

# **The Corporation of the City of Woodstock Council Agenda**

Meeting Date: Thursday June 1, 2017  
Place: Woodstock City Hall, Council Chambers  
Closed Session: No Closed  
Regular Session: 7:00 PM  
Additional Items: ➤  
Resolutions: Councillor Jerry Acchione will read the resolutions

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- 1. Disclosure of Conflict of Interest**
- 2. Disclosure of New Business**
- 3. Matters arising from the Minutes**
- 4. Minutes**

[May 18, 2017 – regular meeting minutes](#)

- 5. Additions to the Agenda**
- 6. Presentations**
- 7. Delegations**

Any person or group of persons present as a Delegation authorized to address Council shall be limited to a maximum time of 5 minutes. In the case of a rebuttal, the same time limitation shall apply. Persons wishing to address Council must notify the Clerk's Office by 2:00 p.m. on the Friday prior to the date of the meeting, with a copy in writing of the matter. Once the agenda is made available to the public, if a matter is listed on the agenda to which anyone is desirous of addressing the Council in person on behalf of himself/herself or otherwise, such person or groups of persons shall notify the clerk.

## **Consideration of Delegations**

- 8. Consideration of Planning Reports**
- 9. Consideration of Correspondence**

[9a – Daniel Levitan, Director, Government Relations & Public Affairs, Hydro One](#)

- 10. Mayor's Reports**
- 11. Councillor Reports**
- 12. Department Reports**

The following resolutions have been prepared to facilitate Council's perusal of the various matters and are suggested for consideration

## **A - Administrative Services**

[A-1 - Business Improvement Area – Special Area Charges](#)

### Recommendation:

That Woodstock City Council approve the B.I.A. tax rates and the necessary by-law passed.

## **D - Parks and Recreation**

[D-1 - Future Aquatic Facilities](#)

### Recommendation:

That Woodstock City Council receive the report on Aquatic Facilities and direct that further data be collected to identify improvements to meet community needs;

And further that Woodstock City Council refer capital improvements to keep Lion's Pool operational to the 2018-2022 Capital Budget.

[D-2 - Recreational Swimming Fee in June](#)

### Recommendation:

That Woodstock City Council approve a temporary fee reduction to \$2.00 for all ages recreational swimming on Tuesday, Thursday and Friday evenings for the month of June in recognition of Parks and Recreation month.

**13. Special Committee and Advisory Task Force Reports**

[13a-i – Norwich Township - Boundary Adjustment Committee Report](#)

➤ [13a-ii – Norwich Township - Boundary Adjustment Committee Report](#)

**Recommendation:**

That Woodstock City Council approves the forwarding of the draft Boundary Adjustment Proposal to the Township of Norwich Council for their consideration and, if acceptable in principle, requests that the Township schedule the statutory public meeting.

**14. Notice of Motion**

**15. New Business**

**16. Draft By-laws**

[9134-17 - A by-law to provide for the purchase of certain lands owned by Kelsey-Hayes Canada Ltd. and for the sale of certain lands to Toyota Boshoku Canada Inc.](#)

[9135-17 - A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to 479603 Ontario Limited.](#)

[9136-17 - A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to PICI Investments Inc. \(495 Dundas Street\).](#)

[9137-17 - A by-law to approve the estimates for the Board of Management for the Business Improvement Area for the fiscal year ending December 31, 2017 and to provide for the adoption of special tax rates and to further provide for penalty and interest in default of payment thereof for 2017.](#)

➤ [9138-17 - A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to 2575449 Ontario Inc.](#)

**17. Questions and Address by members of council**

This portion of the meeting is not recorded.

**18. Adjournment**

A regular meeting of the Woodstock City Council was held on the above mentioned date commencing with Closed Session on 2<sup>nd</sup> Floor in the Board Room at 6:40 p.m. followed by Open Session at 7:00 p.m. in Council Chambers at City Hall.

Moved by Councillor C. Lauder

Seconded by Councillor S. Talbot

That Council now rise and go into Closed Session for the consideration of:

- Personal matters about identifiable individuals

Carried

All members of Council were present with the exception of Mayor T. Birtch. Acting Mayor J. Acchione chaired the meeting.

Moved by Councillor C. Lauder

Seconded by Councillor S. Talbot

That Council adjourn the Closed Session portion of the meeting at 6:50 p.m.

Carried

#### **Disclosure of Conflict of Interest**

None

#### **Minutes**

Moved by Councillor C. Lauder

Seconded by Councillor D. Tait

That the minutes of the Regular meeting of Woodstock City Council held on Thursday May 4, 2017 be adopted.

Carried

#### **Additions to the Agenda**

Moved by Councillor C. Lauder

Seconded by Councillor D. Tait

That the following items be added to the agenda:

- Delegation 7a – Loxcy Norris - ZN 8-17-06 – Application for Zone Change, 784 Grosvenor St.
- Delegation 7b - Susan Bradford - ZN 8-17-06 – Application for Zone Change, 784 Grosvenor St.

Carried

#### **Delegations**

a) Loxcy Norris - ZN 8-17-06 – Application for Zone Change, 784 Grosvenor Street  
Loxcy Norris, resident of 801 Grosvenor Street, spoke in opposition to the application. This item is dealt with under Consideration of Planning Reports item 8a.

- b) Susan Bradford - ZN 8-17-06 – Application for Zone Change, 784 Grosvenor Street  
Susan Bradford, resident of 809 Grosvenor Street, spoke in opposition to the application. This item is dealt with under Consideration of Planning Reports item 8a.

**Consideration of Planning Reports**

- a) ZN 8-17-06 – Application for Zone Change – Craig Cassidy, 784 Grosvenor Street  
Moved by Councillor T. Poetter  
Seconded by Councillor S. Shapton

That Woodstock City Council defer Application for Zone Change ZN 8-17-06 and request that the applicant provide staff with further details regarding the secondary unit.

Carried

Action – Planning, Clerks

**Correspondence**

- a) Dallas Van Dyk, Chair, Runway of Stars – WDDS Expansion Campaign  
Moved by Councillor C. Lauder  
Seconded by Councillor T. Poetter

That the correspondence received from Woodstock and District Developmental Services regarding the 2017 Runway for Stars request for in-kind support be supported.

Carried

Action – Parks and Recreation, Clerks

- b) Kelly Morrison, Manager BIA – 2017 BIA Budget  
Moved by Councillor S. Talbot  
Seconded by Councillor D. Tait

That the Downtown Woodstock BIA 2017 Budget be approved as presented.

