

**CORPORATION OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK COUNCIL  
2022 - 2026**

**AGENDA**

**for the Meeting to be held on Wednesday August 2, 2023 at the  
Innerkip Community Centre, 695566 17<sup>th</sup> Line, Innerkip, Ontario, at 9:00 a.m.**

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1. Call to order and opening remarks
2. Approve Agenda
3. Disclosure of Pecuniary Interest and General Nature Thereof
4. General Business:
  - a) Confirm July 5, 2023, Council Meeting Minutes
  - b) Oxford County – Review of A Place to Grow & Provincial Policy Statement
  - c) Oxford County – Municipal Blue Box Program Transition Update
  - d) Oxford County – Transportation Master Plan
  - e) Oxford County – Water/ Wastewater Master Plan
5. Delegations & Appointments:
  - a) 9:15 a.m. – MVA Application A-5-2023 (Maurer)
6. Reports of Municipal Officers and Committees:
  - a) Conferences and Seminars
  - b) County Council – Updates & Questions
  - c) Staff Reports – Updates & Questions
  - d) Staff Report - #FC2023 – 06 re: Fire Department Reporting
  - e) Staff Report - #BCO2023 – 06 re: By-law Compliance Reporting
  - f) Staff Report - #CSM2023 – 09 re: Corporate Services Reporting
  - g) Staff Report - #CAO2023 – 08 re: CAO-Treasury Reporting
7. By-laws:
8. Other and Unfinished Business:
9. Closed to the Public Session \*as authorized under s. 239 of the Municipal Act\*:
10. Confirming By-law
11. Adjourn

Placeholder Page for Agenda Item 1 –  
Call to order and opening remarks

Use this page to note any opening remarks  
you wish to make.

2.

Placeholder Page for Agenda Item 2 –  
Approval of the Agenda

Use this page to note items you would like  
added to the agenda.

3.

### Placeholder Page for Agenda Item 3 – Disclosure of Pecuniary Interest

Use this page to note any Pecuniary Interests  
you wish to declare at the meeting.

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday July 5, 2023.

Members Present: Mayor Phil SCHAEFER, Deputy Mayor Brad SMITH and Councillors Matthew GILLESPIE, Scott RUDY, Steven VAN WYK and Scott ZEHR.

Members Absent: Councillor Jeremy SMITH.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, Chief Building Official John Scherer, Public Works Manager Tom Lightfoot, Fire Chief Scott Alexander, Deputy CBO/ Drainage Superintendent Connor Occleston and Corporate Initiatives Officer Meaghan Vader.

Mayor SCHAEFER welcomed everyone to the meeting. Deputy Mayor SMITH noted the upcoming Hickson Lions Daze event, to be held July 14<sup>th</sup> and 15<sup>th</sup>. Mayor SCHAEFER congratulated the Tavistock Merchants on their recent provincial fastball championship win, as well as Terra Nova Nordic Spa on their recent award of excellence recognition, by Community Futures Oxford.

Approve  
Agenda

1. Moved by: Brad SMITH  
Seconded by: Scott ZEHR  
Resolved that Council approve the agenda for the July 5, 2023, meeting as printed and circulated.

*CARRIED.*

PECUNIARY INTERESTS:

- None.

Confirm  
Minutes -  
Council

2. Moved by: Scott RUDY  
Seconded by: Steven VAN WYK  
Resolved that Council confirm the Minutes of the June 21, 2023, Council Meeting, as printed and circulated.

*CARRIED.*

Correspondence & Reports – No Resolutions:

- Staff Report - #CBO2023 – 07 re: Building, Development & Drainage Reporting
- Staff Report - #PW2023 – 07 re: Public Works Reporting

Correspondence & Reports – Resolutions Following:

Conferences and Seminars

The Association of Municipalities of Ontario (AMO) Conference is being held in London from August 20-23, 2023.

County Council– Updates & Questions

Mayor SCHAEFER provided an update on Oxford County Council activities.

Staff Report #CIO2023 – 04 re: Tavistock Spray Pad Bid Award

Corporate Initiatives Officer Meaghan Vader presented her report to Council regarding the recent RFP process for the Tavistock Spray Pad.

3. Moved by: Scott RUDY  
Seconded by: Matthew GILLESPIE  
Resolved that Council accept the bid from Openspace Solutions Inc. in the amount of \$248,900.00;

And further that Council authorizes the CAO/ Treasurer to sign the contractual agreement with Openspace Solutions Inc., as provided in the bid document package EZT-RFP-23-03.

*CARRIED.*

Council Appoints members to Court of Revision

4. Moved by: Matthew GILLESPIE  
Seconded by: Steven VAN WYK  
Resolved that the following members be appointed to the Court of Revision for the McLean Drain 2023 project:
  - Phil Schaefer
  - Scott Zehr
  - Brad Smith

*CARRIED.*

Court of Revision Opens

5. Moved by: Scott ZEHR  
Seconded by: Brad SMITH  
Resolved that the Court of Revision for the McLean Drain 2023 project does now open at 9:20 a.m.

*CARRIED.*

At 9:20 a.m., the Court of Revision for the McLean Drain 2023 project was held. The Court consisted of Chairperson Phil Schaefer, as well as Scott Zehr and Brad Smith.

No written appeals were received in advance of the Court, nor any written or verbal appeals received at the Court itself.

- 6. Moved by: Brad SMITH  
 Seconded by: Scott ZEHR  
 Resolved that the assessments for the McLean Drain 2023 project be sustained.

*CARRIED.*

Court of  
Revision Closes  
- Council  
Reconvenes

- 7. Moved by: Scott ZEHR  
 Seconded by: Brad SMITH  
 Resolved that the Court of Revision for the McLean Drain 2023 project does now close and Council reconvene at 9:22 a.m.

*CARRIED.*

Staff Report  
#CBO2023 - 07  
re: Building,  
Development &  
Drainage  
Reporting

Chief Building Official John Scherer reviewed the Monthly Building, Development & Drainage Report with Council.

Public Hearing -  
Minor Variance  
Application  
A-5-2023  
(Maurer)

PUBLIC HEARING - MINOR VARIANCE APPLICATION #A-5-2023 (MAURER), DESCRIBED AS PART LOT 94, PLAN 111, PART 1,41R-7592, PART LOT 10, CONCESSION 17 (EAST ZORRA), TOWNSHIP OF EAST ZORRA-TAVISTOCK.

At 9:36 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-5-2023 for Rolf Maurer. Planner Dustin Robson presented Planning Report #CP2023-201.

Members of the Committee asked questions of the Planner and Staff. Fran MacFarlane was present and had concerns with the size of the proposed building, as well as the building blocking her view **of the applicant's pond**. The applicant was not present for the hearing. The Committee had additional questions for the applicant, including whether the proposed building could be moved 6 metres back from the front lot line (instead of the proposed 5 metres), to appease the concerns of the Township Public Works Manager.

- 8. Moved by: Matthew GILLESPIE  
 Seconded by: Scott ZEHR  
 Resolved that Council, constituted as the Committee of Adjustment, defer application A-5-2023 until the August 2, 2023 meeting to allow the applicant to attend the hearing and consider alternate locations and setbacks to the front lot line.

*CARRIED.*

Staff Report  
#PW2023 – 07  
re: Public Works Reporting

Public Works Manager Tom Lightfoot reviewed the Monthly Public Works Report with Council.

By-law:  
  
1<sup>st</sup> & 2<sup>nd</sup>  
Reading

- 9. Moved by: Scott ZEHR  
 Seconded by: Steven VAN WYK  
 Resolved that the following by-laws be read a first and second time:
  - 2023-23 – Tavistock Drain 1 Abandonment By-law
  - 2023-24 – ZBA Application ZN2-23-03 (Twp. of EZT) – Additional Residential Units (ARUs)

*CARRIED.*

By-law:  
  
3<sup>rd</sup> & Final  
Reading

- 10. Moved by: Scott RUDY  
 Seconded by: Brad SMITH  
 Resolved that the following by-laws be read a third and final time:
  - 2023-23 – Tavistock Drain 1 Abandonment By-law
  - 2023-24 – ZBA Application ZN2-23-03 (Twp. of EZT) – Additional Residential Units (ARUs)
  - 2023-19 – McLean Drain 2023 Provisional By-law

*CARRIED.*

Confirming  
By-law

- 11. Moved by: Scott ZEHR  
 Seconded by: Steven VAN WYK  
 Resolved that By-law #2023-25 being a by-law to confirm the proceedings of Council held Wednesday July 5, 2023, be read a first, second and third time this 5<sup>th</sup> day of July, 2023;

And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

*CARRIED.*



Adjourn

12. Moved by: Matthew GILLESPIE  
Seconded by: Scott ZEHR  
Resolved that Council does now adjourn at  
10:30 a.m.

*CARRIED.*

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Will Jaques, Clerk

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Phil Schaefer, Mayor

**Community Planning**

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## MEMO

**DATE:** July 17, 2023  
**TO:** All Area Municipal CAOs and Clerks  
**FROM:** Gordon Hough, Director, Community Planning  
**RE:** Review of A Place to Grow and Provincial Policy Statement – Supplementary Report

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On July 12, 2023, Community Planning report CP 2023-194 was presented to the Council of the County of Oxford, which contained the following recommendations:

1. “That the Director of Community Planning, in consultation with other County staff and stakeholders as required, prepare and submit additional comments to the Provincial consultations on the updated Review of the Provincial Policy Statement, as generally outlined in Report No. CP 2023-194;
2. And further, that Report No. CP 2023-194 be circulated to the Area Municipalities for information.”

Oxford County Council then passed the following resolution:

“Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the recommendations contained in Report No. CP 2023-194, titled "Review of A Place to Grow and Provincial Policy Statement – Supplementary Report No. 2", be adopted.

Resolution No. 11

DISPOSITION: Motion Carried”

As such, please find attached the report for your information.

Sincerely,



Gordon K. Hough  
Director  
Community Planning

**To: Warden and Members of County Council**

**From: Director of Community Planning**

## Review of A Place to Grow and Provincial Policy Statement – Supplementary Report # 2

### RECOMMENDATIONS

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1. That the Director of Community Planning, in consultation with other County staff and stakeholders as required, prepare and submit additional comments to the Provincial consultations on the updated Review of the Provincial Policy Statement, as generally outlined in Report No. CP 2023-194;
2. And further, that Report No. CP 2023-194 be circulated to the Area Municipalities for information.

### REPORT HIGHLIGHTS

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- The Province has released an updated draft of the 'Provincial Planning Statement' (Proposed PPS) on June 16, 2023, which is intended to replace the current Provincial Policy Statement (PPS, 2020) and 'A Place to Grow'– Growth Plan for the Greater Golden horseshoe (APTG).
- This report includes an update on the revised draft of the PPS, which now includes natural heritage policies, and also provides updates regarding ongoing consultations being led by the Province through the Environmental Registry of Ontario posting [019-6813](https://www.ero.gov.on.ca/). The proposed changes to the updated draft PPS policies currently appear to be limited to the inclusion of updated natural heritage policies that remain almost identical to those in the current PPS.

### Implementation Points

The recommendations contained in this report will have no immediate impacts with respect to implementation. However, the uncertainty resulting from some of the proposed legislative and policy changes could potentially complicate and/or delay local implementation of various environmental planning objectives.







### Financial Impact

If enacted, a number of the proposed provincial policy and regulatory changes identified in this and previous reports could have significant financial impacts for the County and Area Municipalities, including the potential need for additional background and technical studies, staffing and other resources to address and/or implement the various changes.

## Communications

Communication is proposed through the inclusion of this report on the County Council agenda and related communications and circulation to the area municipalities.

### Strategic Plan (2020-2022)

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

## DISCUSSION

### Background

On April 6, 2023, the Province released legislative and policy changes, including a proposed new draft Provincial Planning Statement document, as part of an ongoing series of changes initiated to implement their annual Housing Supply Action Plans. The proposed draft of the ‘Provincial Planning Statement’ is intended to replace the current Provincial Policy Statement (PPS, 2020) and ‘A Place to Grow’ – Growth Plan for the Greater Golden horseshoe (APTG). The Province is inviting detailed comments through the environmental registry for a 66 day commenting period that originally was to end on June 5, 2023, but has since been extended to August 4, 2023.

### Commentary

Since the last planning staff report on the proposed PPS changes (CP 2023-144) was presented to County Council there have been a number of updates to the proposed PPS posting and consultation process, including an extension of the consultation deadline, a response to the agricultural sector regarding concerns over proposed lot creation policies, and the release of the proposed updates to the natural heritage policies (which were omitted from the previous draft of the PPS).

This report provides a brief discussion on each of these updates as follows:

#### Extension of PPS commenting deadline

On May 29, 2023 the Province announced the extension of the commenting window on the PPS posting (019-6813) through until August 4, 2023. The Province has indicated that ‘the extension will provide the public an enhanced opportunity to comment on the proposals’, although it is unclear to staff whether there will be additional opportunities over the summer to provide feedback beyond providing ERO submissions.

Staff have submitted preliminary comments based on the previous PPS report (CP 2023-144), and have indicated to the Province that further comments may be submitted prior to the August 4<sup>th</sup> deadline based on County Council direction and any further discussions or consultations the Province may undertake over the summer.

### **Response to Agricultural Sector – PPS and Agricultural Lot Creation Concerns**

The Province also issued a letter to a number of agricultural and commodity groups across the Province indicating that they would be rethinking the proposed policy changes with respect to lot creation in agricultural areas (i.e. requiring municipalities to allow up to 3 residential lots to be severed from a farm) and that the government would “continue working with the agricultural sector to look at alternatives that would assist farm families in succession planning, but do not involve additional severances”. It is the understanding of staff, based on Provincial remarks to date, that the lot creation policies will likely remain similar to those in the 2020 PPS (permitting surplus farm dwelling severances only), and that further discussions with the agricultural sector are likely to focus on additional residential unit (ARU) policies for rural areas (Note: Oxford has already proactively implemented such policies and has offered to assist the Province in crafting effective ARU policies for rural areas).

### **PPS Natural Heritage Policies**

Natural heritage policies and associated definitions were added to the proposed Provincial Planning Statement on June 16, 2023 and represent the only updates/changes to the current draft document. The proposed policies would continue to require municipalities in central and southern Ontario to identify natural heritage systems and protect natural heritage features and areas as per the existing policies in the Provincial Policy Statement, 2020.

The only substantive change is a proposed update to the definition of “significant” as it relates to wetlands, coastal wetlands, areas of natural and scientific interest and woodlands to remove/replace the reference to the “Ontario Ministry of Natural Resources and Forestry” with the “province”.

The impact of this proposed definition change as it relates to wetlands is to remove the Province from being referenced as the approval authority for wetland evaluations for the purposes of establishing ‘provincially significant wetlands’. This reflects changes made to the Ontario Wetland Evaluation System (OWES), which were proposed concurrently with Bill 23 last fall and finalized at the end of 2022. The changes to OWES significantly weaken protections for wetlands across the Province, as they now allow wetlands to be re-evaluated, have removed ecosystem scale considerations by eliminating complexing requirements and no longer have any oversight to ensure consistency or accuracy regarding wetland delineation or evaluation.

In addition, and given the lack of any other substantive changes to the natural heritage policies, it is also unclear how and/or whether the government is still going to implement the offset policy that was previously proposed through the ERO posting and consultation from late 2022. It would be beneficial if the Province could provide an update to municipalities in this regard, particularly given the County’s concerns regarding offsetting, and as discussed in CP 2022-413.

Given the proposed changes to wetland protections in the draft PPS and through previous updates to OWES, it will be important to have a fulsome and informed discussion regarding wetland protection in the County as part of the upcoming updates to the Official Plan's environmental policies.

### **Official Plan Update – Environmental policies**

Given the breadth of the changes proposed along with Bill 23 last fall and the current review of the PPS, advancement of the proposed updates to the County's environmental policies was delayed by staff in order to get a better sense of the breadth and type of environmental policy changes being proposed by the Province and how they may impact any proposed Official Plan amendments.

With a final updated PPS still anticipated to be released by year end, and current understanding of the extent of proposed changes to the PPS environmental policies (which appear to be relatively limited), staff are proposing to move ahead with consultation on proposed environmental policy directions. This is intended to be initiated through the release of a policy paper later this fall. Additional opportunities for input on mapping and draft policies (building from the feedback received on the policy directions) will then follow into 2024, assuming the updated PPS policies have been final approved by that time.

### **Conclusion**

Overall, the proposed changes to the PPS, 2020 could potentially have a significant impact on land use, infrastructure and environmental planning across the province. The analysis of the proposed changes to the PPS natural heritage policies, as outlined in this report, is intended to form the basis for a brief supplementary response to the Province on those particular changes.

Staff will also ensure that County Council is kept apprised of any further discussions or consultations with the Province and will continue to monitor the progress of the policy and other changes being proposed, and advise County Council of any relevant changes and/or opportunities for comment on matters that may be of particular interest or concern to the County or Area Municipalities moving forward.

As indicated in previous reports, at such time as the proposed PPS updates are enacted by the Province, the County and Area Municipalities will need to undertake updates to various policies, documents, processes, standards and review related staffing and other resource impacts to ensure the changes can be effectively addressed and implemented in the Oxford context.

## SIGNATURES

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**Report Author:**

Original signed by \_\_\_\_\_  
April Nix  
Development Planner – Policy Focus

**Report Author:**

Original signed by \_\_\_\_\_  
Paul Michiels  
Manager of Planning Policy

**Departmental Approval:**

Original signed by \_\_\_\_\_  
Gordon K. Hough  
Director of Community Planning

**Approved for submission:**

Original signed by \_\_\_\_\_  
Benjamin R. Addley  
Chief Administrative Officer

**To: Warden and Members of County Council**

**From: Director of Public Works**

## **Municipal Blue Box Program Update – Transition to Full Extended Producer Responsibility**

### **RECOMMENDATIONS**

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- 1. That County Council authorize staff not to pursue Circular Materials Ontario's upcoming Request for Proposal for recycling collection services;**
- 2. And further, that County Council authorize staff to investigate options for the provision of Blue Box collection services for non-eligible sources and report back to County Council;**
- 3. And further, that County Council authorize staff to investigate the service continuation of Convenience (drop-off) Depots to receive Blue Box materials from eligible and non-eligible sources and report back to County Council;**
- 4. And further, that County Council authorize the Chief Administrative Officer and the Director of Public Works to negotiate and execute amendments to waste management service agreements with the City of Woodstock and Township of South-West Oxford to reflect the changes associated with the transition of the municipal Blue Box Program to the province-wide common recyclable collection system.**

### **REPORT HIGHLIGHTS**

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- The purpose of this report is to provide County Council with an update on the new Blue Box regulation ([O. Reg. 391/21](#)) and the associated municipal transition of regulatory responsibilities that will make Producers accountable and financially responsible for end-of-life management of their paper products, packaging and packaging-like materials under a full Extended Producer Responsibility (EPR) model.
- Transitioning all of Ontario's existing municipally operated Blue Box Programs to full EPR will occur over three years between July 2023 and December 2025. Oxford County, including its Area Municipalities, will transition on December 31, 2025. Starting January 1, 2026, the Producers have full regulatory authority over the residential Blue Box Program, removing the responsibility from Ontario municipalities.
- Circular Materials Ontario (CMO), a non-profit Producer Responsibility Organization (PRO) has been selected as the administrator of the regulatory-mandated province-wide common collection system for the new Blue Box Program in Ontario and has been collaborating with municipalities to establish collection services during and after the transition period (2023 – 2025).



- Blue Box services to non-eligible sources (e.g., industrial/commercial/institutional (IC&I), Business Improvement Areas (BIAs), churches, for-profit nursing homes, retirement facilities, municipal buildings, commercial farms, etc.) or the collection of material not prescribed in the regulation are not currently envisioned as part of the new province-wide common collection system managed under the full EPR approach.
- Staff do not recommend the County's participation in the competitive long-term procurement process for Blue Box curbside recycling collection services on behalf of the Producers due to the inherent risks; capital and operational investment requirements; lack of service price competitiveness; limited ability to influence the recycling collection level of service; and inability for co-collection with other waste materials (i.e. municipal solid waste, organics).

### Implementation Points

In preparation for transition to full EPR, Oxford County, as the waste management authority, will continue to provide County municipal blue box program data (inclusive of its contracted waste collection service providers) to the Resource Productivity and Recovery Authority (RPPRA) and CMO in order to establish the province-wide common collection system.

Staff will continue to participate in the municipal working group hosted by CMO to keep informed of program development as CMO procures collection services and establishes the common collection system for implementation across Oxford County starting January 1, 2026. Staff will also continue to liaise with other municipalities and PROs to understand if and how they intend to provide collection services of non-eligible sources (i.e. IC&I, convenience depots) using municipal resources or through negotiations directly with PROs.

Ongoing discussions will continue with City of Woodstock and Township of South-West Oxford staff regarding service level impacts and development of feasibility analysis of alternative collection services to non-eligible sources (i.e. IC&I, convenience depots).

Staff will continue to keep County Council informed of updates and key milestones as the January 1, 2026 transition timeline approaches.

### Financial Impact

No financial impacts are associated with the recommendations contained within this report for 2023.

The County will continue to receive Blue Box Program funding until the end of 2025, covering approximately 50% of program costs. As of January 1, 2026, 100% of the costs associated with the collection, material processing, promotion and education, provision of containers, etc. that align with the new Blue Box Regulation will be assumed by the Producers. At this time, the County and its contracted service providers, will no longer be financially or operationally responsible for the provision of Blue Box Program services to eligible sources as prescribed by the regulation.

Because of this regulatory change, the County's Waste Management budget will see the elimination of Blue Box-related funding and program expenses pertaining to the current municipal Blue Box program resulting in a net program savings of approximately \$2 million annually starting in 2026 as illustrated in Table 1 below.

Table 1: Blue Box Transition Estimated 2026 Budget Impact

	2026 Budget Impact
<b>Revenue Loss:</b>	
Stewardship Funding	-\$1,600,000
Material Revenue Sales	-2,000,000
Recycling Container Sales	-22,000
<b>Total Revenue</b>	<b>-\$3,622,000</b>
<b>Net Cost Savings:</b>	
Oxford County	\$3,130,000
City of Woodstock	2,300,000
Township of South-West Oxford	167,000
Collection Services for Non-eligible Sources	TBD
<b>Total Program Costs</b>	<b>\$5,597,000</b>
<b>Preliminary Budget Impact</b>	<b>\$1,975,000</b>

However, pending further analysis and decisions by Council, these savings could be reallocated to support Blue Box services to non-eligible sources, continued operation of Convenience (drop-off) depots and/or further waste reduction programming needs (e.g. the introduction of a County-wide organics collection program) which support the County's Zero Waste directive. Recommendations will be brought forward for consideration as part of the 2026 Business Plan and Budget.

## Communications

County staff have had ongoing discussions with its municipal service providers (City of Woodstock and Township of South-West Oxford) relating to transitioning the Blue Box Program to full EPR and the anticipated impacts on the current municipal program.







Further communication efforts included a presentation at the April 26, 2023 County Council meeting followed by staff delegations (Attachment 1) to each of the Area Municipality Councils in May and June 2023. Feedback from Area Municipality Councils centred on concerns over non-eligible sources currently receiving Blue Box Program services who will potentially find themselves without this service as of January 1, 2026, as well as the increase in the number of collection vehicles required to provide curbside collection services within the County and associated greenhouse gas emissions.

Overall, transitioning to full EPR will require comprehensive communication with residents and businesses to ensure they are aware of and prepared for changes to the Blue Box program. Targeted communication will also be required at an early stage for groups not encompassed in the new program (e.g. IC&I, churches, for-profit nursing homes and retirement facilities).

Public Works will work with Strategic Communication & Engagement to establish a long-term communication plan in 2025. In the interim, information will be added to the Waste Management section of the Oxford County website ([Wasteline.ca](http://Wasteline.ca)) to explain upcoming changes and will be linked to local Area Municipal webpages for access as well.

Report No. PW 2023-30 will be circulated to Area Municipalities for information.

## Strategic Plan (2020-2022)

					
<b>WORKS WELL TOGETHER</b>	<b>WELL CONNECTED</b>	<b>SHAPES THE FUTURE</b>	<b>INFORMS &amp; ENGAGES</b>	<b>PERFORMS &amp; DELIVERS</b>	<b>POSITIVE IMPACT</b>
			4.i. 4.ii.		

## DISCUSSION

### Background

As noted in Reports [PW 2019-44](#), [PW 2020-21](#) and [PW 2020-58](#), the Province of Ontario is transitioning the current municipal Blue Box Program to a new full EPR regulatory framework starting on July 1, 2023, through to December 31, 2025 (transition period). The new Blue Box Regulation (O. Reg. 391/21) was filed on June 3, 2021, and amended in April 2022, by the Ministry of the Environment, Conservation, and Parks (MECP) under the *Resource Productivity and Circular Economy Act, 2016* (RRCEA).

Under the new regulation, Producers will be accountable and financially responsible for collection and processing of paper products, packaging and packaging-like materials for recycling and end-of-life management. The transition date identified in the regulation for Oxford County and its eight Area Municipalities is December 31, 2025.

### Blue Box Regulatory Framework

Under the new Blue Box Program, Producers are represented by PROs and are responsible for the implementation of a province-wide common collection system. Producers are defined in the regulation as the brand holder that added blue box packaging to products and/or the manufacturer of paper (newspapers, promotional material, etc.) and packaging like products (aluminum foil, plastic wrap, etc.) for Ontario consumers. Producers also include importers and retailers if the brand holder is located outside of Canada.

Under the common collection system, designated (acceptable) Blue Box materials will be standardized across the Province. This means that the same list of acceptable materials will be collected regardless of where residents live in Ontario. The list of acceptable materials prescribed under the new Blue Box Regulation has also significantly increased due to new material definitions, as illustrated in Figure 1 below.

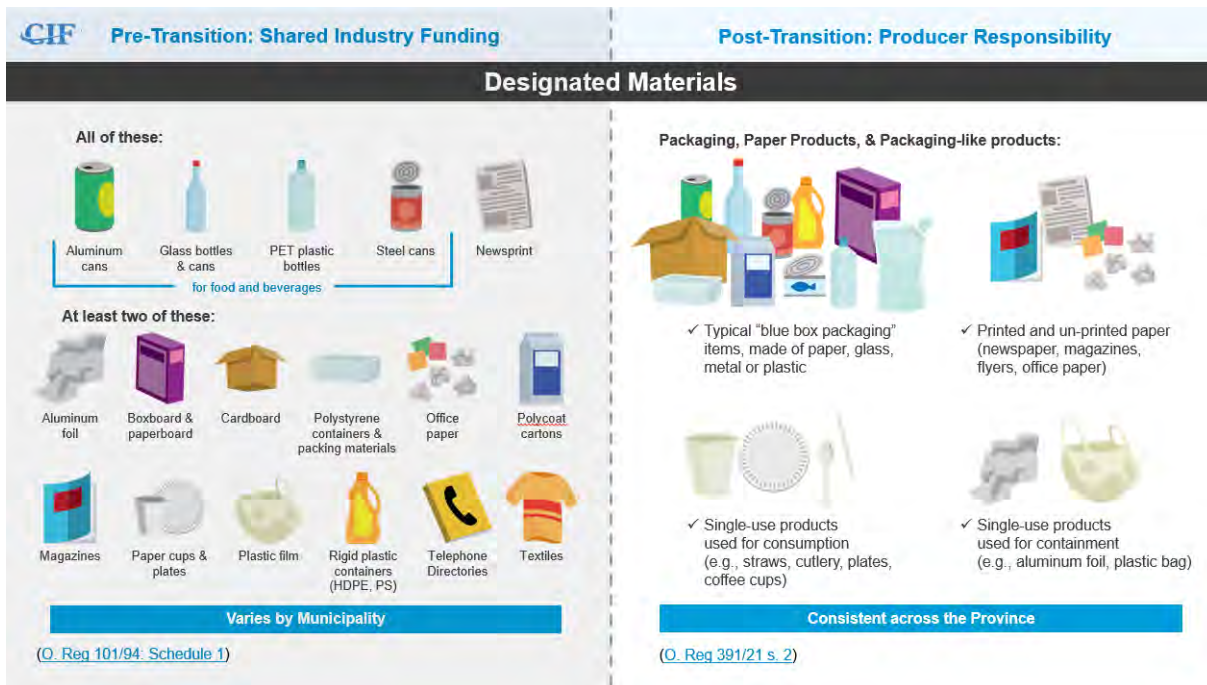
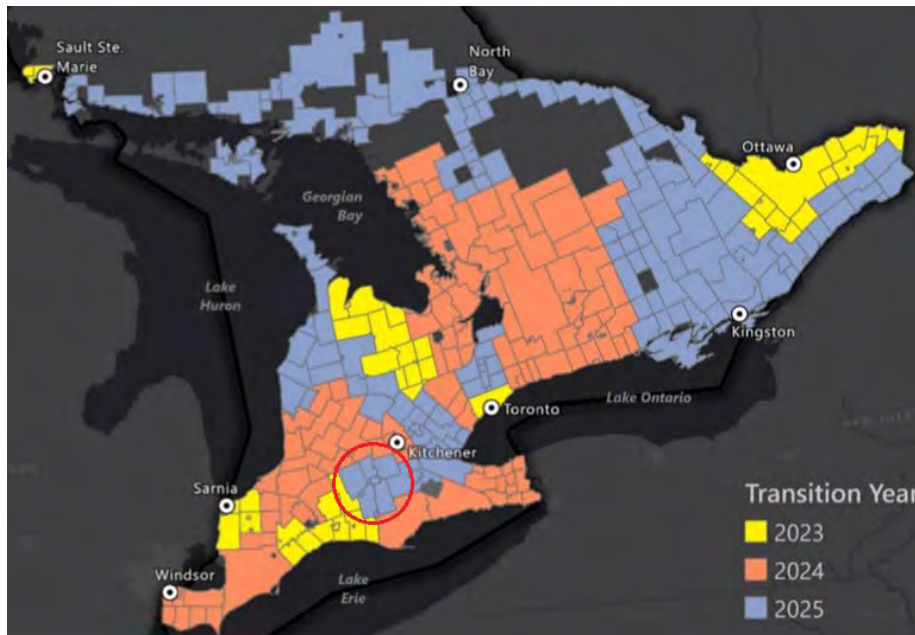


Figure 1: Designated Acceptable Materials under the New Blue Box Program

Instead of regulating materials based on material composition, the new Blue Box Regulation prescribes acceptable materials by their intended use (e.g. packaging, paper products and packaging-like material). This means that, regardless of material composition, the Producer must manage any paper products and packaging materials that they produce through to end-of-life. Between this change in definition and the stringent diversion rates that the Producers must achieve under the new regulation, Ontario should see a significant increase in Blue Box materials diverted from eligible sources across the province.

## Transition Schedule

The new regulation also includes a schedule that outlines when municipal Blue Box Programs will transition to full EPR during the transition period (2023-2025). Where possible, the MECP schedule shown in Figure 2 accommodated preferred transition dates as identified by municipalities, but also considered geographical catchments, material tonnages, and costs.



*Figure 2: Blue Box Program Municipality Transition Schedule*

Oxford County and its eight Area Municipalities are considered one catchment area and are scheduled to transition to full EPR on December 31, 2025. Transitioning on the very last day of the transition period means that Oxford County will not have to take on any of the transitional planning and administrative burdens that come with transitioning early.

During the transition period (July 1, 2023 to December 31, 2025) there will be no change to the current municipal Blue Box program in Oxford County. As the waste management authority, the County, and its contracted municipal and private service providers, will continue to administer the Blue Box collection program and will continue to receive 50% stewardship funding for material collected from eligible sources.

## Comments

Since the release of the new Blue Box Regulation, as amended, CMO and potentially other PROs will assume responsibility for the implementation of a province-wide common Blue Box collection system in accordance with regulatory requirements. As per the new Blue Box Regulation (O. Reg. 391/02), Oxford County and its eight Area Municipalities are scheduled to transition their municipal Blue Box program to CMO by January 1, 2026. Once transitioned to the PROs and/or their Producers, the curbside collection of residential Blue Box material and subsequent processing will become their responsibility, both financially and operationally.



## Procurement of Blue Box Collection Services

CMO is managing and has initiated procurement for the front end of the Blue Box system including curbside residential collection, depot collection, public space collection, promotion and education and processing of Blue Box materials.

