
- xv. Part Lot 99, Plan 41M-378, being PARTS 34, 35 & 36, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 35 & 36, in favour of Part Lot 99, Plan 41M-378, being PARTS 30 & 31, and PARTS 32 & 33, Reference Plan 41R-10358; subject to an easement in gross over PART 36 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 99, Plan 41M-378 as set out in Instrument No. CO269254;

- xvi. Part Lot 100, Plan 41M-378, being PARTS 37, 38 & 39, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 37 & 39, in favour of Part Lot 100, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10358; subject to an easement in gross over PART 39 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 100, Plan 41M-378 as set out in Instrument No. CO269254;
- xvii. Part Lot 100, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 100, Plan 41M-378, being PARTS 37 & 39, in favour of PARTS 40 & 41; subject to an easement in gross over PART 41 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 100, Plan 41M-378 as set out in Instrument No. CO269254;
- xviii. Part Lot 100, Plan 41M-378, being PARTS 42 & 43, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 100, Plan 41M-378, being PARTS 45, 47 & 48, Plan 41R-10358, in favour of PARTS 42 & 43; subject to an easement in gross over PART 43 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 100, Plan 41M-378 as set out in Instrument No. CO269254;
- xix. Part Lot 100, Plan 41M-378, being PARTS 44 & 45, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PART 45 in favour of Part Lot 100, Plan 41M-378, being PARTS 42 & 43, Reference Plan 41R-10358; together with an easement for pedestrian access purposes over Part Lot 100, Plan 41M-378, being PARTS 47 & 48, Reference Plan 41R-10358, in favour of PARTS 44 & 45; subject to an easement in gross over PART 45 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 100, Plan 41M-378 as set out in Instrument No. CO269254;
- xx. Part Lot 100, Plan 41M-378, being PARTS 46, 47 & 48, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 47 & 48, in favour of Part Lot 100, Plan 41M-378, being PARTS 42 & 43 and PARTS 44 & 45, Reference Plan 41R-10358; subject to an easement in gross over PART 48 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 100, Plan 41M-378 as set out in Instrument No. CO269254;
- xxi. Part Lot 101, Plan 41M-378, being PARTS 49, 50 & 51, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 49 & 51, in favour of Part Lot 101, Plan 41M-378, being PARTS 52 & 53, Reference Plan 41R-10358; subject to an easement in gross over PART 51 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 101, Plan 41M-378 as set out in Instrument No. CO269254;
- xxii. Part Lot 101, Plan 41M-378, being PARTS 52 & 53, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 101, Plan 41M-378, being PARTS 49 & 51, Reference Plan 41R-10358, in favour of PARTS 52 & 53; subject to an easement in gross over PART 53 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 101, Plan 41M-378 as set out in Instrument No. CO269254;
- xxiii. Part Lot 101, Plan 41M-378, being PARTS 54 & 55, Reference Plan 41R-10358 together; together with an easement for pedestrian access purposes over Part Lot 101, Plan 41M-378, being PARTS 57, 59 & 60, Reference Plan 41R-10358, in favour of PARTS 54 & 55; subject to an easement in gross over PART 55 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 101, Plan 41M-378 as set out in Instrument No. CO269254;
- xxiv. Part Lot 101, Plan 41M-378, being PARTS 56 & 57, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PART 57, in favour of Part Lot 101, Plan 41M-378, being PARTS 54 & 55, Reference Plan 41R-10358; together with an easement for pedestrian access purposes over Part Lot 101, Plan 41M-378, being PARTS 59 & 60, Reference Plan 41R-10358, in favour of PARTS 56 & 57; subject to an easement in gross over PART 57 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 101, Plan 41M-378 as set out in Instrument No. CO269254;

- xxv. Part Lot 101, Plan 41M-378, being PARTS 58, 59 & 60, Reference Plan 41R-10358 together; subject to an easement for pedestrian access purposes over PARTS 59 & 60, in favour of Part Lot 101, Plan 41M-378, being PARTS 54 & 55 and PARTS 56 & 57, Reference Plan 41R-10358; subject to an easement in gross over PART 60 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 101, Plan 41M-378 as set out in Instrument No. CO269254;

