

## Woodstock City Council Regular Council Minutes

Date: February 16, 2023  
Time: 7:00 PM  
Location: Council Chambers

This meeting was held in person and electronically in accordance with section 238 (3.3) of the Municipal Act, 2001 as amended, and section 16.6.24 of the City of Woodstock Procedure by-law.

This meeting took place in Council Chambers at Woodstock City Hall, 500 Dundas Street.

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### 1. **Closed Session**

There was no closed session. Open session commenced at 7:00 p.m. All members of Council were present with the exception of Councillor D. Tait who left the meeting at 7:53 p.m. and returned at 8:00 p.m.. Mayor J. Acchione chaired the meeting.

### 2. **Disclosure of Conflict of Interest**

None

### 3. **Disclosure of New Business**

### 4. **Matters Arising from the Minutes**

### 5. **Minutes**

Moved by Councillor B. Wheaton

Seconded by Councillor M. Schadenberg

That the minutes of the Regular meeting of Woodstock City Council held on February 2nd, 2023 be adopted.

**Carried**

### 6. **Additions to the Agenda**

Moved by Councillor B. Wheaton

Seconded by Councillor L. Wismer-Van Meer

That the following items be added to the agenda:

- Correspondence item 10.a - Abortion Rights Coalition of Canada - Regulation of Graphic Flyers Delivered to Residences

- Delegation item 8.b. - Aaron Hill - Thames Developments VI Inc. - OP 21-10-8; SB 21-05-8 & ZN 8-21-12 - Applications for Official Plan Amendment, Draft Plan of Subdivision and Zone Change
- Delegation item 8.c. - Corby Kirwin - ZN 8-22-13 - Application for Zone Change - 2653009 Ontario Inc.

**Carried**

**7. Presentations**

**8. Delegations**

8.a Judy Farlow - Woodstock Curling Centre 2023 Mixed and Senior Mixed Provincial Championship Event

Moved by Councillor C. Lauder  
Seconded by Councillor B. Wheaton

That the presentation from the Woodstock Curling Centre regarding the 2023 Mixed and Senior Mixed Provincial Championship Event be referred to the Mayor's Office for promotional support.

**Carried**

**Action – Marketing and Communications**

8.b >Aaron Hill - Thames Developments VI Inc. - OP 21-10-8; SB 21-05-8 & ZN 8-21-12 - Applications for Official Plan Amendment, Draft Plan of Subdivision and Zone Change (this refers to Planning item 9.i)

Aaron Hill, on behalf of the applicant, spoke in favour of the application. He indicated that additional units can be provided in the multi-unit block by increasing to 70 units per hectare for a total of 90 units. No resolution is required as this item is dealt with under Planning Report item 9.i.

8.c >Corby Kirwin - ZN 8-22-13 - Application for Zone Change - 2653009 Ontario Inc. (this refers to Planning item 9.f)

Corby Kirwin and associates, on behalf of the applicant, spoke in favour of the application. No resolution is required as this item is dealt with under Planning Report item 9.f.

**9. Consideration of Planning Reports**

9.a ZN 8-23-01 - Application for Zone Change - Griffin Way Limited

Moved by Councillor K. Leatherbarrow  
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council approve the application for Zone Change for lands described as Block 2, Plan 41M-362, City of Woodstock, to amend the provisions of the 'Special General Industrial Zone (M3-14)' to facilitate an industrial warehouse with a reduced setback to the adjacent 'Environmental Protection 1 Zone (EP1)';

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

**Carried**

**Action – Clerks, Planning**

9.b ZN 8-22-19 - Application for Zone Change - SBA Property Management Inc.

Moved by Councillor L. Wismer-Van Meer  
Seconded by Councillor D. Tait

That Woodstock City Council approve the application for Zone Change for lands described as Part Lots 29, 32, 33, Lots 27 & 28, Plan 86, Part Lot 115C, Plan 293, City of Woodstock, to rezone the subject property from 'Highway Commercial Zone (C4)' to 'Special Highway Commercial Zone (C4-53)' to include a machine shop as an additional permitted use on the subject property;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

**Carried**

**Action – Clerks, Planning**

9.c B22-83-8 - Application for Consent - 2731824 Ontario Inc.

Moved by Councillor B. Wheaton  
Seconded by Councillor C. Lauder

That Woodstock City Council advise the Oxford County Land Division Committee that the City supports the application for consent for lands described as Concession 1, Part Lots 13 and 14 (formerly Township of Blandford) & Part 1 of 41R-9972, in the City of Woodstock, to facilitate the creation of a new vacant industrial lot, subject to the following conditions:

1. The Owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford regarding the installation of services and drainage facilities.

3. The Owner will be required to enter into a severance agreement for the severed parcel with the City of Woodstock. The agreement will be registered on first title by the owner.