Carried

Action – BIA, Administrative Services

**Department Reports**

**A – Administrative Services**

- A-1 Statement of Revenue and Expenditure for the period ending April 30, 2017  
Moved by Councillor S. Shapton  
Seconded by Councillor T. Poetter

That Woodstock City Council receive the Statement of Revenue and Expenditure for the period ending April 30, 2017 as information.

Carried

A-2 Final Tax Rates

Moved by Councillor T. Poetter

Seconded by Councillor C. Lauder

That Woodstock City Council approve the final tax rates and that the necessary by-law be passed.

Carried

Action – Administrative Services

A-3 Vacant Unit Rebate Program Amendment

Moved by Councillor C. Lauder

Seconded by Councillor S. Shapton

That Woodstock City Council receive the report approved by County Council dealing with the Vacant Unit Rebate Program Amendment as information.

Carried

**D – Parks and Recreation**

D-1 Sponsorship Funds

Moved by Councillor D. Tait

Seconded by Councillor S. Shapton

That Woodstock City Council approves the creation of a Parks and Recreation reserve fund;

And further that Woodstock City Council approve that the funds received from Sponsorship of Parks and Recreation assets that exceed \$10,000 be contributed to the Parks and Recreation reserve fund.

Carried

Action – Parks and Recreation, Administrative Services

**E – Development Commissioner**

E-1 Proposed Purchase and Sale of Industrial Land

Moved by Councillor S. Talbot

Seconded by Councillor C. Lauder

That Woodstock City Council authorize the Mayor and Clerk to sign a land purchase agreement with ZF TRW for approximately 0.9 acres of land and that the necessary Bylaw be read;

And further that Woodstock City Council authorize the Mayor and Clerk to sign a land sale agreement with Toyota Boshoku for approximately 0.9 acres of land and that the necessary Bylaw be read.

Carried

Action – Economic Development, Clerks

**E-2    Sale of 1.7 Acres of City-owned Industrial Land to 479603 Ontario Limited**

Moved by Councillor S. Shapton

Seconded by Councillor S. Talbot

That the Mayor and Clerk be authorized to sign an agreement of Purchase and Sale with 479603 Ontario Limited for \$152,490 and that the necessary Bylaw be read.

Carried

Action – Economic Development, Clerks

**F – Clerks Department**

**F-1    GA007 – Special Occasion Permit Policy**

Moved by Councillor T. Poetter

Seconded by Councillor S. Talbot

That City Policy GA007 – Special Occasion Permit Policy be adopted as amended;

And further that City Policy GA017 – Delegation of Powers and Duties be updated accordingly.

Carried

Action – Clerks

**G – Chief Administrative Officer**

**G-1    City Beautiful Award Policy Change**

Moved by Councillor D. Tait

Seconded by Councillor C. Lauder

That Woodstock City Council approve the change to Policy PR011 inviting the recipients to attend a dinner on an available date in the month of September.

Carried

Action - Communications and Special Events, Parks and Recreation, Clerks

**By-laws**

Moved by Councillor C. Lauder

Seconded by Councillor D. Tait

That the following by-laws be given a first and second reading:

- 9131-17 - A by-law to govern and regulate the finances for the City of Woodstock for the fiscal year ending December 31st, 2017 to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2017
- 9133-17 - A by-law to amend Zoning By-law Number 8626-10, as amended James St-Clark St S - ZN 8-16-18

Carried

Moved by Councillor C. Lauder

Seconded by Councillor D. Tait

That the following by-laws be given a third and final reading:

- 9131-17 - A by-law to govern and regulate the finances for the City of Woodstock for the fiscal year ending December 31st, 2017 to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2017
- 9133-17 - A by-law to amend Zoning By-law Number 8626-10, as amended James St-Clark St S - ZN 8-16-18

Carried

### **Adjournment**

Moved by Councillor T. Poetter

Seconded by Councillor S. Shapton

That the meeting adjourn at 7:33 p.m.

Carried

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**Acting Mayor – Jerry Acchione**

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**City Clerk – Amelia Humphries**

**Hydro One Networks Inc.**  
**Community Relations**  
483 Bay Street  
South Tower, 6<sup>th</sup> Floor  
Toronto, ON M5G 2P5

Tel: 1-877-345-6799  
Community.Relations@HydroOne.com



[www.HydroOne.com](http://www.HydroOne.com)

Ms. Amy Humphries  
Clerk, City of Woodstock  
P.O. Box 1539, 500 Dundas Street  
Woodstock, ON N4S 0A7

May 24, 2017

Dear Ms. Humphries:

**Re: Request for rate change for residents located north of the Thames River in the City of Woodstock**

At its March 23, 2017 meeting, Council considered correspondence from Mr. Albert Hargreaves and passed a resolution requesting that Hydro One change the rate classification for lands within the City limits, north of the Thames River, to the Urban classification. Hydro One Networks Inc. (Hydro One) has reviewed the resolution and would like to share further information about this subject.

Hydro One has standard residential customer rate classes which are approved by the Ontario Energy Board (OEB): High Density (UR), Medium Density (R1) and Low Density (R2). These rate classes are differentiated based on density of customers rather than municipal boundaries. If the density of customers is not uniform across a given municipality, residential customers in that municipality may fall under different customer classes.

As per the agreement governing the sale of the former Woodstock Hydro to Hydro One, customers' delivery rates are frozen until 2021 and a special rate class was approved by the OEB for customers who were formerly served by Woodstock Hydro/ Hydro One does not have the authority from the regulator to apply this special rate to other customers within the City of Woodstock who were not previously served by the former Woodstock Hydro.

As such, customers who live north of the Thames River within the City of Woodstock will continue to be classified as R1 based on their density.

I hope that this information is helpful in understanding the situation. If you have any further questions, please don't hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "Dan" followed by a stylized surname.

Daniel Levitan  
Director, Government Relations & Public Affairs  
Hydro One

Cc: Mr. Ernie Hardeman, MPP, Oxford



**TO: David Creery, Chief Administrative Officer**

**FROM: Diane Campbell, Deputy Treasurer**

**RE: Business Improvement Area – Special Area Charges**

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**AIM**

To obtain Council's approval of the Business Improvement Area (B.I.A.) estimates and special area tax rates for 2017.

**BACKGROUND**

Council approved the B.I.A. budget at the Council Meeting held on May 18, 2017. The Municipal Act requires that the B.I.A. estimates and special area tax rates be approved by by-law.