Lots 51, 52, 53, 55 & 18, Registered Plan 41M-378, being PARTS 1-50, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10359, Town of Tillsonburg, County of Oxford, comprising a total of twenty-six (26) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- xxvi. Part Lot 51, Plan 41M-378, being PARTS 1, 2 & 3, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PARTS 1 & 3, in favour of Part Lot 51, Plan 41M-378, being PARTS 4 & 5, Reference Plan 41R-10359; subject to an easement in gross over PART 3 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 51, Plan 41M-378 as set out in Instrument No. CO269254;
- xxvii. Part Lot 51, Plan 41M-378, being PARTS 4 & 5, Reference Plan 41R-10359 together; together with an easement for pedestrian access purposes over Part Lot 51, Plan 41M-378, being PARTS 1 & 3, Reference Plan 41R-10359, in favour of PARTS 4 & 5; subject to an easement in gross over PART 5 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 51, Plan 41M-378 as set out in Instrument No. CO269254;
- xxviii. Part Lot 51, Plan 41M-378, being PARTS 6 & 7, Reference Plan 41R-10359 together; together with an easement for pedestrian access purposes over Part Lot 51, Plan 41M-378, being PARTS 9, 11 & 12, Reference Plan 41R-10359 in favour of PARTS 6 & 7; subject to an easement in gross over PART 7 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 51, Plan 41M-378 as set out in Instrument No. CO269254;
- xxix. Part Lot 51, Plan 41M-378, being PARTS 8 & 9, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 9, in favour of Part Lot 51, Plan 41M-378, being PARTS 6 & 7, Reference Plan 41R-10359; together with an easement for pedestrian access purposes over Part Lot 51, Plan 41M-378, being PARTS 11 & 12, Reference Plan 41R-10359, in favour of PARTS 8 & 9; subject to an easement in gross over PART 9 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 51, Plan 41M-378 as set out in Instrument No. CO269254;
- xxx. Part Lot 51, Plan 41M-378, being PARTS 10, 11 & 12, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PARTS 11 & 12, in favour of Part Lot 51, Plan 41M-378, being PARTS 6 & 7 and PARTS 8 & 9, Reference Plan 41R-10359; subject to an easement in gross over PART 11 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 51, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxi. Part Lot 52, Plan 41M-378, being PARTS 13 & 14, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 13, in favour of Part Lot 52, Plan 41M-378, being PARTS 15 & 16, Reference Plan 41R-10359; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxii. Part Lot 52, Plan 41M-378, being PARTS 15 & 16, Reference Plan 41R-10359 together; together with an easement for pedestrian access purposes over Part Lot 52, Plan 41M-378, being PART 13, Reference Plan 41R-10359, in favour of PARTS 15 & 16; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxiii. Part Lot 52, Plan 41M-378, being PART 17, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 52, Plan 41M-378, being PARTS 13 & 16, Reference Plan 41R-10359, in favour of PART 17; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;