4. The Owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.

**Carried**

**Action – Clerks, Planning**

9.d B22-73-8; A22-15-8 - Application for Consent and Minor Variance - Barry Charles Sutherland

Moved by Councillor M. Schadenberg

Seconded by Councillor K. Leatherbarrow

That Woodstock City Council advise the Land Division Committee that the City supports Application File A22-15-08, submitted by Donald Sutherland, for lands described as Part Lot 48, Plan 212, Part of Abandoned Railway, Plan 293, City of Woodstock, and municipally known as 125 South Street, as it relates to relief from Section 6.2, Table 6.2 – Residential Zone 1 Zone Provisions, to reduce the minimum required lot frontage for the lot to be severed and retained from 12 m (39.3 ft) to 10.3 m (33.7 ft) to facilitate the severance proposed by Consent Application B22-73-8;

And further that City Council advise the Land Division Committee that the City supports the proposal to sever the subject lands, subject to the following conditions:

1. The Owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock.

2. The Owner(s) confirm(s) that no underground or overhead services serving the retained lands traverse the severed parcel and visa versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained lands to the satisfaction of the City of Woodstock.

3. The Owner(s) shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-Law No. 5266-76, and amendments thereto. The Severance Agreement shall be registered on first title by the Owner, to the satisfaction of the City of Woodstock.

4. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock, regarding the installation of services and drainage facilities, if required.

**Carried**

**Action – Clerks, Planning**

9.e B22-76-8; A22-16-8 - Application for Consent and Minor Variance - 2749815 Ontario Limited

Moved by Councillor C. Lauder  
Seconded by Councillor B. Wheaton

That Woodstock City Council advise the Land Division Committee that the City supports Application File A22-16-08, submitted by 2749815 Ontario Limited;

And further that City Council advise the Land Division Committee that the City supports the proposal to sever the subject lands, subject to the following conditions:

1. The owner shall submit a recent survey to confirm lot sizes and building setbacks, to the satisfaction of the City of Woodstock
2. The Owner(s) confirm(s) that no underground or overhead services serving the retained lands traverse the severed parcel and visa versa. Where such services exist, the owner shall relocate the services or obtain private easements over the severed and/or retained lands to the satisfaction of the City of Woodstock.
3. The Owner(s) shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-Law No. 5266-76, and amendments thereto. The Severance Agreement shall be registered on first title by the Owner, to the satisfaction of the City of Woodstock.
4. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock, regarding the installation of services and drainage facilities, if required.

**Carried**

**Action – Clerks, Planning**

9.f ZN 8-22-13 - Application for Zone Change - 2653009 Ontario Inc.

Moved by Councillor K. Leatherbarrow  
Seconded by Councillor C. Lauder

That the Woodstock City Council approve the zone change application (File No. ZN 8-22-13) submitted by 2653009 Ontario Inc., for lands legally described as Part Lots 2-5, Block 12, Plan 34, in the City of Woodstock, to rezone the lands from 'Entrepreneurial Zone (C3)' to 'Special Residential Zone 4 (R4)' to facilitate the development of a 6-storey, 50 unit apartment development on the lands;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

**Carried**

**Action – Clerks, Planning**

9.g B22-84-8;B22-85-8; B22-87-8; ZN8-22-16 - Applications for Consent and Zone Change - Arnold Spina & Luke Welsh

Moved by Councillor D. Tait  
Seconded by Councillor M. Schadenberg

That Woodstock City Council **defer** B22-84-8;B22-85-8; B22-87-8; ZN8-22-16 - Applications for Consent and Zone Change as the applicant has submitted a revised application.

**Carried**

**Action – Clerks, Planning**

9.h SB 10-08-8 & ZN 8-10-17 - Application for Draft Plan of Subdivision and Zone Change - 1212949 Ontario Inc.

Moved by Councillor B. Wheaton  
Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council approve in principle the Zone Change application (File No. ZN 8-10-17) submitted by 1212949 Ontario Inc., for lands described as Part Lot 13, Concession 2 (Blandford), now in the City of Woodstock, to rezone the lands from 'Future Development Zone (FD)' to 'Special Prestige Industrial Zone (M1-sp)' and 'Passive Use Open Space Zone (OS1)' to facilitate a proposed draft plan of subdivision for industrial purposes;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter;

And further, that the Council of the City of Woodstock advise County Council that the City supports the application for draft plan of subdivision, File No. SB 10-08-8, submitted by 1212949 Ontario Inc., for lands described as Part Lot 13, Concession 2 (Blandford), now in the City of Woodstock, subject to the following conditions of draft approval:

1. This approval applies to the draft plan of subdivision submitted by 1212949 Ontario Inc. and prepared by Gamsby and Mannerow Engineers, as shown on Plate 3 of Report No. 2023-27 and comprising Lot 13, Concession 2 (Blandford), in the City of Woodstock showing 3 blocks for business park development, two blocks for stormwater management purposes, one block for open space/environmental protection, a sanitary pumping station block, blocks for road widening and 0.3 m (1.0 ft) reserves and a block for the extension of Springbank Avenue.