**COMMENTS**

The tax rates required to raise the levy have been calculated as follows:

<b>Tax Class</b>	<b>Sub Class</b>	<b>Tax Rate</b>
Commercial	Taxable	.00360494
Commercial	Vacant Land	.00252346
Industrial	Taxable	.00498527

The necessary by-law has been prepared and is included on this agenda for Council approval.

**RECOMMENDATION**

That the B.I.A. tax rates be approved and the necessary by-law passed.

*Authored by: Diane Campbell, CPA, CA, Deputy Treasurer*

*Approved by: David Creery, M.B.A., P. Eng., Chief Administrative Officer*

**To: David Creery, Chief Administrative Officer**  
**From: Brian Connors, Director of Parks & Recreation**  
**Re: Future Aquatic Facilities**

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## **AIM**

To provide council with an update on the status of future aquatic facility needs.

## **BACKGROUND**

In April 2015, a Recreation Facility Needs Study was completed and presented to council. This report concluded that additional aquatic facilities were not needed in Woodstock given our population and our current aquatic usage numbers. The 2015 study did however recommend renewing and modifying the Southside Aquatic Centre and decommissioning Lions Pool once it has been deemed no longer structurally or operationally viable. Although this study did not recommend opening a new outdoor pool in Woodstock, it did suggest that if Council choose to accept the financial and operating risks of constructing a new outdoor pool, then the preferred location would be at Cowan Fields.

Lion's outdoor pool was built 71 years ago in 1946 and throughout its history it has had a few repairs and structural changes. The latest and largest repair of any financial note was in 2012 where there was a partial lining repair that cost \$20,000. This pool is well past any lifecycle norms and a variety of mechanical and structural breakdowns could occur any year. If Lions pool ongoing operation is warranted further investment in a new liner, trench piping and mechanical system upgrade will be required in the next few years.

## **COMMENTS**

The recommendations and rational as to why either closing Lions Pool once it fails or closing it and replacing it with an outdoor pool at Cowan fields would have been forthcoming except for some very dramatic shifts in the usage patterns of Southside Aquatic Centre that has transpired after the recreational facility needs study was completed.

There are four driving data figures that are commonly used to determine if a pool is at or nearing community capacity. The first one is simply community population. Communities between 30,000- 45,000 are the provincial average to have one indoor pool. Communities that are between 45,000 to 60,000 could be considered for a second indoor aquatic facility if the community need is warranted. Given the tank size of Southside Aquatic Centre, Woodstock falls in the middle of a one to two aquatic facility community based on current and projected population growth patterns.

The data points that have changed significantly are weekly usage, operational hours and learn to swim capacity. The Recreation Facility Needs Study based their conclusions on data from 2014. The operational hours per week was 77 hours in 2014. The latest 2017 hourly pool usage has seen an increase up to 86.5 hours per week with plans this fall to move that to 88.5 hours per week based on increased community demand.

Overall aquatic facility usage is also an important data point. In 2014, the average weekly usage was 1,271 visits. Each year since this study has occurred, the weekly usage numbers have steadily increased. At the time of this report the usage numbers for 2017 stands at 1,644 visits per week.

Meeting the community's learn to swim needs is a major driver for developing aquatic facilities. The metrics that are used to determine capacity are lesson block densification and aquatic program usage numbers. The 2014 lesson data showed that lesson blocks were generally run by four swim instructors per hour and the total lesson revenue in 2014 came to \$191,000. In 2015, the last year Southside Aquatic Centre had a full uninterrupted learn to swim season, lessons were running with 11 instructors per hour with revenues of \$240,000 which represents a 25.6% increase. The aquatic registered participation revenues have also continued to increase in 2017 with the winter session producing the highest winter revenue numbers in the Aquatic Centre history.

These changes represent a significant shift in usage patterns and facility capacity since the 2014 study data was analyzed. If these trends continue, the need for a second indoor aquatic facility will arise or an addition to the existing one. Since this would involve considerable community investment further trending data is recommended. Woodstock's future aquatic needs are now tilting toward requiring additional water for all seasons. With further metrics council should have enough data to make an informed decision as to what the total aquatic inventory should be for the City of Woodstock. This means that both indoor and outdoor facility planning should be further analyzed to determine the future direction of aquatic facilities.

Lion's pool aquatic numbers have increased but less substantially than Southside Aquatic Centre. However, the increase in program usage since 2014 in both Lions pool and Southside Aquatic Centre has tipped the scales so that closing this outdoor pool without opening another pool would impact aquatic operations. In order to ensure best operational management of Lions pool a capital renewal process should be undertaken.

## **RECOMMENDATION**

That City Council receive the report on Aquatic Facilities and direct that further data be collected to identify improvements to meet community needs, and further that

City Council refer capital improvements to keep Lion's Pool operational to the 2018-2022 Capital Budget.

*Authored by: Brian Connors, Director of Parks and Recreation*

*Approved by: David Creery, M.B.A., P.Eng., Chief Administrative Officer*

**To: David Creery, Chief Administrative Officer**  
**From: Brian Connors, Director of Parks & Recreation**  
**Re: Recreational Swimming Fee in June**

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**AIM**

To ask council to approve a \$2.00 swim fee for the month of June for all recreational swims on Tuesday, Thursday and Friday evenings.

**BACKGROUND**

The current single user rates for recreational swims are \$2.75 for Youth (1-17), \$4.00 for Adults, and \$3.25 for Seniors (60+). The recreational swims in the month of June that are requested to be lowered to two dollars occur on Tuesday, Thursday and Friday evenings. There is a total of 12 recreational swims that are affected starting on Tuesday June 6 and running until Friday June 30<sup>th</sup>.

**COMMENTS**

This promotion comes during June which is Parks and Recreation month. Recreation and Parks Month is recognized by municipalities, community organizations, and schools as a way of promoting the benefits of being active and how recreation and parks contribute to quality of life.

**RECOMMENDATION**

That City Council approve a temporary fee reduction to \$2.00 for all ages recreational swimming on Tuesday, Thursday and Friday evenings in the month of June in recognition of Parks and Recreation month.

*Authored by: Brian Connors, Director of Parks and Recreation*

*Approved by: David Creery, M.B.A., P.Eng., Chief Administrative Officer*

**TO:** Members of Council

**RE:** **Norwich Township - Boundary Adjustment Committee Report**

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**AIM:**

To approve the forwarding of a boundary adjustment proposal to Norwich Township Council.

**BACKGROUND:**

City Council received CASPO Report 2016-19 concerning Woodstock Employment Lands on May 5<sup>th</sup>, 2016. The report provides a high level overview of employment land needs in the City of Woodstock to inform further discussion regarding municipal boundary adjustments going forward. The report identifies the need to expand the shovel ready land supply and suggested that opportunities to expand servicing east from the Patullo Ridge Business Park should be explored.