- xxxiv. Part Lot 52, Plan 41M-378, being PART 18, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 52, Plan 41M-378, being PARTS 20 & 22, Reference Plan 41R-10359, in favour of PART 18; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxv. Part Lot 52, Plan 41M-378, being PARTS 19 & 20, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 20, in favour of Part Lot 52, Plan 41M-378, being PART 18, Reference Plan 41R-10359; together with an easement for pedestrian access purposes over Part Lot 52, Plan 41M-378, being PART 22, Reference Plan 41R-10359, in favour of PARTS 19 & 20; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxvi. Part Lot 52, Plan 41M-378, being PARTS 21 & 22, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 22, in favour of Part Lot 52, Plan 41M-378, being PARTS 18 and PARTS 19 & 20, Reference Plan 41R-10359; subject to an easement in gross over Lot 52, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxvii. Part Lot 53, Plan 41M-378, being PARTS 23 & 24, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 23, in favour of Part Lot 53, Plan 41M-378, being PART 25, Reference Plan 41R-10359; subject to an easement in gross over Lot 53, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxviii. Part Lot 53, Plan 41M-378, being PART 25, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 53, Plan 41M-378, being PART 23, Reference Plan 41R-10359, in favour of PART 25; subject to an easement in gross over Lot 53, Plan 41M-378 as set out in Instrument No. CO269254;
- xxxix. Part Lot 53, Plan 41M-378, being PART 26, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 53, Plan 41M-378, being PARTS 28 & 30, Reference Plan 41R-10359, in favour of PART 26; subject to an easement in gross over Lot 53, Plan 41M-378 as set out in Instrument No. CO269254;
- xl. Part Lot 53, Plan 41M-378, being PARTS 27 & 28, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 28, in favour of Part Lot 53, Plan 41M-378, being PART 26, Reference Plan 41R-10359; together with an easement for pedestrian access purposes over Part Lot 53, Plan 41M-378, being PART 30, Reference Plan 41R-10359 in favour of PARTS 27 & 28; subject to an easement in gross over Lot 53, Plan 41M-378 as set out in Instrument No. CO269254;
- xli. Part Lot 53, Plan 41M-378, being PARTS 29 & 30, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 30, in favour of Part Lot 53, Plan 41M-378, being PART 26 and PARTS 27 & 28, Reference Plan 41R-10359; subject to an easement in gross over Lot 53, Plan 41M-378 as set out in Instrument No. CO269254;
- xlii. Part Lot 55, Plan 41M-378, being PARTS 31, 32 & 33, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PARTS 31 & 33, in favour of Part Lot 55, Plan 41M-378, being PARTS 34 & 35 and PARTS 36 & 37, Reference Plan 41R-10359; subject to an easement in gross over PART 33 as set out in Instrument No. CO260183;
- xliii. Part Lot 55, Plan 41M-378, being PARTS 34 & 35, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 35 in favour of Part Lot 55, Plan 41M-378, being PARTS 36 & 37, Reference Plan 41R-10359; together with an easement for pedestrian access purposes over Part Lot 55, Plan 41M-378, being PARTS 31 & 33, Reference Plan 41R-10359, in favour of PARTS 34 & 35; subject to an easement in gross over PART 35 as set out in Instrument No. CO260183;

- xliv. Part Lot 55, Plan 41M-378, being PARTS 36 & 37, Reference Plan 41R-10359 together; together with an easement for pedestrian access purposes over Part Lot 55, Plan 41M-378, being PARTS 31, 33 & 35, Reference Plan 41R-10359, in favour of PARTS 36 & 37; subject to an easement in gross over PART 37 as set out in Instrument No. CO260183;
- xliv. Part Lot 55, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10359 together; together with an easement for pedestrian access purposes over Part Lot 55, Plan 41M-378, being PARTS 41 & 42, Reference Plan 41R-10359, in favour of PARTS 38 & 39; subject to an easement in gross over PART 39 as set out in Instrument No. CO260183;
- xlvi. Part Lot 55, Plan 41M-378, being PARTS 40, 41 & 42, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PARTS 41 & 42 in favour of Part Lot 55, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10359; subject to an easement in gross over PART 41 as set out in Instrument No. CO260183;
- xlvi. Part Lot 18, Plan 41M-378, being PARTS 43 & 44, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 43 in favour of Part Lot 18, Plan 41M-378, being PARTS 45 & 46 and PART 47, Reference Plan 41R-10359; subject to an easement in gross over Lot 18, Plan 41M-378 as set out in Instrument No. CO269254;
- xlvi. Part Lot 18, Plan 41M-378, being PARTS 45 & 46, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 46 in favour of Part Lot 18, Plan 41M-378, being PART 47, Reference Plan 41R-10359; together with an access easement over Part Lot 18, Plan 41M-378, being PART 43, Reference Plan 41R-10359 in favour of PARTS 45 & 46; subject to an easement in gross over Lot 18, Plan 41M-378 as set out in Instrument No. CO269254;
- xlix. Part Lot 18, Plan 41M-378, being PART 47, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 18, Plan 41M-378, being PARTS 43 & 46, Reference Plan 41R-10359 in favour of PART 47; subject to an easement in gross over Lot 18, Plan 41M-378 as set out in Instrument No. CO269254;
- I. Part Lot 18, Plan 41M-378, being PART 48, Reference Plan 41R-10359 alone; together with an easement for pedestrian access purposes over Part Lot 18, Plan 41M-378, being PART 50, Reference Plan 41R-10359 in favour of being PART 48; subject to an easement in gross over Lot 18, Plan 41M-378 as set out in Instrument No. CO269254;
- li. Part Lot 18, Plan 41M-378, being PARTS 49 & 50, Reference Plan 41R-10359 together; subject to an easement for pedestrian access purposes over PART 50 in favour of Part Lot 18, Plan 41M-378, being PART 48, Reference Plan 41R-10359; subject to an easement in gross over Lot 18, Plan 41M-378 as set out in Instrument No. CO269254;