2. The owner agrees in writing to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding detailed engineering design, the construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facilities, electrical distribution system, sidewalks,

streetlights, trees and other matters pertaining to the development of the subdivision in accordance with the standards of the City of Woodstock.

3. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.

4. The road allowances included in the draft plan of subdivision shall be dedicated as public highways to the satisfaction of the City of Woodstock.

5. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City of Woodstock.

6. The owner agrees in writing that temporary turning circles and/or emergency access ways will be provided, as necessary, to the satisfaction of the City of Woodstock.

7. The owner agrees that 1-foot reserves shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City and/or County.

8. The owner agrees in writing that fencing shall be installed along property lines separating private property from public property to the satisfaction of the City of Woodstock or as directed by the City.

9. The subdivision agreement shall, if required by the City, make provisions for the dedication of parkland or cash in-lieu thereof, in accordance with the relevant provisions of the Planning Act. The Owner further agrees that woodlot/buffer lands (i.e. Block 3) shall not count towards the dedication of parkland.

10. Such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.

11. Prior to the signing of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the City's Zoning By-Law. Certification of lot areas, frontages, and depths, shall be provided to the City by an Ontario Land Surveyor retained by the owner.

12. The owner agrees in writing to pay to the City half of the cost of street lights on Oxford Road 4 and Township Road 3 (Lansdowne Avenue) along the frontage of the subject lands.

13. The owner agrees in writing to construct sidewalks on Oxford Road 4 and Township Road 3 (Lansdowne Avenue) as per City requirements.

14. The Owner agrees that any road improvements as recommended by the Traffic Impact Study prepared in support of this development, including turning and storage lanes) shall be at the owner's cost, to the satisfaction of the City and/or County.

15. The owner acknowledges and agrees in writing that the Stormwater Management section of the report entitled "Functional Servicing and Stormwater Management Report, Lot 13, Concession 12, City of Woodstock, revised July 15, 2016" by Gamsby and Mannerow Limited shall be accepted by the City, but as the City continues to have concerns with some details presented in the Report, the owner further agrees that during the detailed engineering design of the stormwater management facility (SWMF), all City concerns, including those submitted as comments from Development Engineering Limited (DEL) in an email dated September 17, 2016, be addressed by the owner's engineer to the satisfaction of the City. The owner further agrees that the detailed engineering design of the SWMF shall be peer reviewed by a consultant selected by the City at the sole expense of the owner.
16. The owner agrees in writing to update the Engineer's Report for the relocation or modifications to the Municipal Drains in accordance with Section 4 of the Drainage Act to the satisfaction of the City and/or any affected abutting municipality.
17. The owner agrees to transfer Block 4 to the City for stormwater management purposes, free of all costs and encumbrances, to the satisfaction of the City.
18. The owner agrees that prior to the City assuming Block 4, the sediment in the stormwater management facility shall be removed and disposed of in accordance with industry guidelines/standards to the satisfaction of the City.
19. The owner agrees to transfer Block 3 to the City as hazard land, free of all costs and encumbrances to the satisfaction of the City.
20. The owner agrees to retain ownership of Block 2 as a future, private stormwater management facility.
21. The owner agrees that further development will be subject to site plan approval where servicing, grading, stormwater management, traffic/transportation, landscaping, etc. will be reviewed in further detail.
22. The owner agrees to transfer Blocks 8 and 9 to the City of Woodstock as road widening.
23. The Owner agrees in writing that all foundations of existing buildings will be removed from the lands to the satisfaction of the City and that necessary fill be placed and compacted to the satisfaction of the City, and further, that all existing wells on the subject lands will be properly abandoned in accordance with Ontario Regulation 903 and that septic fields will be decommissioned and abandoned to the satisfaction of the City.
24. The owner agrees to prepare an arborist report/tree preservation plan to the satisfaction of the City and provide compensation to the City as required.
25. The owner agrees to plant street trees, including the preparation of a detailed landscape/street tree planting plan, to the satisfaction of the City.