Of relevance to Oxford County, CMO is planning to issue a competitive Request for Proposal (RFP) in Q4, 2023 for long-term Blue Box collection service contracts for municipalities scheduled to transition in 2025, including Oxford County. While municipalities are not specifically excluded from bidding on these RFPs, the RFP evaluation appears to be primarily aimed at private sector proponents who will have the option of providing collection services to one or more catchment areas. Proponents also have the option of using sub-contractors to deliver contracted services and could potentially consider partnering with municipalities to submit a joint proposal where the municipality would serve as a subcontractor to collect within their own boundary as part of a larger catchment area.

Contract terms from previously released collection RFPs by CMO for catchment areas that include municipalities transitioning in 2023 and 2024 have included requirements for:

- collecting from one or more catchment areas;
- using designated recycling trucks to collect from eligible sources only;
- collection to occur by municipality meaning that a collection vehicle cannot contain materials from two or more municipalities within a catchment area;
- no co-collection of recycling with another waste stream; and
- daily transfer of recyclables to receiving facility within a 60-minute (driving time) radius.

In consideration of potentially submitting a bid proposal to CMO for the Oxford County catchment area, staff has considered the following three potential bidding options:

1. Oxford County submits a proposal as Primary Bidder or as subcontractor to other Bidder(s) and acquires necessary resources (fleet, collection drivers, staff).
2. Oxford County submits a joint proposal with a private waste management firm that would provide necessary resources, with County serving as a contract administrator.
3. Area Municipalities submit a joint proposal as Primary Bidder or as subcontractor(s) to other Bidder(s) and acquire necessary resources.

Oxford County as Primary Bidder (Option 1) would be competing with private-sector waste vendors with industry expertise and would need to provide the best value for the Producers in order to be selected as the successful Bidder. Preparation of a cost-efficient bid proposal would be compromised by economies of scale disadvantages, significant capital and operational investment requirements and limited staffing resources. Such bids would also require the County to assume increased risk associated with contractual obligations, non-performance penalties (liquidated damages) and potential financial loss.

Submission of a joint proposal with a private waste management firm (Option 2) would not require any capital investment; however, we expect there would be little incentive for a private firm to partner with the County since they would likely be submitting their own bid in response to CMO's RFP. There is greater risk of contract default under this scenario, as the County would be relying on a third party to deliver collection services in accordance with CMO contractual obligations and performance requirements.

Option 3 would be at the discretion of each Area Municipality and their contractual obligations would be with CMO or the successful Bidder. As such, the County would have no involvement with program management under this scenario.

Staff recommend that the County not participate in the competitive procurement process for the provision of collection services of eligible sources within the Oxford County catchment area as doing so would require significant capital and operational investment (i.e. collection fleet and drivers) and would also require the County to assume notable inherent risks.

Being the successful Bidder, or serving as a subcontractor with another Bidder, would not provide any advantage in dictating the level of service beyond contractual requirements established by CMO.

Further, based on the service level stipulated in the current Recycling Collection RFP, it is staff's understanding that co-collection of recyclables with other waste materials (i.e. municipal solid waste, organics) is not permitted and that recyclable materials collected from different Area Municipalities can not be mixed in the same collection vehicle (i.e. collection truck would need to offload after collection in a given Area Municipality before moving to start collection in another Area Municipality). As such, there is no ability to consider curbside co-collection of recycling material with other waste materials in order to reduce the size of the collection fleet needed.

### Post-Transition Period

In 2026, following the province-wide transition of the municipal Blue Box program to full EPR, Producers will be required to collect designated materials from eligible sources as defined in the Regulation. Producers will also have the ability to change the level of service within the parameters of the regulatory framework. Some of the anticipated changes are:

- Eligible versus Non-Eligible Sources
- Collection System Program (frequency, set outs)
- Recycling Collection from Public Spaces
- Convenience Depot Collection

#### Eligible versus Non-Eligible Sources

The Blue Box Program under full EPR will see an expansion of services to more eligible sources. Under the new regulation and province-wide common collection system, Blue Box collection services will be provided to single-family homes, multi-residential homes, non-profit retirement and non-profit long-term care (LTC) facilities, and schools.

Non-eligible sources, as defined under the new Blue Box Regulation are IC&I properties (including BIAs), private LTC organizations (for profit), municipal buildings or facilities, daycare facilities, places of worship, campgrounds, and commercial farms (without a residence). While these properties were never considered an eligible source under the former Blue Box Program, municipalities did provide services to these properties if they were located along a curbside collection route and could meet the program set out requirements. Municipalities provided this service with the understanding that it was ineligible for 50% stewardship funding and would be funded from recycling revenue and the tax levy.

Under the new Blue Box Program, Producers are not required to service non-eligible sources and have indicated that service to these locations will be discontinued effective January 1, 2026. As such, any consideration to continue collection from these non-eligible sources that are part of current municipal collection programs (e.g. downtown BIA areas) will be at the municipalities' expense. It is unknown exactly how many non-eligible sources currently participate in the County's Blue Box Program. However, we do know from historical audits that approximately 450 tonnes (5%) of Blue Box materials collected annually originates from non-eligible sources.

County and Area Municipality Councils expressed a strong interest in maintaining collection services for these non-eligible sources to prevent recyclable materials from being landfilled and to continue to support the County's goal of achieving zero waste. Concerns were also raised with separate collection vehicles that would be travelling the roads to collect recycling on behalf of Producers in addition to municipal garbage collection vehicles.

The complexities around designing and delivering a program to non-eligible sources are significant and may result in increased collection costs due to the loss of economies of scale as historically seen with the municipal program. Many other Ontario municipalities are similarly considering how best to address this issue. Staff will continue to investigate viable options for recycling collection (curbside, drop off depot) and funding mechanisms in collaboration with municipal counterparts.

#### Collection System Program

Details of the province-wide common collection system have not been finalized; however, residents may notice service changes to the curbside Blue Box Program such as:

- Recycling collection day may not occur on the same day as garbage collection;
- Bi-weekly recycling collection is the minimum frequency identified in the new Blue Box regulation;
- Blue Box collection may be single-stream or multi-stream for all Area Municipalities;
- The use of clear plastic bags for recycling set-outs and/or non-blue box containers may not be permitted;
- Potentially separate collection system (e.g. curbside, drop-off depot, etc.) for certain material types like cardboard, glass, Styrofoam, etc.; and
- Customer service inquiries will be the responsibility of the Producers/PROs.

#### Recycling Collection from Public Space

Producers will be required to meet public space accessibility targets (e.g. parks, playgrounds, sidewalks and transit stops/transfer stations) by 2026 based on a population density formula provided in the regulation. The regulation does not include public-facing areas of municipal buildings or facilities (e.g. community centres, libraries, arenas) nor does it include businesses or not-for-profit organizations in BIAs or other locations.

The regulation also does not require Producers to use the public space recycling sites that are currently being used by the municipality.



### Convenience Depot (Drop-Off Depots) Collection

Under the new full EPR model, Producers will not be required to collect Blue Box material from Convenience (drop-off) depots within the County (Oxford County Waste Management Facility, Woodstock Enviro Depot, Tillsonburg Transfer Station and the Township of South-West Oxford Beachville Fire Hall). The acceptable drop-off material varies by location but includes Blue Box material, Styrofoam, film plastic and cardboard.

CMO has advised municipalities that Producers/PROs may consider the collection of Blue Box material from convenience depots (eligible source material only) if feasible and in order to meet the regulatory collection/diversion targets. Staff will continue to investigate whether municipal convenience depot collection can be included as part of the PRO/Producer recycling collection program.

### Blue Box Transition Plan

Between now and January 1, 2026, staff will continue to refine and implement a Blue Box Transition Plan that prepares stakeholders, staff, assets, and operations for the changes occurring at that time. The transition plan may include sub-plans outlining the following areas:

- Asset Transition Plan
- Staff Transition Plan
- Customer Service Plan
- Non-eligible Sources (IC&I/Depot) Collection Plan

The Transition Plan implementation will continue through the end of 2026, encompassing one complete service year under full producer responsibility. The Transition Plan will change and grow with the County's and its Area Municipalities' needs over its implementation period. The Transition Plan will coordinate with other changes proceeding as part of the County's Zero Waste Plan, which also introduces changes to programs and services.

Producers/PROs are responsible for program promotion and education, as well as distribution of appropriate containers for curbside set-outs prior to January 1, 2026. Staff will continue to participate in the municipal working group facilitated by CMO to monitor the progress during the transition period and to inform the development of the Transition Plan as noted above.

### Area Municipal Waste Management Agreements

The County, as the waste management authority, is responsible for all aspects of service delivery including waste collection. On behalf of Oxford County, the Township of South-West Oxford and the City of Woodstock are currently contracted through service agreements to provide curbside recycling collection (and other waste management undertakings) within their respective municipalities.

With the implementation of the new Blue Box regulation, residential Blue Box collection services will no longer be a municipal responsibility and existing waste collection service agreements with the Area Municipalities will need to be amended to reflect service delivery changes prior to January 1, 2026.

## Conclusions

The full EPR model for Blue Box material places fundamental onus on Producers to manage the full lifecycle management of paper products, packaging and packaging-like materials used in consumer products and is expected to incentivize innovative techniques for product packaging and resource recovery as part of the circular economy. A province-wide common collection system is expected to increase recycling by expanding acceptable materials that will be consistently collected across Ontario municipalities.

Participation in the upcoming RFP to provide collection services within the Oxford County catchment area is not recommended due to the inherent risks associated with contract performance requirements, limited ability to influence the level of service and inability to institute co-collection of recyclables with other waste materials (i.e. municipal solid waste, organics).

Under the new EPR approach, the potential discontinuation of collection services for non-eligible sources (i.e. certain IC&I businesses, convenience recycling depots) that have been part of municipal collection programs and the resulting potential impact on overall landfill diversion is a concern. As part of the overall transition plan, staff will continue to evaluate viable options for the collection of recyclable material from non-eligible sources for Council's consideration prior to January 1, 2026.

## SIGNATURES

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### Report Author:

Original signed by

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Pamela Antonio, MPA, BES  
Supervisor of Waste Management

### Departmental Approval:

Original signed by

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

### Approved for submission:

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

## ATTACHMENT

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Attachment 1 - Transitioning the Blue Box Program to Extended Producer Responsibility –  
Update, May 2023

### Transitioning the Blue Box Program to Full Producer Responsibility Service Level Changes

*Note: details on the interpretation of the Blue Box Regulation by RPRA are still emerging and the final interpretations may vary from those presented below.*

Service	Current Service Level (Ends December 31, 2025)	Post-Transition Period Service Level (Starts January 1, 2026)
Single family homes, semi-detached homes, duplexes, small apartment buildings (3-6 units)	Blue box recycling collection at eligible homes currently receiving County, City of Woodstock, or Township of South-West Oxford service.	<p>Eligible homes receiving blue box collection prior to January 1, 2026 will continue to receive recycling collection provided by CMO.</p> <p>Existing eligible buildings that did not receive blue box service before January 1, 2026 or new eligible homes that come into existence in 2026 and onward are expected to be registered with RPRA by County staff in order to receive blue box collection by CMO.</p>
Multi-residential sites (apartments over 6 units, townhouses)	Cart and/or curbside blue box collection at multi-residential buildings currently receiving County, City of Woodstock or Township of South-West Oxford service.	<p>Eligible buildings receiving blue box collection prior to January 1, 2026 will continue to receive recycling collection provided by CMO.</p> <p>Existing eligible buildings that did not receive blue box service before January 1, 2026 or new eligible buildings that come into existence in 2026 and onward are expected to be registered with RPRA by County staff in order to receive blue box collection by CMO.</p>
Seasonal Campgrounds	Cart and/or or blue box recycling collection at campgrounds currently receiving County, City of Woodstock, or Township of South-West Oxford service.	<p>Eligible locations receiving blue box collection prior to January 1, 2026 will continue to receive recycling collection provided by CMO.</p> <p>Existing eligible locations that did not receive blue box service before January 1, 2026 or new eligible locations that come into existence in 2026 and onward are expected to be registered with RPRA by County staff in order to receive blue box collection by CMO.</p>
<u>Not-for-profit</u> retirement and long-term care homes	Cart or blue box recycling collection at facilities currently receiving County, City of Woodstock, or Township of South-West Oxford service.	Eligible <u>not-for-profit</u> locations receiving blue box collection prior to January 1, 2026 will continue to receive recycling collection provided by CMO.

### Transitioning the Blue Box Program to Full Producer Responsibility Service Level Changes

*Note: details on the interpretation of the Blue Box Regulation by RPRA are still emerging and the final interpretations may vary from those presented below.*

Service	Current Service Level (Ends December 31, 2025)	Post-Transition Period Service Level (Starts January 1, 2026)
		Existing eligible <u>not-for-profit</u> locations that did not receive blue box service before January 1, 2026 or new eligible <u>not-for-profit</u> locations that come into existence in 2026 and onward are expected to be registered with RPRA by County staff in order to receive blue box collection by CMO.
Schools (private/public)	Cart recycling collection at facilities currently receiving County, City of Woodstock, or Township of South-West Oxford service.	All schools will receive recycling collection provided by CMO.  Daycares are not eligible, even if attached to an eligible school.
Public spaces along side residential routes	Cart or blue box recycling collection at Public spaces currently receiving City of Woodstock service.	For the City of Woodstock, CMO will provide one blue box bin per 600 residents in public spaces.  For the Townships of Zorra, East Zorra-Tavistock, Blandford-Blenheim, Norwich and South-West Oxford and the Towns of Ingersoll and Tillsonburg, CMO will provide one blue box bin per 800 residents in public spaces.
Businesses*  *Residential units attached to a business would still be eligible for Producer supplied recycling service in 2026.	Businesses in the designated downtown areas currently receiving County, City of Woodstock, or Township of South-West Oxford service.	Businesses in the designated downtown areas will not receive recycling service by CMO.
Industrial, Commercial, and Institutional Properties (ICI)	Only those properties located on a residential collection route, producing residential quantities of blue box materials receive service by County, City of Woodstock, or Township of South-West Oxford service.	ICI will not receive recycling service by CMO.

**Transitioning the Blue Box Program to Full Producer Responsibility  
Service Level Changes**

*Note: details on the interpretation of the Blue Box Regulation by RPRA are still emerging and the final interpretations may vary from those presented below.*

<b>Service</b>	<b>Current Service Level</b> (Ends December 31, 2025)	<b>Post-Transition Period Service Level</b> (Starts January 1, 2026)
Facilities (places of worship, municipal facilities, daycares, charities, not-for-profit organizations, and shelters)	Cart or blue box recycling collection at facilities currently receiving County, City of Woodstock, or Township of South-West Oxford service.	Facilities will not receive recycling service by CMO.
Commercial farms*  *Residential units attached to a commercial farm would still be eligible for Producer-supplied recycling service in 2026.	Blue box collection service if on a residential route in residential quantities currently receiving County, City of Woodstock, or Township of South-West Oxford service.	Commercial farms will not receive recycling service by CMO.
Public Drop-off Depot	Available at the County Waste Management Facility and the City of Woodstock Enviro Depot.	Expected that they will not receive CMO service; however, County staff are exploring options with CMO.

**Will Jaques**

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**Subject:** Oxford County Transportation Master Plan

**From:** Laura Hamulecki <lhamulecki@oxfordcounty.ca> **On Behalf Of** David Simpson

**Sent:** Thursday, July 20, 2023 5:33 PM

**To:** ahumphries@cityofwoodstock.ca; Julie Middleton <clerk@swox.org>; Kyle Kruger <kkruger@norwich.ca>; danielle.richard@ingersoll.ca; Rodger Mordue <rmordue@blandfordblenheim.ca>; Will Jaques <wjaques@ezt.ca>; Karen Martin <kmartin@zorra.ca>; msmibert@tillsonburg.ca

**Cc:** David Simpson <dsimpson@oxfordcounty.ca>; Ryan Vink <rvink@oxfordcounty.ca>; Melissa Abercrombie <mabercrombie@oxfordcounty.ca>; Ben Addley <baddley@oxfordcounty.ca>

**Subject:** Oxford County Transportation Master Plan

Good Afternoon,

Please be advised that Oxford County Council, at its meeting held on July 12, 2023, adopted the following resolution in relation to Council Report No. PW 2023-32, entitled "2024 Transportation Master Plan":

1. Resolved that County Council receive report PW 2023-32 as information;
2. And further, that the draft report be circulated to Area Municipalities requesting their feedback within 75 days (September 25, 2023);
3. And further, that the draft report be posted to Speak Up Oxford for feedback from the public for 75 days (September 25, 2023);
4. And further, that all comments received be provided in a report for council's consideration when considering the draft report.

You are welcome to include the attached County Council Report and Amended Resolution as formal correspondence as information to your respective Councils.

Based on the above resolution, any further written informal comments with respect to the Transportation Master Plan can be forwarded to Ryan Vink, Oxford County Project Manager ([rvink@oxfordcounty.ca](mailto:rvink@oxfordcounty.ca)), **no later than September 25, 2023.**

The final draft Transportation Master Plan report can be viewed [here](#) on our Speak Up, Oxford! page.

Thank You,

David

**DAVID SIMPSON, P.Eng., PMP** (HE/HIM)

**Director of Public Works, OXFORD COUNTY** T 519.539.9800 ext 3100

**To: Warden and Members of County Council**

**From: Director of Public Works**

**See amended resolution**

## 2024 Transportation Master Plan

### RECOMMENDATIONS

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1. That County Council endorse, in principle, the draft 2024 Transportation Master Plan as the recommended transportation strategies, policies, and project timelines to meet Oxford's growth needs to 2046, as well as continuing to provide sustainable and safe infrastructure;
2. And further, that County Council direct Staff to file a Notice of Completion and commence the 45-day public review period as required under the Municipal Class Environmental Assessment (MCEA) process.

### REPORT HIGHLIGHTS

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- The purpose of this report is to seek County Council's endorsement, in principle, of the draft 2024 Transportation Master Plan (TMP) which provides a strategic roadmap to provide transportation services based on existing needs, and that accommodate future growth.
- The draft 2024 TMP has identified transportation infrastructure requirements to accommodate projected population and employment growth to 2046 in accordance with 2020 Provincial Policy Statement and the County's approved Phase I Comprehensive Review (2020), while ensuring service continuity to existing settlement areas.
- The draft 2024 TMP is centered around five key strategies (Road Network, Active Transportation, Goods Movement, People Movement, and Transportation System Sustainability and New Technologies) and provides a multi-year implementation plan (2024 to 2046) that supports a safe, efficient and sustainable multi-modal transportation network for the movement of people and goods into and throughout the County.
- A comprehensive public consultation and engagement campaign was undertaken throughout the MCEA process. The process involved meaningful consultation with Community Members, Area and Neighbouring Municipalities, Government Agencies, Indigenous Communities, Economic Development groups, public interest groups, businesses and other stakeholders. Following the potential issuance of the Master Plan Study Notice of Completion, the final consultative stage will include a 45 day review opportunity for all interested parties to comment on the draft TMP Study Report.

## Implementation Points

Upon Council approval, Staff will proceed to issue and file a Notice of Completion for the draft 2024 TMP. Printed copies of the draft Final TMP report will be available upon request, as well as posted to the Oxford County website and online engagement hub at *Speak Up, Oxford!*.

Following a 45 day public review period and subject to comments received, the 2024 TMP Class Environmental Assessment (Class EA) Study Report can be finalized and filed.

It is recognized that the 2024 TMP proceeded under Approach 1 of the MCEA process and does not address MCEA requirements for Schedule B and Schedule C projects. Class EA Studies for these applicable projects, as identified in the TMP, will be carried out in greater detail in the future at which time the public, agencies, and Indigenous Communities will be provided an opportunity for ongoing review and consultation on the same.

## Financial Impact

There are no financial impacts to the 2023 Business Plan and Budget based on the recommendations contained within this report.

Once finalized, the TMP will become an input to the County's 2024 Transportation Development Charges Technical Study which will inform the upcoming 2024 Development Charges Background Study. It is anticipated that the approved growth forecast to 2046 and the associated capital implementation plan may be further refined through the ongoing 2024 Development Charges process.

Future implementation of projects identified in the 2024 TMP will be considered by County Council through the annual budgeting process to which approved projects will be integrated within the County's 2022 Asset Management Plan which focuses on lifecycle needs of existing projects and incorporates the needs of growth projects identified in the Development Charges Background Study.

Increases to the level of services provided, or addition of new services, are not explicitly accounted for within the annual contribution to reserves. It is likely that additional funding and staff resourcing will be required to implement all projects identified in the TMP, including the use of long-term debenture funding, and possible prioritization of service projects over lifecycle projects to accommodate funding limitations. Staff will seek out additional funding opportunities wherever possible.

## Communications

As noted in Report No. [PW 2022-46](#), an extensive public consultation and engagement program was carried out during the development of the 2024 TMP in order to provide meaningful opportunities for public, Area Municipality, Indigenous communities, Government Agencies and stakeholder input. This feedback and input was received and summarized in the draft 2024 TMP Report.









Public consultation on the 2024 TMP was undertaken through a range of tools to seek feedback from Oxford's various communities and demographics as follows:

- **Speak Up, Oxford!** This serves as the engagement hub for consultation. It was published in March 2022, with 3,100 total visits to the site since its launch.
- **Feedback surveys, interactive maps and question form:** Together, the interactive tools solicited input from 2,218 visitors who reviewed information or participated in feedback forms (surveys), interactive maps, and/or questions tool. A total of 273 users visited the interactive maps, with 28 different users leaving a total of 53 inputs. A total of 285 visitors viewed the feedback surveys, with 96 contributors completing the surveys. There were also 831 downloads of documents (public notices, Public Consultation Centre presentations, etc.) by 476 visitors to this section.
- **Public Consultation Centre (PCC) #1:** Taking place on September 27, 2022, this event drew approximately 20 participants over a two-hour discussion (see Comments section, "*Public Consultation Centre #1*"). The posted recording had 78 views since posting.
- **PCC #2:** Taking place on March 21, 2023, this event drew approximately 20 participants over a nearly two-hour discussion (see Comments section, "*Public Consultation Centre #2*"). The posted recording has had 84 views since posting.
- **"Pop-up" events:** These in-person events provided an opportunity for members of the public to speak directly with the project team. PCC #1 events included Canada's Outdoor Farm Show, Ingersoll Town Council Chambers, and Tillsonburg Ribfest in the Fall of 2022. PCC #2 events included opportunities for in-person engagement at the Town of Ingersoll Council Chambers on March 23, 2023, the Oxford County Council Chambers in Woodstock on March 28, 2023, and the Town of Tillsonburg Council Chambers on March 30, 2023 (see Comments section, "*Public Consultation Centre #2.*")
- **Print advertising:** For audiences that prefer to receive news through newspapers and community publications, information on how to provide input was outlined in 22 **print ads** and **public notices** between July 15, 2022 and March 16, 2023. Publications encompassed the *Oxford Review*, *Norfolk-Tillsonburg News*, *Woodstock Sentinel Review*, *Ayr News*, *Wilmot-Tavistock Gazette*, *St. Marys Independent*, *What's On Woodstock* and *Village Voice Oxford* editions.
- **Radio ads:** Radio campaigns for both consultation phases in Woodstock (104.7 Heart FM), Tillsonburg stations (Country 107.3 / Easy 101.3) and CJCS Stratford.
- **Digital (web) and social media ads:** There was extensive online advertising throughout both consultation phases encompassing Facebook and Instagram for social media and digital advertising on popular websites geo-targeted to Oxford County residents. "Organic" (non-paid) postings on the County's social media pages has been ongoing.
- **Media:** The engagement campaigns included a **news release** and posts to the Oxford County **website**.
- **Stakeholder consultation sessions:** Facilitated by the project team, sessions with Area Municipalities, community partners and other key stakeholders (economic development groups, transit authorities) ensured those impacted by the 2024 TMP were informed about the process and were given opportunity to provide input.

*Speak Up, Oxford!* will continue to serve as an engagement hub leading up to the release of the 2024 TMP and will include public notices and news releases, public meeting recordings and presentations, council reports and project contact information.

Report No. PW 2023-32, along with any potential amendments, will be circulated to all of the County’s Area Municipalities for information.

### Strategic Plan (2020-2022)

					
<b>WORKS WELL TOGETHER</b>	<b>WELL CONNECTED</b>	<b>SHAPES THE FUTURE</b>	<b>INFORMS &amp; ENGAGES</b>	<b>PERFORMS &amp; DELIVERS</b>	<b>POSITIVE IMPACT</b>
1.i. 1.ii.	2.i. 2.ii.	3.iii.	4.i. 4.ii.	5.ii.	

## DISCUSSION

### Background

As noted in Report No. PW 2022-46, the draft 2024 TMP was developed as a strategic planning document that prescribed Oxford County’s comprehensive long-term transportation network strategies that will support existing needs and accommodate future growth in population and employment through to the year 2046 in accordance with the 2020 Provincial Policy Statement and the County’s approved Phase I Comprehensive Review (2020).

The draft 2024 TMP was undertaken in accordance with the MCEA process for Master Plans (Appendix 4, Approach #1 of the MCEA, October 2000, as amended in 2007, 2011, 2015 and 2023). Accordingly, the draft 2024 TMP considered all reasonable transportation network alternatives and developed a preferred alternative that offered the lowest potential impacts on the natural, cultural, social and economic environment of the community.

Overall, community feedback received through the Public consultation and engagement campaign indicated general support for the TMP strategy. The feedback centered around transportation system service provisions, feasibility and cost effectiveness related to the following parameters:

- Transportation system connectivity;
- Multi-modal transportation choices;
  - Active transportation,
  - Public transit, and
  - Transportation Demand Management (carpooling, work from home, etc);
- Accessibility and mobility;
- Road network asset management;
- Goods movement;
- Road safety, traffic calming, speed management; and
- New technologies/carbon footprint.

## Policies and Plans

The TMP has been developed within the context of previous and ongoing land use and transportation planning initiatives undertaken by Oxford County, including:

- Oxford County Transportation Master Plan (2019);
- Oxford County Official Plan (1995, as amended);
- Oxford County Phase One Comprehensive Review (2020);
- Oxford County Strategic Plan (2020);
- Cycling Master Plan (2021);
- Trails Master Plan (2014);
- Renewable Energy Action Plan (2022);
- Asset Management Plan (2022);
- New Directions – Advancing Southwestern Ontario’s Public Transportation Opportunities (2016);
- Empowering Ontario’s Short Line Railways (2017);
- Steel Corridors of Opportunity – Maximizing the Benefits of Southwestern Ontario’s Freight Railways (2018); and
- SouthwestLynx – Integrated High-Performance Public Transportation for Southwestern Ontario (2018).

## Comments

### Commuter Travel Patterns

The predominant data source for assessing County travel patterns was StreetLight data. StreetLight uses several data sources to develop a vehicle traffic model. Data sources used in the model include mobility data from location-based service trips, connected vehicles, navigation GPS trips, and telecommunications data, as well as contextual data such as demographic, weather, road network, and traffic data.

StreetLight allows users to select locations, known as “zones”, in which a wide range of metrics can be derived from any trip that originates in, has destinations in, or passes through that zone. Zones include geographic regions or “gates” which are placed on roads to assess all trips that travel through a specific location. For the purposes of this report, the metrics utilized were origin-destination patterns between geographic regions and vehicle volumes through gates.

Origin destination data has been obtained from StreetLight, allowing for an analysis of trips to, from, and within Oxford County. Consistent with the 2019 base year used for the road network model, 2019 data is presented below. Intra-Regional (within the County) Origin and Destination Travel Trends and Inter-Regional (into/out of the County) Origin and Destination Travel Trends are illustrated below in Table 2, and Figure 1, respectively.

Table 2 – Intra-Regional (County) Origin and Destination Travel Trends

		Origin							
		Woodstock	Tillsonburg	Ingersoll	Norwich	Zorra	East Zorra-Tavistock	South-West Oxford	Blandford-Blenheim
Destination	Woodstock	243,333	1,842	8,143	6,157	3,087	8,554	6,416	2,881
	Tillsonburg	1,965	69,054	1,593	3,205	237	68	3,701	21
	Ingersoll	9,139	1,455	71,991	443	4,214	376	6,685	120
	Norwich	7,321	3,456	507	20,050	244	274	1,245	210
	Zorra	3,591	397	4,681	234	15,421	671	808	102
	East Zorra-Tavistock	9,628	54	422	190	710	16,652	340	1,144
	South-West Oxford	8,149	4,194	7,419	1,291	743	370	6,931	122
	Blandford-Blenheim	3,593	23	161	224	117	1,235	95	7,445

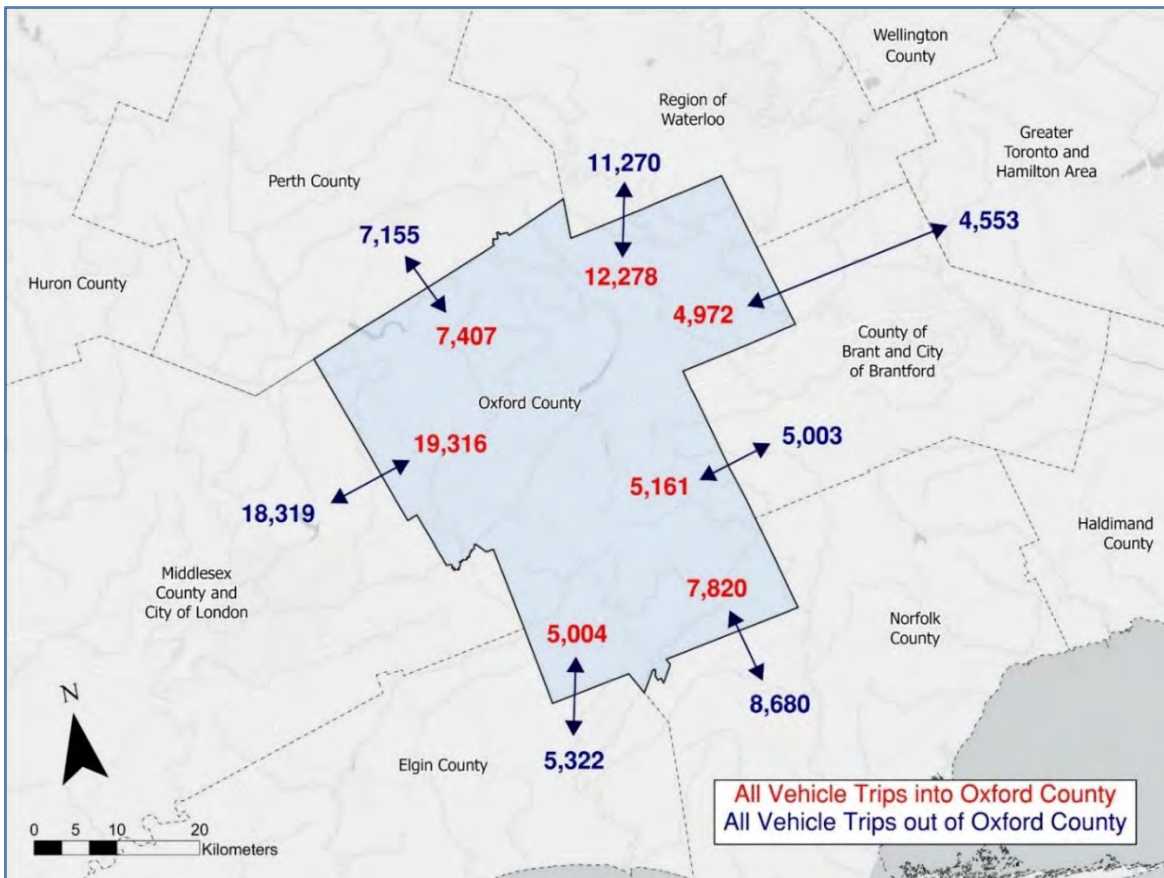


Figure 1 – Inter-Regional Origin and Destination Travel Trends

Of note, most trips that originate in Oxford County end within Oxford County, with the most frequent destinations being the large urban centres of Woodstock, Ingersoll and Tillsonburg. The most frequent destinations for trips originating in Oxford County that are destined outside the County are Middlesex County, the Region of Waterloo, and Norfolk County.

The same pattern is observed when reviewing the trip patterns where Oxford County is the destination. The most frequent origin of trips destined for Oxford County from within the County start in the urban centres. For trips destined for Oxford County which begin outside the County, the same surrounding municipalities of Middlesex County, the Region of Waterloo and Norfolk Counties have the highest trips originating in them.

These findings serve to further justify the importance of transportation system connectivity across all municipalities within Oxford County as well as inter-regionally.