Vacant employment land supply, shovel ready or not, is a concern in the City. The City's inventory of vacant employment land continues to decline as land sales continue to be strong. It is increasingly difficult to present sites of different size and configurations to purchasers. Given the long time frame to bring land to development it is essential that the City has a long term view such that it can maintain a broad inventory of employment land.

City Council approved an invitation to enter into a boundary adjustment discussion with Norwich Township and the establishment of a Boundary Adjustment Committee comprised of Mayor Birtch, Councillor Lauder and Councillor Shapton.

Township Council accepted the invitation and created a Committee comprised of Mayor Martin and Councillor Buchanan.

The Township and City Committees met on a number of occasions and has developed a boundary adjustment proposal for consideration of the respective Councils.

**COMMENT:**

A draft framework of a Boundary Adjustment Proposal is appended. The scope of the proposed boundary adjustment is approximately 1,480 acres. The subject lands are attractive for industrial and commercial investments given the proximity to Highways 401 and 403. The lands include some residential, commercial and industrial uses but is primarily agricultural. The inclusion of the south side of the Highway 2 corridor will allow for future servicing of both sides of this corridor with municipal sewer and water services.

The proposed terms are modeled, for the most part, on the 2005 Boundary Adjustment with the Township of Blandford-Blenheim. Base compensation in form of the Township own purpose tax revenue is continued in perpetuity and further joint prosperity compensation in the form of a sharing of taxes from new commercial and industrial assessment in perpetuity.

There is no additional joint prosperity compensation for the residential tax class. A tax phase-in for current owners of properties in the residential and farmland property tax classes is proposed.

The Municipal Act requires public consultation by holding at least one public meeting and consultation with other such bodies as prescribed by the Minister or municipality before voting on whether to support or oppose a restructuring proposal. Accordingly the recommendation at this time is limited to forwarding the proposal to Township Council. If Township Council agrees to move forward with the boundary adjustment process, a public meeting will need to be scheduled. In this instance we request that Township Council select a date to hold a joint public meeting for this proposal and will work with Township Staff to coordinate the meeting.

**RECOMMENDATION:**

That City Council approves the forwarding of the draft Boundary Adjustment Proposal to the Township of Norwich Council for their consideration and, if acceptable in principle, requests that the Township schedule the statutory public meeting.

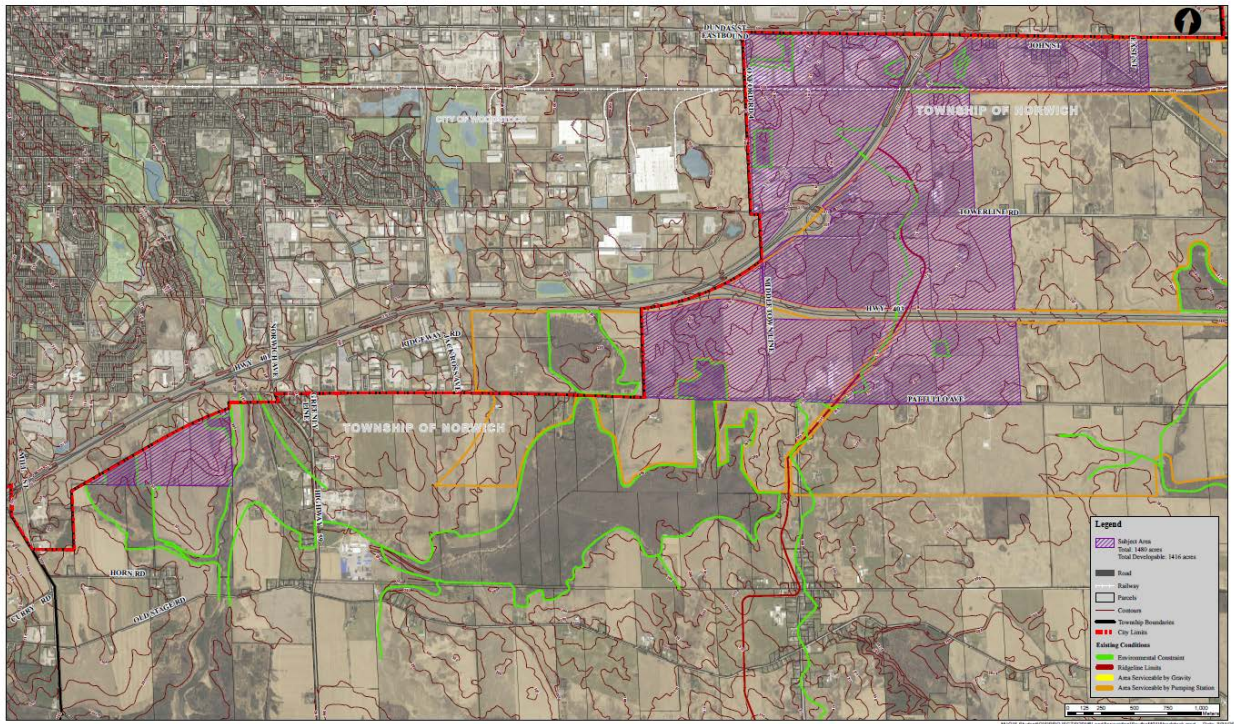
*Approved by: Trevor Birtch, Mayor, City of Woodstock*

*Approved by: Connie Lauder, Councillor, City of Woodstock*

## Norwich Township – Boundary Adjustment Proposal

### Proposed Lands Subject to a Boundary Adjustment

Approximate 1,480 acres



### Proposed Effective Date

January 1, 2018

### Compensation

- Ongoing Base Compensation – In perpetuity**

The City proposes to pay to the Township annually the total amount of the Township own purpose taxes levied by the Township in the year prior to the effective date of a boundary adjustment (assumes a January 1 effective date) for the proposed lands. Beginning in 2019 and for each subsequent year, the total amount payable shall be adjusted annually on January 1 by the percentage change during the previous 12 months (October to October) in the Canada Consumer Price Index.

- Joint Prosperity – In Perpetuity**

The City proposes to pay to the Township annually the following share of the City's own purpose taxes for increases (post boundary adjustment) in assessment on each property for the commercial and industrial tax classes:

Commercial tax class: 20% of the City's share of the Woodstock tax rate levied in each year.