26. The owner agrees to landscape SWMF Block 4, including preparation of a detailed landscape plan to the satisfaction of the City.
27. The owner agrees to cooperate and work with the City to develop a trail system within the subject lands.
28. The owner shall agree in writing that prior to the final approval of the draft plan by the County of Oxford, all phasing of the plan shall be to the satisfaction of the City of Woodstock and the County of Oxford.
29. The owner agrees in writing to satisfy all requirements, financial and otherwise, of the County of Oxford, regarding payment of applicable development charges, the installation of the water distribution system, the installation of the sanitary sewer system, construction of roads, sewage pumping station and other matters pertaining to the development of the subdivision.
30. The owner agrees in writing that Block 7 will be conveyed to the County of Oxford, free of all costs and encumbrances, for the location of the Lansdowne Sanitary Sewer Pumping Station (SPS) to service the subject lands and other tributary lands identified in the East Woodstock Secondary Plan.
31. The owner agrees in writing that prior to the issuance of building permits, construction and commissioning of the new Sewage Pumping Station is required.
32. The subdivision agreement shall make provision for the assumption and operation of the water and sewerage systems within the draft plan by the County of Oxford, subject to the approval of the County.
33. Prior to the final approval of the plan, or any phase of the plan, the owner shall receive confirmation from the County Department of Public Works and the City of Woodstock that there is sufficient capacity in the Woodstock water and sewage treatment systems to service the plan of subdivision.
34. The owner agrees that such easements and required for utility, municipal servicing or drainage purposes shall be granted to the appropriate authority; including a temporary construction easement required for the construction of the sanitary pumping station, the construction limits and time frame of which will be discussed at a later time.
35. The owner agrees in writing that a 0.3 m (1.0 ft) reserve along the frontage of Oxford Road 4 of the subject lands shall be conveyed to the County of Oxford, free of all costs and encumbrances, to the satisfaction of the City and County.
36. The owner shall agree in writing to prepare and submit for the approval of the County Public Works Department, detailed servicing plans designed in accordance with the Oxford County Design Guidelines.
37. The owner shall agree that vehicular access shall be limited to access on Township Road 3 (Lansdowne Avenue). Prior to consideration of an entrance on Oxford Road 4, subsequent traffic impact study will be required at the site plan approval stage to provide justification in this regard.

38. The owner shall provide confirmation to the County that the proposed sanitary sewer will be located outside of lands regulated by the Conservation Authority, or that the Conservation Authority is acceptant of the sewer being installed within the regulation limits.
39. The owner shall demonstrate to the satisfaction of the County that the entire subdivision shall be serviced with two, independent water supply points to provide for adequate redundancy and looping for domestic and fire protection purposes.
40. Prior to the final approval of the plan by the County, the final Floodplain Analysis be submitted and reviewed by the UTRCA and further, that the subdivision agreement include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
41. Prior to the final approval of the plan by the County, the final Environmental Impact Study be submitted and reviewed by the UTRCA and further, that the subdivision agreement include provisions for the owner to carry out or to cause to be carried out the mitigation recommendations listed in Chapter 8.0 and monitoring recommendations in Chapter 10.0 of the EIS prepared by Dance Environmental Inc. dated November 26, 2012 be implemented in accordance with the approved plans and reports.
42. Prior to the final approval of the plan by the County, a Planting/Naturalization Plan be prepared that implements the recommendations of the EIS prepared by Dance Environmental Inc. dated November 26, 2012, to the satisfaction of the UTRCA and that the subdivision agreement include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved Planting/Naturalization Plan.
43. Prior to any filling, grading or construction occurring within the Regulated Area, that a permit pursuant to Section 28 of the Conservation Authorities Act be obtained from the UTRCA.
44. Prior to the approval of the final plan by the County, the owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
45. Prior to the approval of the final plan by the County, the owner shall agree in writing, to satisfy the requirements of Enbridge Gas that the owner/developer provide Enbridge Gas Limited with the necessary easements and/or agreements required for the provisions of gas services, to the satisfaction of Enbridge Gas Limited.
46. Prior to the approval of the final plan by the County, the owner shall submit an archaeological assessment of the subject property and mitigate, through

preservation or resources removal and documentation, adverse impacts to any significant archaeological resources found. No grading or other soil disturbances shall take place on the subject property prior to the issuance of a clearance letter by the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource conservation requirements.

47. Prior to final approval by the County, the owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.

48. Prior to final approval by the County, the County of Oxford shall be advised by the City of Woodstock that conditions 2 to 28 (inclusive), 33 and 34 have been met to the satisfaction of the City. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

49. Prior to final approval by the County, the owner shall secure clearance from the County of Oxford Public Works Department or other appropriate County department, that conditions 7, 10, 14, 28 to 39 (inclusive) and 46 have been met to the satisfaction of County Public Works and/or Community Planning. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

50. Prior to final approval by the County, the owner shall secure clearance from the Upper Thames River Conservation Authority that conditions 3 and 40 to 43 (inclusive), have been met to the satisfaction of the UTRCA. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

51. Prior to final approval by the County, the County of Oxford shall be advised by Canada Post Corporation that condition 44 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.