### Transportation Mode Share

The 2021 Census provided the most recent mode share figures, and indicates the auto/ single driver comprises the majority of trips, while carpooling/work from home (transportation demand management), walking/cycling (active transportation) and bus/rail (public transit) make up the remaining portion of trips.

However, given the impacts of the COVID-19 pandemic and ongoing stay at home restrictions, the share of work from home (WFH) has notably increased in recent years. For use in the TMP's future network assessment, and to establish a baseline for mode share moving forward, a revised rate was developed which considered the lifting of COVID-19 restrictions and the partial return to pre-pandemic travel patterns with more people returning to the office, while also reflecting the new normal of an increase in hybrid work. The 2024 TMP baseline transportation mode share is shown below in Figure 2.

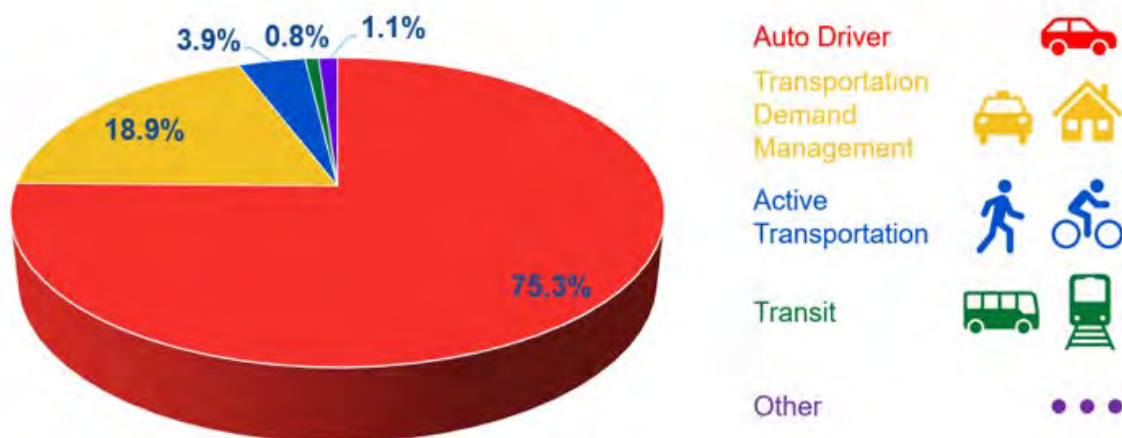


Figure 2 – 2024 Transportation Mode Share Baseline



Of note, transportation demand management and active transportation mode choices in Oxford County have been reasonably effective in reducing the demand for single vehicle auto trips. The degree of carpooling is similar to many neighbouring municipalities while the active transportation mode share is consistent with that of other municipalities comprised of rural and smaller urban areas. Bus and rail public transit opportunities continue to struggle as a viable transportation mode option due to affordability, inadequate service frequency and routing, and lack of inter-community connectivity.

As part of the 2024 TMP, the County has set a strategic target to achieve a 4.8% reduction for auto/single driver mode share by 2046. Corresponding increases in mode shares for active transportation and bus/rail public transit are envisioned to support this target goal. The County's 2046 mode share targets are included below in Figure 3.

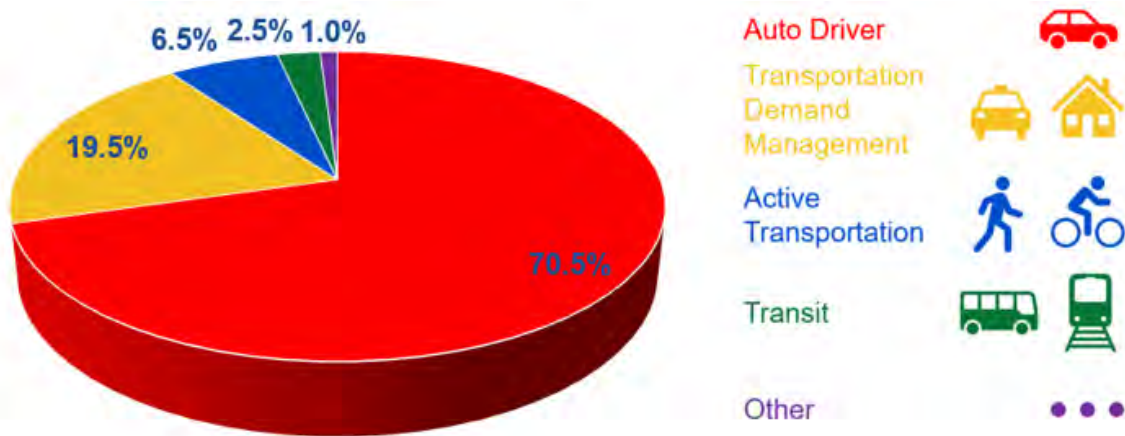


Figure 3 – 2046 Transportation Mode Share Targets

### Preferred TMP Strategy to 2046

A number of alternative solutions to address existing and future demands on the County's transportation network were evaluated against environmental, social, economic and transportation service criteria.

From this analysis, a preferred TMP strategy and multi-year implementation plan (2024 to 2046) was developed. The preferred TMP strategy to 2046 is envisioned to promote multi-modal mobility and the long term sustainability of the overall transportation system.

A high-level executive summary of the draft 2024 TMP strategies, associated key actions and implementation plan is provided in Attachment 1. The complete final draft 2024 TMP Report can be viewed on the project webpage at <https://speakup.oxfordcounty.ca/2024tmp>.

The preferred TMP includes, but is not limited to, the following key strategies and their corresponding initiatives:

**i) Road Network Strategy**

- Ongoing implementation of Road Infrastructure Improvements (road widening/urbanization, intersection upgrades, bridge and culvert replacements, railway crossing enhancements, etc.) and studies (network performance studies, intersection feasibility studies, Class EA studies etc.);
- Maximizing road safety through continued speed management and traffic calming, collision database monitoring, community safety zones;
- Ongoing initiatives to promote Transportation Demand Management (carpooling, telecommuting, flexible work hours, etc.) in order to reduce future travel demand and potential need for road widenings/expansions; and
- Continued monitoring of the County road network to ensure adequate Traffic Control and Levels of Service are provided.

**ii) Active Transportation Strategy**

- Expanding cycling infrastructure through implementation of the 2021 Cycling Master Plan (including ongoing provisions for wider asphalt platform for on-road cycling as part of regular road resurfacing programs);
- Expanding and focusing on creating enhanced pedestrian infrastructure; and
- Updating the 2014 Trails Master Plan.

**iii) Goods Movement Strategy**

- Ongoing infrastructure provisions to accommodate transport trucks and agricultural machinery while promoting accessibility and route connectivity;
- Ongoing advocacy support for regional coordination of freight rail and strategic investments; and
- Developing a Goods Movement Strategy including a goods priority network.

**iv) People Movement Strategy**

- Ongoing implementation of County-wide Speed Management, Traffic Calming and Road Safety Program;
- Ongoing advocacy support for integrated Intra-Regional and Inter-Regional Public Transportation System for intercommunity bus network and enhanced commuter rail service; and
- Enhancing mobility through planning of mobility hubs and service integration.

**iv) Transportation System Sustainability and New Technologies Strategy**

- Ongoing implementation of Low Carbon Transportation alternatives (electric vehicle charging stations, alternative fuel vehicles, autonomous vehicles, etc.); and
- Consideration of Green Infrastructure and Technology practices (roundabout intersection improvements, Cold-in-Place asphalt resurfacing, Warm Mix asphalt, reclaimed concrete and asphalt).

## Conclusions

The future demand on the County's transportation network will increase as the County continues to grow. The 2024 TMP identifies a number of road network improvements, policies, initiatives, and strategies that will further enhance the existing transportation network, promote transportation demand management and active transportation, and support effective, efficient, and sustainable movement of goods and people into and throughout the County.

## SIGNATURES

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## ATTACHMENT

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Attachment 1: Draft 2024 Transportation Master Plan Executive Summary (2024 to 2046)



## Executive Summary

### Introduction

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Connecting Oxford 2024, Oxford County's Transportation Master Plan (TMP), is a strategic long-term planning document that outlines and defines policies, programs and infrastructure improvements needed to manage both existing and future transportation demands to the year 2046.

The plan is an update to the 2019 TMP and was developed within the context and builds upon the foundation of several key planning documents including, but not limited to:

- Oxford County Official Plan (1995, as amended)
- Oxford County Phase One Comprehensive Review (2020)
- Oxford County Strategic Plan (2020)
- Provincial Policy Statement (2022)
- Cycling Master Plan (2021)
- Trails Master Plan (2014)
- Renewable Energy Action Plan (2022)
- Asset Management Plan (2022)
- Connecting the Southwest: A Draft Transportation Plan for Southwestern Ontario (2020)
- New Directions – Advancing Southwestern Ontario's Public Transportation Opportunities (2016)
- Empowering Ontario's Short Line Railways (2017)
- Steel Corridors of Opportunity – Maximizing the Benefits of Southwestern Ontario's Freight Railways (2018)
- SouthwestLynx – Integrated High-Performance Public Transportation for Southwestern Ontario (2018)

The multi-modal TMP focuses on supporting different modes of transportation (i.e., public transportation, passenger/freight rail, automobiles, cycling, walking, etc.) with infrastructure and policy provisions to support freight/goods movement, agriculture mobility, corridor access management and low-carbon transportation, in order to support a safe, effective, and sustainable transportation network.

### Vision and Strategic Objectives

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Connecting Oxford 2024 is guided by the following **Vision Statement**:

*From 2024 to 2046, Oxford County will be supported by a transformative transportation system to lead and achieve sustainable and efficient outcomes and benefits, while promoting a safe, efficient, and sustainable multimodal transportation network to move people and goods into and throughout the County, including access and connections to opportunities and essential services, while improving mobility for all types of road users and communities.*

The following **Strategic Objectives** have guided the development of the 2024 TMP and are strongly reflected in its final policies, programs, and recommendations:

- Achieve effective integration of transportation planning, growth management and land use planning to develop a Transportation Strategy that accommodates growth and change to 2046, and that effectively supports land use objectives as defined in County Official Plan Update (currently underway) and other existing and ongoing planning initiatives;
- Develop a practical and financially achievable implementation plan that supports **all modes of travel** within the County's transportation system (e.g., walking, cycling, driving, commuter/freight rail, agricultural machinery, local/intercommunity transit) while promoting economic, social, and environmental sustainability;
- Recommend measures for promoting **safer transportation** and **healthy communities**;
- Minimize conflict between non-local and local traffic by defining a hierarchy of roads within the County that moves people and goods throughout the County efficiently;
- Provide a forum for input and awareness with **the public** and **Area Municipalities** for transportation system initiatives; and
- Identify transportation demand management strategies to **reduce single occupant vehicle trips** (transit, active transportation, carpooling, work from home) to achieve the 2046 mode share target shown below in **Figure ES.4**.

## Plan Development

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Preparation of the 2024 TMP followed the Municipal Class Environmental Assessment (Class EA) Master Plan process. The TMP serves to satisfy Phases 1 (identify the problem) and 2 (identify alternative solutions to the problem) of the five-phase Municipal Class EA planning and design process. Project-specific investigations may be required to satisfy the Municipal Class EA requirements (Phases 3 & 4) before implementation of each individual project (i.e. Schedule C Class EA Studies).

The projects identified in the TMP are subject to the applicable policies outlined in the Lake Erie and Thames-Sydenham and Region Source Protection Plan. For the project specific Class EA studies that will be completed for any future Schedule B and C projects identified in the TMP, the Project File reports/Environmental Study Reports will have to identify and describe the specific source protection policies that apply to those projects.

In keeping with the principles of environmental assessment, the development of the 2024 TMP included a comprehensive and inclusive consultative process involving the residents, businesses and stakeholders of the County and its Municipalities; representatives of County and Area Municipal staff; agencies of the Provincial and adjacent Municipal governments; Conservation Authorities; Indigenous Communities; and other interest groups.

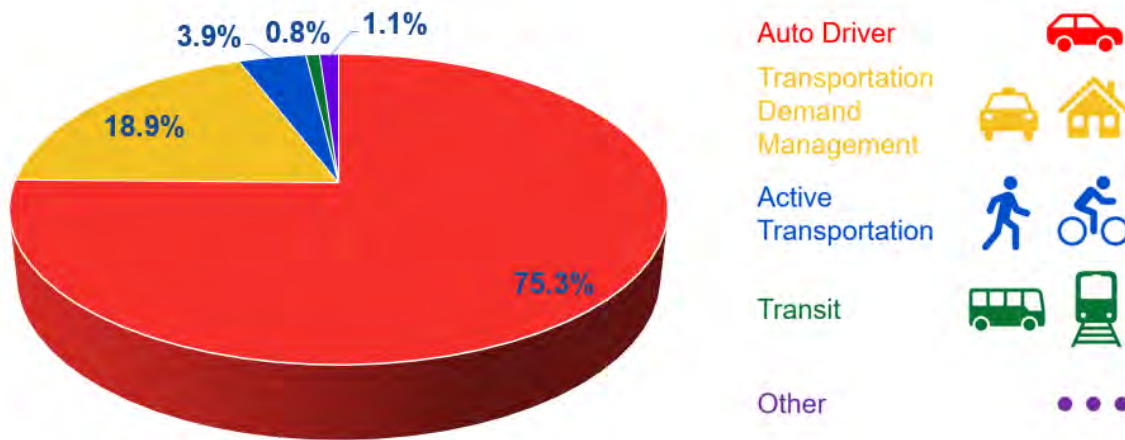
## Existing and Future Conditions

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Oxford County has a diverse transportation system which supports residents, commuters and goods movement. The road network consists of several Provincial Highways, County Roads (arterial roads), and Local Roads (under the jurisdiction of the Area Municipalities), all of which provide the foundation for vehicular traffic, active transportation, goods movement, and transit operations (Woodstock Transit, T:Go). The County has an established off-road trails system providing further active transportation and recreational opportunities.

Main/Class 1 rail (CP, CN) and Short line rail (OSR, Gio Rail) through the County provides vital freight goods movement. VIA Rail also utilizes the main freight rail lines to offer inter/intra-regional passenger rail transit to local and neighbouring residents. Tillsonburg Regional Airport is a Canada Customs Airport of Entry, welcoming international flights handling general aviation aircraft up to 15 passengers and serves flight training providers, flying clubs, private and corporate aircraft, Emergency Medical Services (EMS), and Canadian Military aircraft.

The existing County travel patterns were derived through a review of *StreetLight* data and the 2021 Census. Due to the COVID-19 Pandemic, work from home (WFH) within the Transportation Demand Management had notably increased in the 2021 Census mode share data. For use in the future network assessment and to establish a baseline for mode share moving forward, a revised rate was developed which takes into consideration the lifting of COVID-19 restrictions and the partial return to pre-pandemic travel patterns as hybrid work has become the new normal. The updated 2024 mode share is displayed below in **Figure ES.1**.



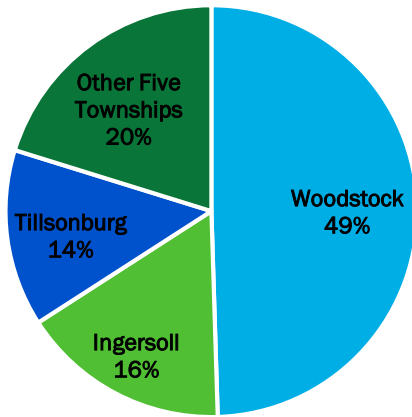
**FIGURE ES.1: 2024 TRANSPORTATION MODE SHARE**

Future demand on the County’s transportation network is expected to increase as the County grows. The County has seen large population growth between 2016-2021, almost doubling its growth rate from 2011-2016. This growth is expected to continue, as recent forecasts project the County to add approximately 33,000 more residents and 15,000 more jobs between 2024 and 2046. Analyses were conducted to review the impact of the projected population and employment growth on Oxford’s transportation network.

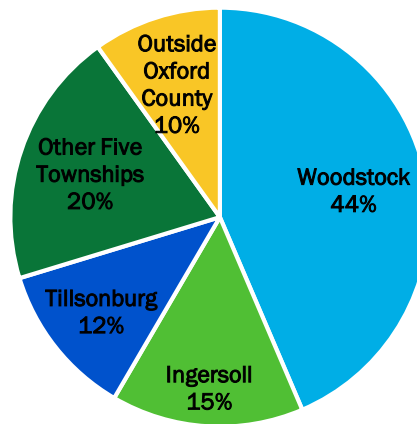
This anticipated growth was factored into the transportation network based on population and employment growth forecasts, land use and future development patterns, collision data, existing road network and traffic conditions, origin-destination data, and trip generation/travel demand estimation. A capacity analysis was completed to assess the current and future conditions, including level of service on County Roads and road network capacity constraints.

**Figure ES.2** summarizes the trip origins and destinations for Oxford County residents. The charts indicate the largest trip origins and destinations are in/to Woodstock and approximately 90% of resident trips are to within the County. The remaining 10% of resident trips are to other municipalities.

County Resident Trip Origins



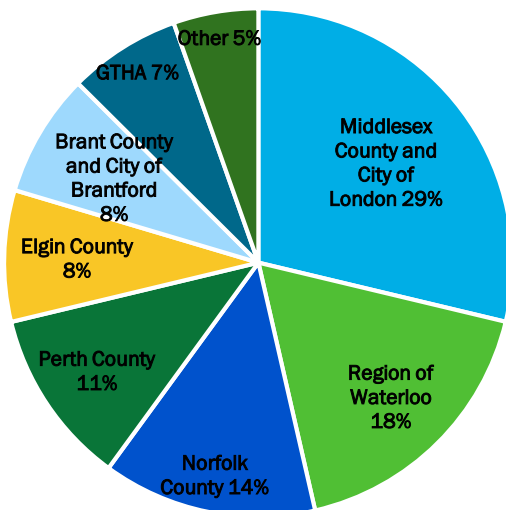
County Resident Trip Destination



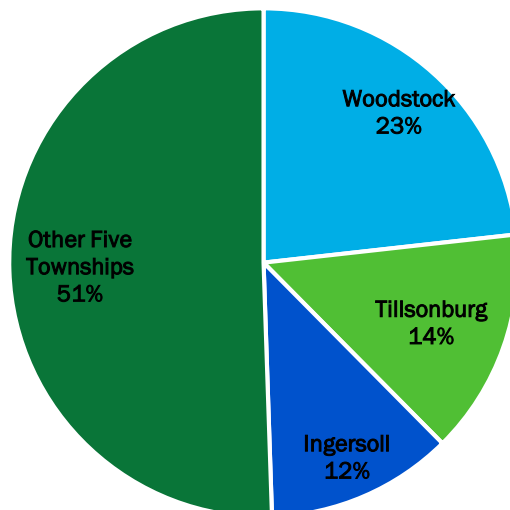
**FIGURE ES.2: COUNTY RESIDENT TRIP ORIGINS AND DESTINATIONS**

**Figure ES.3** details the origins and destinations for trips into Oxford County. Of note, nearly half of inbound trips from neighbouring jurisdictions are destined for the urban centres of Woodstock, Ingersoll and Tillsonburg. The remaining inbound trips are destined for the five townships within the County.

Inbound Trip Origins



Inbound Trip Destinations



**FIGURE ES.3: INBOUND TRIP ORIGINS AND DESTINATIONS**

## Public Engagement

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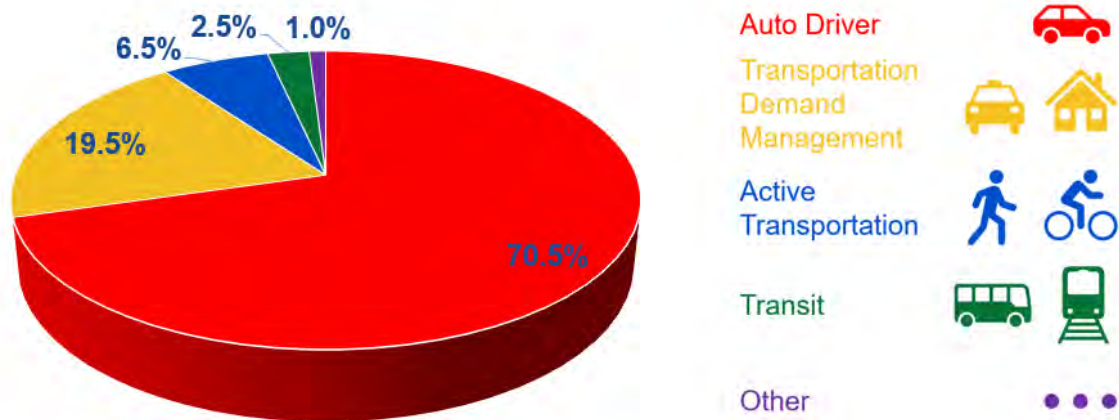
In keeping with the principles of the Environmental Assessment process, the TMP featured a high degree of public and stakeholder involvement. The following summarizes the public announcements and consultation opportunities for public and agency input and participation in the study:

- Notice of Study Commencement in March 2022;
- News releases, radio ads, and social media posts;
- Two virtual Public Consultation Centres, in September 2022 and March 2023
- Six in person consultation events at Canada's Outdoor Farm Show in Woodstock (September 2022), Ribfest in Tillsonburg (September 2022), Ingersoll Town Council Chambers (September 2022, March 2023), Oxford Council Chambers in Woodstock (March 2023), and Tillsonburg Council Chambers (March 2023);
- Updates and references to the study through the Oxford County website and "Speak-Up Oxford";
- Two surveys and interactive maps; and
- Six advisory committee meetings with the Internal Technical Review Committee (InTAC) (March 2022, February 2023), External Technical Review Committee (ExTAC) (March 2022, February 2023), and Economic Development Committee (EcDev) (April 2022, April 2023).

Agencies, stakeholders, and Indigenous Communities were notified at key points in the study process, and they were encouraged to provide any information they felt was necessary for the Project Team to consider during the study. All comments received from agencies, stakeholders and Indigenous Communities were recorded and considered. **Appendix B** provides the complete record of public consultation for the TMP.

## Preferred Transportation Strategy to 2046

While previous mode share targets identified in the 2019 TMP have already been achieved, the 2024 TMP preferred transportation strategy continues to focus on increasing the share of sustainable modes of transport. Of note, the 2024 TMP has seeking to achieve further increases to the active transportation and transportation demand management mode shares while furthering reducing reliance on single occupancy vehicle (auto driver) mode share as shown in **Figure ES-4**.



**FIGURE ES.4: 2046 MODE SHARE TARGETS**

Several alternative solutions to address the future demands on the County's transportation network were evaluated against environmental, social, economic and transportation service criteria. From this analysis, a preferred TMP strategy and implementation plan to 2046 was developed which includes, but is not limited to, the following initiatives:

- **Road Network Strategy**
  - Ongoing implementation of Road Infrastructure Improvements (road widening/urbanization, intersection upgrades, bridge and culvert replacements, railway crossing enhancements, etc.) and Studies (network performance studies, intersection feasibility studies, Class EA studies etc.).
  - Maximizing road safety through continued speed management and traffic calming, collision database monitoring, community safety zones
  - Ongoing initiatives to promote Transportation Demand Management (carpooling, telecommuting, flexible work hours, etc.) in order to reduce future travel demand and potential need for road widenings/expansions.
  - Continued monitoring of the County Road network to ensure adequate Traffic Control and Levels of Service are provided.
- **Active Transportation Strategy**
  - Expanding cycling infrastructure through implementation of the 2021 Cycling Master Plan (including ongoing provisions for wider asphalt platform for on-road cycling as part of regular road resurfacing programs).
  - Expanding and focusing on creating enhanced pedestrian infrastructure.
  - Updating the 2014 Trails Master plan.

- **Goods Movement Strategy**
  - Ongoing infrastructure provisions to accommodate transport trucks and agricultural machinery while promoting accessibility and route connectivity.
  - Ongoing advocacy support for regional coordination of freight rail and strategic investments.
  - Developing a Goods Movement Strategy including a goods priority network.
  
- **People Movement Strategy**
  - Ongoing implementation of County-wide Speed Management, Traffic Calming and Road Safety Program.
  - Ongoing advocacy support for integrated Intra-Regional and Inter-Regional Public Transportation System for intercommunity bus network and enhanced commuter rail service.
  - Enhancing mobility through planning of mobility hubs and service integration.
  
- **Transportation System Sustainability and New Technologies Strategy**
  - Ongoing implementation of Low Carbon Transportation alternatives (electric vehicle charging stations, alternative fuel vehicles, autonomous vehicles, etc.).
  - Consideration of Green Infrastructure and Technology practices (roundabout intersection improvements, Warm Mix asphalt, reclaimed concrete and asphalt).

## Implementation

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The 2024 TMP is the overarching strategic document that provides a framework for how Oxford County will address its transportation needs to the year 2046. It describes, anticipates, and plans for the movement of people and goods in a multi-modal, accessible transportation system. The TMP is not a provincially legislated document, and therefore has no statutory authority. That authority is provided through the Oxford County Official Plan by incorporating the main policy directions of the TMP.

The primary purpose of the TMP is to guide the County's transportation related decision making and provide direction for its discussions and negotiations with other agencies and governments. In addition, the TMP is not just a plan of infrastructure actions. It provides the policy framework on which to make operational decisions for the County and the respective projects identified in the transportation master plan implementation program will provide a baseline for Oxford County's future capital budgets.

To assist in guiding the County in implementing the road infrastructure improvements, policy and advocacy plans recommended in the TMP, an implementation plan with suggested timing for the various projects and initiatives has been developed. The implementation plan is broken down by major category and can be seen in **Table ES.1** to **Table ES.11**.

A regular review of the TMP is proposed every five years. The County may amend the TMP in the intervening period to incorporate changes resulting from an Official Plan review process or other major initiatives.



TABLE ES.1: IMPLEMENTATION PLAN – ANNUAL CAPITAL PROGRAMS

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Countywide	Guide Rail Installation	✓	✓	✓
Countywide	Pedestrian Crossings	✓	✓	✓
Countywide	Intersection Illumination	✓	✓	✓
Countywide	Cycling Infrastructure	✓	✓	✓
Countywide	Road Rehabilitation and Resurfacing	✓	✓	✓
Countywide	Bridge Misc. Repairs per Needs Study/OSIM	✓	✓	✓
Countywide	Crack Sealing	✓	✓	✓
Countywide	Urban Storm Sewer	✓	✓	✓
Countywide	Rural Storm Sewer	✓	✓	✓
Countywide	Retaining Walls	✓	✓	✓
Countywide	Traffic Signals	✓	✓	✓
Countywide	Traffic Calming	✓	✓	✓



**TABLE ES.2: IMPLEMENTATION PLAN – MAJOR ROAD RECONSTRUCTION / REHABILITATION**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Blandford-Blenheim	Oxford Road 3 (Road part of Princeton Drainage Project includes Urbanization)	✓		
Woodstock	Oxford Road 9 (Oxford Road 2 to #226 Ingersoll Road) - Phase 2 *	✓		
Zorra	Oxford Road 16 (from 31st Line to Kintore) - Phase 2	✓		
Zorra / Norwich	Oxford Road 19 (Highway 19 to Norfolk County Border)		✓	
Tillsonburg	Oxford Road 53 (Brock Street E to Highway 19)			✓
Woodstock	Oxford Road 59 (Dundas Street to Henry Street)			✓
Woodstock	Oxford Road 35 (Oxford Road 59 to Oxford Road 54) *	✓		
Woodstock	Oxford Road 35 (Oxford Road 54 to Lansdowne Avenue) *		✓	

Note: \* - The project will include the implementation of the cycling facility of the Primary Network as identified in the Cycling Master Plan

**TABLE ES.3: IMPLEMENTATION PLAN – ROAD URBANIZATION**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Woodstock	Oxford Road 35 (Woodall Way to Oxford Road 4)		✓	
Ingersoll	Oxford Road 9 / King Street (Oxford Road 10 to Town Limits) <sup>(1)</sup>	✓		
Blandford-Blenheim	Oxford Road 22 / Oxford Road 8 (in the village of bright)		✓	
Norwich	Oxford Road 59 (within the village of Burgessville)	✓		

Note: (1) - The project should include coordination with an improvement identified in the County's 2024 W/WW MP.

TABLE ES.4: IMPLEMENTATION PLAN – BRIDGE / CULVERT REHABILITATIONS

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Countywide	2024 Design (2026 Construction)	✓		
Countywide	2025 Design (2027 Construction)	✓		
Countywide	2026 Design (2028 Construction)	✓		
Countywide	2027 Design (2029 Construction)	✓		
Countywide	2028 Structures: 843927, 856645, 816765, 324873, 593175 & 963929	✓		
Countywide	2028 Design (2030 Construction)	✓		
Countywide	2029 Structures: 596279, 596020, 684656, 842608, 376551 & 686115		✓	
Countywide	2029 Design (2031 Construction)		✓	
Countywide	2030 Structures: 816111, 684200, 195840, 885646, 465125 & 975130 (Boundary)		✓	
Countywide	2030 Design (2032 Construction)		✓	
Countywide	2031 Structures: 922773, 927566, 263226, 375488, 886117 & 592540		✓	
Countywide	2031 Design (2033 Construction)		✓	
Countywide	2032 Structures: 884114, 595880, 375739, 565718, 375770, 375806, & 985320 (Boundary)		✓	
Countywide	2032 Design (2034 Construction)		✓	
Blandford-Blenheim	Culvert Rehab. 686444 - OR 2, 1.7km E of 22 (Boundary)	✓		
Blandford-Blenheim	Bridge Rehab. 686843 - OR2, 1.3km W of 3 (Boundary)	✓		
Blandford-Blenheim	Culvert Repl. 687425 - OR 2, 4.35km E of 25 (Boundary)	✓		
Blandford-Blenheim	Culvert Rehab. 715213 - OR 4, 0.75km N of 35	✓		
Blandford-Blenheim	Bridge Rehab. 805907 - OR 29, 0.3km E of 4	✓		
Blandford-Blenheim	Culvert Rehab. 886609 - OR 8, 2.7km E of 22	✓		
Norwich	Bridge Rehab. 774050 - OR 14, 3.2km N of 21	✓		
Norwich	Culvert Rehab. 684802 - OR 2, 0.4km W of 30	✓		
Norwich	Culvert Rehab. 814230 - OR 22, 0.3km N of Gunn's Hill Rd (Boundary)	✓		
Norwich	Bridge Rehab. 225536 - OR 19/Main St, 2.1km W of 59	✓		

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Norwich	Bridge Rehab. 773216 - OR 59, 0.15km S of 18	✓		
Norwich	Bridge Rehab. 813810 - OR 22, 0.5km N of 21 (Boundary)	✓		
Norwich	Bridge Rehab. 814010 - OR 22, 0.5km S of Substation Rd (Boundary)	✓		
South-West Oxford	Bridge Rehab. 224538 - OR 19, 2.8km E of 19	✓		
South-West Oxford	Culvert Repl. 263548 - OR 27, 0.1km E of 10	✓		
Woodstock	Bridge Rehab. 59755 - OR 59, 0.4km N of 35	✓		
Zorra	Culvert Repl. 194950 - OR 119, 0.5km S of 2	✓		
Zorra	Bridge Rehab. 843613 - OR 16, 0.01km E of 31st Ln, with stream realignment	✓		
Zorra	Bridge Rehab. 682935 - OR 2, 0.15km E of 119	✓		
Zorra	Bridge Rehab. 784064 - OR 33, 0.4 km E of 6	✓		
Zorra	Culvert Repl. 843164 - OR 16, 1.9km E of 119	✓		
Zorra	Bridge Rehab. 374623 - OR 6, 0.1km N of 9	✓		
Zorra	Bridge Rehab. 643977 - OR 16, 0.5km W of 6	✓		
Zorra	Culvert Repl. 682563 - OR 2, 0.13km E of Cobble Hill Road (Boundary)	✓		

TABLE ES.5: IMPLEMENTATION PLAN – CYCLING INFRASTRUCTURE

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Woodstock / East Zorra-Tavistock	Oxford Road 4 from Oxford Road 35 to Oxford Road 29	✓		
Blandford-Blenheim	Oxford Road 29 from Oxford Road 4 to Oxford Road 36	✓		
Blandford-Blenheim	Oxford Road 36 from Oxford Road 29 to Piper St			✓
Norwich	Oxford Road 13 from Oxford Road 59 to Trans Canada Trail		✓	
South-West Oxford	Oxford Road 9 from Woodstock to Ingersoll	✓		
Woodstock / East Zorra-Tavistock	Oxford Road 17 from Hickson Trail to Oxford Road 4		✓	
East Zorra-Tavistock	Oxford Road 59 from Oxford Road 8 to Oxford Road 24		✓	
East Zorra-Tavistock	Oxford Road 24 from Oxford Road 59 to Punkeydoodles Ave	✓		
Woodstock	Oxford Road 59 from Hickson Trail to Oxford Road 35		✓	
Woodstock	Oxford Road 54 / Oxford Road 59 from Oxford Road 35 to Juliana Drive		✓	
Zorra	Oxford Road 6 from Oxford Road 28 to Oxford Road 8			✓
Zorra	Oxford Road 8 from Oxford Road 6 to Hickson Trail			✓
Zorra	Oxford Road 10 from Oxford Road 20 to Oxford Road 119			✓
Norwich	Oxford Road 59 from Oxford Road 54 to Oxford Road 13			✓
Zorra	Oxford Road 119 from Oxford Road 7 to Oxford Road 28			✓

**TABLE ES.6: IMPLEMENTATION PLAN – UNDERTAKE INTERSECTION UPGRADES / IMPROVEMENTS**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Blandford-Blenheim	Oxford Road 8 & Oxford Road 36 (Roundabout) – Boundary Waterloo Led	✓		
Woodstock	Oxford Road 15 & Springbank Avenue – North Right Turn Lane	✓		
Norwich	Oxford Road 59 & Palmer, Oxford 59 & Tidey – Turning Radius Improvements	✓		
Zorra	Oxford Road 6 & Oxford Road 16 – Overhead Flashing Lights	✓		
East Zorra-Tavistock	Oxford Road 59 & Oxford Road 28 – Overhead Flashing Lights	✓		
Zorra	Oxford Road 2 & Middleton Street – Signalization and Turning Lanes		✓	
Woodstock	Oxford Road 59 & Pattullo Avenue – Realignment (City of Woodstock Led)	✓		
Woodstock	Oxford Road 12 (Mill St) and Oxford Road 2 (Dundas St.) - Phase 2 – North Right Turn Lane		✓	
Tillsonburg	Oxford Road 20 (North Street) & Oxford Road 53 (Tilson Avenue) – Signalization <sup>(1)</sup>	✓		
Woodstock	Oxford Road 12 & Juliana Drive – Roundabout		✓	
Woodstock	Oxford Road 12 & Athlone Avenue – Roundabout		✓	
East Zorra-Tavistock	Oxford Road 24 & Oxford Road 5 (Punkydoodles) – Study to be completed at end of 2023	✓		
Woodstock	Oxford Road 4 & Oxford Road 2 – Duel Left Turn Lane		✓	
Norwich	Oxford Road 2 & Oxford Road 55 (Township 53) – Roundabout	✓		
Ingersoll	Oxford Road 10 & Thomas Street – Signalization			✓
Ingersoll	Oxford Road 10 & Oxford Road 9 – Signalization			✓
Ingersoll	Oxford Road 10 & Union Road – Signalization			✓

Note: (1) - The project should include coordination with an improvement identified in the County's 2024 WWW MP.