Industrial tax class: 12% of the City's share of the Woodstock tax rate for the first \$50 million of industrial assessment in aggregate on the annexed lands and 24% for any industrial assessment in

excess of \$50 million in aggregate on the annexed lands. Notwithstanding the forgoing, the City shall pay to the Township 24% of the City's share of the Woodstock tax rate for all new assessment in the industrial tax class (since the effective date of annexation) commencing five years from the effective date of annexation.

### **Tax Phase-In**

Commencing January 1, 2018 Residential and Farmland property classes within the area to be annexed which would receive an increase in taxes occurring solely as a result of this restructuring will be phased in for the City portion of the real property tax bill equally over a period of five years. In 2018 all other tax classes will pay the full amount of the real property taxes assessed for municipal purposes by the City. Phase-in provisions will cease to apply to property that is sold or redeveloped subsequent to the effective date of the boundary adjustment.



TO: Members of Council

RE: **Norwich Township - Boundary Adjustment Committee Report**

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**AIM:**

To approve the forwarding of a boundary adjustment proposal to Norwich Township Council.

**BACKGROUND:**

City Council received CASPO Report 2016-19 concerning Woodstock Employment Lands ON May 5<sup>th</sup>, 2016. The report provides a high level overview of employment land needs in the City of Woodstock to inform further discussion regarding municipal boundary adjustments going forward. The report identifies the need to expand the shovel ready land supply and suggested that opportunities to expand servicing east from the Patullo Ridge Business Park should be explored.

Vacant employment land supply, shovel ready or not, is a concern in the City. The City's inventory of vacant employment land continues to decline as land sales continue to be strong. It is increasingly difficult to present sites of different size and configurations to purchasers. Given the long time frame to bring land to development it is essential that the City has a long term view such that it can maintain a broad inventory of employment land.

City Council approved an invitation to enter into a boundary adjustment discussion with Norwich Township and the establishment of a Boundary Adjustment Committee comprised of Mayor Birtch, Councillor Lauder and Councillor Shapton. Township Council accepted the invitation and created a Committee comprised of Mayor Martin and Councillor Buchanan.

The joint Township and City Committees met on 5 occasions. The City Committee met on 4 other occasions in order to develop and amend proposals. The first joint meeting was held on June 22, 2016 at which time the Township agreed to prepare an initial proposal for land and compensation. The Township presented a concept that would result in the designation of lands in the vicinity of Highways 401/403 as a settlement area, some of which would be retained within the Township boundary so that the Township could develop these lands. The City Committee indicated that the concept would not be considered by the City and agreed to prepare a new proposal for consideration. The City's initial proposal then comprised approximately 2,500 acres of land along with various compensation, including an annual payment to the Township of the share of the City's own purpose taxes for commercial and industrial tax classes for new assessment post boundary adjustment as follows:

Property with an assessed value greater than \$100 million – 24%  
Property with an assessed value between \$50 and \$100 million – 18%  
Property with an assessed value between \$10 and \$50 million – 14%  
Property with an assessed value less than \$10 million – 0%

This proposal was not acceptable to the Norwich Committee.

On March 24, the Norwich and Woodstock Committees met and reached agreement on a proposal that could be recommended to the respective Councils. This proposal comprises approximately 1,500 acres of land along with various compensation, including an annual payment to the Township of the share of the City's own purpose taxes for commercial and industrial tax classes for new assessment post boundary adjustment as follows:

Commercial Tax Class: 20%

Industrial Tax Class: 12% for the first \$50 million in taxable assessment for the first five years and 24% for any taxable assessment exceeding \$50 million, and 24% for all industrial tax class assessment after the five year period.

Other Tax Classes: 0%

On April 3<sup>rd</sup> the content of the agreement reached on March 24<sup>th</sup> was sent to the Township of Norwich. On April 3<sup>rd</sup> Norwich responded questioning whether indexing for base compensation was part of the agreement. On April 6<sup>th</sup> Norwich was advised that indexing for base compensation was not included with the agreement reached on March 24<sup>th</sup>. On April 12<sup>th</sup> a draft amending agreement was provided to Norwich including indexing for the residential tax class only (as no further compensation is included for this tax class). Norwich responded on April 12<sup>th</sup> indicating that their position is that indexing is required for all base compensation. On April 13<sup>th</sup> Woodstock requested a further meeting with the Norwich Committee to discuss this issue. The meeting was held on May 2<sup>nd</sup> with Norwich affirming that it would not recommend the boundary adjustment without the inclusion of indexing using the Canada Consumer Price Index for base compensation.

A draft framework of the Boundary Adjustment Proposal following the May 2, 2017 meeting is appended.

#### **COMMENT:**

The scope of the proposed boundary adjustment is approximately 1,480 acres. The subject lands are attractive for industrial and commercial investments given the proximity to Highways 401 and 403. The lands include some residential, commercial and industrial uses but is primarily agricultural. The inclusion of the south side of the Highway 2 corridor will allow for future servicing of both sides of this corridor with municipal sewer and water services.

The proposed terms are modeled, for the most part, on the 2005 Boundary Adjustment with the Township of Blandford-Blenheim. Base compensation in form of the Township own purpose tax revenue is continued in perpetuity and further joint prosperity compensation in the form of a sharing of taxes from new commercial and industrial assessment in perpetuity. There is no additional joint prosperity compensation for the residential tax class. A tax phase-in for current owners of properties in the residential and farmland property tax classes is proposed. Unlike previous boundary adjustment agreements, no financial contribution for the cost of the assumption of assets has been included.

The Municipal Act requires public consultation by holding at least one public meeting and consultation with other such bodies as prescribed by the Minister or municipality before voting on whether to support or oppose a restructuring proposal. Accordingly the recommendation at this time is limited to forwarding the proposal to Township Council. If Township Council

agrees to move forward with the boundary adjustment process, a public meeting will need to be scheduled. In this instance we request that Township Council select a date to hold a joint public meeting for this proposal and will work with Township Staff to coordinate the meeting.