52. Prior to final approval by the County, the County of Oxford shall be advised by Enbridge Gas that condition 45 has been met to the satisfaction of Enbridge Gas. The clearance letter shall include a brief statement detailing how this condition has been satisfied.

53. The plan of subdivision shall be registered within three (3) years of the granting of draft approval, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

### **Carried**

### **Action – Clerks, Planning**

9.i OP 21-10-8; SB 21-05-8 & ZN 8-21-12 - Applications for Official Plan Amendment, Draft Plan of Subdivision and Zone Change - Thames Developments VI Inc.

Moved by Councillor B. Wheaton

Seconded by Councillor K. Leatherbarrow

That Woodstock City Council support the application to amend the County Official Plan (File No. OP 21-10-8), submitted by Thames Developments VI Inc., for lands legally described as Part Lot 5, Concession 15 (East Zorra), in the City of Woodstock, to redesignate the subject lands from 'Future Urban Growth' to 'Low and Medium Density Residential' and 'Open Space' to facilitate the development of the subject lands for residential development;

And further that City Council approve in principle the Zone Change application (File No. ZN 8-21-16) submitted by Thames Developments VI Inc., for lands legally described as Part Lot 5, Concession 15 (East Zorra), in the City of Woodstock, to rezone the lands from 'Future Development Zone (FD)' to 'Special Residential Zone 1 (R1-23)', 'Special Residential Zone 2 (R2-34)', **Special Residential Zone 3 (R3-sp)**, 'Special Residential Zone 3 (R3-12)', 'Active Use Open Space Zone (OS2)', 'Special Active Use Open Space Zone (OS2-sp)' to facilitate the proposed draft plan of subdivision;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter;

And further that City Council advise County Council that the City supports the application for draft plan of subdivision, File No. SB 21-05-8, submitted by Thames Developments VI Inc., for lands legally described as Part Lot 5, Concession 15 (East Zorra), in the City of Woodstock, subject to the following conditions of draft approval:

1. This approval applies to the draft plan of subdivision submitted by Thames Developments VI Inc. and prepared by Hill Design Studio Inc, as shown on Plate 3 of Report No. 2023-53 and comprising Part Lot 5, Concession 15 (East Zorra), in the City of Woodstock showing 125 lots for single detached dwellings, 178 townhouse dwellings, one block for future multi-unit residential development, 2 blocks for open space, 3 park blocks, 2 stormwater management blocks, served by an internal minor collector and local street network.
2. The owner agrees in writing to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facility, electrical distribution systems, sidewalks, streetlights, trees and other matters pertaining to the development of the subdivision in accordance with the standards of the City of Woodstock.
3. The road allowances included in the draft plan of subdivision shall be dedicated as public highways to the satisfaction of the City of Woodstock.

4. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City of Woodstock.
5. The owner agrees in writing that temporary turning circles and emergency access ways will be provided as necessary to the satisfaction of the City of Woodstock.
6. The Owner agrees that 1-foot reserves shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City and/or County.
7. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
8. The Owner agrees in writing that fencing shall be installed adjacent to City-owned lands, natural heritage features, UTRCA lands, or as otherwise required by the City to the satisfaction of the City and UTRCA.
9. The subdivision agreement shall, as determined by the City, make provisions for the dedication of parkland or cash in-lieu thereof, in accordance with the relevant provisions of the Planning Act. The Owner further agrees that woodlot/buffer lands shall not count towards the dedication of parkland.
10. Such easements as may be required for utility or drainage purposes outside of the proposed public right-of-ways shall be granted to the appropriate authority.
11. Prior to the signing of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the City's Zoning By-Law. Certification of lot areas, frontages, and depths, shall be provided to the City by an Ontario Land Surveyor retained by the Owner.
12. The owner agrees to update the Engineer's Report for the relocation of the Gould Municipal Drain in accordance with Section 4 of the Drainage Act, to the satisfaction of the Township of East-Zorra Tavistock.
13. The owner agrees that the City and County shall review and approve any cost sharing agreements between Woodstock Meadows Developments Inc and Thames Development Inc prior to the registration of any and each phase of the plan of subdivision.
14. The Owner agrees to provide the City with cash in-lieu of sidewalk to be installed in the future along the Oxford Road 17 frontage of the subject lands.
15. The Owner agrees to provide the City with cash in-lieu of street lights to be installed in the future along the Oxford Road 17 frontage of the subject lands.
16. The Owner agrees to implement the recommendations contained in the North Woodstock Phase 6 Transportation Impact Study by Paradigm Transportation

Solutions Limited, dated April, 2021, including any amendments thereto, to the satisfaction of the County and City.