Lots 42, 43, 44, 45, 46, 47, 48, 94 & 95, Registered Plan 41M-378, being PARTS 1-71, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10360, Town of Tillsonburg, County of Oxford, comprising a total of thirty-seven (37) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- lii. Part Lot 94, Plan 41M-378, being PARTS 1 & 2, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 1 in favour of Part Lot 94, Plan 41M-378, being PART 3, Reference Plan 41R-10360; subject to an easement in gross over Lot 94, Plan 41M-378 as set out in Instrument No. CO269254;
- liii. Part Lot 94, Plan 41M-378, being PART 3, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 94, Plan 41M-378, being PART 1, Reference Plan 41R-10360, in favour of PART 3; subject to an easement in gross over Lot 94, Plan 41M-378 as set out in Instrument No. CO269254;

- liv. Part Lot 94, Plan 41M-378, being PART 4, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 94, Plan 41M-378, being PART 6, Reference Plan 41R-10360 in favour of PART 4; subject to an easement in gross over Lot 94, Plan 41M-378 as set out in Instrument No. CO269254;
- lv. Part Lot 94, Plan 41M-378, being PARTS 5 & 6, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 6 in favour of Part Lot 94, Plan 41M-378, being PART 4, Reference Plan 41R-10360; subject to an easement in gross over Lot 94, Plan 41M-378 as set out in Instrument No. CO269254;
- lvi. Part Lot 95, Plan 41M-378, being PARTS 7 & 8, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 7 in favour of Part Lot 95, Plan 41M-378, being PART 9, Reference Plan 41R-10360; subject to an easement in gross over Lot 95, Plan 41M-378 as set out in Instrument No. CO269254;
- lvii. Part Lot 95, Plan 41M-378, being PART 9, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 95, Plan 41M-378, being PART 7, Reference Plan 41R-10360 in favour of PART 9; subject to an easement in gross over Lot 95, Plan 41M-378 as set out in Instrument No. CO269254;
- lviii. Part Lot 95, Plan 41M-378, being PART 10, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 95, Plan 41M-378, being PARTS 12 & 14, Reference Plan 41R-10360 in favour of PART 10; subject to an easement in gross over Lot 95, Plan 41M-378 as set out in Instrument No. CO269254;
- lix. Part Lot 95, Plan 41M-378, being PARTS 11 & 12, Reference Plan 41R-10360 together; subject to an easement over PART 12 in favour of Part Lot 95, Plan 41M-378, being PART 10, Reference Plan 41-10360; together with an easement for pedestrian access purposes over Part Lot 95, Plan 41M-378, being PART 14, Reference Plan 41R-10360 in favour of PARTS 11 & 12; subject to an easement in gross over Lot 95, Plan 41M-378 as set out in Instrument No. CO269254;
- lx. Part Lot 95, Plan 41M-378, being PARTS 13 & 14, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 14, in favour of Part Lot 95, Plan 41M-378, being PART 10 and PARTS 11 & 12, Reference Plan 41R-10360; subject to an easement in gross over PART 14 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 95, Plan 41M-378 as set out in Instrument No. CO269254;
- lxi. Part Lot 48, Plan 41M-378, being PARTS 15, 16 & 17, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 15 & 16, in favour of Part Lot 48, Plan 41M-378, being PARTS 18 & 19, Reference Plan 41R-10360; subject to an easement in gross over PART 16 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 48, Plan 41M-378 as set out in Instrument No. CO269254;
- lxii. Part Lot 48, Plan 41M-378, being PARTS 18 & 19, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 48, Plan 41M-378, being PARTS 15 & 16, Reference Plan 41R-10360 in favour of PARTS 18 & 19; subject to an easement in gross over PART 19 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 48, Plan 41M-378 as set out in Instrument No. CO269254;
- lxiii. Part Lot 48, Plan 41M-378, being PARTS 20 & 21, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 48, Plan 41M-378, being PARTS 23 & 24, Reference Plan 41R-10360, in favour of PARTS 20 & 21; subject to an easement in gross over PART 21 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 48, Plan 41M-378 as set out in Instrument No. CO269254;