**RECOMMENDATION:**

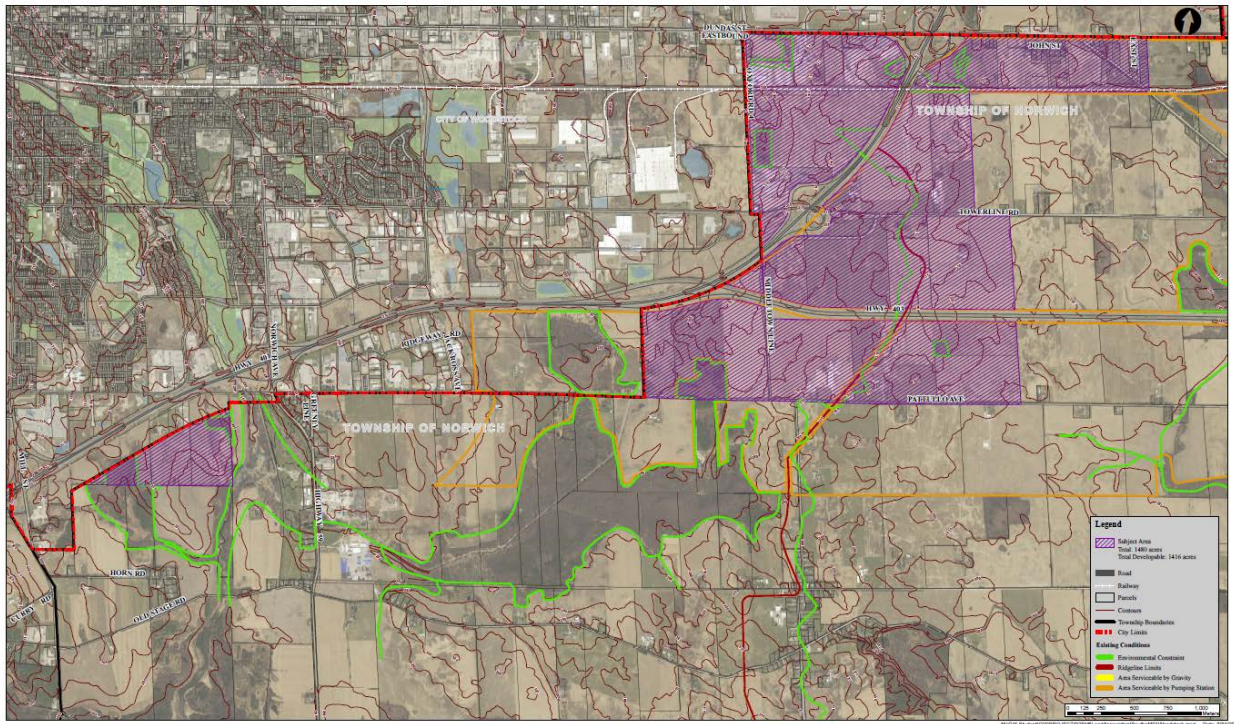
That Woodstock City Council approves the forwarding of the draft Boundary Adjustment Proposal to the Township of Norwich Council for their consideration and, if acceptable in principle, requests that the Township schedule the statutory public meeting.

*Approved by: Shawn Shapton, Councillor, City of Woodstock*

## Norwich Township – Boundary Adjustment Proposal

### Proposed Lands Subject to a Boundary Adjustment

Approximate 1,480 acres



### Proposed Effective Date

January 1, 2018

### Compensation

- **Ongoing Base Compensation – In perpetuity**

The City proposes to pay to the Township annually the total amount of the Township own purpose taxes levied by the Township in the year prior to the effective date of a boundary adjustment (assumes a January 1 effective date) for the proposed lands. Beginning in 2019 and for each subsequent year, the total amount payable shall be adjusted annually on January 1 by the percentage change during the previous 12 months (October to October) in the Canada Consumer Price Index.

- **Joint Prosperity – In Perpetuity**

The City proposes to pay to the Township annually the following share of the City's own purpose taxes for increases (post boundary adjustment) in assessment on each property for the commercial and industrial tax classes:

Commercial tax class: 20% of the City's share of the Woodstock tax rate levied in each year.

Industrial tax class: 12% of the City's share of the Woodstock tax rate for the first \$50 million of industrial assessment in aggregate on the annexed lands and 24% for any industrial assessment in

excess of \$50 million in aggregate on the annexed lands. Notwithstanding the forgoing, the City shall pay to the Township 24% of the City's share of the Woodstock tax rate for all new assessment in the industrial tax class (since the effective date of annexation) commencing five years from the effective date of annexation.

### **Tax Phase-In**

Commencing January 1, 2018 Residential and Farmland property classes within the area to be annexed which would receive an increase in taxes occurring solely as a result of this restructuring will be phased in for the City portion of the real property tax bill equally over a period of five years. In 2018 all other tax classes will pay the full amount of the real property taxes assessed for municipal purposes by the City. Phase-in provisions will cease to apply to property that is sold or redeveloped subsequent to the effective date of the boundary adjustment.

**THE CORPORATION OF THE CITY OF WOODSTOCK  
BY-LAW NUMBER 9134-17**

A by-law to provide for the purchase of certain lands owned by Kelsey-Hayes Canada Ltd. and for the sale of certain lands to Toyota Boshoku Canada Inc.

**WHEREAS** Kelsey-Hayes Canada Ltd. owns certain lands in the City of Woodstock in the County of Oxford described as part of Lot 27, Plan 573, designated as PARTS 1 & 2, plan 41R-9489 and part of Lots 27 and 36, Plan 573, designated as PART 3 plan 41R-9489 in the City of Woodstock, County of Oxford being part of PIN 00089-0040 (hereafter referred to as the said lands);

**AND WHEREAS** The Corporation of the City of Woodstock has agreed to buy the said lands.

**AND WHEREAS** Toyota Boshoku Canada Inc. has agreed to purchase the said lands from the Corporation of the City of Woodstock;

**NOW THEREFORE** the Council of The Corporation of the City of Woodstock enacts as follows:

1. That the said lands shall be purchased from Kelsey-Hayes Canada Ltd. and sold to Toyota Boshoku Canada Inc.,
2. That the Mayor and Clerk of The Corporation of the City of Woodstock be and they are hereby authorized to execute the Transfer and any other documents associated with the conveyance of the said lands to The Corporation of the City of Woodstock and then from The Corporation of the City of Woodstock to Toyota Boshoku Canada Inc.
3. That the City Solicitor is hereby authorized to complete the transactions on behalf of The Corporation of the City of Woodstock.

**READ a first and second time this 1<sup>st</sup> day of June 2017.**

**READ a third time and finally passed this 1<sup>st</sup> day of June 2017.**

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**Mayor – Trevor Birtch**

---

**City Clerk – Amelia Humphries**

**THE CORPORATION OF THE CITY OF WOODSTOCK  
BY-LAW NUMBER 9135-17**

A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to 479603 Ontario Inc.