17. The Owner agrees to implement the recommendations of the Stage 1 Archaeological Assessment by The Archaeologists Inc., dated September 15, 2008, including the preparation and submission of a Stage 2 archaeological assessment to the satisfaction of the City, County, and MHSTCI.

18. The Owner agrees to implement the recommendations contained in the Preliminary Environmental Noise Assessment by MTE, dated March 25, 2021, (including any amendments) for noise generated from Oxford Road 17 and the CPR rail line. The Owner further agrees to have a qualified acoustical consultant prepare a Final Noise and Vibration Feasibility Study once finished grades and house locations have been established to the satisfaction of the City, County, and CPR. Details to be included in the subdivision agreement.

19. The Owner agrees to implement the recommendations contained in the Havelock Corners- Phase 6 Environmental Impact Study Addendum prepared by Natural Resource Solutions Inc., dated April, 2021 (including any amendments), including but not limited to a tree compensation for tree removal to the City to the satisfaction of the City; appropriate construction best management practices, vegetation plantings in the proposed buffer areas to the satisfaction of the City, and a Stewardship Brochure to be distributed to landowners with properties backing on to natural features to the satisfaction of the City.

20. The Owner agrees to implement the recommendations of the Functional Servicing Report, Thornton Parcel 6, by SCS Consulting Group Limited dated March 21, 2021, (including any amendments), including the preparation and submission of detailed servicing and grading plans to the satisfaction of the City.

21. The Owner agrees to plant street trees, including the preparation of a detailed landscape/street tree planting plan, to the satisfaction of the City.

22. The Owner agrees in writing that all foundations of existing buildings will be removed from the lands to the satisfaction of the City and that necessary fill be placed and compacted to the satisfaction of the City.

23. Prior to any construction on the City-owned unopened road allowance (15th Line), the Owner shall prepare detailed roadway design and servicing drawings to the satisfaction of the City and County, and shall provide all required insurance certificates and satisfy all requirements, financial and otherwise, of the City of Woodstock.

24. The City agrees to reimburse the Owner for the 1.5m extra road width on select roads within the plan of subdivision.

25. Prior to the signing of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the City and County.

26. The Owner agrees in writing that where any phasing proposed to involve the registration of more than 26 units on a single access (i.e., cul-de-sac or development of a street that is intended to be extended in the future but does not have connection to another point of access), a temporary emergency access shall be provided to serve the lands or the limits of the Phase shall be revised to the satisfaction of the City.

27. The Owner agrees in writing to include an environmental warning clause in all purchase and sale or lease agreements for lands adjacent to Oxford Road 17 to the satisfaction of the City.

28. The Owner agrees that SWMF Blocks shall be appropriately landscaped and be conveyed to the City free of all costs and encumbrances and to the satisfaction of the City.

29. The Owner agrees that prior to City assumption of a SWMF that sediment in the SWMF be removed and disposed of in accordance with industry guidelines/requirements and to the satisfaction of the City.

30. The Owner shall submit a Tree Compensation Plan and Restoration Plan to the satisfaction of the City of Woodstock. The Tree Compensation and Restoration Plan shall address the removal of the Significant FOD5 community within the road allowance and address any changes to the size of the woodlands pre and post-development based on final lot grading and development plans. The implementation of the Tree Compensation and Restoration Plans shall be carried forward into the subdivision agreement.

31. The Owner shall provide written correspondence to the County which indicates that every property owner, benefiting from the sewage pumping station, has agreed to contribute their fair share to the construction costs of sewage pumping station, forcemain and appurtenances (located and designed as part of the adjacent plan of subdivision). The Owner shall further verify that these construction cost responsibilities shall be disclosed during future transaction of sale of land/property, if applicable. Furthermore, the Owner agrees in writing that no services shall be connected to water or sanitary services until the sewage pumping station is fully commissioned and operational.

32. The owner agrees that the sanitary sewage pumping station, forcemain, genset and all appurtenances shall be constructed and commissioned to the satisfaction of the County and City prior to the issuance of occupancy permits.

33. The Owner agrees in writing that a 0.3 meter (1 foot) reserve along the Oxford Road 17 frontage of the subject lands will be conveyed to the County of Oxford, free of all costs and encumbrances, to the satisfaction of Oxford County Public Works.

34. The Owner acknowledges in writing that access to the proposed multi-unit residential block will be limited to right-of-way located within the subdivision lands. Direct access to Oxford Road 17 will not be permitted for the multi-unit residential block.

35. The Owner agrees in writing that a road widening will be conveyed to the County of Oxford along the entire frontage of Oxford Road 17 to provide for a 15 meter right-of-way from the centreline of the road, free of all encumbrances and costs to the satisfaction of the County of Oxford.

36. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Noise and Vibration Feasibility Study prepared by MTE Consultants. These recommendations include (but not limited to): the installation of a 1.8 m acoustic barrier for all properties backing on to Oxford Road 17; Warning clauses shall be included in the property and tenancy agreements and offers of purchase and sale for the dwelling units to inform the future owners/occupants of the noise issues and the presence of the roadway and railway. The acoustical barrier shall be located on private property.

37. The owner agrees to prepare and submit for the approval of Oxford County Public Works, detailed servicing plans in accordance with Oxford County Design Guidelines.

38. The subdivision agreement shall make provision for the assumption and operation by the County of Oxford of the water and sewage system within the draft plan, subject to the approval of the County of Oxford Public Works Department.

39. Prior to the final approval of the subdivision plan, the owner shall receive confirmation from the County of Oxford Public Works Department that there is sufficient capacity in the Woodstock water and sanitary sewer systems to service the plan of subdivision.

40. The owner agrees in writing to satisfy all requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.

41. Prior to final approval by the County, the owner shall properly decommission any abandoned private services (water well, cistern and/or septic system) located on the subject lands, in accordance with the Ontario Water Resources Act, R.S.O. 1990 (Ontario Regulation No. 903) and to the satisfaction of the County of Oxford Public Works Department and City of Woodstock.

42. The owner shall agree in the Subdivision Agreement, with wording to the satisfaction of Oxford County Public Works, in all offers of purchase and sale for lots abutting the Sewage Pumping Station (SPS) in the adjacent development, prospective purchasers be advised that odour and other emissions from the nearby SPS may, from time to time, interfere with residential activities.

43. The Owner shall be required to construct all geometric modifications to County Road 17 as warranted in the Traffic Impact Study, including but not limited to: a westbound left-turn lane with 50 meters of storage at the intersection



of Oxford Road 17 and future Upper Thames Drive; a westbound left-turn lane with 40 meters of storage at the intersection of Oxford Road 17 and 15th Line.

44. The owner shall submit a Final Environmental Impact Study Report which addresses the outstanding comments and concerns, and integrates the findings of the Hydrogeological Study and Water Balance Assessment to the satisfaction of the City of Woodstock and UTRCA.

45. The owner shall submit a detailed Grading Plan and Erosion and Sediment Control (ESC) drawings supported by notes, guidelines, standards, inspection, monitoring and reporting signed and dated by a P. Eng, to the satisfaction of the UTRCA. ESC measures will be required to be installed adjacent to the natural heritage features prior to site alteration.

46. In accordance with Ontario Regulation 157/06 made pursuant to Section 28 of the Conservation Authorities Act, the Owner shall obtain the necessary permits/approvals from the UTRCA prior to undertaking any site alteration or development within the UTRCA Regulated Area including filling, grading, construction, site alteration to watercourse and/or interference with a wetland.

47. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.

48. Prior to final approval by the County, the owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.

49. Prior to final approval by the County, the County of Oxford shall be advised by the City of Woodstock that conditions 2 to 30 (inclusive), 32 & 44 have been met to the satisfaction of the City. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

50. Prior to final approval by the County, the owner shall secure clearance from the County of Oxford Public Works Department that conditions 13, 16, 18, 25 & 31-43 (inclusive), have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

51. Prior to final approval by the County, the owner shall secure clearance from the Upper Thames River Conservation Authority that conditions 7, 8, 44, 45, & 46, have been met to the satisfaction of UTRCA. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.

52. Prior to final approval by the County, the County of Oxford shall be advised by Canada Post Corporation that condition 47 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.

53. The plan of subdivision shall be registered within three (3) years of the granting of draft approval, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

**Carried**

**Action – Clerks, Planning**

- 9.j OP 21-18-8; SB 21-13-8 & SB 21-14-8; ZN 8-21-21 & ZN 8-21-22 - Applications for Official Plan Amendment; Draft Plans of Subdivision and Zone Change - Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc.

Moved by Councillor K. Leatherbarrow  
Seconded by Councillor C. Lauder

That Woodstock City Council defer OP 21-18-8; SB 21-13-8 & SB 21-14-8; ZN 8-21-21 & ZN 8-21-22 - Applications for Official Plan Amendment; Draft Plans of Subdivision and Zone Change in order to receive comments from the City of Woodstock Parks Department regarding any necessary modifications.

**Carried**

**10. Consideration of Correspondence**

- 10.a >Abortion Rights Coalition of Canada - Regulation of Graphic Flyers Delivered to Residences

No resolution is required as this item is dealt with under Department Reports item 14.g.1.

**11. Staff Presentations**

- 11.a David Creery, Chief Administrative Officer and Diane Campbell, Director of Administrative Services - 2023 Revenue Budget Overview

David Creery and Diane Campbell presented an overview of the 2023 Revenue Budget. Further review will take place at the Special Revenue Budget Meetings to be held at 5:00 p.m. on February 21 and 23, 2023.

- 11.b Colleen Collins, Manager Marketing and Communications, Museum Square Benches Public Consultation Summary

Colleen Collins presented a summary of the public consultation regarding the reinstatement of benches in the downtown area. No resolution is required as this item is dealt with under New Business.

**12. Mayor's Reports**

**13. Councillor Reports**

**14. Department Reports**

14.a Administrative Services

14.b Engineering

14.c Cultural Services

14.c.1 Presentation of Exhibition John Hartman: Many Lives Mark this Place at the High Commission of Canada to the United Kingdom

Moved by Councillor C. Lauder

Seconded by Councillor L. Wismer-Van Meer

That Woodstock City Council receive the report regarding the presentation of the exhibition *John Hartman: Many Lives Mark this Place* at the High Commission of Canada to the United Kingdom from January 19 to April 1, 2023, as information.

**Carried**

14.d Parks and Recreation

14.e Economic Development

14.f Clerks

14.g Chief Administrative Officer

14.g.1 Graphic Image Delivery By-law

Moved by Councillor M. Schadenberg

Seconded by Councillor K. Leatherbarrow

That Woodstock City Council refer the report regarding Graphic Image Delivery By-law to the by-law section of the agenda;

And further that City Council approves the short form wording and set fine submission as listed in Appendix A;

And further that City Council authorizes the Deputy City Clerk to make the necessary application to the Ministry of the Attorney General to seek approval for the proposed short form wording and set fines associated with By-law number 9576-23 - a by-law to regulate the distribution of graphic flyers in the City of Woodstock;

And further that the by-law be circulated to the area municipalities in Oxford for consideration.

**Carried**

## **Action – Clerks, Engineering**

14.h Human Resources

14.i Fire Services

14.i.1 Woodstock Fire Department Service Delivery and Staffing Plan

Moved by Councillor D. Tait  
Seconded by Councillor C. Lauder

That Woodstock City Council receive as information the Fire Department Staffing Plan which recommends:

- Subject to future budget review and approval, increasing the Suppression Division staffing to at least 52 firefighters in July 2023 and further increasing the Suppression Division staffing to at least 56 firefighters in July 2024.
- Subject to increasing Suppression Division staffing to 52, increasing the Suppression Division minimum staffing from the current eight (8) to nine (9) persons upon all four (4) firefighters being operational on-shift in Fire Suppression,
- Subject to increasing the Suppression Division staffing to 56, increasing the Suppression Division minimum staffing to ten (10) persons upon all four (4) firefighters being operational on-shift in Fire Suppression.

**Carried**

14.j Public Works

14.k Information Technology

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

**16. Notice of Motion**

**17. New Business**

Moved by Councillor K. Leatherbarrow  
Seconded by Councillor B. Wheaton

WHEREAS at the regular meeting of Woodstock City Council held on October 21, 2021, Council directed staff to remove the benches and picnic tables in the downtown area until further notice;

AND WHEREAS to reinstate benches and picnic tables ensures Woodstock's downtown core be both accessible and inclusive to all members of our community;

NOW THEREFORE BE IT RESOLVED that Woodstock City Council direct staff to reinstate all such benches in Museum Square immediately and all remaining benches and picnic tables in the downtown area in the Spring of 2023 following final snow removal activities.

**Carried**

**Action – Parks, Public Works**

**18. Draft By-laws**

Moved by Councillor B. Wheaton

Seconded by Councillor D. Tait

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

- 9576-23 - A by-law to regulate the distribution of graphic flyers in the City of Woodstock
- 9577-23 - A by-law to amend Zoning By-law number 8626-10, as amended
- 9578-23 - A by-law to amend Zoning By-Law number 8626-10, as amended
- 9579-23 - A by-law to amend Zoning By-Law number 8626-10, as amended

**Carried**

Moved by Councillor B. Wheaton

Seconded by Councillor D. Tait

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

- 9576-23 - A by-law to regulate the distribution of graphic flyers in the City of Woodstock
- 9577-23 - A by-law to amend Zoning By-law number 8626-10, as amended
- 9578-23 - A by-law to amend Zoning By-Law number 8626-10, as amended
- 9579-23 - A by-law to amend Zoning By-Law number 8626-10, as amended

**Carried**

**19. Questions and Address by Members of Council**

**20. Adjournment**

Moved by Councillor B. Wheaton  
Seconded by Councillor C. Lauder

That the meeting adjourn at 9:43 p.m.

**Carried**

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Mayor – Jerry Acchione

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City Clerk – Amelia Humphries