- lxiv. Part Lot 48, Plan 41M-378, being PARTS 22, 23 & 24, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 23 & 24, in favour of Part Lot 48, Plan 41M-378, being PARTS 20 & 21, Reference Plan 41R-10360; subject to an easement in gross over PART 23 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 48, Plan 41M-378 as set out in Instrument No. CO269254;

- lxv. Part Lot 47, Plan 41M-378, being PARTS 25, 26 & 27, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 25 & 26, in favour of Part Lot 47, Plan 41M-378, being PARTS 28 & 29, Reference Plan 41R-10360; subject to an easement in gross over PART 26 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 47, Plan 41M-378 as set out in Instrument No. CO269254;

- lxvi. Part Lot 47, Plan 41M-378, being PARTS 28 & 29, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 47, Plan 41M-378, being PARTS 25 & 26, Reference Plan 41R-10360 in favour of PARTS 28 & 29; subject to an easement in gross over PART 29 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 47, Plan 41M-378 as set out in Instrument No. CO269254;

- lxvii. Part Lot 47, Plan 41M-378, being PARTS 30 & 31, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 47, Plan 41M-378, being PARTS 33 & 34, Reference Plan 41R-10360 in favour of PARTS 30 & 31; subject to an easement in gross over PART 31 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 47, Plan 41M-378 as set out in Instrument No. CO269254;

- lxviii. Part Lot 47, Plan 41M-378, being PARTS 32, 33 & 34, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 33 & 34, in favour of Part Lot 47, Plan 41M-378, being PARTS 30 & 31, Reference Plan 41R-10360; subject to an easement in gross over PART 33 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 47, Plan 41M-378 as set out in Instrument No. CO269254;

- lxix. Part Lot 46, Plan 41M-378, being PARTS 35, 36 & 37, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 35 & 36, in favour of Part Lot 46, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10360; subject to an easement in gross over PART 36 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 46, Plan 41M-378 as set out in Instrument No. CO269254;

- lxx. Part Lot 46, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over of Part Lot 46, Plan 41M-378, being PARTS 35 & 36, Reference Plan 41R-10360 in favour PARTS 38 & 39; subject to an easement in gross over PART 39 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 46, Plan 41M-378 as set out in Instrument No. CO269254;

- lxxi. Part Lot 46, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 46, Plan 41M-378, being PARTS 43 & 44, Reference Plan 41R-10360 in favour of PARTS 40 & 41; subject to an easement in gross over PART 41 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 46, Plan 41M-378 as set out in Instrument No. CO269254;

- lxxii. Part Lot 46, Plan 41M-378, being PARTS 42, 43 & 44, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 43 & 44, in favour of Part Lot 46, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10360; subject to an easement in gross over PART 43 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 46, Plan 41M-378 as set out in Instrument No. CO269254;

- lxxiii. Part Lot 45, Plan 41M-378, being PARTS 45, 46 & 47, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PARTS 45 & 46, in favour of Part Lot 45, Plan 41M-378, being PARTS 48 & 49, Reference Plan 41R-10360; subject to an easement in gross over PART 46 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 45, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxiv. Part Lot 45, Plan 41M-378, being PARTS 48 & 49, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 45, Plan 41M-378, being PARTS 45 & 46, Plan 41R-10360, in favour of PARTS 48 & 49; subject to an easement in gross over PART 49 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 45, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxv. Part Lot 45, Plan 41M-378, being PARTS 50 & 51, Reference Plan 41R-10360 together; together with an easement for pedestrian access purposes over Part Lot 45, Plan 41M-378, being PART 53, Reference Plan 41R-10360, in favour of PARTS 50 & 51; subject to an easement in gross over PART 51 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 45, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxvi. Part Lot 45, Plan 41M-378, being PARTS 52 & 53, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 53, in favour of Part Lot 45, Plan 41M-378, being PARTS 50 & 51, Reference Plan 41R-10360; subject to an easement in gross over PART 53 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 45, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxvii. Part Lot 44, Plan 41M-378, being PARTS 54 & 55, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 55, in favour of Part Lot 44, Plan 41M-378, being PART 56, Reference Plan 41R-10360; subject to an easement in gross over Lot 44, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxviii. Part Lot 44, Plan 41M-378, being PART 56, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 44, Plan 41M-378, being PART 55, Reference Plan 41R-10360, in favour of PART 56; subject to an easement in gross over Lot 44, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxix. Part Lot 44, Plan 41M-378, being PART 57, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 44, Plan 41M-378, being PART 59, Reference Plan 41R-10360, in favour of PART 57; subject to an easement in gross over Lot 44, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxx. Part Lot 44, Plan 41M-378, being PARTS 58 & 59, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 59, in favour of Part Lot 44, Plan 41M-378, being PART 57, Reference Plan 41R-10360; subject to an easement in gross over Lot 44, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxi. Part Lot 43, Plan 41M-378, being PARTS 60 & 61, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 60, in favour of Part Lot 43, Plan 41M-378, being PART 62, Reference Plan 41R-10360; subject to an easement in gross over Lot 43, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxii. Part Lot 43, Plan 41M-378, being PART 62, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 43, Plan 41M-378, being PART 60, Reference Plan 41R-10360, in favour of PART 62; subject to an easement in gross over Lot 43, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxiii. Part Lot 43, Plan 41M-378, being PART 63, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 43, Plan 41M-378, being PART 65, Reference Plan 41R-10360, in favour of PART 63; subject to an easement in gross over Lot 43, Plan 41M-378 as set out in Instrument No. CO269254;