**TABLE ES.7: IMPLEMENTATION PLAN – UNDERTAKE INTERSECTION CONTROL FEASIBILITY STUDIES**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Norwich	Oxford Road 13 & Oxford Road 18		✓	
Blandford-Blenheim	Oxford Road 29 & Oxford Road 36		✓	
South-West Oxford	Oxford Road 6 & Oxford Road 9		✓	
East Zorra-Tavistock	Oxford Road 59 & Oxford Road 24		✓	
Woodstock	Oxford Road 35 & Springbank Avenue	✓		
Woodstock	Oxford Road 54 & Oxford Road 35			✓
Woodstock	Oxford Road 15 & Oxford Road 12		✓	
Zorra	Oxford Road 2 & Oxford Road 6			✓
Zorra	Oxford Road 6 & Oxford Road 33	✓		
Zorra	Oxford Road 28 and Oxford Road 6	✓		
East Zorra-Tavistock	Oxford Road 60 and Oxford Road 33	✓		
South-West Oxford	Oxford Road 6 and Karn Road	✓		
East Zorra-Tavistock	Oxford Road 8 and Oxford Road 60			✓
Zorra	Oxford Road 119 and Oxford Road 2		✓	
Ingersoll	Oxford Road 10 and Thompson Road			✓
Norwich	Oxford Road 13 / Oxford Road 46 / Oxford Road 49	✓		
Woodstock	Oxford Road 9 & Oxford Road 2		✓	

**TABLE ES.8: IMPLEMENTATION PLAN – UNDERTAKE OTHER INFRASTRUCTURE PROJECTS**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Blandford-Blenheim	Oxford Road 3 - (Drain part of Princeton Drainage Project by Township of BB)	✓		
Ingersoll	Railway Crossing Upgrades (add Gates) – Oxford Road 10			✓
Ingersoll	Railway Crossing Upgrades (add Gates) – Oxford Road 9			✓

**TABLE ES.9: IMPLEMENTATION PLAN – TRANSPORTATION PLANS, CONDITION ASSESSMENTS AND OTHER STUDIES**

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Countywide	Transportation Master Plan	✓	✓	✓
Countywide	Transportation Development Charges Technical Study	✓	✓	✓
Countywide	Road Needs Study	✓	✓	✓
Countywide	Cycling Master Plan	✓	✓	✓
Countywide	Trails Master Plan	✓		✓
Countywide	Goods Movement Priority Network Study	✓		
Countywide	Grade Level Crossing Assessment		✓	

TABLE ES.10: IMPLEMENTATION PLAN – UNDERTAKE CLASS EA STUDIES

Location	Action / Extent	Implementation Horizon		
		2024-28	2029-33.	2034-46
Norwich	Oxford Road 18 (Oxford Road 13 to Highway 19)	✓		
Tillsonburg / South-West Oxford	Oxford Road 20 (Tillsonburg to Brownsville) *		✓	
Blandford-Blenheim	Oxford Road 22 (Oxford Road 22 to oxford Road 21/New Dereham Road)			✓
Zorra	Oxford Road 28 (Oxford Road 119 to Oxford Road 5) *	✓		
Norwich	Oxford Road 14 (Oxford Road 15 to Oxford Road 59)		✓	
Blandford-Blenheim	Oxford Road 36 (Oxford Road 47 to Oxford-Waterloo Road)			✓
Woodstock	Oxford Road 4 & Oxford Road 15 Intersection, Oxford Road 4 Realignment	✓		
Tillsonburg	Oxford Road 53 (Brock Street E to Highway 19)		✓	
Tillsonburg	Oxford Road 53 (Oxford Road 20 to Brock Street E)		✓	
Ingersoll	Oxford Road 119 (Clarke Road to Highway 401)	✓		
Woodstock	Oxford Road 59 (Dundas Street to Henry Street)			✓
Woodstock	Oxford Road 17 (Oxford Road 59 to Oxford Road 4), Oxford Road 17 & Oxford Road 4 Intersection	✓		
East Zorra-Tavistock	Oxford Road 60 (Oxford Road 8 to Oxford Road 4), Oxford Road 60 & Oxford Road 4 Intersection	✓		
Tillsonburg	Oxford Road 51 (Highway 19 to Mall Road)			✓
Norwich	Oxford Road 13 / Oxford Road 46 / Oxford Road 49			✓
Woodstock	Grade Separation - Oxford Road 59 and CNR		✓	
Woodstock	Grade Separation - Oxford Road 9 and CNR		✓	

Note: \* - The project will include the implementation of the cycling facility of the Primary Network as identified in the Cycling Master Plan



TABLE ES.11: IMPLEMENTATION PLAN – POLICIES AND INITIATIVES

Theme	Policy or Initiative	Focus Area	Recommendation / Action	Implementation Horizon		
				2024-28	2029-33.	2034-46
Road Network	Maximizing Road Safety	Speed Management & Traffic Calming	Continue Speed Management, Traffic Calming and Road Safety Programs	Ongoing		
			Expand Program to include Intersection Safety Improvements	✓		
		Collision Database	Continue to update and maintain the Collision Database	Ongoing		
			Perform a Yearly Review to inform the Location Identified for Safety Measure Improvements	Ongoing		
		Roundabout Implementation	Consider roundabout implementation as an alternative to traditional signalization	Ongoing		
		Intersection Control Feasibility Study	Continue monitoring of County intersection functionality through ongoing Intersection Control Feasibility Studies	Ongoing		
		Emergency Detour Routing	Maintain Emergency Detour Routing	Ongoing		
	Automated Speed Enforcement	In partnership with the Area Municipalities, consider the potential implementation of automated speed enforcement in accordance with the Safer School Zones Act	✓			
	Maximizing Road Efficiency	Seasonal Load Restrictions	Consider implementing access management strategies that have reviewed and consider seasonal load restrictions	✓		
			Update the County Road seasonal load restrictions By-Law		✓	
		Road Occupancy Permitting	Consider By-law implementation for enforcement of Road Occupancy Permits		✓	
	Railway Crossing Enhancements	Review and Updated Railway Crossings	Review and upgrade railway crossings in accordance with the Transport Canada regulations	Ongoing		
	Accommodating Future Growth	Transportation Demand Management	Continue to promote working from home through engagement with residents and businesses	Ongoing		
			Implement 2024 TMP Active Transportation and People Movement strategies	✓	✓	✓

Theme	Policy or Initiative	Focus Area	Recommendation / Action	Implementation Horizon			
				2024-28	2029-33.	2034-46	
Active Transportation		Ridesharing	Expand education and promotion of carpooling and ridesharing as a mode choice in the County	✓			
			Where applicable, support ridesharing programs				
		Carpooling	Advocate to the Ontario Ministry of Transportation and private landowners for the creation of new carpool lots		Ongoing		
			Consider options to provide active transportation and transit facilities at carpool lots		Ongoing		
	Cycling Infrastructure	Expanding Cycling Infrastructure	Coordinate implementation of primary cycling network with planned road rehabilitation program and 2021 CMP prioritization strategy		Ongoing		
	Pedestrian Infrastructure	Expanding Pedestrian Infrastructure		Continue review of existing conditions and network		Ongoing	
				Ensure development and redevelopment plans integrate safe pedestrian infrastructure		Ongoing	
				Implement multi-use paths within road allowances (in lieu of sidewalks where feasible)		Ongoing	
				Ensure new road facilities follow accessible and best practice design guidance		Ongoing	
				Promote direct connections to link communities and important destinations within Oxford County		Ongoing	
			Integrate with other modes		Ongoing		
			Complete safety analysis of existing infrastructure		Ongoing		
Pedestrian Safety and promotion programs			Establish key partnerships for programs to educate and encourage the public		Ongoing		
			Introduce/ expand use of staggered and/or extended pedestrian phasing at signals		Ongoing		
			Enhance opportunities to deliver information to the public in accessible and easy-to-understand manner		Ongoing		
Streetscape Improvements	Support Streetscape Improvements	Advocate and support Area Municipalities in developing streetscape improvements		Ongoing			
Trail Infrastructure	Expanding Trail Infrastructure	Facilitate trail development with Area Municipal partners and stakeholders		Ongoing			

Theme	Policy or Initiative	Focus Area	Recommendation / Action	Implementation Horizon		
				2024-28	2029-33.	2034-46
			Explore options to develop trails with new developments	Ongoing		
			Complete an update to 2014 Trails Master Plan	✓		
	Looking Ahead	Micro Mobility & New Technology Strategy	Monitor the need to develop a micro-mobility and new technology strategy	Ongoing		
Goods Movement	Supporting Rail Freight	Regional Coordination Strategy	Continue to engage Transport Canada, the Federal Government and its rail agencies (CN, CP) to undertake necessary freight rail enhancements.	✓		
		Strategic Investments into Rail Freight Infrastructure	Engage local and regional governments to advocate the Provincial and Federal government to provide funding to address freight rail infrastructure bottlenecks or tax credits for expanded rail sidings, transload, warehousing and distribution facilities.	Ongoing		
			Advocate for the support of short line railways	Ongoing		
	Supporting Truck Freight	Goods Movement Strategy	Develop a goods movement priority network	✓		
			Construct truck route roadways to arterial road specifications and provide adequate turning radii and turning lane storage to accommodate freight, aggregate and agricultural vehicles	Ongoing		
			Provide adequate height and width under bridges when constructing new roads or undertaking road rehabilitation to facilitate existing rail services and transport trucks	Ongoing		
			Consider the potential for development of a Freight Multi-modal Facility near the Highway 401/403 corridor, in the Goods Movement Priority Network		✓	
			Review opportunities for truck bypass routes within the Goods Movement Priority Network	✓		
	Supporting Agriculture	Agricultural Vehicle Design Considerations	Implement agricultural vehicle supportive design elements when completing road reconstructions and rehabilitations	Ongoing		
	People Movement and	Expanding Intercommunity Transportation	Intercommunity Bus Transit	Ongoing support of intercommunity bus transportation and intermodal connections to commuter rail/mobility hubs	Ongoing	

Theme	Policy or Initiative	Focus Area	Recommendation / Action	Implementation Horizon		
				2024-28	2029-33.	2034-46
Public Transportation		Regional Inter-Community Bus Transit	Advocate for Regional Inter-Community Bus transportation connectivity and integration across Oxford	✓		
		Southwest Community Transit (SCT) Association	Continue to collaborate and promote the coordination and integration of Regional Inter-community bus transportation connectivity amongst SCT Association member municipalities		Ongoing	
	Enhance Commuter Rail	Enhanced Passenger Rail Service	Advocate for enhanced passenger rail service		Ongoing	
			Integrate with local and intercommunity bus transit and ensure adequate first/last mile transportation options		Ongoing	
			Work with Transport Canada, the Federal Government, and its rail agencies (CN, CP) to advocate and support studies which explore Southwestern Ontario passenger rail enhancements		Ongoing	
	Tillsonburg Airport	T:GO Bus Stop	Discuss the potential for a trial T:GO stop at Tillsonburg Airport with the Town of Tillsonburg transit authority	✓		
	Enhancing Mobility	Mobility Hubs	In collaboration with Community Planning and Area Municipalities, consider the designation of the Woodstock and Ingersoll train stations as “Mobility Hubs” to develop specific zoning to create a mixed-use, higher density urban form and increase community connectivity	✓		
			Facilitate integration of existing and future inter-community bus transportation or other modes of local transit at “Mobility Hubs” destinations through coordination with transit authority providers		Ongoing	
Looking Ahead	Universal Basic Mobility	Promote Universal Basic Mobility through improved active transportation infrastructure, transit oriented development and micro mobility.		Ongoing		
Transportation System Sustainability and New Technology Strategy	Electric Vehicles	Electric Charging Infrastructure	The County will support and facilitate initiatives of Area Municipalities in EV charging implementation and supportive policies		Ongoing	
			The County will support policies to develop EV charging infrastructure across the County		Ongoing	
	Autonomous Vehicles	Autonomous Vehicle Network	Implement AV network to facilitate testing of Level 3 to Level 5 AV as part of the Windsor to Ottawa network		Ongoing	

Theme	Policy or Initiative	Focus Area	Recommendation / Action	Implementation Horizon		
				2024-28	2029-33.	2034-46
		Municipal Alliance for Connected and Autonomous Vehicles in Ontario	Continue to work with the Municipal Alliance for Connected and Autonomous Vehicles in Ontario (MACAVO) on the development of a larger AVE road network serving Southwestern Ontario	Ongoing		
	Alternative Fuel Sources	Explore Opportunities to Utilize Alternative Fuel Sources	The County should explore opportunities to utilize and/or expand the use of alternative fuels	Ongoing		
	Alternative Road Construction Materials	Explore Opportunities to Utilize Alternative Construction Materials	The County should explore opportunities to utilize and/or incentivize the use of alternative road construction materials in rehabilitation or new projects	Ongoing		
	Looking Ahead	Connected Vehicles	Support Cooperative Truck Platooning Pilot Program	Ongoing		

Municipal Council of the County of Oxford  
Council Meeting - Oxford County

Date: Wednesday, July 12, 2023

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Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that County Council receive report PW 2023-32 as information;  
And further, that the draft report be circulated to area municipalities requesting their feedback within 75 days (September 25, 2023);  
And further, that the draft report be posted to Speak Up Oxford for feedback from the public for 75 days (September 25, 2023);  
And further, that all comments received be provided in a report for council's consideration when considering the draft report.

DISPOSITION: Motion Carried

*Chloe Senior*

**Will Jaques**

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**Subject:** Oxford County Water / Wastewater Master Plan

**From:** Laura Hamulecki <lhamulecki@oxfordcounty.ca> **On Behalf Of** David Simpson

**Sent:** Thursday, July 20, 2023 5:36 PM

**To:** ahumphries@cityofwoodstock.ca; Julie Middleton <clerk@swox.org>; Kyle Kruger <kkruger@norwich.ca>; danielle.richard@ingersoll.ca; Rodger Mordue <rmordue@blandfordblenheim.ca>; Will Jaques <wjaques@ezt.ca>; Karen Martin <kmartin@zorra.ca>; msmibert@tillsonburg.ca

**Cc:** David Simpson <dsimpson@oxfordcounty.ca>; Don Ford <dford@oxfordcounty.ca>; Mackenzie Schultz <mschultz@oxfordcounty.ca>; Ben Addley <baddley@oxfordcounty.ca>

**Subject:** Oxford County Water / Wastewater Master Plan

Good Afternoon,

Please be advised that Oxford County Council, at its meeting held on July 12, 2023, adopted the following resolution in relation to Council Report No. PW 2023-33, entitled "2024 Water / Wastewater Master Plan":

1. Resolved that the recommendations contained in Report No. PW 2023-33, titled "2024 Water and Wastewater Master Plan", be received as information;
2. And further, that the draft report be circulated to Area Municipalities requesting their feedback within 75 days (September 25, 2023);
3. And further, that the draft report be posted to Speak Up Oxford for feedback from the public for 75 days (September 25, 2023);
4. And further, that all comments received be provided in a report for council's consideration when considering the draft report.

You are welcome to include the attached County Council Report and Amended Resolution as formal correspondence as information to your respective Councils.

Based on the above resolution, any further written informal comments with respect to the Water / Wastewater Master Plan can be forwarded to Mackenzie Schultz, Supervisor of Water/Wastewater Technical Services, ([mschultz@oxfordcounty.ca](mailto:mschultz@oxfordcounty.ca)), **no later than September 25, 2023**.

The final draft Water / Wastewater Master Plan report can be viewed [here](#) on our Speak Up, Oxford! page.

Thank You,

David

**DAVID SIMPSON, P.Eng., PMP** (HE/HIM)  
Director of Public Works, OXFORD COUNTY T 519.539.9800 ext 3100

**To:** Warden and Members of County Council

**From:** Director of Public Works

**See amended  
resolution**

## 2024 Water and Wastewater Master Plan

### RECOMMENDATIONS

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1. That County Council endorse, in principle, the draft 2024 Water and Wastewater Master Plan as the recommended servicing strategies to meet Oxford's growth needs to 2046 as well as provide effective on-going continuity to existing serviced settlement areas;
2. And further, that County Council direct Staff to file a Notice of Completion and commence the 45-day public review period as required under the Municipal Class Environmental Assessment (MCEA) process.

### REPORT HIGHLIGHTS

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- The purpose of this report is to seek County Council's endorsement, in principle, of the draft 2024 Water and Wastewater Master Plan (W/WW MP) which provides a strategic roadmap to service existing needs and accommodate future growth.
- The draft 2024 W/WW MP identifies water and wastewater infrastructure requirements to accommodate projected population and employment growth to 2046 in accordance with the 2020 Provincial Policy Statement and the County's approved Phase I Comprehensive Review (2020), while ensuring service continuity to existing serviced settlement areas. This approach strategically focuses future growth and development primarily in designated community settlement areas (i.e. existing areas that are currently fully or partially serviced).
- The draft 2024 W/WW MP is centered around several key servicing strategies to address risk and capacity considerations, including: optimization of existing infrastructure, new well supplies, water/wastewater treatment plant expansions, extensions of existing water distribution / wastewater collection systems, system redundancy projects, water conservation and sewer system inflow and infiltration reduction.
- A comprehensive public consultation and engagement campaign was undertaken throughout the Master Plan as per the MCEA process. The process involved Community Members, Area Municipalities, Review Agencies, Indigenous Communities, public interest groups, businesses and other stakeholders. Following the potential issuance of the Master Plan Study Notice of Completion, the final consultative stage will include a 45 day review opportunity for all interested parties to comment on the draft W/WW MP Study Report.



## Implementation Points

Upon Council approval, staff will proceed to issue and file a Notice of Completion for the draft 2024 W/WW MP. Copies of the final draft of the Master Plan Study Report will be available upon request as well as posted to the Oxford County website and online engagement hub at *Speak Up, Oxford!*.

Following a 45 day public review period and subject to comments received, the 2024 W/WW MP Class Environmental Assessment (Class EA) Study Report can be finalized and filed.

It is recognized that the 2024 W/WW MP proceeded under Approach 1 of the MCEA process and does not address MCEA requirements for Schedule B and Schedule C projects. Class EA Studies for these applicable projects, as identified in the W/WW MP, will be carried out in greater detail in the future at which time the public, agencies, and Indigenous Communities will be provided an opportunity for ongoing review and comment on the same.

## Financial Impact

There are no financial impacts to the 2023 Business Plan and Budget based on the recommendations contained within this report.

Once finalized, the 2024 W/WW MP will become an input to the County's 2024 Water and Wastewater Development Charges Technical Study which will inform the upcoming 2024 Development Charges Background Study. It is anticipated that the approved growth forecast to 2046 and associated capital implementation plan may be further refined through the ongoing 2024 Development Charges process.

Future implementation of projects identified in the 2024 W/WW MP will be considered by County Council through the annual budgeting process to which approved projects will be integrated within the County's 2022 Asset Management Plan which focuses on lifecycle needs of existing projects and incorporates the needs of growth projects identified in the Development Charges Background Study.

Increases to the level of services provided, or addition of new services, are not explicitly accounted for within the annual contribution to reserves. It is likely that additional funding and staff resourcing will be required to implement all projects identified in the W/WW MP, including the use of long-term debenture funding, increases to rates and possible prioritization of service projects over lifecycle projects to accommodate funding limitations. Staff will seek out additional funding opportunities wherever possible.

## Communications

As noted in Report No. [PW 2022-47](#), an extensive public consultation and engagement program was carried out during the development of the 2024 W/WW MP in order to provide meaningful opportunities for public, Indigenous Communities and stakeholder input. The feedback and input received has been summarized in the draft 2024 W/WW MP Study Report.

The community engagement around the 2024 W/WW MP was undertaken through a range of tools to seek feedback from Oxford's various communities and demographics as follows:







- **Speak Up, Oxford!** This serves as the engagement hub for consultation. It was published in March 2022, with 2300 total visits to the site since its launch.
- **Feedback surveys and question form:** Together, the interactive tools solicited input from 94 visitors who reviewed information or participated in feedback forms (surveys) and/or a questions tool. There were also 583 downloads of documents (public notices, Public Consultation Centre presentations).
- **Public Consultation Centre (PCC) #1:** Taking place on September 29, 2022, this event drew approximately 10 participants for a nearly one and a half hour discussion.
- **PCC #2:** Took place on June 27, 2023, this event drew approximately 25 participants over a nearly two-hour discussion.
- **“Pop-up” events:** These in-person events provided an opportunity for members of the public to speak directly with the project team during the first consultation window, including Canada's Outdoor Farm Show (September 14, 2022), Tillsonburg Ribfest (September 23 and 24, 2022), Ingersoll Town Council Chamber (September 26, 2022).
- **Print advertising:** For audiences that prefer to receive news through newspapers and community publications, information on how to provide input was outlined in 28 **print ads** and **public notices** during the consultation period. Publications encompassed the *Oxford Review*, *Norfolk-Tillsonburg News*, *Woodstock Sentinel Review*, *Ayr News*, *Wilmot-Tavistock Gazette*, *St. Marys Independent*, *What's On Woodstock* and *Village Voice Oxford* editions.
- **Digital (web) and social media ads:** There was extensive online advertising throughout both consultation phases encompassing Facebook and Instagram for social media and digital advertising on popular websites geo-targeted to Oxford County residents. “Organic” (non-paid) postings on the County's social media pages has been ongoing.
- **Media:** A **news release** and posts to the Oxford County **website** were performed.
- **Stakeholder consultation meetings:** Sessions with Area Municipalities, community partners and other key stakeholders ensured such parties were informed about the process and were given opportunity to provide input.

Overall, feedback received through the public consultation and engagement campaign indicated general support for the 2024 W/WW MP strategy. The feedback centered on water and wastewater system service provisions, feasibility and cost effectiveness related to the following topics:

- Drinking water quality improvements (aesthetic);
- Water and wastewater servicing reliability;
- Changing servicing demands and infrastructure expansion (growth considerations);
- Water conservation programs and initiatives;
- Wastewater and water treatment enhancements; and
- Climate change resiliency.

Report No. PW 2023-33 will be circulated to Area Municipalities for information.

## Strategic Plan (2020-2022)

					
<b>WORKS WELL TOGETHER</b>	<b>WELL CONNECTED</b>	<b>SHAPES THE FUTURE</b>	<b>INFORMS &amp; ENGAGES</b>	<b>PERFORMS &amp; DELIVERS</b>	<b>POSITIVE IMPACT</b>
1.ii.		3.iii.	4.i. 4.ii.	5.ii.	

## DISCUSSION

### Background

As noted in Report No. PW 2022-47, the draft 2024 W/WW MP was developed as a strategic planning document which prescribed Oxford County's comprehensive long-term water and wastewater servicing strategies that will support existing needs and accommodate future growth in population and employment through to the year 2046 in accordance with the 2020 Provincial Policy Statement and the County's approved Phase I Comprehensive Review (2020).

The draft 2024 W/WW MP was undertaken in accordance with the MCEA process for Master Plans (Appendix 4, Approach #1 of the MCEA, October 2000, as amended in 2007, 2011, 2015 and 2023). Accordingly, the draft 2024 W/WW MP considered all reasonable water and wastewater servicing alternatives and developed a preferred alternative that offered the lowest potential impacts on the natural, cultural, social and economic environment of the community.

In addition to the social, cultural, economic and environmental considerations, focus was placed on sustainability, constructability, operability and service integration with other existing or future water, wastewater and road infrastructure projects. The alternative water and wastewater servicing strategies were assessed for the greatest utility and potential impacts using the evaluation criteria framework shown in Table 1.

**Table 1: Water and Wastewater Servicing Evaluation Criteria**

Category	Criteria
<b>Technical</b>	<ul style="list-style-type: none"> <li>• Constructability</li> <li>• Improvement to operations</li> <li>• Infrastructure required</li> <li>• Approval requirements</li> <li>• Risk mitigation– regulatory, supply security, climate change, etc.</li> </ul>
<b>Social and Cultural</b>	<ul style="list-style-type: none"> <li>• Public acceptance</li> <li>• Impact to cultural heritage infrastructure and landscapes</li> <li>• Impact to archaeological infrastructure and resources</li> </ul>
<b>Environmental</b>	<ul style="list-style-type: none"> <li>• Impact to aquatic and terrestrial species and habitat</li> <li>• Impact to surface water quantity and quality</li> <li>• Impact on climate change</li> </ul>
<b>Economic</b>	<ul style="list-style-type: none"> <li>• Capital costs</li> <li>• Operation and maintenance costs</li> <li>• Allows for planned community growth</li> </ul>

## Comments

### Preferred Servicing Strategies

Following review of opportunities and constraints across Oxford County's 17 municipal drinking water systems and 11 wastewater systems, the need to develop alternative servicing concepts and strategies were based on ensuring that there is sufficient treatment and transmission capacity available in time to service projected growth as well as sustain service to existing residents and businesses.

Of note, the draft 2024 W/WW MP was established to service growth and development that was focused within designated settlement areas, including fully serviced (municipal) large urban centers and villages as well as partially serviced (municipal) villages. The draft 2024 W/WW MP was directed to assume that any current privately serviced (well and/or septic) villages and/or rural clusters will remain on such servicing given that County approved growth was limited to minor infilling in those areas.

The preferred water and wastewater strategies were developed with the intent to:

- Optimize and maximize the available capacity in existing infrastructure before adding new infrastructure that may be required for additional treatment or transmission capacity;
- Provide reliability, redundancy and security in the infrastructure systems;
- Develop infrastructure systems which meet the MECP legislative requirements, best management practices and County's established asset level of service framework;
- Utilize proven, reliable, and financially sustainable technologies;
- Recognize water conservation and sewage system infiltration reduction measures which support environmental sustainability;
- Optimize pumping and storage infrastructure to maintain level of service under emergency conditions and extreme weather events; and
- Offer infrastructure solutions that recognize potential for growth beyond current planning horizons.

A high-level executive summary of the draft 2024 W/WW MP strategies, associated key actions and implementation plan is provided in Attachment 1. The complete final draft W/WW MP Report can be viewed on W/WW MP project webpage at <https://speakup.oxfordcounty.ca/wwwmp>.

### Preferred Water Servicing Strategy and Projects

The preferred water servicing strategy involves extending existing water distribution systems (watermain extensions, new booster pumping stations, new storage facilities) to service infill areas and employment lands, optimizing existing well supply yields, expanding existing water treatment plant capacities, developing new well supplies, ongoing source water protection initiatives and continuing water conservation best management practices.

The preferred water servicing strategy has identified numerous water capital projects which are required to service existing needs and anticipated growth in Oxford County. The overall water capital program from 2024 to 2046 has been estimated to be approximately \$245 million (2023 dollars).

Below is a list of significant water projects for various County drinking water systems (DWS) anticipated for implementation over this timeframe:

**Township of Blandford-Blenheim**

- *Drumbo DWS* – Standby power to existing wells, trunk watermain extensions/upsizing, new well supply, new water treatment plant with filtration
- *Plattsville DWS* – Water treatment plant filtration upgrades, new well supply
- *Bright DWS* - Plattsville to Bright water system interconnection, Well 5 decommissioning

**Township of East Zorra-Tavistock**

- *Tavistock DWS* – New Well Supply, New Treatment Plant with Onsite Water Storage, Trunk watermain extensions/upsizing, Water Treatment Plant Filtration Upgrades, Water Tower Rehabilitation
- *Innerkip DWS* – Water Infrastructure Refurbishment
- *Hickson DWS* – Water Infrastructure Refurbishment

**Township of Zorra**

- *Embro DWS* – New Water Storage, Reservoir disinfection (contact time) alterations, water storage enhancements
- *Thamesford DWS* – Trunk watermain extensions, Reservoir disinfection (contact time) alterations
- *Lakeside DWS* – Water Infrastructure Refurbishment

**Township of South-West Oxford**

- *Mount Elgin DWS* – Water Treatment Plant Optimization, Ingersoll to Mount Elgin Water System Interconnection
- *Beachville DWS* – New Well Supply and Water Storage
- *Brownsville DWS* – Water Quality Improvements, Water Treatment Plant Filtration Addition
- *Dereham Centre DWS* – Water Infrastructure Refurbishment

**Township of Norwich**

- *Norwich-Otterville-Springford DWS* – Norwich Water Treatment Plant Filtration and Storage

**Town of Tillsonburg**

- *Tillsonburg DWS* – Upgrades to Wells 3 and 6A Treatment Facilities (Off-line), Well 7A Filtration Upgrades, Replacements of Wells 1A and 2, Standby Power, Water Storage Expansion, Trunk watermain extensions/upsizing, Source Water Protection

**Town of Ingersoll**

- *Ingersoll DWS* - Trunk watermain extensions/upsizing, New Booster Pumping Station, New Elevated Water Storage, Water Quality Improvement Pilot (taste / smell)

**City of Woodstock**

- *Woodstock DWS* – Standby Power, Southside Water Treatment Plant Replacement, Feedermain Twinning, Upgrades to Wells 6 and 9, Trunk watermain extensions/upsizing, New Water Booster Pumping Stations, Pressure Zone Boundary Adjustments, Source Water Protection

## Preferred Wastewater Servicing Strategy and Projects

The preferred wastewater servicing strategy involves expanding existing wastewater collection systems (sewer mains extensions, new/upsized forcemains, new/upgraded sewage pumping stations) to service infill areas and employment lands, rehabilitating aging trunk sewers, expanding existing water treatment plant capacities and initiating sewer system inflow and infiltration reduction best management practices.