**WHEREAS** the Corporation of the City of Woodstock owns certain lands described on the attached schedule in the City of Woodstock, County of Oxford (hereafter referred to as the said lands);

**AND WHEREAS** 479603 Ontario Inc. has agreed to purchase the said lands;

**NOW THEREFORE** the Council of The Corporation of the City of Woodstock enacts as follows:

1. That the said lands shall be sold to 479603 Ontario Inc., in accordance with the Agreement of Purchase and Sale.
2. That the Mayor and Clerk of The Corporation of the City of Woodstock be and they are hereby authorized to execute the Transfer and any other documents associated with the conveyance of the said lands to the purchaser.
3. That the City Solicitor is hereby authorized to complete the transaction on behalf of The Corporation of the City of Woodstock.

**READ a first and second time this 1<sup>st</sup> day of June 2017.**

**READ a third time and finally passed this 1<sup>st</sup> day of June 2017.**

---

**Mayor – Trevor Birtch**

---

**City Clerk – Amelia Humphries**



Schedule to By-law 9135-17





**THE CORPORATION OF THE CITY OF WOODSTOCK  
BY-LAW NUMBER 9136-17**

A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to PICI Investments Inc.

**WHEREAS** The Corporation of the City of Woodstock owns certain lands described as Part 1, Part Lots 7 and 9, Block D, Plan 76, PIN 00115-0096, and Part 4, Part Lot 9, Block D, Plan 76, PIN 00115-0096, City of Woodstock, County of Oxford on Plan 41R-9480 (hereafter referred to as the said lands);

**AND WHEREAS** PICI Investments Inc. has agreed to purchase the said lands;

**NOW THEREFORE** the Council of The Corporation of the City of Woodstock enacts as follows:

1. That the said lands shall be sold to PICI Investments Inc., in accordance with the Agreement of Purchase and Sale.
2. That the Mayor and Clerk of The Corporation of the City of Woodstock be and they are hereby authorized to execute the Transfer and any other documents associated with the conveyance of the said lands to the purchaser.
3. That the City Solicitor is hereby authorized to complete the transaction on behalf of The Corporation of the City of Woodstock.

**READ a first and second time this 1<sup>st</sup> day of June 2017.**

**READ a third time and finally passed this 1<sup>st</sup> day of June 2017.**

---

**Mayor – Trevor Birtch**

---

**City Clerk – Amelia Humphries**

## **CITY OF WOODSTOCK**

### **BY-LAW NO. 9137-17**

A by-law to approve the estimates for the Board of Management for the Business Improvement Area for the fiscal year ending December 31, 2017; to provide for the adoption of special tax rates and to further provide for penalty and interest in default of payment thereof for 2017.

**WHEREAS** Section 205 of the Municipal Act, S.O. 2001, as amended, provides that a Council of a local municipality shall approve the estimates of all sums required during the year for the purposes of the Board of Management for Business Improvement Areas,

**WHEREAS** Section 208 of the said Act provides that the Council of a local municipality shall annually raise the amount required for the purposes of the board of management and may establish a special charge to raise the funds required,

**WHEREAS** Section 312 (4) provides that the municipality shall pass a by-law to levy a separate tax rate on all or part of the assessment in each class as specified in the by-law,

**NOW THEREFORE** the Council of The Corporation of the City of Woodstock, (hereinafter called the "Corporation"), enacts as follows:

- (1) That the 2017 levy for Business Improvement Area be set at \$188,115.
- (2) That the Estimates as shown in Schedule "A" attached hereto and forming part of this by-law are hereby approved for the Board of Management of the Business Improvement Area for the fiscal year ending December 31, 2017.
- (3) That the special tax rates for the area that are hereby adopted for the year 2017 for the purposes mentioned in Schedule "A" of the by-law shall be the tax rates as listed on Schedule "B" attached hereto and forming part of this by-law and the tax rate for each class shall be applied against the commercial and industrial assessments of properties in the designated improvement area as described in Schedule "C" attached hereto.
- (4) That the owners shall be taxed according to the tax rates in this by-law. The taxes for a particular property shall be calculated by applying the Current Value Assessment times the tax rates set out and shall be further adjusted as required by the provisions of the Municipal Act. Such taxes shall become due and payable in two installments as follows:

All Property Classes

**FIRST INSTALMENT**

**AUGUST 31, 2017**

**SECOND INSTALMENT**

**OCTOBER 31, 2017**

Notice of such taxes due shall be sent by first class mail by the Treasurer to those persons shown as liable for the payment of taxes.

- (5) That a charge as a penalty of 1 and 1/4 per cent on the amount of any outstanding taxes levied in 2017 shall be made on the first day of default and on the first day of each calendar month thereafter in which default continues until December 31, 2017, and any such additional amounts shall be levied and collected in the same manner as if they had been originally imposed with and formed part of the taxes levied under this by-law.
- (6) That interest of 1 and 1/4 per cent on the amount of any taxes due and unpaid after December 31, 2017, shall be charged on the first day of each calendar month thereafter in which default continues.

This by-law shall come into effect on the date of the final passing thereof.

**Read a first and second time this 1<sup>st</sup> day of June 2017.**

**Read a third time and finally passed this 1<sup>st</sup> day of June 2017.**

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**Mayor – Trevor Birtch**

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**Clerk – Amelia Humphries**