- lxxxiv. Part Lot 43, Plan 41M-378, being PARTS 64 & 65, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 65, in favour of Part Lot 43, Plan 41M-378, being PART 63, Reference Plan 41R-10360; subject to an easement in gross over Lot 43, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxv. Part Lot 42, Plan 41M-378, being PARTS 66 & 67, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 66, in favour of Part Lot 42, Plan 41M-378, Reference Plan 41R-10360, being PART 68; subject to an easement in gross over Lot 42, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxvi. Part Lot 42, Plan 41M-378, being PART 68, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 42, Plan 41M-378, being PART 66, Reference Plan 41R-10360, in favour of PART 68; subject to an easement in gross over Lot 42, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxvii. Part Lot 42, Plan 41M-378, being PART 69, Reference Plan 41R-10360 alone; together with an easement for pedestrian access purposes over Part Lot 42, Plan 41M-378, being PART 71, Reference Plan 41R-10360, in favour of PART 69; subject to an easement in gross over Lot 42, Plan 41M-378 as set out in Instrument No. CO269254;
- lxxxviii. Part Lot 42, Plan 41M-378, being PARTS 70 & 71, Reference Plan 41R-10360 together; subject to an easement for pedestrian access purposes over PART 71, in favour of Part Lot 42, Plan 41M-378, being PART 69, Reference Plan 41R-10360; subject to an easement in gross over Lot 42, Plan 41M-378 as set out in Instrument No. CO269254;

Lots 60, 86, 87, 88, 89 & 90, Registered Plan 41M-378, being PARTS 1-58, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10361, Town of Tillsonburg, County of Oxford, comprising a total of thirty-one (31) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- lxxxix. Part Lot 90, Plan 41M-378, being PARTS 1 & 2, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 1, in favour of Part Lot 90, Plan 41M-378, being PARTS 3 & 4 and PART 5, Reference Plan 41R-10361; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;
- xc. Part Lot 90, Plan 41M-378, being PARTS 3 & 4, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 4, in favour of Part Lot 90, Plan 41M-378, being PART 5, Reference Plan 41R-10361; together with an easement for pedestrian access purposes over Part Lot 90, Plan 41M-378, being PART 1, Reference Plan 41R-10361; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;
- xc. Part Lot 90, Plan 41M-378, being PART 5, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 90, Plan 41M-378, being PART 1 and PART 4, Reference Plan 41R-10361, in favour of PART 5; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;
- xcii. Part Lot 90, Plan 41M-378, being PART 6, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 90, Plan 41M-378, being PART 8 and PART 10, Reference Plan 41R-10361, in favour of PART 6; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;
- xciii. Part Lot 90, Plan 41M-378, being PARTS 7 & 8, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 8 in favour of Part Lot 90, Plan 41M-378, being PART 6, Reference Plan 41R-10361; together with an easement for pedestrian access purposes over Part Lot 90, Plan 41M-378, being PART 10, Reference Plan 41R-10361, in favour of PARTS 7 & 8; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;