The preferred wastewater servicing strategy has identified numerous wastewater capital projects which are required to service existing needs and anticipated growth in Oxford County. The overall wastewater capital program from 2024 to 2046 has been estimated to be approximately \$329 million (2023 dollars). Below is a list of significant wastewater projects for various County wastewater systems (WWS) anticipated for implementation over this timeframe:

### **Township of Blandford-Blenheim**

- *Drumbo WWS* – Wastewater Treatment Plant Capacity Expansion (Phase 2), Standby power to SPS locations
- *Plattsville WWS* – Wastewater Treatment Plant Optimization, Lagoon biosolids removal and berm repair, Trunk sewer extensions, forcemain twinning and capacity review

### **Township of East Zorra-Tavistock**

- *Tavistock WWS* – Wastewater Treatment Plant Capacity Expansion (Phase 2), Sewage Pumping Station Capacity Upgrades, Trunk sewer extensions/upsizing, Sewer System Inflow and Infiltration Reduction
- *Innerkip WWS* – Upsizing/Twinning of Forcemain to Woodstock

### **Township of Zorra**

- *Embro WWS* – Sewage Pumping Station Capacity Upgrades, Upsizing/Twinning of Forcemain to Woodstock
- *Thamesford WWS* – Wastewater Treatment Plant Upgrades

### **Township of South-West Oxford**

- *Mount Elgin WWS* – Wastewater Treatment Plant Capacity Expansion (Phase 3 / 4), Ingersoll to Mount Elgin Wastewater System Interconnection (Forcemain)

### **Township of Norwich**

- *Norwich WWS* – Wastewater Treatment Plant Capacity Expansion (Phase 2), Lagoon biosolids removal and berm repair

### **Town of Tillsonburg**

- *Tillsonburg WWS* – Wastewater Treatment Plant Capacity Expansion (Phase 2), Trunk sewer rehabilitation, Upgrades to Sewage Pumping Stations, Forcemain Upgrades, Trunk sewer extensions/upsizing

### **Town of Ingersoll**

- *Ingersoll WWS* - Trunk sewer extensions/upsizing, New Sewage Pumping Stations, New Forcemains, New Trunk sewer river crossing, Wastewater Treatment Plant Upgrades

### **City of Woodstock**

- *Woodstock DWS* – Trunk sewer extensions/upsizing, New Forcemains, New/Upgraded Sewage Pumping Stations, Wastewater Treatment Plant Upgrades, Brick Pond Trunk sewer realignment, Sewer Inflow and Infiltration Reduction

## Conclusions

As part of integrated growth management in Oxford County, the water and wastewater servicing strategies and identified infrastructure projects will accommodate the servicing needs in accordance with the County's approved Phase I Comprehensive Review (2020) growth forecast. Further, the preferred servicing strategies will enhance existing system needs and reliability of water and wastewater servicing provisions for existing County residents and businesses.

All project needs have been incorporated in the County's water and wastewater multi-year capital implementation plan to 2046, at a total estimated cost of approximately \$574 million between the years of 2024 and 2046 (~ \$25 million annually).

It is anticipated that the approved growth forecast to 2046 and associated capital implementation plan may be further refined through the ongoing 2024 Development Charges process.

## SIGNATURES

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## ATTACHMENT

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Attachment 1 – Draft 2024 Water and Wastewater Master Plan Executive Summary (July 2023)



# Draft 2024 Oxford Water and Wastewater Master Plan

## Executive Summary

July 6, 2023





**2024 Oxford Water and Wastewater Master Plan  
Executive Summary**

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## 1.0 INTRODUCTION

The County of Oxford (“the County”) has commenced a Water and Wastewater Master Plan (W/WW MP) in order to develop, evaluate and determine a long term water and wastewater approach to manage current servicing needs as well as accommodate future projected population and employment growth to the year of 2046.

### 1.1 Background

The County owns 17 municipal drinking water systems and 11 municipal wastewater systems which includes, but is not limited to, approximately 735 km of distribution watermains, 34 water treatment plants, 42 water reservoirs/storage towers, 6 water booster stations, 61 active groundwater supply wells, 600+ km of sewers and forcemains, 36 sewage pumping stations, 9 wastewater treatment plants, SCADA systems, 4 bulk water stations and a biosolids management facility.

The County holds full municipal authority and is responsible for all water and wastewater system services, including water treatment, wastewater treatment, water distribution and wastewater collection, as per Section 11(11) of the Municipal Act, 2001.

### 1.2 Master Plan Goals

The following goals were developed for the W/WW MP:

1. Provide water and wastewater strategies to service existing settlement areas and growth to the year 2046;
2. Develop water and wastewater strategies that are consistent with and conform to Provincial policies/legislation and support the County’s Official Plan and strategic initiatives;
3. Identify options for optimizing the effectiveness of the existing water and wastewater infrastructure; and
4. Develop an integrated multi-year water and wastewater capital implementation plan which affords infrastructure reliability, redundancy and sustainability.

### 1.3 Study Area

The Study Area below incorporates the County’s entire geographical region which includes its eight Area Municipalities - Township of Blandford-Blenheim, Township of East Zorra-Tavistock, Town of Ingersoll, Township of Norwich, Township of South-West Oxford, Town of Tillsonburg, City of Woodstock, and Township of Zorra. The Study Area is made up of rural areas, settlement clusters and smaller urban centres which cover approximately 2,000 km<sup>2</sup> as shown in Figure ES-1.1.

In order to provide the necessary land use planning and servicing basis for the settlement expansions that are required to accommodate this growth, the County and some Area Municipalities have recently initiated and/or completed a number of Secondary Plans. The Secondary planning processes are shown in Figure ES-1.2.

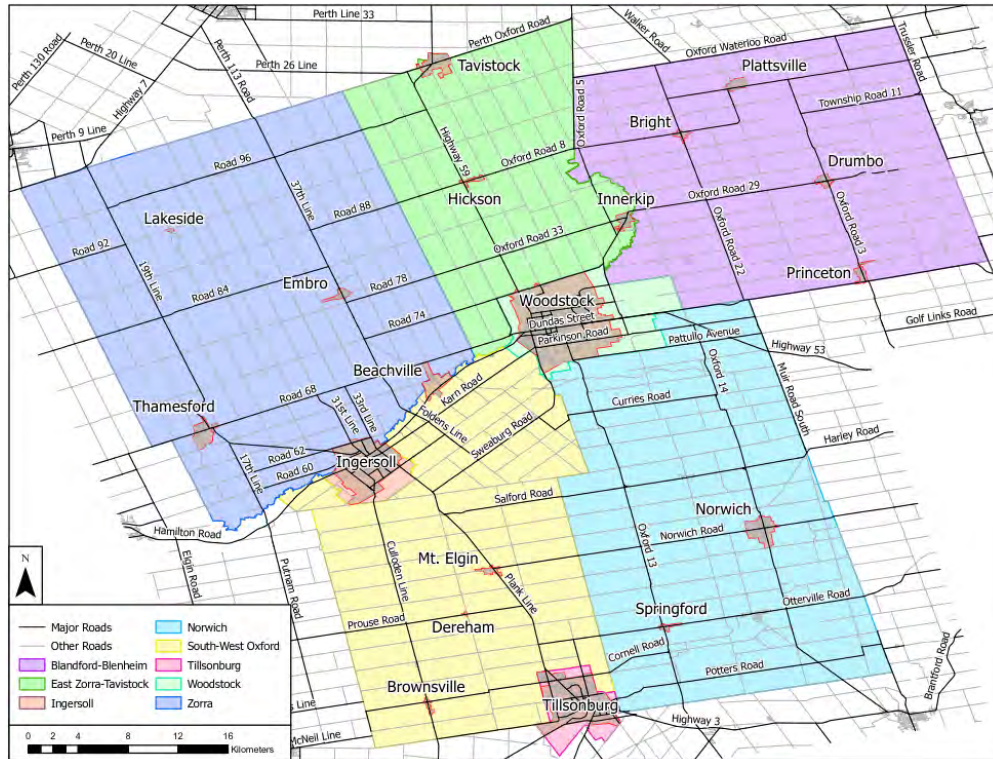


Figure ES-1.1: Water and Wastewater Master Plan Study Area

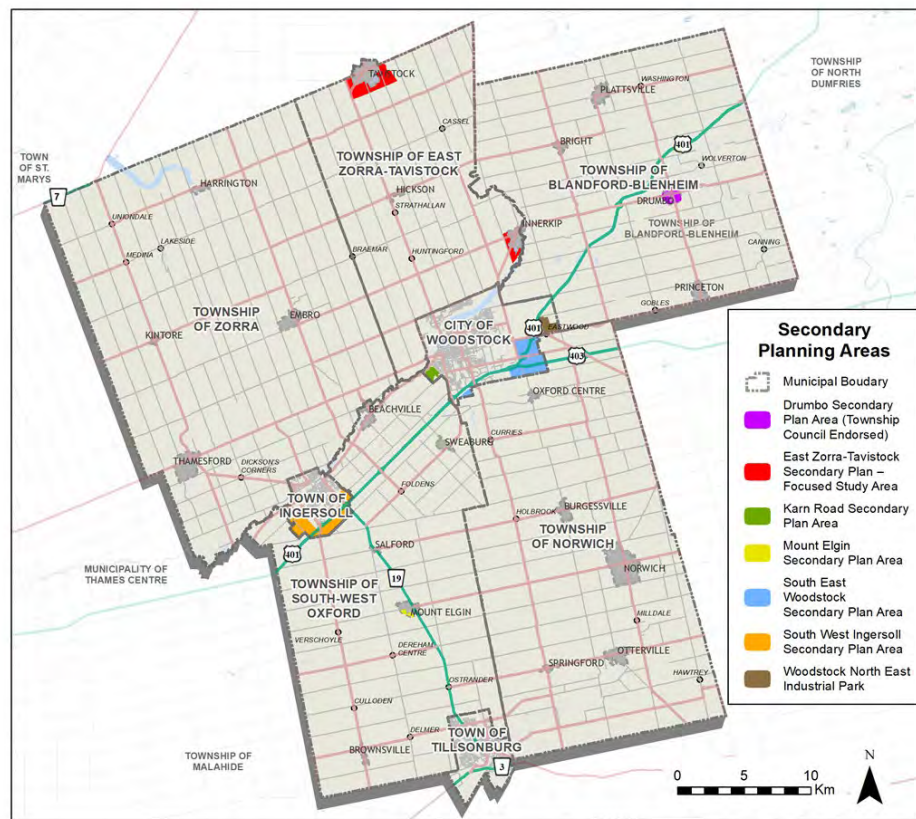


Figure ES-1.2: Oxford County's Secondary Planning Areas

## 2.0 MASTER PLANNING PROCESS

### 2.1 Class Environmental Assessment and Master Plan Process

The Master Plan process provides the basis for developing long-range water and wastewater servicing plans which integrates infrastructure requirements for existing / future land use and evaluates all reasonable servicing alternatives with considerations to natural, social, and economic environments (“triple bottom line”).

In this regard, preparation of the 2024 W/WW MP followed the Municipal Class Environmental Assessment (Class EA) process which is an approved planning and design process under the *Ontario Environmental Assessment Act, 1990*. The W/WW MP was developed following Approach #1 of the Municipal Class EA process which involves a broad scope and a high level of assessment of the projects identified in the Study Area. Projects were identified and classified into schedules based on the type of undertakings and related activities (A, A+, B, C).

The W/WW MP serves to satisfy Phases 1 (identify the problem) and 2 (identify alternative solutions to the problem) of the five-phase Municipal Class EA planning and design process. While the Class EA requirements for Schedule A and A+ were fulfilled through the above approach, other project-specific investigations may be required to satisfy additional Class EA requirements (Phases 3 & 4) before implementation of certain individual projects (i.e. Schedule B and C Class EA Studies).

### 2.2 Problem and Opportunity Statement

The County has defined the following as its statement of the problem/opportunity to be addressed by the W/WW MP:

***“To identify preferred water and wastewater servicing strategies to meet Oxford’s growth needs to 2046 as well as provide effective on-going continuity to existing serviced settlement areas across Oxford County as appropriate.”***

The W/WW MP will afford on-going servicing continuity for the communities (designated as settlement areas in the Oxford County Official Plan), including fully serviced (municipal) large urban centres and villages, which are intended to be the primary focus for future growth and development, as well as partially serviced villages. The W/WW MP was directed to assume that any rural villages that are privately serviced and/or rural clusters will remain on such servicing given growth is limited to minor infilling in these areas.

The 2024 W/WW MP was developed to service planned population and employment growth forecasts to the year 2046 which are based on the approved 2020 Oxford County Phase 1 Comprehensive Review. As part of the water and wastewater servicing assessment, a sensitivity analysis was also undertaken to evaluate the potential impacts of higher than forecasted growth on the County’s water and wastewater infrastructure needs. The purpose of this analysis was to provide the County with additional information and direction necessary to adjust the infrastructure improvement plans to accommodate higher than forecasted growth should it be identified through upcoming forecast updates, or otherwise materialize over the planning period.



### 3.0 PUBLIC CONSULTATION AND ENGAGEMENT

In keeping with the principles of the Municipal Class EA process, the W/WW MP featured a high degree of public and stakeholder involvement. The Class EA process requires stakeholder consultation to incorporate input from interested or impacted groups. Potential stakeholders included but were not limited to public, review agencies, Indigenous Communities, Oxford County Internal staff and Council departments, Area Municipality Councils and staff, and Railways, Transit Agencies, Utilities, etc.

The following summarizes the public announcements and consultation opportunities for public and agency input and participation in the study:

- Notice of Study Commencement in March 2022;
- News releases, radio ads, and social media posts;
- Two virtual Public Consultation Centres, in September 2022 and June 2023;
- Six in person consultation events at Canada's Outdoor Farm Show in Woodstock (September 2022), Ribfest in Tillsonburg (September 2022), Ingersoll Town Council Chambers (September 2022, March 2023), Oxford Council Chambers in Woodstock (March 2023), and Tillsonburg Council Chambers (March 2023);
- Updates and references to the study through the Oxford County website and "Speak-Up Oxford" (<https://oxfordcounty.ca/wwwmp>);
- Five advisory committee meetings with the Internal Technical Review Committee (InTAC) (April 2022, April & May 2023) and External Technical Review Committee (ExTAC) (April 2022, June 2023); and
- Presentations to Oxford County County.

Agencies, stakeholders, and Indigenous Communities were notified at key points in the study process, and they were encouraged to provide any information they felt was necessary for the Project Team to consider during the study. All comments received from agencies, stakeholders and Indigenous Communities were recorded and considered throughout the Master Plan process.

### 4.0 MASTER PLANNING PRINCIPLES

To review the issues and opportunities in the County with regards to water and wastewater servicing to the period to 2046, the following principles shown in the table below were developed by the County.

**Table ES-4.1: Oxford County Water and Wastewater Master Planning Principles**

2024 Water and Wastewater Master Plan
Integrate growth management planning and infrastructure servicing in a manner which ensures alignment with County's Official Plan and Strategic Initiatives
Offer infrastructure solutions that recognize potential for growth beyond current planning horizons
Develop infrastructure systems which meet the County's established asset level of service framework and MECP legislative requirements
Maximize the use of available existing capacity in infrastructure, while considering sustainable infrastructure expansions
Provide reliability, redundancy, and security in the infrastructure systems, including consideration of reserve capacity
Optimize pumping and storage infrastructure to maintain level of service under emergency conditions
Recommend proven, reliable, financially, and sustainable technologies that meet long-term servicing requirements
Recognize water conservation and efficiency measures to support environmental sustainability
Consider infrastructure operating and maintenance costs, including full lifecycle costing, to evaluate overall long-term financial implications and sustainability

## 5.0 WATER AND WASTEWATER SERVICING STRATEGY DEVELOPMENT

The process of determining Oxford County's long term water and wastewater servicing needs involved a number of tasks and evaluation processes that were undertaken as part of the W/WW MP process. Some of the key tasks undertaken included:

- Analyzing planning information and undertaking growth sensitivity analyses;
- Establishing existing system conditions;
- Identifying issues and constraints for each system;
- Developing design criteria and projections of future water demands and wastewater flows;
- Assessing existing and future infrastructure capacity;
- Assessing risk;
- Developing servicing evaluation criteria;
- Developing alternative servicing concepts;
- Evaluating alternative servicing strategies; and
- Determining preferred servicing strategy, implementation, and phasing.

There are potential considerations that will influence the County’s ability to provide water and wastewater services with its current infrastructure and these will have to be considered in planning existing and future works as summarized in Table ES-5.1.

**Table ES-5.1: Summary of Major Water and Wastewater System Considerations**

Water System	Wastewater System
<ul style="list-style-type: none"> <li>• Changes in water quality requirements</li> <li>• Variability in individual well yields</li> <li>• Power Interruptions</li> <li>• Climate Change – lowering of water table</li> <li>• Source water protection – human impacts on water quality and quantity</li> </ul>	<ul style="list-style-type: none"> <li>• Changes to regulated effluent quality</li> <li>• Changes in discharge requirements due to the receiving stream’s assimilative capacity.</li> <li>• Power Interruptions</li> <li>• Climate Change – increased sewer infiltration/inflow, flood levels impacting facilities</li> </ul>

## 6.0 PREFERRED WATER SERVICING STRATEGY

### 6.1 Overall Water Strategy Summary

The preferred water servicing strategy ensures the County’s municipal drinking water systems have adequate water supply, water treatment capacity, sufficient water system storage and pumping/transmission capabilities to the year 2046. The strategy was based on a combination of servicing alternatives which included:

- Optimizing existing well supply and water distribution conveyance infrastructure.
- Extending existing water distribution systems (watermain extensions, new booster pumping stations, new storage facilities, system interconnections) to service infill areas and employment lands.
- Developing new well supplies and expanding existing water treatment plant capacities.
- Ongoing source water protection initiatives and continuation of water conservation best management practices.
- Focusing growth and development within designated settlement areas, including fully serviced (municipal) large urban centers and villages as well as partially serviced (municipal) villages.

Specific alternatives for each drinking water system were then further developed based on the type of issue found within each system as summarized in Table ES-6.1.

**Table ES-6.1: Summary of Solutions Reviewed for Water Issues**

Issues	Servicing Solutions Reviewed
Water Supply	Additional standby production well Interconnection with another system Specialized well rehabilitation Water conservation

Issues	Servicing Solutions Reviewed
Water Treatment	Treatment at well site Treatment at centralized site (multiple wells) Treatment technologies (as applicable)
Water Distribution and Booster Pumping	Refurbish/upsized existing watermains New watermains Refurbish existing or build new BPS/standpipe Revise existing or create new pressure zones
Water Storage	In-ground Storage (and associated BPS) Elevated Storage
Risk	Backup power generation Source water protection and emerging water quality threats System redundancy and reliability

## 6.2 Servicing Requirements by System

As detailed in Table ES-6.2 (located on page ES-13), the preferred water servicing strategy has identified numerous water capital projects which are required to service existing needs and anticipated growth (infill areas, current/future secondary planning areas) in Oxford County to the year 2046. The overall water capital program from 2024 to 2046 has been estimated to be approximately \$245 million (2023 dollars).

Key servicing requirements for each municipal drinking water system (DWS) are as follow:

- **Ingersoll DWS**
  - Trunk watermain extensions/upsizing, New Booster Pumping Station, New Elevated Water Storage, Water Quality Improvement Pilot
- **Tillsonburg DWS**
  - Upgrades to Wells 3 and Well 7A treatment facilities, Replacements of Wells 1A and 2, 6A, and 11, Standby Power, Water Storage Expansion, Trunk watermain extensions/upsizing, Source Water Protection.
- **Woodstock DWS**
  - Standby Power, Southside Water Treatment Plant Replacement, Feedermain Twinning, Upgrades to Wells 6 and 9, Trunk watermain extensions/upsizing, New Water Booster Pumping Stations, Pressure Zone Boundary Adjustments, Source Water Protection.
- **Norwich**
  - **Oxford South DWS (Norwich, Springford and Otterville)**
    - Norwich Well 4 Water Treatment Plant Filtration Upgrades and Storage, New Standby Well supply.



- **Blandford Blenheim**
  - **Drumbo-Princeton DWS**
    - Standby power to existing wells, trunk watermain extensions/upsizing, new well supply, new Water treatment plant with filtration.
  - **Plattsville DWS**
    - Water treatment plant filtration upgrades, New Standby Well supply.
  - **Bright DWS**
    - Plattsville to Bright Water System Interconnection, Well 5 Decommissioning.
- **South-West Oxford**
  - **Mount Elgin DWS**
    - Mount Elgin Water Treatment Plant Optimization, Trunk Watermain Interconnection to Ingersoll Water System.
  - **Beachville DWS**
    - New Standby Well Supply and Water Storage.
  - **Brownsville DWS**
    - Water Quality Improvements, Water Treatment Plant Filtration.
  - **Dereham Centre DWS**
    - Water infrastructure refurbishment
- **East-Zorra Tavistock**
  - **Innerkip DWS**
    - Water infrastructure refurbishment.
  - **Tavistock DWS**
    - New Well Supply, New Treatment Plant with Onsite Storage, Trunk watermain extensions/upsizing, Water Treatment Plant Filtration Upgrades, Water Tower Rehabilitation.
  - **Hickson DWS**
    - Water infrastructure refurbishment.
- **Zorra**
  - **Thamesford DWS**
    - Trunk watermain extensions, Water Reservoir Contact Time Enhancements (reallocation to Storage).
  - **Embro DWS**
    - Water Reservoir Contact Time Enhancements (reallocation to Storage, Water Storage Enhancements at Embro Water Treatment Plant.
  - **Lakeside DWS**
    - Water infrastructure refurbishment.

## 7.0 PREFERRED WASTEWATER SERVICING STRATEGY

### 7.1 Overall Strategy Description

The preferred wastewater servicing strategy ensures the County's municipal wastewater systems have sufficient wastewater conveyance capabilities and wastewater treatment capacity to the year 2046. The strategy was based on a combination of servicing alternatives which included:

- Optimizing existing wastewater collection and treatment plant infrastructure;
- Extending existing wastewater collection systems (sewer mains extensions, new/upsized forcemains, new/upgraded sewage pumping stations, system interconnections) to service infill areas and employment lands.
- Rehabilitating aging trunk sewers and initiating sewer system inflow and infiltration reduction best management practices.
- Expanding existing water treatment plant capacities.
- Focusing growth and development within designated settlement areas, including fully serviced (municipal) large urban centers and villages as well as partially serviced (municipal) villages.

Specific alternatives for each wastewater system were then further developed based on the type of issue found within each system as summarized in Table ES-7.1.

**Table ES-7.1: Summary of Solutions Reviewed for Wastewater Issues**

Component	Solutions Reviewed
Wastewater Collection and Conveyance	Trunk Sewers and Local Gravity Sewers Sanitary Pumping Station Forcemain Siphon (gravity flow underneath river) Infiltration and Inflow Control and Reduction
Wastewater Treatment	Headworks and Septage receiving facilities Liquid Treatment of wastewater (primary and secondary treatment) Tertiary Treatment (if required) to reduce nutrients in wastewater Wastewater effluent disinfection Biosolids Management (treatment, storage, disposal) Wet weather flow treatment (in some cases)

### 7.2 Detailed Servicing Requirements

As detailed in Table ES-7.2 (located on page ES-23), the preferred wastewater servicing strategy has identified numerous wastewater capital projects which are required to service existing needs and anticipated growth (infill areas, current/future secondary planning areas) in Oxford County to the year 2046. The overall wastewater 2024 - 2046 capital program is estimated at approximately \$329 million (2023 dollars).

Key servicing requirements for each municipal wastewater system (WWS) are as follow:

- **Ingersoll WWS**
  - Trunk sewer extensions/upsizing, New Sewage Pumping Stations, New Forcemains, New Trunk sewer river crossing, Wastewater Treatment Plant Headworks Upgrades.
- **Tillsonburg WWS**
  - Wastewater Treatment Plant Capacity Expansion (Phase 2), Trunk sewer rehabilitation, Upgrades to Sewage Pumping Stations, Forcemain Upgrades, Trunk sewer extensions/upsizing.
- **Woodstock WWS**
  - Trunk sewer extensions/upsizing, New Forcemains, New/Upgraded Sewage Pumping Stations, Wastewater Treatment Plant Upgrades, Brick Pond Trunk sewer realignment, Sewer Inflow and Infiltration Reduction.
- **Blandford Blenheim**
  - **Drumbo WWS**
    - Wastewater Treatment Plant Capacity Expansion (Phase 2), Standby power to SPS locations.
  - **Plattsville WWS**
    - Wastewater Treatment Plant Optimization, Lagoon biosolids removal and berm repair, Trunk sewer extensions, forcemain twinning and capacity review.
- **Norwich WWS**
  - Wastewater Treatment Plant Capacity Expansion (Phase 2), Lagoon biosolids removal and berm repair.
- **South-West Oxford**
  - **Mount Elgin WWS**
    - Wastewater Treatment Plant Capacity Expansion (Phase 3 / 4), Ingersoll to Mount Elgin Wastewater System Interconnection (Forcemain).
- **East-Zorra Tavistock**
  - **Tavistock WWS**
    - Wastewater Treatment Plant Capacity Expansion (Phase 2), Sewage Pumping Station Capacity Upgrades, Trunk sewer extensions/upsizing, Sewer System Inflow and Infiltration Reduction.
  - **Innerkip WWS**
    - Upsizing/Twinning of Forcemain to Woodstock.
- **Zorra**
  - **Thamesford WWS**
    - Wastewater Treatment Plant Upgrades.
  - **Embro WWS**
    - Sewage Pumping Station Capacity Upgrades, Upsizing/Twinning of Forcemain to Woodstock.

### 7.3 Supporting Policy and Strategic Projects

In addition to water and wastewater capital projects identified, a number of supporting policies and strategies were also identified to be developed over the Master Plan period as shown in Table ES-7.3.

**Table ES-7.3: Total Cost of Policy Development and Strategic Projects**

Project Description	1-5 Year	6-10 Year	+10 Year	Total
Fire Rated Systems Policy	\$50,000			\$50,000
Backup Power Prioritization Policy	\$35,000			\$35,000
Servicing Upgrades Policy	\$75,000	\$75,000	\$150,000	\$300,000
Connected Systems Rate Servicing Policy	\$75,000	\$75,000	\$75,000	\$225,000
2029 Water and Wastewater Master Plan	\$450,000			\$450,000
2034 Water and Wastewater Master Plan		\$450,000		\$450,000
2039 Water and Wastewater Master Plan			\$450,000	\$450,000
2044 Water and Wastewater Master Plan			\$450,000	\$450,000
2029 DC W/WW Technical Study		\$100,000		\$100,000
2034 DC W/WW Technical Study		\$100,000		\$100,000
2039 DC W/WW Technical Study			\$100,000	\$100,000
2044 DC W/WW Technical Study			\$100,000	\$100,000
<b>TOTAL</b>	<b>\$685,000</b>	<b>\$800,000</b>	<b>\$1,325,000</b>	<b>\$2,810,000</b>

## 8.0 IMPLEMENTATION

The preferred short and long term water and wastewater servicing strategies will be implemented in accordance with each project's respective Class EA schedule:

- Schedule A/A+ projects will move directly forward to design and construction based on the designated schedule.
- Schedule B projects identified will proceed through separate stand-alone studies (a Project File Report will be completed for public filing) or as part of an integrated planning process under the Planning Act in order to satisfy Class EA requirements.
- Schedule C projects identified will continue to Phases 3 and 4 of the Class EA process and have an Environmental Study Report (ESR) completed for public filing. It is anticipated that these Schedule C projects will review and update Phases 1 and 2 of the Class EA process as part of the project scope.

During the subsequent steps of project implementation, primarily during detailed design, the following requirements will be considered:

- Finalization of property requirements;
- Refinement of infrastructure alignment, sizing, facility siting and costing;

- Refinement of construction methodologies;
- Completion of additional supporting investigations as required such as geotechnical, hydro-geotechnical and site specific environmental studies;
- Review and mitigation of potential construction related impacts; and
- Completion of all approval requirements including, but not limited to, provincial approvals (MECP, MNR), local municipality approvals (site plans, building permits), and conservation authority approvals.

Given the growth-related nature of the servicing strategies, these capital programs will also form the foundation for the water and wastewater components of Oxford County's Development Charges (DC) By-Law as part of the County's Integrated Growth Management Process shown below. Along with the Water and Wastewater Development Charges Technical Report, the 2024 Water and Wastewater Master Plan provides recommendations, provides supporting information, and identifies the capital requirements for the Oxford County DC By-Law which will be updated for 2024.

The respective projects identified in the 2024 W/WW MP will also provide a baseline for Oxford County's future capital budgets.