**DOWNTOWN WOODSTOCK BIA 2017 BUDGET****Schedule "A"**

<b>Revenue:</b>	<b>Budget 2016</b>	<b>Actual 2016</b>	<b>Budget 2017</b>
Levy	\$183,495.00	\$183,494.91	\$188,115.00
Interest Earned	\$25.00	\$23.66	\$20.00
Revenue - Surplus Prior Year	\$875.00	\$875.20	\$3,000.00
Revenue - Gov't Subsidy (SJS/City)	\$13,500.00	\$15,386.00	\$9,000.00
Miscellaneous Revenue-(0259/0261/0265)	\$30,165.00	\$31,945.44	\$3,165.00
Revenue - Vendor Sales and Sponsorships	\$0.00	\$0.00	\$13,000.00
Revenue - Handbag Service	\$1,200.00	\$1,264.00	\$1,200.00
Additional Taxes	\$0.00	\$357.09	\$0.00
Contribution from Bad Debt Reserve	\$5,000.00	\$0.00	\$5,000.00
Contribution from Automation Reserve	\$300.00	\$300.00	\$0.00
Contribution from Beautification/Marketing	\$4,000.00	\$0.00	\$3,500.00
Contribution from Shop Local Reserves	\$1,500.00	\$0.00	\$1,500.00
<b>TOTAL REVENUE</b>	<b>\$240,060.00</b>	<b>\$233,646.30</b>	<b>\$ 227,500.00</b>
Salaries & Wages	\$66,550.00	\$62,763.61	\$61,000.00
Overtime - Students	\$0.00	\$696.91	\$500.00
Vacation Pay	\$1,200.00	\$1,398.82	\$900.00
C.P.P.	\$3,300.00	\$2,860.99	\$3,060.00
E.I.	\$2,000.00	\$1,701.80	\$1,265.00
Employers Health Tax	\$1,300.00	\$1,260.98	\$1,200.00
Meetings, Luncheons & Mileage	\$2,350.00	\$1,467.83	\$2,000.00
Workplace Safety Insurance Board	\$2,335.00	\$1,862.28	\$2,000.00
Benefits	\$4,500.00	\$4,380.44	\$4,500.00
General Insurance	\$325.00	\$321.84	\$350.00
Printing & Office Supplies	\$6,000.00	\$4,719.97	\$6,000.00
Subscription & Memberships	\$1,600.00	\$1,324.57	\$1,350.00
Advertising & Marketing	\$47,000.00	\$45,382.92	\$45,000.00
Conventions & Conferences	\$ 1,300.00	\$1,156.44	\$1,325.00
Publicity & Public Relations	\$ 5,000.00	\$ 4,833.04	\$6,000.00
Telephone	\$ 3,400.00	\$ 3,185.05	\$3,200.00
Electricity	\$ 1,400.00	\$ 1,530.56	\$2,000.00
Heat	\$ 1,000.00	\$ 713.12	\$1,000.00
Beautification	\$ 6,000.00	\$ 6,675.93	\$10,200.00
Office Rental/Repairs	\$12,500.00	\$12,662.90	\$12,650.00
Promotions	\$59,000.00	\$58,132.59	\$52,000.00
Tax Adjustments	\$12,000.00	\$11,488.32	\$10,000.00
Provision for Bad Debt Allowance	\$0.00	\$0.00	\$0.00
Provision for Automation	\$0.00	\$0.00	\$0.00
Provision for Marketing and Beautification	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$240,060.00</b>	<b>\$230,520.91</b>	<b>\$227,500.00</b>

BIA Tax Rates-2017

**Schedule B**

Taxes to be raised:

		188,115.00							
		Assessment	Residential Rate	Above Ratio	Weighted Rate	Reduction	Adjusted Rate	Taxes	
Residential/Farm	Taxable	-	0.00189554	1.0000	0.00189554		0.00189554	-	
	Farmland 1	-	0.00189554	0.2500	0.00047389		0.00047389	-	
	Farmland 2	-	0.00189554	1.0000	0.00189554		0.00189554	-	
Multi-Residential	Taxable	-	0.00189554	2.7400	0.00519378		0.00519378	-	
Commercial	Taxable	51,009,266	0.00189554	1.9018	0.00360494		0.00360494	183,885.34	
	Farmland 1	-	0.00189554	0.2500	0.00047389		0.00047389	-	
	Vacant Unit/Excess Land	-	0.00189554	1.9018	0.00360494	30.00000000	0.00252346	-	
	Vacant Land	642,750	0.00189554	1.9018	0.00360494	30.00000000	0.00252346	1,621.95	
Industrial	Taxable	523,050	0.00189554	2.6300	0.00498527		0.00498527	2,607.55	
	Farmland 1	-	0.00189554	0.2500	0.00047389		0.00047389	-	
	Vacant Unit/Excess Land	-	0.00189554	2.6300	0.00498527	35.00000000	0.00324043	-	
	Vacant Land	-	0.00189554	2.6300	0.00498527	35.00000000	0.00324043	-	
Pipeline	Taxable	-	0.00189554	1.2593	0.00238705		0.00238705	-	
Farmlands	Taxable	-	0.00189554	0.2500	0.00047389		0.00047389	-	
		52,175,066						188,114.84	

## SCHEDULE C - 2017

[illegible]

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[illegible]

[illegible]

ROLL NUMBER	ADDRESS	CT	MTEP	RTEP	RTES	RTFS	RTFP	E	I T	I H	C H	C X	DH	YT	XT	Total Assessment		
060-030-04600-0000	594 Dundas St	\$	57,950.00		\$	55,800.00										\$ 113,750.00		
060-030-04700-0000	596 Dundas St	\$	84,925.00		\$	27,575.00										\$ 112,500.00		
060-030-04800-0000	598 Dundas St	\$	64,750.00	\$	56,250.00											\$ 121,000.00		
060-030-04900-0000	600-602 Dundas St	\$	118,325.00	\$	121,425.00											\$ 239,750.00		
060-030-05000-0000	604 Dundas St	\$	162,250.00													\$ 162,250.00		
060-030-09000-0000	585 Peel St											\$ 13,275.00				\$ 13,275.00		
060-030-09500-0000	599 Peel St											\$ 14,250.00				\$ 14,250.00		
060-030-11200-0000	17 Victoria South	\$	64,575.00	\$	38,675.00											\$ 103,250.00		
		\$	43,114,090.00	\$	2,874,114.00	\$10,483,819.00	\$ 1,504,781.00	\$ 39,350.00	\$ -	\$ 12,491,575.00	\$ 502,800.00	\$ 20,250.00	\$ 1,232,500.00	\$ 642,750.00	\$ 80,000.00	\$ 1,862,328.00	\$ 4,720,348.00	\$ 79,568,705.00

**THE CORPORATION OF THE CITY OF WOODSTOCK  
BY-LAW NUMBER 9138-17**

A by-law to provide for the sale of certain lands owned by The Corporation of the City of Woodstock to 2575449 Ontario Inc.

**WHEREAS** the Corporation of the City of Woodstock owns certain lands described on the attached schedule in the City of Woodstock, County of Oxford (hereafter referred to as the said lands);

**AND WHEREAS** 2575449 Ontario Inc. has agreed to purchase the said lands;

**NOW THEREFORE** the Council of The Corporation of the City of Woodstock enacts as follows:

1. That the said lands shall be sold to 2575449 Ontario Inc., in accordance with the Agreement of Purchase and Sale.
2. That the Mayor and Clerk of The Corporation of the City of Woodstock be and they are hereby authorized to execute the Transfer and any other documents associated with the conveyance of the said lands to the purchaser.
3. That the City Solicitor is hereby authorized to complete the transaction on behalf of The Corporation of the City of Woodstock.
4. That By-law 9129-17 is hereby repealed.

**READ a first and second time this 1<sup>st</sup> day of June 2017.**

**READ a third time and finally passed this 1<sup>st</sup> day of June 2017.**

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**Mayor – Trevor Birtch**

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**City Clerk – Amelia Humphries**

Schedule