- xciv. Part Lot 90, Plan 41M-378, being PARTS 9 & 10, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 10, in favour of Part Lot 90, Plan 41M-378, being PART 6 and PARTS 7 & 8, Reference Plan 41R-10361; subject to an easement in gross over Lot 90, Plan 41M-378 as set out in Instrument No. CO269254;
- xcv. Part Lot 89, Plan 41M-378, being PARTS 11 & 12, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 11, in favour of Part Lot 89, Plan 41M-378, being PARTS 13 & 14 and PART 15, Reference Plan 41R-10361; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- xcvi. Part Lot 89, Plan 41M-378, being PARTS 13 & 14, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 14, in favour of Part Lot 89, Plan 41M-378, being PART 15, Reference Plan 41R-10361; together with an easement for pedestrian access purposes over Part Lot 89, Plan 41M-378, being PART 11, Reference Plan 41R-10361 in favour of PARTS 13 & 14; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- xcvii. Part Lot 89, Plan 41M-378, being PART 15, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 89, Plan 41M-378, being PART 11 and PART 14, Reference Plan 41R-10361, in favour of PART 15; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- xcviii. Part Lot 89, Plan 41M-378, being PART 16, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 89, Plan 41M-378, being PART 18, Reference Plan 41R-10361, in favour of PART 16; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- xcix. Part Lot 89, Plan 41M-378, being PARTS 17 & 18, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 18, in favour of Part Lot 89, Plan 41M-378, being PART 16, Reference Plan 41R-10361; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- c. Part Lot 88, Plan 41M-378, being PARTS 19 & 20, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 19, in favour of Part Lot 88, Plan 41M-378, being PARTS 21 & 22 and PART 23, Reference Plan 41R-10361; subject to an easement in gross over Lot 88, Plan 41M-378 as set out in Instrument No. CO269254;
- ci. Part Lot 88, Plan 41M-378, being PARTS 21 & 22, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 88, Plan 41M-378, being PART 19, Reference Plan 41R-10361 in favour of PARTS 21 & 22; subject to an easement for pedestrian access purposes over PART 22, in favour of Part Lot 88, Plan 41M-378, being PART 23, Reference Plan 41R-10361; subject to an easement in gross over Lot 88, Plan 41M-378 as set out in Instrument No. CO269254;
- cii. Part Lot 88, Plan 41M-378, being PART 23, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 88, Plan 41M-378, being PART 19 and PART 22, Reference Plan 41R-10361, in favour of PART 23; subject to an easement in gross over Lot 89, Plan 41M-378 as set out in Instrument No. CO269254;
- ciii. Part Lot 88, Plan 41M-378, being PART 24, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 88, Plan 41M-378, being PART 26, Reference Plan 41R-10361, in favour of PART 24; subject to an easement in gross over Lot 88, Plan 41M-378 as set out in Instrument No. CO269254;
- civ. Part Lot 88, Plan 41M-378, being PARTS 25 & 26, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 26, in favour of Part Lot 88, Plan 41M-378, being PART 24, Reference Plan 41R-10361; subject to an easement in gross over Lot 88, Plan 41M-378 as set out in Instrument No. CO269254;