Table ES-6.2 - Detailed Water Capital Implementation Plan

Town of INGERSOLL WATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 750,000
960307 ING	Groundwater Modelling	\$ 170,000	\$ 170,000		
NEW	Water Quality Improvements	\$ 700,000	\$ 350,000	\$ 350,000	
260300 ING	Specialized Well Rehabilitation Program	\$ 430,000	\$ 185,000	\$ 30,000	\$ 215,000
<b>DISTRIBUTION - VACANT LANDS WITHIN URBAN BOUNDRY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
960325 ING	Watermain Replacements	\$ 30,325,000	\$ 8,284,000	\$ 7,347,000	\$ 14,694,000
960335 ING	Watermain (Cast Iron) Replacements	\$ 2,140,000	\$ 2,140,000		
NEW	Thames Street South Trunk Watermain Extension from CNR to Holcroft	\$ 324,000	\$ 324,000		
<b>SOUTH THAMES RESIDENTIAL AREA</b>					
NEW	Trunk Watermain on Hamilton Road from internal lands to existing water distribution system (Oakwood ??)	\$ 900,000	\$ 900,000		
NEW	Trunk Watermain through internal lands from Hamilton Road to north of CNR (near Thomas Street/Wallace Line)	\$ 720,000	\$ 720,000		
<b>DISTRIBTUION - EMPLOYMENT AREAS</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>WALLACE LINE INDUSTRIAL PARK</b>					
960337 ING	Wallace Line Trunk Watermain from Robinson Road to north of CNR (D)	\$ 220,000	\$ 220,000		
	Wallace Line Trunk Watermain from Robinson Road to north of CNR (C)	\$ 1,980,000	\$ 1,980,000		
<b>SOUTHWEST INDUSTRIAL PARK</b>					
Second Feed	Wallace Line Second Feedermain from Robinson Road to Hwy 401 (D)	\$ 45,000		\$ 45,000	
NEW	Wallace Line Second Feedermain from Robinson Road to Hwy 401 (C)	\$ 450,000		\$ 450,000	
NEW	Second Feedermain Hwy 401 Crossing - Wallace Line to Union Street (D)	\$ 162,500		\$ 162,500	
NEW	Second Feedermain Hwy 401 Crossing - Wallace Line to Union Street (C)	\$ 1,625,000		\$ 1,625,000	
NEW	Union Road Trunk Watermain from Hwy 401 crossing to Curry Road (D)	\$ 128,250		\$ 128,250	
NEW	Union Road Trunk Watermain from Hwy 401 crossing to Curry Road (C)	\$ 1,282,500		\$ 1,282,500	
NEW	Curry Road Trunk Watermain from Union Road to future water tower site (D)	\$ 286,920		\$ 286,920	
NEW	Curry Road Trunk Watermain from Union Road to future water tower site (C)	\$ 2,869,200		\$ 2,869,200	
NEW	Elevated Water Storage Tank (D)	\$ 340,888			\$ 340,888
NEW	Elevated Water Storage Tank (C)	\$ 3,067,991			\$ 3,067,991
<b>TOTAL</b>		<b>\$ 49,667,248</b>	<b>\$ 15,648,000</b>	<b>\$ 14,951,370</b>	<b>\$ 19,067,878</b>

## Tillsonburg WATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 750,000
260200 WATER TBURG	Specialized Well Rehabilitation Program	\$ 841,300	\$ 342,700	\$ 166,200	\$ 332,400
960200 TBURG	Well 7A - Filtration Upgrades (C )	\$ 1,500,000	\$ 1,500,000		
960201 TBURG	Well 3 Facility Upgrade (D)	\$ 415,000	\$ 415,000		
960201 TBURG	Well 3 Facility Upgrade (C )	\$ 2,300,000	\$ 2,300,000		
NEW	Backup Power for North Street Pumphouse	\$ 465,000	\$ 465,000		
NEW	Replacement of Well 6A	\$ 150,000	\$ 150,000		
960211 TBURG	Broadway Secondary Transmission Main Feed	\$ 1,309,000	\$ 1,309,000		
NEW	Mall Rd Replacement Wells for Wells 1a and 2	\$ 465,000		\$ 465,000	
NEW	Bell Mill Replacement Well for Well 11	\$ 642,000	\$ 642,000		
NEW	Well 12 capacity increase feasibility study	\$ 321,000			\$ 321,000
NEW	Well 4 and 5 Treatability Study	\$ 100,000	\$ 100,000		
<b>DISTRIBUTION</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Secondary Elevated Storage	\$ 2,272,586			\$ 4,545,171
NEW	Watermain West Town Line from Simcoe Street to Pot	\$ 639,000		\$ 639,000	
960235 TBURG	Watermain Replacements	\$ 20,518,000	\$ 7,678,000	\$ 4,280,000	\$ 8,560,000
NEW	Victoria Wood Subdivision Watermain on Street I from Westin Drive to Street F	\$ 300,000	\$ 300,000		
NEW	Victoria Wood Subdivision Watermain on Grandview Drive (near Quarter Townline) West to Street A then N to Concession Street W.	\$ 675,000	\$ 675,000		
960213 TBURG	Cranberry Road Watermain Extension from Beckett Blvd North to Town Limits (C )	\$ 1,309,000	\$ 1,309,000		
NEW	North End Watermain Looping	\$ 1,711,800	\$ 1,711,800		

## Tillsonburg WATER SYSTEM

DISTRIBTUION - EMPLOYMENT AREAS					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>Innovation Park Industrial Lands</b>					
NEW	Watermain looping VanNorman St watermain loop (off HWY 3)	\$ 540,000			\$ 540,000
<b>Rokeby Sideroad Industrial Lands</b>					
NEW	Vienna Road Watermain Extension from Rouse Street to South on Vienna Rd.	\$ 271,250		\$ 271,250	
<b>TOTAL</b>		<b>\$ 40,517,521</b>	<b>\$ 19,272,500</b>	<b>\$ 6,196,450</b>	<b>\$ 15,048,571</b>



## City of WOODSTOCK WATER SYSTEM

CAPACITY					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
NEW	Water Efficiency/Buy-Back Program	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 1,000,000
NEW	Strik Drain Stormwater Management Facility	\$ 550,000	\$ 550,000		
260100 WDSTK	Specialized Well Rehabilitation Program	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 1,000,000
960159 WDSTK	Thornton to Woodstock Feedermain Replacement (D)	\$ 1,000,000	\$ 1,000,000		
960159 WDSTK	Thornton to Woodstock Feedermain Replacement (C)	\$ 10,000,000	\$ 10,000,000		
NEW	Zone 1 Pressure Reducing Valve Control Building to Southside Supply	\$ 300,000	\$ 300,000		
NEW	Thornton to HWY 401 crossing Feedermain Upgrade (RELINING 401 CROSSING)	\$ 1,206,000	\$ 1,206,000		
NEW	Thornton WTP High Lift Pumping Upgrades	\$ 100,000		\$ 100,000	
	Well 9 and Well 6 upgrades at Southside WTP	\$ 350,000		\$ 350,000	
NEW	Southside WTP Revitalization Study	\$ 200,000		\$ 200,000	
NEW	Tower Generators	\$ 300,000		\$ 300,000	
DISTRIBUTION - VACANT LANDS					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>Karn Rd Secondary Plan Area</b>					
960154 WDSTK	Karn Rd (Zone 6) Booster Pumping Station (D)	\$ 400,000	\$ 400,000		
960154 WDSTK	Karn Rd (Zone 6) Booster Pumping Station (C)	\$ 4,000,000	\$ 4,000,000		
960134 WDSTK	Watermain from Karn Rd Booster Pumping Station west to Anderson Street, east along Karn Road and looping back to Booster Pumping Station	\$ 1,845,000	\$ 1,845,000		
NEW	Realignment of Zone 1 supply transmission main and 450 mm reservoir drain through Karn Road Subdivision	\$ 450,000	\$ 450,000		
<b>Existing Distribution System</b>					
960120 WDSTK	Decommissioning of 0.8 MG Bowerhill Reservoir	\$ 750,000	\$ 750,000		
NEW	Bowerhill Reservoir Expansion (Zone 1)	\$ 6,817,757			\$ 6,817,757
NEW	Zone 2 Second Feedermain Trunk from Karn Road Booster Pumping Station to new expanded Zone 2 (northwest of Athlone service area)	\$ 270,000	\$ 270,000		
960141 WDSTK	Watermain Replacements (City)	\$ 38,047,000	\$ 9,547,000	\$ 9,500,000	\$ 19,000,000
960153 WDSTK	Watermain Replacements (County)	\$ 13,240,000	\$ 3,310,000	\$ 3,310,000	\$ 6,620,000
960155 WDSTK	Zone 3 Booster Pumping Station (D)	\$ 376,026		\$ 376,026	
960155 WDSTK	Zone 3 Booster Pumping Station (C)	\$ 2,506,842		\$ 2,506,842	
960163 WDSTK	County Road 17 / 11 th Line Watermain (D)	\$ 144,000		\$ 144,000	
960163 WDSTK	County Road 17 / 11 th Line Watermain (C)	\$ 1,440,000		\$ 1,440,000	
960164 WDSTK	11th Line Watermain Replacement (D)	\$ 144,000		\$ 144,000	
960164 WDSTK	11th Line Watermain Replacement (C)	\$ 1,440,000		\$ 1,440,000	
NEW	Zone 3 Pressure Reducing Valve Control Building to northern Zone 1 area (near Nellis Booster Pumping Station)	\$ 200,000		\$ 200,000	
<b>East Woodstock Secondary Plan Area</b>					
NEW	Township Rd 3 Waterman from Oxford Road 4 to EPA woodlot area	\$ 1,240,000	\$ 1,240,000		

## City of WOODSTOCK WATER SYSTEM

DISTRIBUTION - EMPLOYMENT LANDS					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>North East Industrial Park</b>					
960135 WDSTK	Toyota Easement Watermain from Elevated Storage tower to west side of Hwy 401 (C)	\$ 1,096,000	\$ 1,096,000		
NEW	Toyota Easement Hwy 401 Watermain Crossing (C)	\$ 1,116,000	\$ 1,116,000		
NEW	Easement Watermain from east side of Hwy 401 to west limit of Corlett site (D)	\$ 43,000	\$ 43,000		
NEW	Easement Watermain from east side of Hwy 401 to west limit of Corlett site (C)	\$ 388,000	\$ 388,000		
NEW	Street C Watermain from Corlett site to Blandford Road (D)	\$ 12,000	\$ 12,000		
NEW	Street C Watermain from Corlett site to Blandford Road (C)	\$ 112,000	\$ 112,000		
NEW	Blandford Rd Watermain from Street C to Township Road #2 (D)	\$ 23,000			\$ 23,000
NEW	Blandford Rd Watermain from Street C to Township Road #2 (C)	\$ 207,000			\$ 207,000
<b>South East Industrial Park</b>					
960135 WDSTK	<b>PHASE II</b>				
	WM 400 mm on Patullo (~ 150 m east of Alyea Street/ opposite SPS to Southwest Limit of study area) 790 meters & WM 400 mm on Patullo (Southwest Limit of study area to Middletown Line) 944 meters (D)	\$ 164,000	\$ 164,000		
	WM 400 mm on Patullo (~ 150 m east of Alyea Street/ opposite SPS to Southwest Limit of study area) 790 meters & WM 400 mm on Patullo (Southwest Limit of study area to Middletown Line) 944 meters (C)	\$ 1,475,000	\$ 1,475,000		
	Middletown Line Watermain from Patullo Avenue to Street A (D)	\$ 7,000	\$ 7,000		
	Middletown Line Watermain from Patullo Avenue to Street A (C)	\$ 65,000	\$ 65,000		
	<b>PHASE III</b>				
	Street A service corridor to Street B (D)	\$ 10,000			\$ 10,000
	Street A service corridor to Street B (C)	\$ 100,000			\$ 100,000
	Street A Watermain from Middletown Line to Service Corridor (D)	\$ 10,000			\$ 10,000
	Street A Watermain from Middletown Line to Service Corridor (C)	\$ 100,000			\$ 100,000
	Service corridor Watermain from Street A to Hwy 403 (D)	\$ 4,000			\$ 4,000
	Service corridor Watermain from Street A to Hwy 403 (C)	\$ 36,000			\$ 36,000
	Street B Watermain from Street A to Patullo Avenue (D)	\$ 5,000			\$ 5,000
	Street B Watermain from Street A to Patullo Avenue (C)	\$ 45,000			\$ 45,000
<b>TOTAL</b>		<b>\$ 96,334,625</b>	<b>\$ 40,346,000</b>	<b>\$ 21,010,868</b>	<b>\$ 34,977,757</b>

## Township of NORWICH WATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 300,000	\$ 75,000	\$ 75,000	\$ 150,000
260400 Water Townships	Specialized Well Rehabilitation Program	\$ 140,000	\$ 20,000	\$ 40,000	\$ 80,000
<b>NORWICH</b>					
NEW	New Standpipe at Main St WTF (Well 4)	\$ 2,272,586		\$ 2,272,586	
960429 Manganese Filtration Townships	New Filtration Facility at Main St WTF (D)	\$ 361,454	\$ 361,454		
960429 Manganese Filtration Townships	New Filtration Facility at Main St WTF (C)	\$ 3,253,087		\$ 3,253,087	
NEW	New Water Supply	\$ 1,571,400			\$ 1,571,400
<b>DISTRIBUTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
960400 Townsh	Watermain Replacements (Townships)	\$ 1,953,000	\$ 1,953,000		
960402 New As	New Asset Supply/Linear Watermain Replacements (Townships)	\$ 600,000	\$ 150,000	\$ 150,000	\$ 300,000
<b>TOTAL</b>		<b>\$ 10,451,527</b>	<b>\$ 2,559,454</b>	<b>\$ 5,790,673</b>	<b>\$ 2,101,400</b>

## Township of Blandford Blenheim WATER SYSTEMS

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034-2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 300,000	\$ 75,000.00	\$ 75,000.00	\$ 150,000.00
960429 Manganese Filtration Townships	Manganese Filtration (Townships) - Plattsville (D)	\$ 426,159	\$ 426,159.00		
960429 Manganese Filtration Townships	Manganese Filtration (Townships) - Plattsville (C)	\$ 2,841,059	\$ 2,841,059.00		
<b>BRIGHT</b>					
NEW	Bright to Plattsville Interconnecting Watermain	\$ 4,417,500			\$ 4,417,500
NEW	Bright Well 5 Abandonment Study	\$ 150,000			\$ 150,000
<b>PLATTSVILLE</b>					
NEW	Land Acquisition for new WTF for Manganese Treatment	\$ 400,000	\$ 400,000		
NEW	New Well Supply	\$ 1,571,400			\$ 1,571,400
NEW	Backup Generation at WTF	\$ 427,646		\$ 427,646	
<b>DRUMBO-PRINCETON</b>					
NEW	New Well Supply	\$ 1,167,000	\$ 1,167,000		
NEW	Provide backup generation to Wells 1 and 2A	\$ 300,000	\$ 150,000	\$ 150,000	
NEW	Water Treatment Plant Land Acquisition		\$ 400,000		
NEW	Water Treatment Plant Relocation (D)		\$ 701,283		
NEW	Water Treatment Plant Relocation (C)		\$ 4,675,217		
<b>DISTRIBUTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034-2046</b>
NEW	Plattsville N Boundary Trunk Watermain Extension Hoffstetter Rd North to limit	\$ 333,250	\$ 333,250		
NEW	Applewood Trunk Watermain Upsizing	\$ 82,500	\$ 82,500		
NEW	Princeton Roper Street Trunk Watermain Upsizing	\$ 232,250	\$ 232,250		
960400 Townships	Watermain Replacements (Townships)	\$ 150,000	\$ 150,000		
<b>TOTAL</b>		<b>\$ 18,575,264.00</b>	<b>\$ 11,633,718.00</b>	<b>\$ 652,646.00</b>	<b>\$ 6,288,900.00</b>

## Township of South-West Oxford WATER SYSTEM

CAPACITY					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
NEW	Water Efficiency/Buy-Back Program	\$ 300,000	\$ 75,000	\$ 75,000	\$ 150,000
260400 Water Townships	Specialized Well Rehabilitation Program	\$ 100,000	\$ 10,000	\$ 30,000	\$ 60,000
960422 TWSP	Water Quality Improvements (Brownsvile)	\$ 100,000	\$ 100,000		
960429 Manganese Filtration Townships	Manganese Filtration (Brownsville)	\$ 2,565,878		\$ 2,565,878	
<b>MOUNT ELGIN</b>					
NEW	Graydon Facility Enhancement / Optimization	\$ 200,000	\$ 200,000		
NEW	Ingersoll to Mt Elgin Watermain Connection (D)	\$ 1,093,575			\$ 1,093,575
<b>BEACHVILLE</b>					
NEW	Additional Well Supply and Standpipe	\$ 1,935,014		\$ 1,935,014	
<b>TOTAL</b>		<b>\$ 6,294,467</b>	<b>\$ 385,000</b>	<b>\$ 4,605,892</b>	<b>\$ 1,303,575</b>

## Township of East Zorra-Tavistock WATER SYSTEMS

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 300,000	\$ 75,000	\$ 75,000	\$ 150,000
260400 Water Townships	Specialized Well Rehabilitation Program	\$ 100,000	\$ 10,000	\$ 30,000	\$ 60,000
960429 Manganese Filtration Townships	Manganese Filtration (Townships)	\$ 5,592,871		\$ 5,592,871	
<b>TAVISTOCK</b>					
NEW	Tower CT Enhancement Study	\$ 30,000	\$ 30,000		
960437-TAV	New Well Supply - Well #4 and Storage (D)	\$ 511,081	\$ 511,081		
960437-TAV	New Well Supply - Well #4 and Storage (C)	\$ 4,599,729	\$ 4,599,729		
960462-TAV	Water Tower Rehabilitation and Repainting (D)	\$ 400,000		\$ 400,000	
960462-TAV	Water Tower Rehabilitation and Repainting (C)	\$ 3,600,000		\$ 3,600,000	
<b>DISTRIBUTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
960400 Township Distribution Replacement	Watermain Replacements (Townships)	\$ 1,895,400	\$ 1,053,000	\$ -	\$ 842,400
960402 New Asset Supply/Linear	New Asset Supply/Linear Watermain Replacements (Townships)	\$ 440,000	\$ 170,000	\$ 90,000	\$ 180,000
<b>TOTAL</b>		<b>\$ 17,469,081</b>	<b>\$ 6,448,810</b>	<b>\$ 9,787,871</b>	<b>\$ 1,232,400</b>

## Township of ZORRA WATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Water Efficiency/Buy-Back Program	\$ 300,000	\$ 75,000	\$ 75,000	\$ 150,000
960400 Water Townships	Specialized Well Rehabilitation Program	\$ 130,000	\$ 10,000	\$ 40,000	\$ 80,000
<b>THAMESFORD</b>					
NEW	Reservoir and Tower CT Enhancement Study	\$ 300,000	\$ 300,000		
<b>EMBRO</b>					
NEW	Reservoir CT Enhancement Upgrades	\$ 300,000	\$ 300,000		
NEW	Embros - Storage Expansion	\$ 568,146		\$ 568,146	
<b>DISTRIBUTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
960400 Township Distribution Replacement	Watermain Replacements (Townships)	\$ 3,342,000	\$ 867,000	\$ 825,000	\$ 1,650,000
NEW	Watermain Trunk Extension on Oxford Road 2 to west of Banner Road (Thamesford)	\$ 1,007,500	\$ 1,007,500		
<b>Total</b>		<b>\$ 5,947,646</b>	<b>\$ 2,559,500</b>	<b>\$ 1,508,146</b>	<b>\$ 1,880,000</b>

Table ES-7.2 - Detailed Wastewater Capital Implementation Plan

Town of INGERSOLL WASTEWATER SYSTEM

<b>CAPACITY</b>					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
NEW	Sanitary Trunk Sewer Infiltration and Inflow Reduction	\$ 17,200,000	\$ 4,300,000	\$ 4,300,000	\$ 8,600,000
NEW	WWTP Headworks Upgrades	\$ 14,000,000			\$ 14,000,000
NEW	Digester Biogas Project	\$ 450,000	\$ 450,000		
<b>COLLECTION</b>					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
950330 ING	Sanitary Sewer Replacements	\$ 23,639,000	\$ 5,117,000	\$ 6,174,000	\$ 12,348,000
950332 ING	Sanitary Sewer Relining	\$ 3,040,000	\$ 760,000	\$ 760,000	\$ 1,520,000
NEW	Second Sanitary Trunk Crossing of Thames River	\$ 1,372,500		\$ 150,000	\$ 1,222,500
<b>SOUTH THAMES RESIDENTIAL AREA</b>					
NEW	Hamilton Road Sanitary Sewer from service lands to east of Ingersoll Street and north to existing 675 mm Trunk Sewer	\$ 475,000	\$ 475,000		
NEW	Sanitary Sewer through internal lands from Hamilton Road to north of CNR (near Thomas Street/Wallace Line)	\$ 760,000	\$ 760,000		
<b>COLLECTION - EMPLOYMENT LANDS</b>					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>WALLACE LINE INDUSTRIAL PARK</b>					
950336 - ING SW INDUSTRIAL PARK	Wallace Line Sanitary Sewer from Robinson Road to north of CNR (D)	\$ 110,000	\$ 110,000		
950336 - ING SW INDUSTRIAL PARK	Wallace Line Sanitary Sewer from Robinson Road to north of CNR (C)	\$ 1,100,000	\$ 1,100,000		
<b>SOUTHWEST INDUSTRIAL PARK (areas B1a,B1b,B1c,B2,C1)</b>					
NEW	Union Road Sanitary Sewer from Culloden Line to Curry Road	\$ 527,800		\$ 527,800	
NEW	Curry Road Sanitary Sewer from Union Road to west limit of CPR	\$ 964,100		\$ 964,100	
NEW	CPR Easement Sanitary Sewer from Curry Road to West Sewage Pumping Station - south of Hwy 401	\$ 557,525		\$ 557,525	
NEW	West Sewage Pumping Station - south of Hwy 401 (area B1a)	\$ 5,625,000		\$ 5,625,000	
NEW	Easement Forcemain Hwy 401 crossing from West Sewage Pumping Station to Clarke Road area (existing system)	\$ 925,750		\$ 925,750	
NEW	Curry Road Sanitary Sewer from east limit of CPR to Plank Line	\$ 923,025		\$ 923,025	
NEW	Plank Line Sewage Pumping Station (south of Hwy 401) (in area C1)	\$ 4,500,000		\$ 4,500,000	
NEW	Easement Forcemain from Plank Line Sewage Pumping Station to West Sewage Pumping Station	\$ 895,125		\$ 895,125	
<b>TOTAL</b>		<b>\$ 77,064,825</b>	<b>\$ 13,072,000</b>	<b>\$ 26,302,325</b>	<b>\$ 37,690,500</b>



## Tillsonburg WASTEWATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Sanitary Trunk Sewer Infiltration and Inflow Reduction	\$ 1,200,000	\$ 300,000	\$ 300,000	\$ 600,000
NEW	Tillsonburg Wastewater Treatment Plant Phase II Capacity Expansion (D)	\$ 1,387,448			\$ 1,387,448
NEW	Tillsonburg Wastewater Treatment Plant Phase II Capacity Expansion (C )	\$ 13,874,485			\$ 13,874,485
NEW	Climate change resiliency study (flooding/barricades)	\$ 150,000			\$ 150,000
NEW	Sanitary Gravity Trunk Line replacement and upsizing from Vienna Rd to Wastewater Treatment Plant	\$ 600,000	\$ 200,000	\$ 400,000	
NEW	Gravity inlet trunk sewer replacement to WWTP	\$ 127,500	\$ 127,500		
<b>COLLECTION</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
950226 TBURG	Sanitary Sewer Replacements	\$ 14,956,000	\$ 5,690,000	\$ 1,788,000	\$ 7,478,000
NEW	Stoney Creek Trunk Sewer Rehabilitation from Quarter Town Line to Concession Street West	\$ 600,000	\$ 200,000	\$ 400,000	
NEW	John Pound forcemain replacement and upsizing	\$ 575,000	\$ 575,000		
NEW	John Pound SPS capacity enhancements (D)	\$ 118,000	\$ 118,000		
NEW	John Pound SPS capacity enhancements (C )	\$ 214,000		\$ 214,000	
950216 TBURG	Cranberry Road Sanitary Trunk extension on Tilson Ave from North of Beckett Blvd to North Town Limit	\$ 856,000		\$ 856,000	
NEW	Loraine Ave Sanitary Trunk Upsizing	\$ 577,500			\$ 577,500
<b>COLLECTION - EMPLOYMENT LANDS</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>Rokeby Sideroad Industrial Lands</b>					
NEW	Rouse St SPS upgrades	\$ 1,500,000		\$ 1,500,000	
<b>TOTAL</b>		<b>\$ 36,735,933</b>	<b>\$ 7,210,500</b>	<b>\$ 5,458,000</b>	<b>\$ 24,067,433</b>

## City of WOODSTOCK WASTEWATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Sanitary Trunk Sewer Infiltration and Inflow Reduction	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 1,000,000
NEW	Woodstock WWTP Operational Upgrades	\$ 12,500,000		\$ 12,500,000	
NEW	Thames Valley SPS Capacity Review (D)	\$ 200,000		\$ 200,000	
NEW	Thames Valley SPS (C)	\$ 2,052,000			\$ 2,052,000
<b>Linear Existing Projects</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Brick Pond Sanitary Trunk Sewer Re-alignment Class EA Study			\$ 214,000	
NEW	Brick Pond Sanitary Trunk Sewer Re-alignment Class	\$ 4,066,000		\$ 4,066,000	
950173 WDSTK	Sanitary Sewer Replacement (OR 59 & Fairway) - (D)	\$ 25,000	\$ 25,000		
950173 WDSTK	Sanitary Sewer Replacement (OR 59 & Fairway) - (C)	\$ 225,000	\$ 225,000		
950174 WDSTK	Sanitary Sewer Replacements - County Projects	\$ 6,060,000	\$ 2,760,000	\$ 1,100,000	\$ 2,200,000
950158 WDSTK	Sanitary Sewer Replacements - City Projects	\$ 39,987,000	\$ 9,987,000	\$ 10,000,000	\$ 20,000,000
950162 WDSTK	11th Line Sanitary Sewer (D)	\$ 62,500		\$ 62,500	
950162 WDSTK	11th Line Sanitary Sewer (C)	\$ 625,000		\$ 625,000	
950140 WDSTK	Northwest Trunk Upsizing	\$ 250,000	\$ 250,000		
<b>COLLECTION - VACANT LANDS</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>Karn Rd Secondary Plan Area</b>					
960154 WDSTK	Gravity / Siphon Upsize	\$ 545,000		\$ 545,000	
<b>East Woodstock Secondary Plan Area</b>					
NEW	East Trunk Sewer	\$ 907,500	\$ 907,500		
NEW	Extension of East Trunk Sewer	\$ 775,000	\$ 775,000		
950163 WDSTK	Lansdowne Sewage Pumping Station (C)	\$ 3,000,000	\$ 3,000,000		
NEW	West Trunk Sewer	\$ 742,500	\$ 742,500		

## City of WOODSTOCK WASTEWATER SYSTEM

Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>North East Industrial Park</b>					
950150 WDSTK	Sewage Pumping Station A (D)	\$ 228,000	\$ 228,000		
	Sewage Pumping Station A (C)	\$ 2,000,000	\$ 2,000,000		
	Dundas Street Forcemain from Houser's Lane (MH SA 992) to Water Tower site (C)	\$ 2,100,244	\$ 2,100,244		
	Toyota Easement Forcemain from Water Tower Site to west side of Hwy 401 (C)	\$ 424,696	\$ 424,696		
	Hwy 401 Forcemain Crossing (C)	\$ 424,080	\$ 424,080		
	Street C Forcemain from east side of Hwy 401 to SPS A (Blandford Road) (D)	\$ 90,000	\$ 90,000		
	Street C Forcemain from east side of Hwy 401 to SPS A (Blandford Road) (C)	\$ 813,000	\$ 813,000		
	Blandford Road Forcemain from Street C to SPS A (D)	\$ 20,000	\$ 20,000		
	Blandford Road Forcemain from Street C to SPS A (C)	\$ 180,000	\$ 180,000		
	Southeast Sanitary Trunk Oversizing Capacity Assessment	\$ 100,000	\$ 100,000		
	Southeast Sanitary Trunk Oversizing SA752051-SA751578 west of Butler	\$ 3,342,000			\$ 3,342,000
<b>South East Industrial Park</b>					
950152 WDSTK	<b>PHASE II</b>				
	Patullo Avenue Sanitary main from Alyea SPS to southwest limit of South East Secondary Plan Area (D)	\$ 100,000	\$ 100,000		
	Patullo Avenue Sanitary main from Alyea SPS to southwest limit of South East Secondary Plan Area (C)	\$ 917,000	\$ 917,000		
	Patullo Avenue Sanitary main from South East Secondary Plan Area to Middletown Line (D)	\$ 50,000	\$ 50,000		
	Patullo Avenue Sanitary main from South East Secondary Plan Area to Middletown Line (C)	\$ 431,000	\$ 431,000		
	Middletown Line Sanitary main from Patullo Avenue to Street A (C)	\$ 169,000	\$ 169,000		
950151 WDSTK	Southeast Trunk Sanitary Condition assessment	\$ 100,000	\$ 100,000		

## City of WOODSTOCK WASTEWATER SYSTEM

	Patullo Avenue South East Sanitary Trunk Oversizing from South Trunk Sewer (MH SA754367) to South Trunk Sewer (MH SA755111) (D)	\$ 189,945			\$ 189,945
	Patullo Avenue South East Sanitary Trunk Oversizing from South Trunk Sewer (MH SA754367) to South Trunk Sewer (MH SA755111) (C)	\$ 1,899,450			\$ 1,899,450
	<b>TOTAL</b>	<b>\$ 87,814,915</b>	<b>\$ 27,319,020</b>	<b>\$ 29,812,500</b>	<b>\$ 30,683,395</b>

## Township of NORWICH WASTEWATER SYSTEM

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
	Sanitary Trunk Sewer Infiltration and Inflow Reduction	\$ 5,160,000	\$ 1,290,000	\$ 1,290,000	\$ 2,580,000
<b>NORWICH</b>					
950409-NOR	Norwich Lagoon Biosolids Clean-out	\$ 1,000,000		\$ 1,000,000	
950410 -NOR	Norwich Lagoon Berm Repair	\$ 100,000	\$ 100,000		
950412-NOR	Norwich Wastewater Treatment Plant Capacity Expansion - Phase II (D)	\$ 1,250,000	\$ 1,250,000		
950412-NOR	Norwich Wastewater Treatment Plant Capacity Expansion - Phase II (C)	\$ 10,500,000	\$ 10,500,000		
<b>COLLECTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>NORWICH</b>					
950450-NOR	Sanitary Sewer Replacements	\$ 3,915,000	\$ 1,200,000	\$ 905,000	\$ 1,810,000
<b>TOTAL</b>		<b>\$ 21,925,000</b>	<b>\$ 14,340,000</b>	<b>\$ 3,195,000</b>	<b>\$ 4,390,000</b>

## Township of Blandford Blenheim WASTEWATER SYSTEMS

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>PLATTSVILLE</b>					
950607-PLAT	Plattsville Lagoon Biosolids Clean-out	\$ 910,000	\$ 910,000		
950608-PLAT	Plattsville Lagoon Berm Repair	\$ 100,000	\$ 100,000		
NEW	Plattsville WWTP Operational Enhancement	\$ 1,000,000	\$ 1,000,000		
<b>DRUMBO</b>					
950810-DRUMBO	Drumbo Wastewater Treatment Capacity Expansion (Phase II) - (D)	\$ 100,000	\$ 100,000		
950810-DRUMBO	Drumbo Wastewater Treatment Capacity Expansion (Phase II) - (C)	\$ 500,000	\$ 500,000		
<b>COLLECTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>PLATTSVILLE</b>					
950650-PLAT	Plattsville Sanitary Sewer Replacements	\$ 2,932,800	\$ 1,497,600	\$ 478,400	\$ 956,800
NEW	Plattsville FM Twinning and SPS capacity review			\$ 125,000	
<b>TOTAL</b>		<b>\$ 5,667,800</b>	<b>\$ 4,107,600</b>	<b>\$ 603,400</b>	<b>\$ 956,800</b>

## Township of South-West Oxford WASTEWATER SYSTEMS

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>MOUNT ELGIN</b>					
950905 MT ELGIN	Mt. Elgin Wastewater Treatment Plant Capacity Expansion Phase 3 and 4 (C)	\$ 2,679,600	\$ 2,679,600		
NEW	Sanitary Forcemain Connection to Ingersoll	\$ 10,990,000			\$ 10,990,000
<b>COLLECTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>MOUNT ELGIN</b>					
NEW	Sanitary Sewer Upgrades	\$ 400,000	\$ 100,000	\$ 100,000	\$ 200,000
NEW	Forcemain Upsizing	\$ 891,250	\$ 891,250		
<b>TOTAL</b>		<b>\$ 14,960,850</b>	<b>\$ 3,670,850</b>	<b>\$ 100,000</b>	<b>\$ 11,190,000</b>

## Township of East Zorra-Tavistock WASTEWATER SYSTEMS

<b>CAPACITY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
NEW	Sanitary Trunk Sewer Infiltration and Inflow Reduction	\$ 8,600,000	\$ 2,150,000	\$ 2,150,000	\$ 4,300,000
<b>TAVISTOCK</b>					
950504-TAV	Tavistock Wastewater Treatment Plant Capacity Expansion to x m3/d (D)	\$ 5,250,000	\$ 5,250,000		
950504-TAV	Tavistock Wastewater Treatment Plant Capacity Expansion to x m3/d (C)	\$ 35,000,000	\$ 35,000,000		
NEW	Tavistock Lagoon Cell Clean Out	\$ 3,400,000			\$3,400,000
<b>INNERKIP</b>					
NEW	Woodstock to Innerkip Interconnecting Sanitary Forcemain Twinning	\$ 6,480,000	\$ 6,480,000		
<b>COLLECTION - VACANT LANDS WITHIN URBAN BOUNDARY</b>					
<b>Project ID</b>	<b>Project Description</b>	<b>Cost</b>	<b>2024-2028</b>	<b>2029-2033</b>	<b>2034 - 2046</b>
<b>TAVISTOCK</b>					
950550-TAV	Tavistock Sanitary Sewer Replacements	\$ 3,141,000	\$ 1,821,000	\$ 440,000	\$ 880,000
950513-TAV	William Street Sewage Pumping Station Capacity Expansion (D)	\$ 725,000	\$ 725,000		
950513-TAV	William Street Sewage Pumping Station Capacity Expansion (C)	\$ 6,525,000	\$ 6,525,000		
<b>Total</b>		<b>\$ 69,121,000</b>	<b>\$ 57,951,000</b>	<b>\$ 2,590,000</b>	<b>\$ 8,580,000</b>



## Township of ZORRA WASTEWATER SYSTEMS

CAPACITY					
Project ID	Project Description	Cost	2024-2028	2029-2033	2034 - 2046
<b>THAMESFORD</b>					
950718 THAMES	WWTP Upgrades (C)	\$ 3,800,000	\$ 3,800,000		
<b>EMBRO</b>					
NEW	Woodstock to Embro Interconnecting Sanitary Forcemain - enhancements	\$ 11,625,000			\$ 11,625,000
NEW	Embro SPS - enhancements	\$ 750,000			\$ 750,000
<b>TOTAL</b>		<b>\$ 16,175,000</b>	<b>\$ 3,800,000</b>	<b>\$ -</b>	<b>\$ 12,375,000</b>

Municipal Council of the County of Oxford  
Council Meeting - Oxford County

Date: Wednesday, July 12, 2023

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Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. PW 2023-33, titled "2024 Water and Wastewater Master Plan", be received as information;

And further, that the draft report be circulated to area municipalities requesting their feedback within 75 days (September 25, 2023);

And further that the draft report be posted to Speak Up Oxford for feedback from the public for 75 days (September 25, 2023);

And further that all comments received be provided in a report for council's consideration when considering the draft report.

DISPOSITION: Motion Carried

*Chloe Senior*

**Community Planning**

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: [www.oxfordcounty.ca](http://www.oxfordcounty.ca)Our File: **A05-23****APPLICATION FOR MINOR VARIANCE**  
**Supplementary Report****TO:** Township of East Zorra-Tavistock Committee of Adjustment**MEETING:** August 2, 2023**REPORT NUMBER:** CP 2023-229**OWNER/APPLICANT:** Rolf Maurer  
65 Young Street, P.O. Box 100, Innerkip, ON N0J 1M0**VARIANCE REQUESTED:**

1. Relief from **Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses**, to allow a building accessory to a residential use to be built in the required Front Yard with a minimum front yard depth of 5 m (16.4 ft).

**LOCATION:**

The subject lands are described as Part Lot 94, Plan 111, Part 1, 41R7592, Part Lot 10, Concession 17 (East Zorra) in the Township of East Zorra-Tavistock. The lands are located on the south side of Young Street, east of Queen Street, and are municipally known as 65 Young Street, in the Village of Innerkip.

**BACKGROUND INFORMATION:**

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule 'E-1'	Township of East Zorra-Tavistock Land Use Plan	Settlement
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Schedule 'E-3'	Village of Innerkip Land Use Plan	Low Density Residential
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TOWNSHIP OF EAST ZORRA-TAVISTOCK ZONING BY-LAW:

Special Limited Agricultural Zone (A1-10)

**COMMENTS:**

(a) Purpose of the Application:

The subject lands comprise approximately 1.7 ha (4.3 ac) and are currently occupied by an existing single detached dwelling and a temporary garage structure that is to be removed. While located within the settlement boundaries of the Village of Innerkip, the subject lands are currently zoned 'Special Limited Agricultural Zone (A1-10).' The purpose of the special provision is to recognize the reduced lot area and lot frontage of the parcel.

The applicant is proposing relief from the above noted provision of the Township's Zoning By-law to facilitate the construction of a residential accessory building to the northeast of the existing single detached dwelling on the subject lands. The proposed accessory building would be approximately 133.7 m<sup>2</sup> (1,440 ft<sup>2</sup>) in size and the purpose of the accessory building is for personal storage. Surrounding uses are generally residential in nature.

For Council's information, this application was originally considered at the July 5, 2023 Committee of Adjustment meeting. At the meeting, the Committee and members of the public raised a number of questions for the applicant, who did not attend the meeting. As a result, the Committee deferred the application until such time as staff had an opportunity to discuss the noted questions with the applicant. One such question was regarding the potential to increase the setback from the front lot line from 5 m (16.4 ft) to 6 m (19.6 ft). Staff have since had an opportunity to meet with the applicant, who has confirmed that they would like to proceed with the original setback request of 5 m (16.4 ft) from the front lot line.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the current zoning in the immediate vicinity.

Plate 2, Aerial Photography (2020), shows the location of the subject lands and surrounding properties.

Plate 3, Applicant's Sketch – Site Plan, illustrates the location of the existing single detached dwelling and the location of the proposed detached garage.

Plate 4, Applicant's Sketch – Location Options, illustrates the location of the proposed detached garage at a 5 m (16.4 ft) setback and a 6 m (19.6 ft) setback.

Plate 5, Applicant's Sketch – Elevations, illustrates the elevation for all four (4) sides of the proposed detached garage.

(b) Agency Comments

The Township Public Works Manager has advised that they are satisfied with a 5 m setback from the property line but would prefer 6 m. It was also advised that the property line must be surveyed and staked in the field along the proposed work area for the Township to review.

The Oxford County Public Works Department has advised no concerns provided that a setback of 3-5 m be maintained between the proposed garage and the tank of the Young Street Pumping Station located just north of the subject lands in the road right-of-way. Land around the pumping station will need to remain slightly elevated to provide adequate cover over the tank and there shall be no driveway impediment.

The Township Fire Chief, the Township Chief Building Official, and the Upper Thames River Conservation Authority (UTRCA) have indicated no concerns regarding the proposal.

(c) Public Consultation

Public Notice was provided to surrounding property owners in accordance with the requirements of the Planning Act. At the July 5<sup>th</sup> Public Meeting, members of the public attended to outline their concerns with the proposal. Concerns included the chosen location and size of the detached garage, the purpose of the building, and the visual impact on the streetscape.

A new Public Notice has been circulated for the August 2<sup>nd</sup>, 2023 Public Meeting. At the time of writing this report, no written comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject lands are located within the 'Settlement' designation according to the Township of East Zorra-Tavistock Land Use Plan, Schedule 'E-1' in the County of Oxford Official Plan. In the Settlement (Serviced Village) designation, a full range of land use is permitted in accordance with the land use patterns shown on Schedule E-3 - Village of Innerkip Land Use Plan. The lands are designated 'Low Density Residential' on Schedule E-3 and are intended to be used for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplexes, converted dwellings and street townhouses. The use of the lands for a single detached dwelling and accessory uses thereto conforms to the Low Density Residential policies of the Official Plan.

(e) Intent and Purpose of the Zoning By-law:

The subject lands are zoned 'Special Limited Agricultural Zone (A1-10)' in the Township of East Zorra-Tavistock Zoning By-Law. The 'A1-10' zone permits a range of agricultural uses, including livestock and regulated farm operations, as well as buildings and structures accessory thereto. A special provision is included to recognize the existing lot size and lot frontage.

The intent of the A1 zoning is to require new single detached dwellings to be accessory to a farming operation, however, existing single detached dwellings on A1 zoned lots are not required to be accessory to a farm. In this instance, the existing detached dwelling is not accessory to a farm operation. Accessory buildings and structures accessory to the residential use of the property are permitted.

Buildings accessory to residential uses on A1 zoned properties are required to be located outside of any required front yard depth, which is 15 m (49.2 ft) in the A1 zone. The requirement to locate accessory buildings outside of the required front yard depth is intended to ensure that an adequate area is maintained between the buildings and the municipal road allowance to allow for proper maintenance of the street, for potential future road widening as well as ensuring proper sightlines. The requirement also ensures that structures are located a suitable distance from property lines to provide adequate area for maintenance, grading and drainage.

While a 15 m (49.2 ft) front yard depth would be in keeping with the character of rural residences, given that the lot is located on a residential street within a Serviced Village, staff are of the opinion that this requirement is excessive when taking the neighbourhood context of the lot into consideration. Surrounding lots are zoned 'Residential Type 1 Zone (R1),' which permits front yard depths of 7 m (23 ft). Permitting a front yard depth of 5 m (16.4 ft) would bring the streetscape of the subject lands closer inline with that of the traditional residential neighbourhood.

Given the constraints that exist on the subject lands, the applicant is limited in where the proposed garage can be located. There is a grade change on the east side of the property towards the on-site pond. The proposed location would be just outside of where the grade change begins and the Upper Thames River Conservation (UTRCA) has reviewed the proposal and advised that the proposed location is acceptable but it cannot be moved back any further due to the slope. While there is available space on the west side of the property placing the garage on the west side

would block the view of the dwelling from the road right-of-way, and therefore negatively impact the existing residential development on the lands.

Both the Oxford County Public Works Department, which is the authority governing the Young Street Pumping Station, and the Township Public Works Department, which has jurisdiction over Young Street, have indicated no concerns with the proposal provided their requirements are met. Requirements from the two departments can be found in the Agency Comments section of this Staff Report. Following the initial Public Meeting on July 5, 2023, the Township's Manager of Public Works met with the applicant on-site and it was determined that 5 m (16.4 ft) will suffice for road maintenance purposes.

Given the narrow area that the applicant has to work with before there are topographical issues, a condition is recommended that would require the applicant to produce a survey to confirm lot line locations before a building permit can be issued. Should the said survey result in the need for the size of the garage to be altered to respect the 5 m (16.4 ft) setback and the grade change, the applicant has advised willingness to do so.

(f) Desirable Development/Use:

It is the opinion of this office that the applicant's proposal to obtain relief to permit the building within a required front yard, 5 m (16.4 ft) from the front lot line, can be considered desirable for the development of the subject property. The proposed relief will provide additional storage space for the applicant and, as the proposed relief is not anticipated to impede the adjacent road right-of-ways or the existing Young Street Pumping Station, the requested relief can be considered minor.

In light of the foregoing, it is the opinion of this Office that the proposed relief is in keeping with the general intent and purpose of the Official Plan and Township Zoning By-law and can be given favourable consideration.

**RECOMMENDATION:**

That the Township of East Zorra-Tavistock Committee of Adjustment **approve** Application A05-23, submitted by Rolf Maurer for lands described as Part Lot 94, Plan 111, Part 1, 41R7592, Part Lot 10, Concession 17 (East Zorra), as it relates to:

1. Relief from **Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses**, to allow a building accessory to a residential use to be built in the required Front Yard, subject to the following conditions:
  - i. That the proposed garage be set back a minimum of 5 m (16.4 ft) from the front lot line.
  - ii. That the proposed relief shall only apply to a detached garage of the approximate size and location as depicted on Plate 3 of Report CP 2023-229.
  - iii. That a land survey be provided to Township staff, to the Township's satisfaction, prior to the issuance of Building Permits.

As the variance requested is considered to be:

- i) in keeping with the general intent and purpose of the Official Plan;
- ii) a minor variance from the provisions of the Township of East Zorra-Tavistock Zoning By-Law No. 2003-18;
- iii) desirable for the appropriate development or use of the land, building or structure; and,
- iv) in keeping with the general intent and purpose of the Township of East Zorra-Tavistock Zoning By-Law No. 2003-18

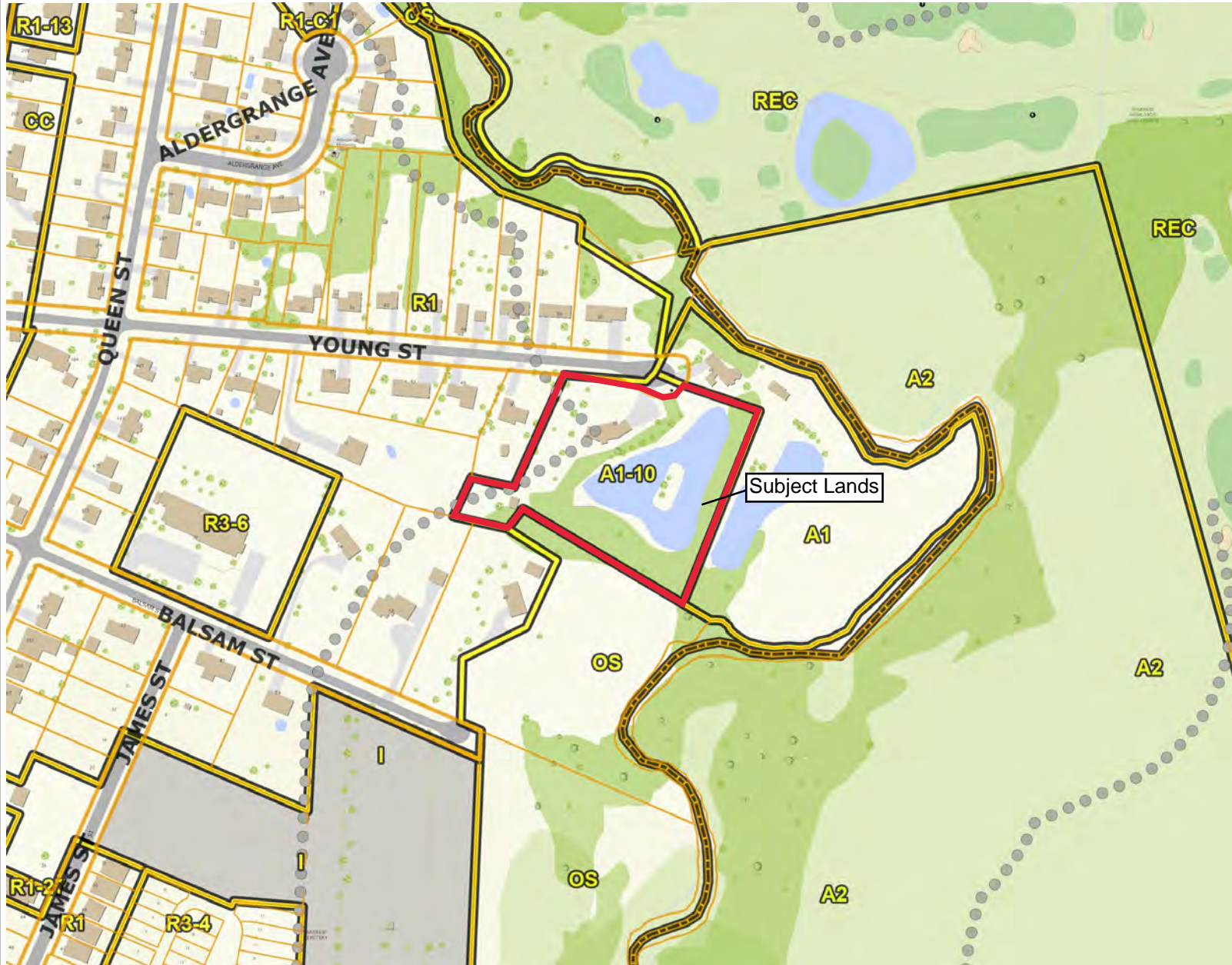
Authored by: *Original Signed by*

Dustin Robson, MCIP, RPP  
Development Planner

Approved for submission by: *Original Signed by*

Gordon K. Hough, RPP  
Director

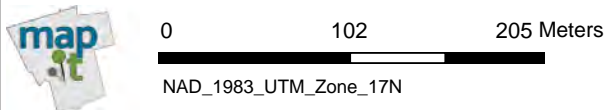




**Legend**

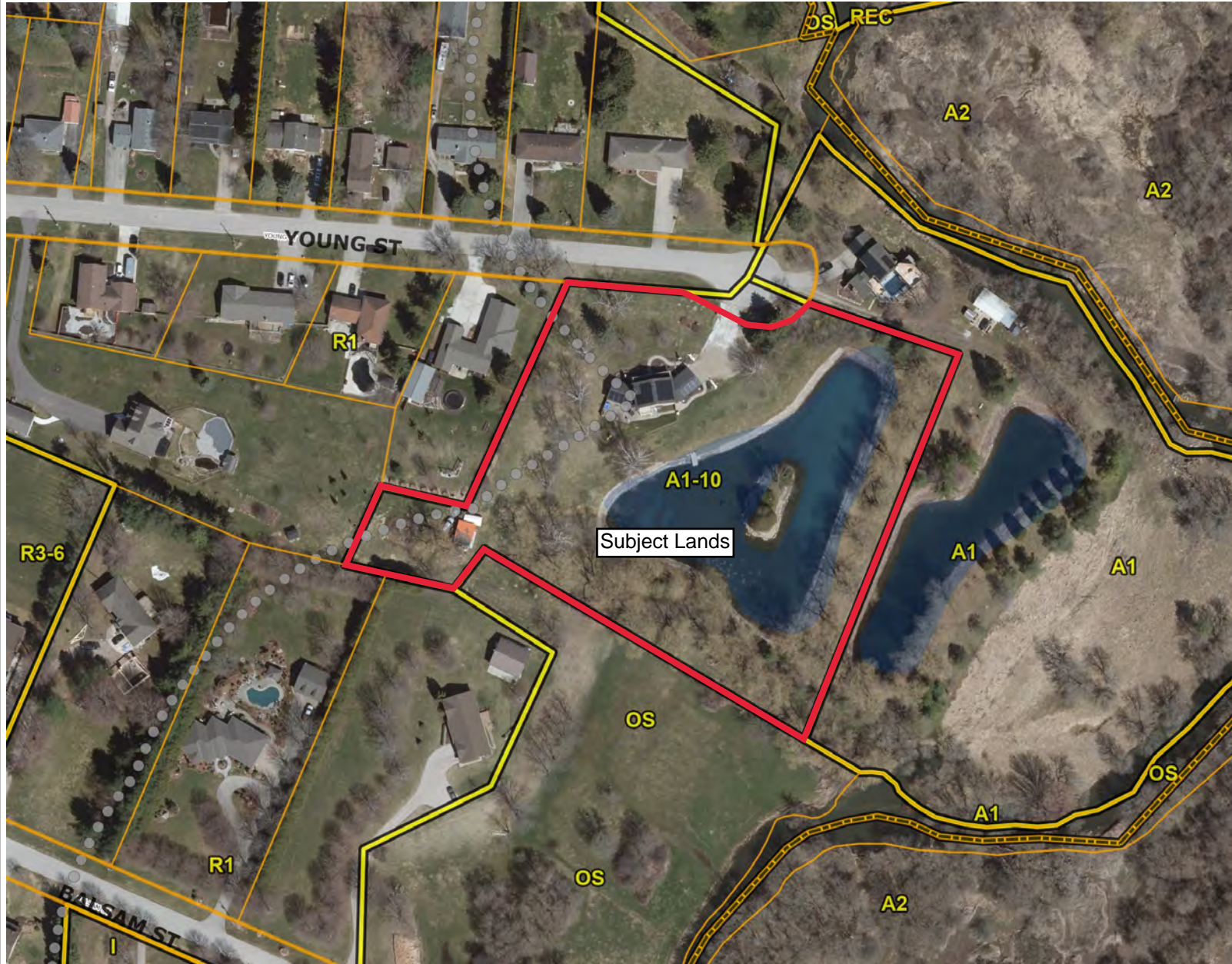
- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary
- Zoning Floodlines Regulation Limit**
  - 100 Year Flood Line
  - ▲ 30 Metre Setback
  - Conservation Authority Regulation Limit
  - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

**Notes**



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

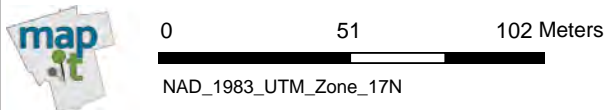
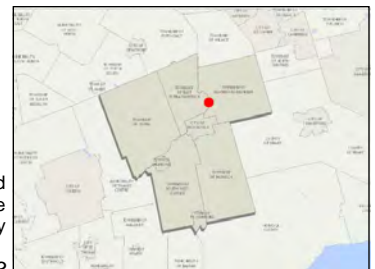




**Legend**

- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary
- Zoning Floodlines Regulation Limit**
  - 100 Year Flood Line
  - ▲ 30 Metre Setback
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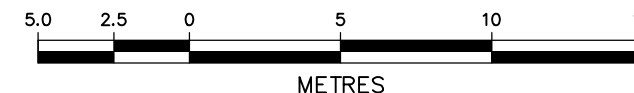
June 23, 2023

**METRIC**

DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

SKETCH FOR BUILDING PERMIT  
 FOR  
 CIVIC No. 65 YOUNG STREET

SCALE 1:250



ARIE J. LISE - ONTARIO LAND SURVEYOR

**NOTES**

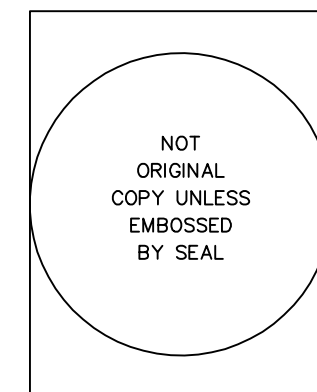
1. BEARINGS ARE NOT SHOWN ON THIS SKETCH
2. LOT DIMENSIONS ARE AS SHOWN ON FIELDNOTES COMPLETED JUNE 20/23 AND CALCULATION JULY 20/23 BY BROOKS LISE SURVEYING LTD.
3. © COPYRIGHT 2023: REPRODUCTION, DISTRIBUTION OR ALTERATION OF THIS PLAN, IN WHOLE OR IN PART, WITHOUT THE WRITTEN PERMISSION OF BROOKS LISE SURVEYING IS STRICTLY PROHIBITED.
4. ELEVATIONS ARE GEODETIC DERIVED FROM OBSERVED POINTS BY REAL TIME NETWORK OBSERVATION, UTM ZONE 17, NAD83 (CSRS) (2010).
5. THIS SURVEY HAS BEEN PREPARED FOR ROLF MAUER AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY ANY OTHERS.

**UTILITY NOTE:**

THE POSITION OF ALL POLE LINES, CONDUITS, WATER MAINS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THIS PLAN. WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES ARE NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

**LEGEND:**

- SIB - STANDARD IRON BAR
- IB - IRON BAR
- MH - MANHOLE
- CB - CATCHBASIN
- BOL - BOLLARD
- WV - WATER VALVE
- CO - CLEAN-OUT
- HM - HYDRO METER
- LRO - LAND REGISTRY OFFICE



**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

**BROOKS LISE SURVEYING LTD**

ONTARIO LAND SURVEYORS  
 UNIT 1-17 WELLINGTON ST. NORTH, WOODSTOCK, ON, N4S 6P1  
 TEL. 519-539-8089 EMAIL: brooksmuir@bellnet.ca

L10950

DRAWING: TAS      CHECKING: AJL      CREW CHIEF: JS

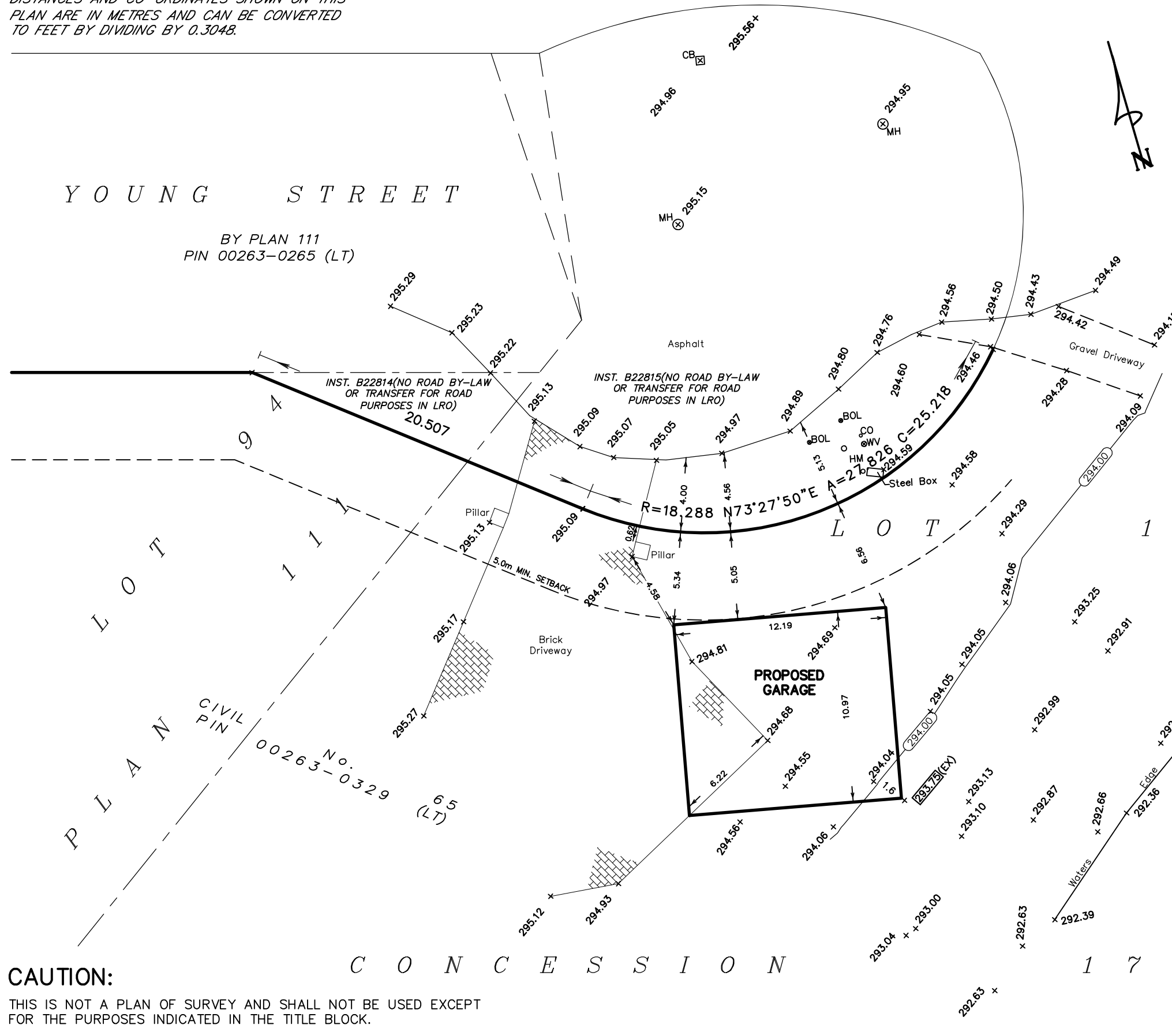




Plate 4: Applicant's Sketch - Location Options

File No.: A05-23 – Maurer

Part Lot 94, Plan 111, Part 1, 41 R7592, Part Lot 10, Concession 17 (East Zorra), Township of East Zorra-Tavistock - 65 Young Street, Innerkip

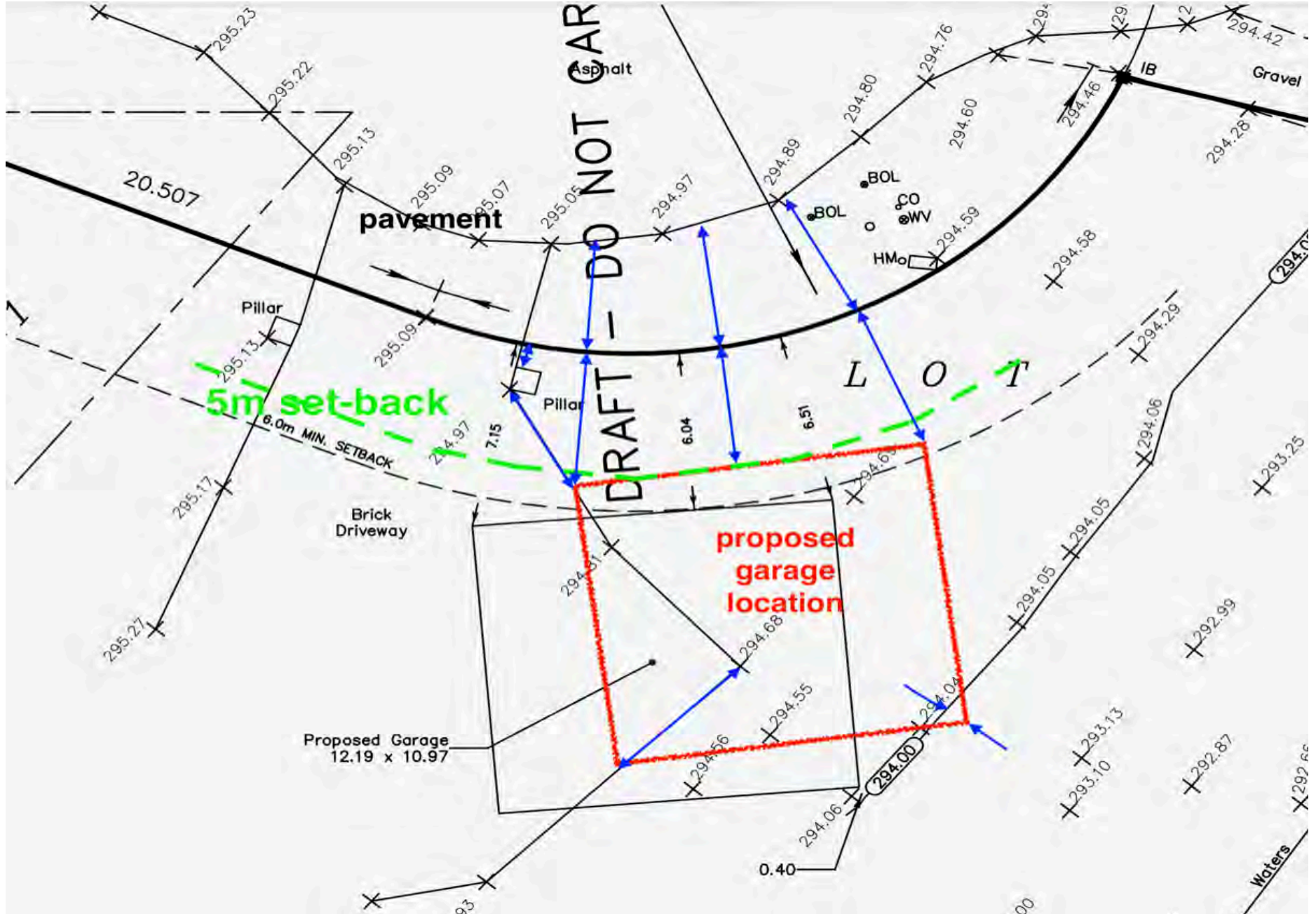
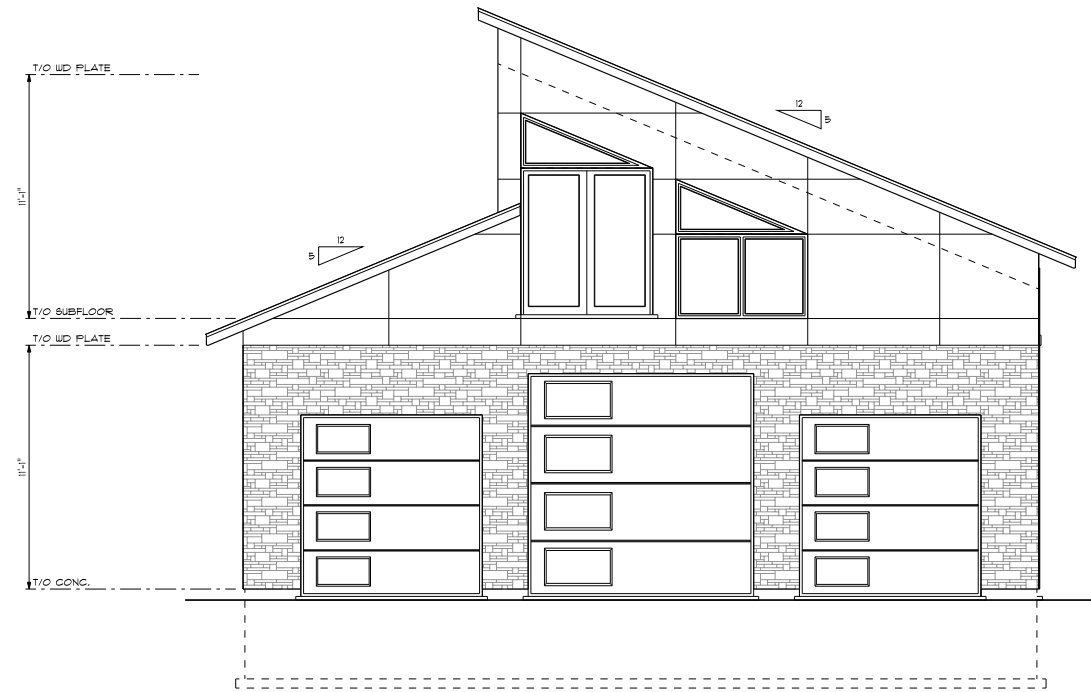


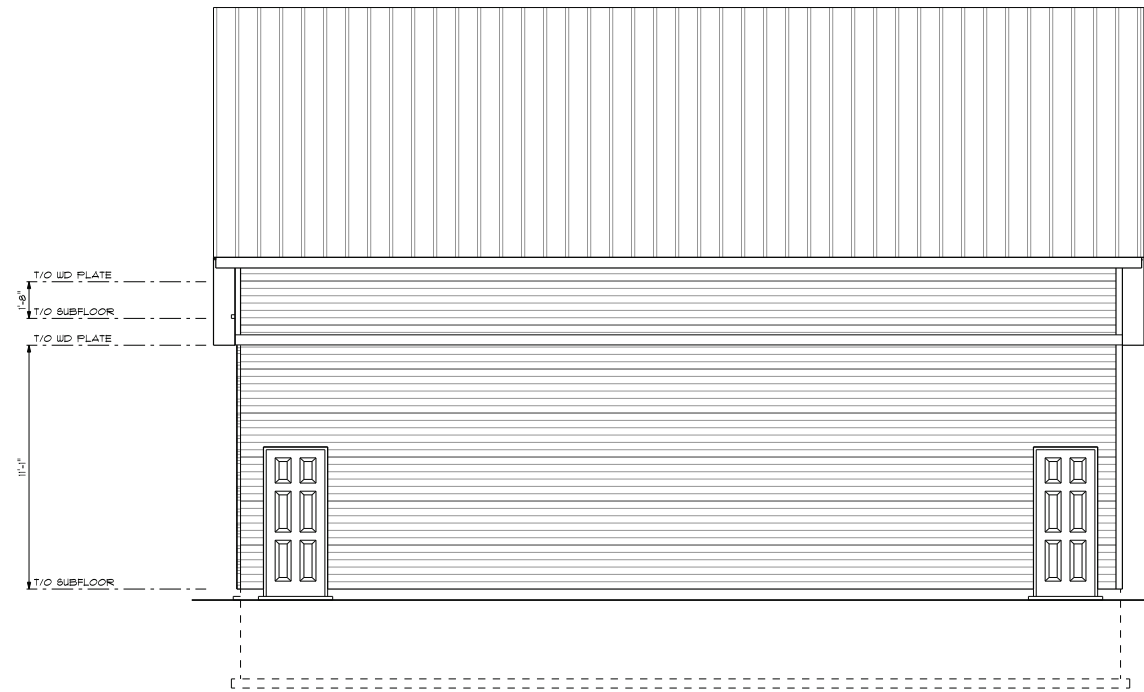
Plate 5: Applicant's Sketch - Elevations

File No.: A05-23 - Maurer

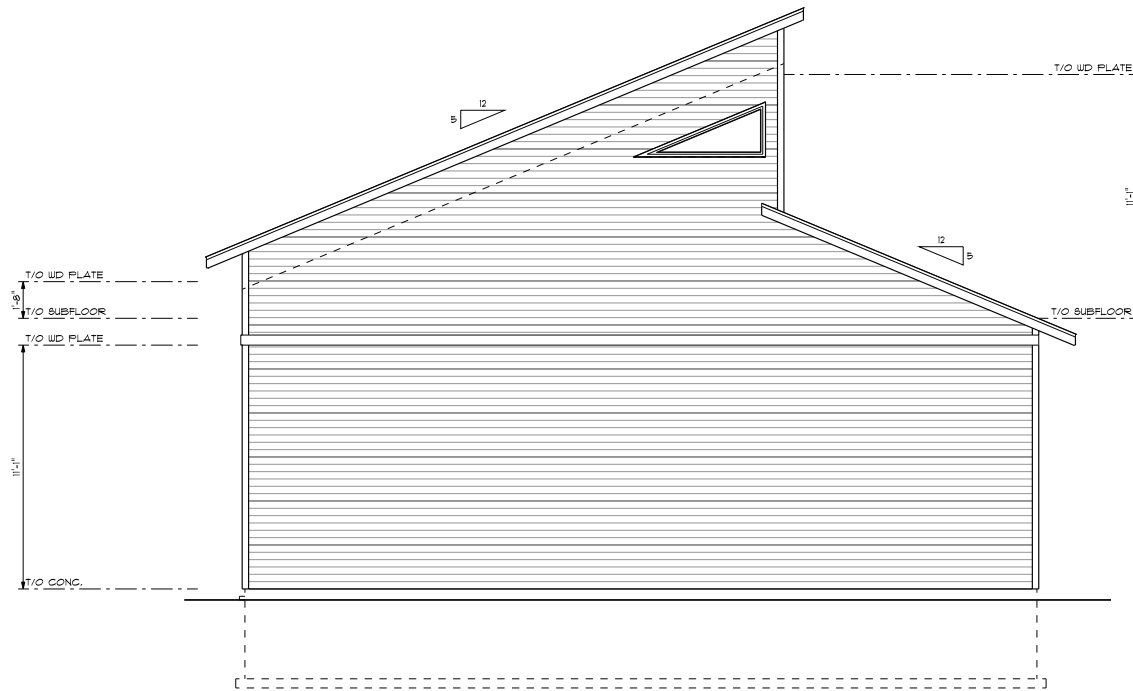
Part Lot 94, Plan 111, Part 1, 41 R7592, Part Lot 10, Concession 17 (East Zorra), Township of East Zorra-Tavistock - 65 Young Street, Innerkip



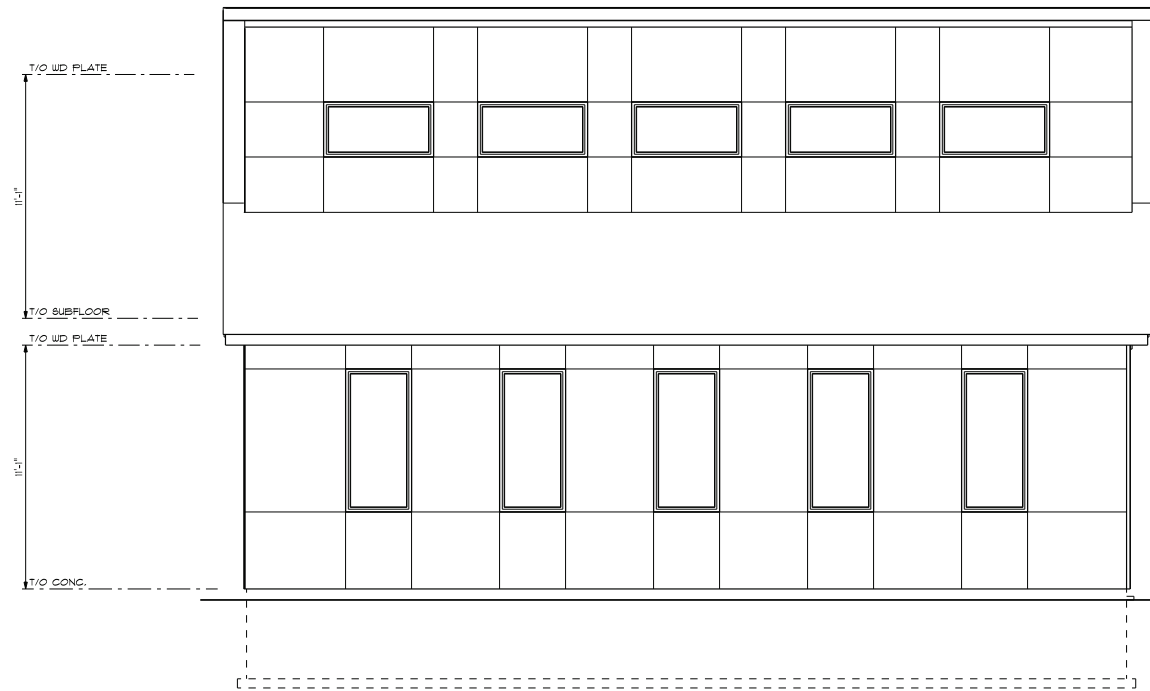
FRONT ELEVATION - DRAFT 2  
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION - DRAFT 2  
SCALE: 1/4" = 1'-0"



REAR ELEVATION - DRAFT 2  
SCALE: 1/4" = 1'-0"



LEFT ELEVATION - DRAFT 2  
SCALE: 1/4" = 1'-0"

GENERAL NOTES

- CONTRACTOR TO CHECK & VERIFY ANY DISCREPANCIES BEFORE CONSTRUCTION BEGINS.
- ALL CONSTRUCTION, MATERIALS & EQUIP. TO ADHERE TO LATEST EDITION OF O.C.B. & LOCAL BY-LAWS.
- ALL FOOTINGS TO BEAR ON UNDISTURBED SOIL TO LOCAL FROST LEVELS (4'-0" MIN. BELOW GRADE) REFER TO PLANS, X-SECTIONS & DETAILS FOR ALL TYP. CONSTRUCTION DETAILS AND NOTES.
- 1 1/2" MIN. CONC. REBAR COVERAGE
- MIN. CONC. STRENGTH (28 DAYS) - 20 MPa (3000 psi)
- STEEL STRENGTH - 400 MPa (60 ksi)
- ASSUMED SOIL BEARING CAPACITY - 15'0 psf
- CONSTRUCTION SEQUENCING
- BACKFILL INTERIOR OF BUILDING W/COMPACTED SAND BACKFILL TO BE PLACED IN 1' (30cm) LIFTS EVENLY AROUND STRUCTURE.
- COMPACT BACKFILL TO 85% STANDARD PROCTOR.
- ROOF TRUSSES & GIRDERS DESIGNED BY TRUSS MANUF.
- PROVIDE TEMPORARY BRACING FOR ALL COLUMNS UNTIL FINAL BRACING INSTALLATION COMPLETE.

DESIGN NOTES

- DESIGN DATA LOCATION: WOODSTOCK
- GROUND SNOW LOAD: 1.9 KPA (39.1 psf)
  - SPECIFIED SNOW LOAD: 1.45 KPA (30.3 psf)
  - DEAD LOAD: 0.48 KPA (10 psf)
  - WIND LOAD (150): 0.44 KPA (9.2 psf)
- 1/2" PERIMETER EXPANSION JOINT FOR POURED CONC. SLABS  
1/4" CONTROL JOINTS @ 10' O.C. E.W. IN POURED CONC. SLABS  
ALL WOOD NO. 2 SFRUGE OR BETTER  
ALL BOLTS GALVANIZED STEEL
- MAX. BRICK LINTEL SPANS  
4" BRICK/STONE O.B.C. 9.20.B.2.
- BL-1 4" V x 3 1/2" H x 1/4" T 8'-0"
  - BL-2 5" V x 3 1/2" H x 5/16" T 10'-1"
  - BL-3 6" V x 3 1/2" H x 7/16" T 11'-1"
  - BL-4 6" V x 3 1/2" H x 1/2" T 12'-4"

- STAIR INFO. LEGEND
- RISE: MAX. 7 1/8"
  - RUN: MIN. 10 1/8"
  - TREAD: MIN. 11"
  - NO.ING: MAX. 1"
  - HEADROOM: MIN. 6'-8"
  - UNIFORM RISE/RUN
- SOLID BEARING
  - SB FOR GIRDER
  - POINT LOAD
  - S.J. SINGLE JOIST
  - D.J. DOUBLE JOIST
  - T.J. TRIPLE JOIST
  - D.C.J. DOUBLE CEILING JOIST

STRUCTURAL NOTES

- ALL EXTERIOR & INTERIOR LINTELS TO BE MIN. (2) PLY 2X10 C/W 2X4 DRYWALL NAILER & PLYWOOD FILLERS BETWEEN EACH PLY, UNLESS NOTED OTHERWISE.
- ALL NOTCHING & DRILLING OF FRAMING MEMBERS TO CONFORM TO NATIONAL & LOCAL BUILDING CODES.
- PROVIDE APPROPRIATE SOLID BLOCKING WITHIN FLOOR SYSTEM FOR LOADS ABOVE.

DESIGNER DISCLAIMER

- THESE PLANS WERE PRODUCED WITH INFORMATION PROVIDED ON OR BEFORE THE PRINTED DATE.
- IF ANY ERRORS OR OMISSIONS ARE FOUND ON THE DRAWINGS, THE DESIGNER IS TO BE INFORMED IMMEDIATELY TO HELP RESOLVE ANY ISSUES PRIOR TO THE WORK PROCEEDING.
- HVAC STRUCTURAL REQUIREMENTS TO BE VERIFIED AND MET ON SITE WITH THE HVAC INSTALLER.

PLAN AREAS

- MAIN FLOOR PLAN 1440 sq. ft.
- LOT COVERAGE 1440 sq. ft.

PROPOSED SHOP FOR  
ROLF MAURER  
65 YOUNG ST. INNERKIP  
PROJECT NUMBER  
11235-23-01

**djDESIGN**  
Architectural • Energy • HVAC

Phone: (519) 539-9987 378 Hunter Street  
E-mail: plans@djdesign.ca Woodstock, ON  
Website: www.djdesign.ca N4B 4G2

THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATIONS AND TITLES THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO DESIGN THE WORK SHOWN.

QUALIFICATION INFORMATION  
REQUIRED UNLESS DESIGN IS EXEMPT UNDER 2.1.1.1. OF THE BUILDING CODE

DEREK JUKEMA 21759  
NAME BCIN

\_\_\_\_\_  
SIGNATURE

FRONT & REAR ELEVATION

Scale: 1/4" = 1'-0"

Date: 2023-03-24

Drawn by: JVB

Designed by: JENSEN@DJDESIGN.CA

Checked by: ATW

**A-1**

DRAFT PLAN  
NOT FOR  
CONSTRUCTION

WE SHARE IN YOUR EXCITEMENT! PLEASE LIKE US ON FACEBOOK AND TAG US ON INSTAGRAM SO WE CAN SEE YOUR PROJECT

#6.a

Placeholder page for Agenda Item 6.a –  
Conferences & Seminars

#6.b

Placeholder page for Agenda Item 6.b - County Council – Update & Questions

#6.c

Placeholder page for Agenda Item 6.c –  
Staff Reports and Questions for Staff

# STAFF REPORT

Report #FC2023-06

To: His Worship the Mayor and Members of Council

From: Scott Alexander, Township Fire Chief

Re: Fire & Protective Services – Summer 2023 Council Report

Date: July 26, 2023

## Departmental Highlights:

### Fire Department:

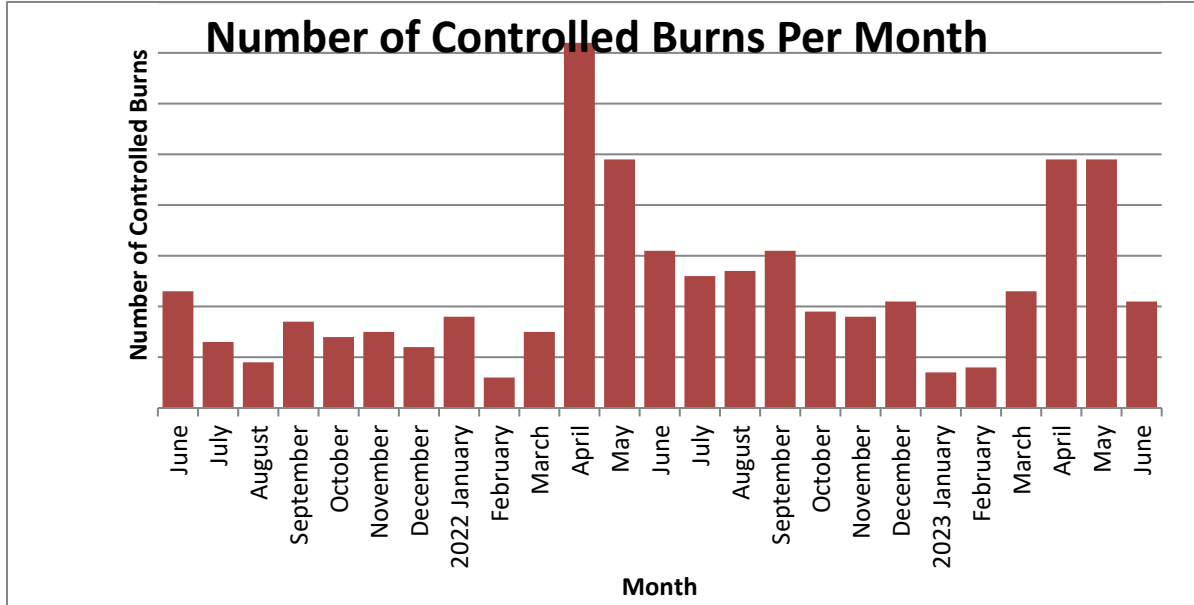
- The 2023 recruit class has successfully passed their Firefighter I & II training. Congratulations go out to the Township recruit class consisting of Nathan Brenneman, Liam Downing, Kyle Harwood, Jack Lampkin and Laura Witmer.
- Firefighters continue to attend RFSOC courses, with 5 registrations in NFPA 1072 Pump Ops and one new enrollment in NFPA 1072 Haz Mat Awareness. As well, Zorra Township has arranged for the **Province's** Mobile Live Fire Training Unit to be deployed to the Thamesford Station during the last week in July. East Zorra-Tavistock was fortunate to have 24 firefighters join with firefighters from Oxford County and the surrounding area in 4-hour training sessions experiencing the realities of flame, heat, high humidity and severely restricted visibility in a controlled and safe environment.
- FPO Hayman continues to play a vital role in EZT. Over the last two months he has met with the TVDSB fire safety representative, attended an OFM webinar regarding smoke alarms and conducted two residential inspections for smoke alarms. He also performed both a library and an apartment building inspection (revealing a fire department connection and access issues). Additionally, he investigated two open air burn complaints. He is now starting on the 2023 mandatory vulnerable occupancies and inspections. Other fire prevention activities included assisting Innerkip Station with fire extinguisher training with 40 students and inspection of two farm buildings for demolition and controlled burn planning.



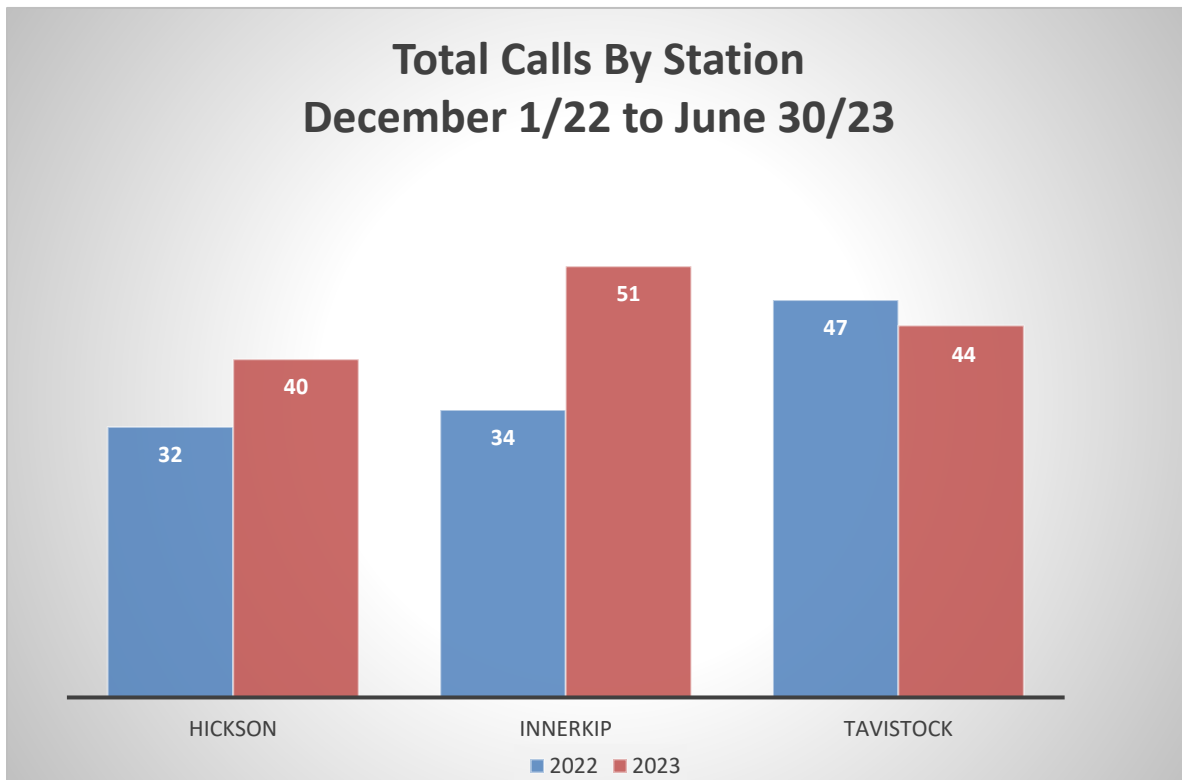
- One of the outcomes of the **OFM's Operation Safer Conference** was the establishment of a specific day to remind everyone to check their smoke alarms. The conference was organized to address the increasing number of fire deaths in the province, specifically in buildings lacking working smoke alarms. "Check Your Smoke Alarm Day" has been declared for September 28<sup>th</sup> with a media campaign called "Saved By The Beep" to lead the movement. The Township has already ordered supplies and is looking into opportunities to promote the event.
- **This year's Fire Prevention Week** campaign has been announced- "**Cooking safety starts with YOU. Pay attention to fire prevention.**" The main aim for this year is to educate the public about basic cooking safety precautions they can take to keep themselves and those around them safe when cooking. NFPA has recognized that cooking is still the main cause of house fires, and with more people now working from home and with the increased distractions of items such as cell phones a focused program to educate people is needed. Fire Prevention Week will be held from October 8<sup>th</sup> to 14<sup>th</sup>.
- Staff has submitted applications for two grants - Project Assist and Project Zero. Project Assist is a program that provides up to \$5,000 towards firefighter training materials while Project Zero provides free smoke/CO alarms to be distributed throughout the community through educational opportunities.
- The Rural Fire Services of Oxford County will again be providing both initial response and farm safety/fire prevention information for **Canada's Outdoor Farm Show this year, including** sending **Hickson's** side-by-side unit at the show for emergency response and site monitoring.
- Township staff would like to announce that Innerkip Station Chief Nick Dorken has successfully been named the new Chief at the Municipality of Thames Centre. Chief Dorken began his new position on July 24<sup>th</sup> and has been asked to step down as Station Chief to concentrate on his new position. Staff will be meeting with him and the other station officers in the near future to plan for the transition within the station.

Controlled Burn Approvals:

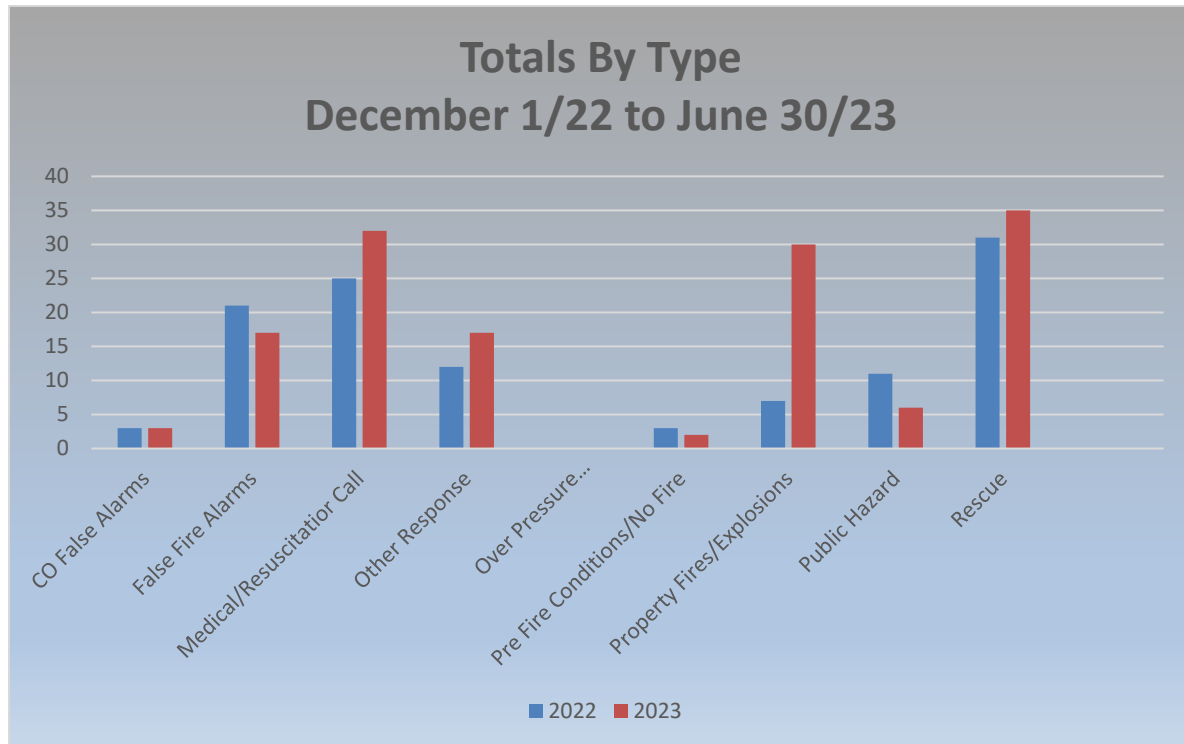
- June (2023): 21
- Year to Date: 157



TOTAL FIRE CALLS FOR 2023 (December 1/22 to June 30/23)



## TOTALS BY TYPE-2 YEAR COMPARISON (Dec. 1/21 to June 30/23)



## Emergency Management:

- **Staff will be attending the "Building Linkages in Emergency Management" Symposium on October 17 & 18 in St. Catherines.** Some of the topics on the agenda include Adapting to Climate Change in Canadian Municipalities, an Emergency Management Ontario update, and Mental Health and Wellness During Emergency Response.
- On July 14<sup>th</sup>, Oxford County announced that Diane Marshall has returned to work with the County emergency management program. Diane is no stranger to both the County and the Township as she worked in a similar position with the County before leaving for other opportunities.

## Legislation

- On July 17<sup>th</sup>, the OFM announced a new communique requiring mandatory notification of fires and explosions involving lithium-ion batteries. Numerous reports of fires starting with the charging, overheating and even explosions associated with these batteries have become more frequent with their increasing use. The OFM now mandates the specific Standard Incident Reports (**SIR's**) be submitted when these batteries are involved in an incident.

- On June 15<sup>th</sup>, the OFM announced the appointment of a new Deputy Fire Marshal, John Snider effective July 4<sup>th</sup>.

Recommendation:

1. None. For Council information only.

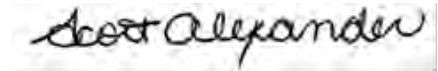
Reviewed by C.A.O.:



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Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



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Scott Alexander  
Township Fire Chief

# STAFF REPORT

Report #BCO2023-05

To: His Worship the Mayor and Members of Council

From: Melanie Shiell, By-law Compliance Officer

Re: By-law Compliance – Summer 2023 Council Report

Date: July 26, 2023

## Departmental Highlights:

- None to report

## Legislative Updates:

- None to report

## By-law Compliance Activity for May/June 2023

OCCURRENCE TYPE	NUMBER OF NEW OCCURRENCES (Commenced this Month)		NUMBER OF ON-GOING OCCURRENCES (Commenced prior to this Month)	YEAR TO DATE OCCURRENCES	
	Open	Closed	Open	Open	Closed
Property Standards	3	2	1	2	7
Clean Yard					
Animal Control	3		1	4	2
Parking	9	8		1	12
Noise	1	1			4
Zoning	3	2	1	2	2
Illegal Dumping					
Inquiry	12	12			13
Canine	1	1			3
Other					
TOTAL	32	26	3	9	43

5-Year Comparison (New By-law Occurrences) - May/June

Occurrence Type	2018	2019	2020	2021	2022
Property Standards	8	2	7	7	2
Clean Yard	6				
Animal Control	2	2	1	1	3
Parking		3	1	2	1
Noise	1	3	1	2	2
Zoning	2	3	1		2
Illegal Dumping	1	1			
Inquiry	4			2	1
Canine	2	1	3	1	5
Other	1	2		2	3
Total	27	17	14	17	19

Attachments:

- None

Recommendation:

1. None. For Council information only.

Reviewed by C.A.O.:

Report prepared  
and submitted by:

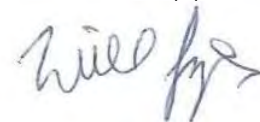


Karen DePrest  
Chief Administrative Officer



Melanie Shiell  
By-law Compliance Officer

Department Approval:



Will Jaques  
Corporate Services Manager/Clerk

# STAFF REPORT

Report #CSM2023-09

To: His Worship the Mayor and Members of Council

From: Will Jaques, Corporate Services Manager

Re: Corporate Services – Summer 2023 Council Report

Date: July 26, 2023

## Departmental Highlights:

- None.

## Legislative Updates:

- None.

## Status of Land Use Planning Matters:

Applicant	Location	Application Type	Nature of Application	Status of Applications
Engberts	21 Burton St., Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
Oxford Road Developments 5 Inc.	Extension of Phase #1 subdivision (Innerkip)	SDA OPA ZBA	OPA and ZBA required as part of the application for subdivision.	Applications received.
Stevenson	201 Stonegate Rd., Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.

Applicant	Location	Application Type	Nature of Application	Status of Applications
2825085 Ontario Inc.	32 Jacob St. E. Tavistock	Severance	Severance of an existing parcel of land (2 new lots).	Severance application approved and conditions being fulfilled.
Leslie	844944 Braemar Side Road	Severance ZBA **Note – additional severance for the access to the new lot**	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
peopleCare Inc.	28 William St. S., Tavistock	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
Maurer	65 Young Street, Innerkip	MVA	Relief to allow for an increase in the max. size of an accessory building.	Public Hearing initially occurred on July 5/23. Application deferred. Second Public Hearing to be held Aug. 2/23.
Township of East Zorra-Tavistock	Township-wide	ZBA	ZBA to recognize ARU policies in the Zoning By-law.	Process complete.
McKay	615899 13 <sup>th</sup> Line	Severance ZBA	Severance of an existing parcel of land, as well as the associated zoning by-law amendment.	Applications received.



Applicant	Location	Application Type	Nature of Application	Status of Applications
Chambers	182 Blandford Street, Innerkip	MVA	Relief to allow for an increase in the max. height and gross floor area of an accessory building.	Application received.
Stere	98 Jacob Street W., Tavistock	MVA	Relief to allow for a decrease in the rear yard setback and max. lot coverage.	Application received.

Attachment:

- None.

Recommendation:

1. None. For Council Information.

Reviewed by C.A.O:




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Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:




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Will Jaques  
Corporate Services Manager

# STAFF REPORT



Report #CAO2023-08

To: His Worship the Mayor and Members of Council  
From: Karen DePrest, CAO/Treasurer  
Re: CAO/Treasury – Summer 2023 Council Report  
Date: July 26, 2023

## Departmental Highlights:

- The 2023 approved budget has been loaded to our financial system and monthly reporting is summarized below, with account detail reports available, as needed.
- The municipal auditor was on site July 26<sup>th</sup>. The bulk of the field work required to present the 2022 Draft Financial Statements at the September 6<sup>th</sup> meeting of Council, was completed.
- Final 2023 Tax Bills will be going out the first week in August, with the due dates of August 31<sup>st</sup> and November 30<sup>th</sup>, 2023. Notifications to ratepayers of the new 11-month Pre-Authorized Payment Plan will be provided.
- A kick-off meeting with OpenSpace on the construction of the new Tavistock Spray Pad is being held on August 2<sup>nd</sup> in the afternoon, so that an update on the planning can be provided to the Recreation Advisory Committee (RAC) at its meeting on August 9<sup>th</sup>.
- Staff have tentatively scheduled public information sessions on the new Municipal Alcohol Policy on Thursday, August 17<sup>th</sup>. Information on those sessions will be shared with the RAC, as well as through our various media channels.
- Staff continue to work on an updated user fee schedule for our facilities, but would like Council to consider delaying any rate changes until January 1<sup>st</sup>, 2024, so that rate changes will come into effect in alignment with the budget year.
- The Request for Proposals for the Township’s first official Strategic Master Plan was issued on Tuesday, July 25<sup>th</sup> with a closing date of August 23<sup>rd</sup>. Staff intend to evaluate the proposals and bring a recommendation to Council for award at its September 6<sup>th</sup> meeting.

- Construction continues on the new Administration Building, with a current projected occupancy date of late September potentially early October. Staff are currently reviewing technology options and software for Council meetings so that changes can be implemented to both upon move-in to the new facility.

Legislative Updates:

- None

Financial Highlights:

Township of East Zorra-Tavistock  
**SUMMARY OF NET DEPARTMENTAL BUDGETARY TAX IMPACTS**  
**2023 Approved Operating and Capital Budgets**

Revised Date: 28-07-2023  
 % Budget Period: 56.99%

Net Budgets By Department	2023 Approved	2023 Actual to Date	Difference (Budget - Actual)	% Actual/Budget
Building, Locates and Drainage	358,264	118,781	239,483	33.15%
Corporate Services	2,503,187	1,295,317	1,207,870	51.75%
Fire and Protective Services	1,311,282	273,462	1,037,820	20.85%
Parks and Recreation	832,686	284,824	547,862	34.21%
Public Works	3,127,429	1,548,344	1,579,085	49.51%
Treasury Services	(889,654)	(675,453)	(214,201)	75.92%
	<b>7,243,195</b>	<b>2,845,275</b>	<b>4,397,920</b>	<b>39.28%</b>

Attachments:

- None

Recommendation:

- None

Respectfully submitted by:




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Karen DePrest  
 Chief Administrative Officer/Treasurer

**THE CORPORATION OF THE  
TOWNSHIP OF EAST ZORRA-TAVISTOCK  
COUNTY OF OXFORD  
BY-LAW # 2023 - 26**

---

Being a by-law to confirm all actions and proceedings of the Council.

**NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:**

All actions and proceedings of the Council taken at its meeting held on the 2<sup>nd</sup> day of August, 2023 except those taken by By-law and those required by law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out herein provided, however, that any member of this Council who has dissented from any action or proceeding or has abstained from discussion and voting thereon shall be deemed to have dissented or abstained, as the case may be, in respect of this By-law as it applies to such action or proceeding.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 2<sup>nd</sup> DAY OF AUGUST, 2023.**

---

Phil Schaefer, Mayor

seal

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Will Jaques, Clerk