- cv. Part Lot 87, Plan 41M-378, being PARTS 27 & 28, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 27, in favour of Part Lot 87, Plan 41M-378, being PARTS 29 & 30 and PART 31, Reference Plan 41R-10361; subject to an easement in gross over Lot 87, Plan 41M-378 as set out in Instrument No. CO269254;
- cvi. Part Lot 87, Plan 41M-378, being PARTS 29 & 30, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 87, Plan 41M-378, being PART 27, Reference Plan 41R-10361 in favour of PARTS 29 & 30; subject to an easement for pedestrian access purposes over PART 30, in favour of Part Lot 87, Plan 41M-378, being PART 31, Reference Plan 41R-10361; subject to an easement in gross over Lot 87, Plan 41M-378 as set out in Instrument No. CO269254;
- cvi. Part Lot 87, Plan 41M-378, being PART 31, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 87, Plan 41M-378, being PART 27 and PART 30, Reference Plan 41R-10361, in favour of PART 31; subject to an easement in gross over Lot 87, Plan 41M-378 as set out in Instrument No. CO269254;
- cviii. Part Lot 87, Plan 41M-378, being PART 32, Reference Plan 41R-10361 alone; together with an easement for pedestrian access purposes over Part Lot 87, Plan 41M-378, being PART 34, Reference Plan 41R-10361 in favour of PART 32; subject to an easement in gross over Lot 87, Plan 41M-378 as set out in Instrument No. CO269254;
- cix. Part Lot 87, Plan 41M-378, being PARTS 33 & 34, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PART 34 in favour of Part Lot 87, Plan 41M-378, being PART 32, Reference Plan 41R-10361; subject to an easement in gross over Lot 87, Plan 41M-378 as set out in Instrument No. CO269254;
- cx. Part Lot 86, Plan 41M-378, being PARTS 35, 36 & 37, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PARTS 35 & 37 in favour of Part Lot 86, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10361; subject to an easement in gross over PART 37 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 86, Plan 41M-378 as set out in Instrument No. CO269254;
- cx. Part Lot 86, Plan 41M-378, being PARTS 38 & 39, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 86, Plan 41M-378, being PARTS 35 & 37, Reference Plan 41R-10361, in favour of PARTS 38 & 39; subject to an easement in gross over PART 39 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 86, Plan 41M-378 as set out in Instrument No. CO269254;
- cxii. Part Lot 86, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 86, Plan 41M-378, being PARTS 43 & 44, Reference Plan 41R-10361, in favour of PARTS 40 & 41; subject to an easement in gross over PART 41 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 86, Plan 41M-378 as set out in Instrument No. CO269254;
- cxiii. Part Lot 86, Plan 41M-378, being PARTS 42, 43 & 44, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PARTS 43 & 44, in favour of Part Lot 86, Plan 41M-378, being PARTS 40 & 41, Reference Plan 41R-10361; subject to an easement in gross over PART 44 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 86, Plan 41M-378 as set out in Instrument No. CO269254;
- cxiv. Part Lot 60, Plan 41M-378, being PARTS 45, 46 & 47, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PARTS 45 & 47, in favour of Part Lot 60, Plan 41M-378, being PARTS 48 & 49 and PARTS 50 & 51, Reference Plan 41R-10361; subject to an easement in gross over PART 47 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254;

- cxv. Part Lot 60, Plan 41M-378, being PARTS 48 & 49, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 60, Plan 41M-378, being PARTS 45 & 47, Reference Plan 41R-10361 in favour of PARTS 48 & 49; subject to an easement for pedestrian access purposes over PART 49, in favour of Part Lot 60, Plan 41M-378, being PARTS 50 & 51, Reference Plan 41R-10361; subject to an easement in gross over PART 49 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254;

- cxvi. Part Lot 60, Plan 41M-378, being PARTS 50 & 51, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 60, Plan 41M-378, being PARTS 45 & 47 and PART 49, Reference Plan 41R-10361, in favour of PARTS 50 & 51; subject to an easement in gross over PART 51 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254;

- cxvii. Part Lot 60, Plan 41M-378, being PARTS 52 & 53, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 60, Plan 41M-378, being PART 55 and PARTS 57 & 58, Reference Plan 41R-10361, in favour of PARTS 52 & 53; subject to an easement in gross over PART 53 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254;

- cxviii. Part Lot 60, Plan 41M-378, being PARTS 54 & 55, Reference Plan 41R-10361 together; together with an easement for pedestrian access purposes over Part Lot 60, Plan 41M-378, being PARTS 57 & 58, Reference Plan 41R-10361, in favour of PARTS 54 & 55; subject to an easement for pedestrian access purposes over PART 55, in favour of Part Lot 60, Plan 41M-378, being PARTS 52 & 53, Reference Plan 41R-10361; subject to an easement in gross over PART 55 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254;

- cxix. Part Lot 60, Plan 41M-378, being PARTS 56, 57 & 58, Reference Plan 41R-10361 together; subject to an easement for pedestrian access purposes over PARTS 57 & 58 in favour of Part Lot 60, Plan 41M-378, being PARTS 52 & 53 and PARTS 54 & 55, Reference Plan 41R-10361; subject to an easement in gross over PARTS 57 & 58 as set out in Instrument No. CO260183; subject to an easement in gross over Lot 60, Plan 41M-378 as set out in Instrument No. CO269254.

COUNTY OF OXFORD

BY-LAW NO. 6508-2023

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 8th day of February, 2023.

READ a third time and finally passed this 8th day of February, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK