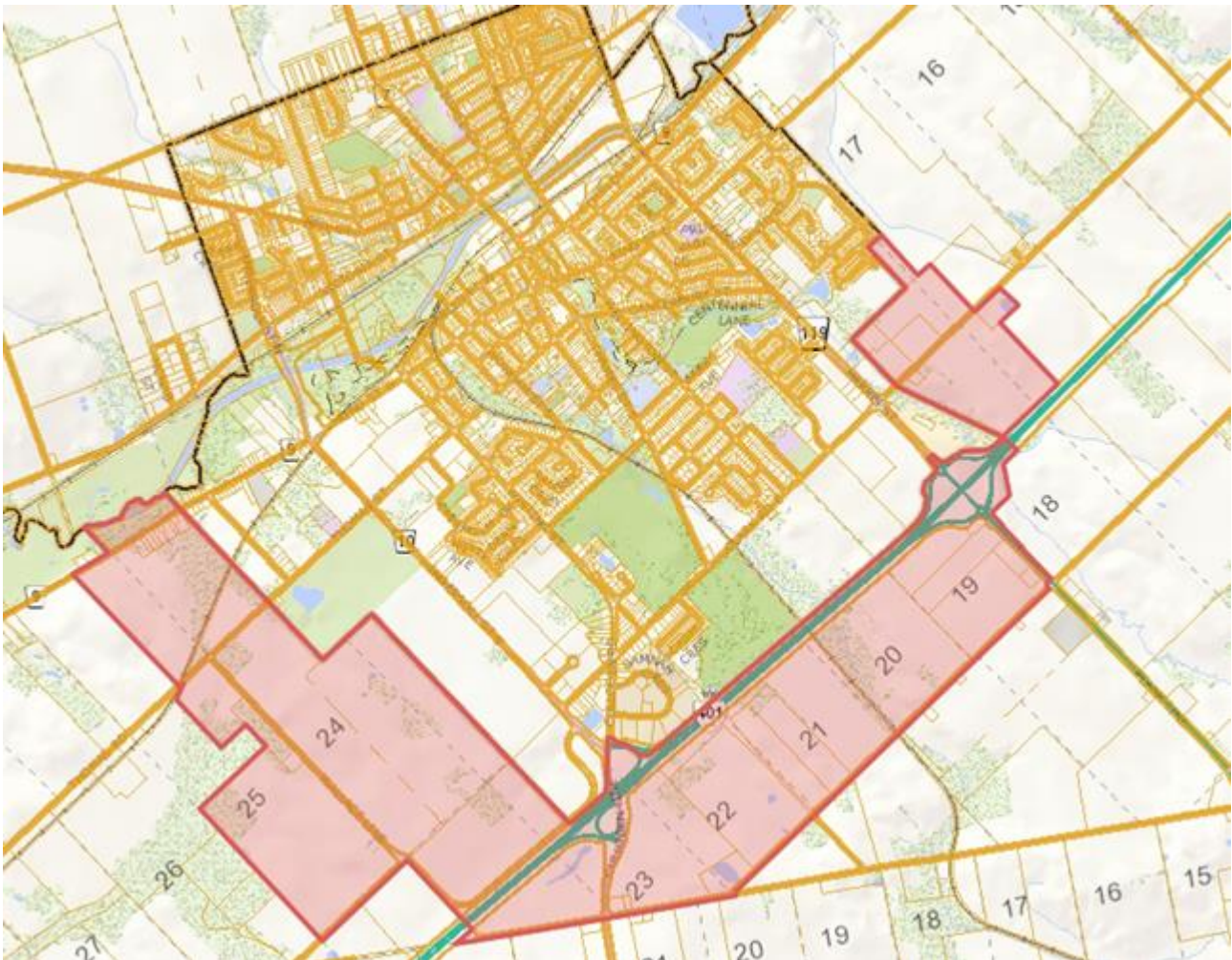




Notice of Joint Public Meeting **Municipal Boundary Restructuring** (Municipal Act, Sections 172 and 173)

Notice is hereby given that the Township of South-West Oxford and the Town of Ingersoll will be considering a proposal to adjust their mutual boundary within the County of Oxford. The Town of Ingersoll proposes to expand its boundary to encompass portions or the entirety of Part Lot 24, 25 Broken Front Concession West Oxford, Part Lot 17, 18, 24, 25 Concession 1 West Oxford, Part Lot 17, 18, 19, 20, 21, 22, 23, 24 Concession 2 West Oxford for additional industrial and residential land purposes.

The area of land that is proposed to be annexed from the Township to the Town effective January 1, 2021 is outlined on the map shown below (highlighted in pink).



A Public Information and Consultation Meeting will be held on:

Date: **Tuesday, February 25, 2020**

Time: **7:00 pm** (a formal presentation of the proposal will be given at 7:00 pm)

Place: **Salford Community Centre, 383908 Salford Road, Salford ON, N0J 1W0**

Any person or organization wishing further information on the above may attend the Public Meeting or contact one of the offices listed below.

Any person or organization wishing to comment on these matters is invited to provide their views in writing to one of the offices listed below. Comments are to be submitted no later than March 13, 2020. The Municipal Councils will deal with the matter at their respective regular or special meetings of Council in April 2020.

Dated this 4th day of February 2020.

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This document will be made available in alternative formats upon request



**Town of Ingersoll
Township of South-West Oxford
County of Oxford**

**Proposed Township of South-West Oxford and
Town of Ingersoll Boundary Adjustment**

Public Information and Consultation Meeting Agenda

Meeting Date: Tuesday, February 25, 2020
Place: Salford Community Centre, 383908 Salford Road, Salford ON,
N0J 1W0
Time: 7:00 PM

1. Opening Remarks from SWOX and Ingersoll Mayors and Chairs of the Joint Boundary Committee
2. Opening Remarks – Mary Ellen Greb, CAO, Township of South-West Oxford
3. Needs Assessment – William Tigert, Chief Administrative Officer, Town of Ingersoll
 - a. Why are the municipalities discussing a boundary adjustment?
 - b. Why here?
4. Taxes – William Tigert, Chief Administrative Officer, Town of Ingersoll
 - a. Will taxes be phased in or will I have to pay full taxes to the Town immediately?
 - b. How will the phase in be calculated?
 - c. Where do I pay my taxes?
 - d. What about my pre-authorization plan?
5. Community Planning – Planner, Town of Ingersoll
 - a. Secondary Planning/Service Study requirement
 - b. Official Plan
6. Compensation – Diane Larder, Treasurer, Township of South-West Oxford
7. Next Steps – William Tigert, Chief Administrative Officer, Town of Ingersoll
8. Questions and Comments

Township of Southwest Oxford / Town of Ingersoll

Proposed Boundary Adjustment

Frequently Asked Questions

What is a Municipal Boundary?

A municipal boundary is a defined line that denotes the limits of a municipality's jurisdiction. Properties that fall within a municipality's boundary are subject to its by-laws and property-tax levy and will also receive the services it provides.

How does a Municipality Change its Boundary?

Section 173 of the *Municipal Act*, S.O. 2001, establishes the process for municipal "restructuring."

Section 171 (2) of the *Municipal Act*, S.O. 2001, limits municipal restructuring of regional governments, including Oxford County, to minor restructuring proposals as defined under section 173 (16), which states that a restructuring is considered 'minor' if:

- a) The proposal provides for one or more annexations of part of a local municipality to another municipality and makes any changes to the boundaries of the upper-tier municipalities necessary to reflect those annexations;
- b) The proposal does not provide for any type of restructuring other than what is described in clause a)
- c) The Minister, after reviewing the proposal, is of the opinion that it is of a minor nature.

Before a boundary adjustment is permitted to take effect, the following approvals are required, as prescribed by Ontario Regulation 216/96:

- The support of every local municipality that, as a result, of the restructuring proposal, would have any part of its boundaries changed;
- The support of the Upper-Tier municipality (County of Oxford); and
- Approval of the Minister of Municipal Affairs and Housing.

Why are the Municipalities Discussing a Boundary Adjustment?

- Ingersoll is facing a deficit of industrial and residential lands to meet its future growth needs as detailed in the Updated County and Area Municipal Growth Forecasts and Land Need Analysis report by the County of Oxford Community Planning department and supported by Hemson Consulting Ltd. Phase 1 Comprehensive Review study, which were presented to Ingersoll Council at its regular meeting in May 2019.

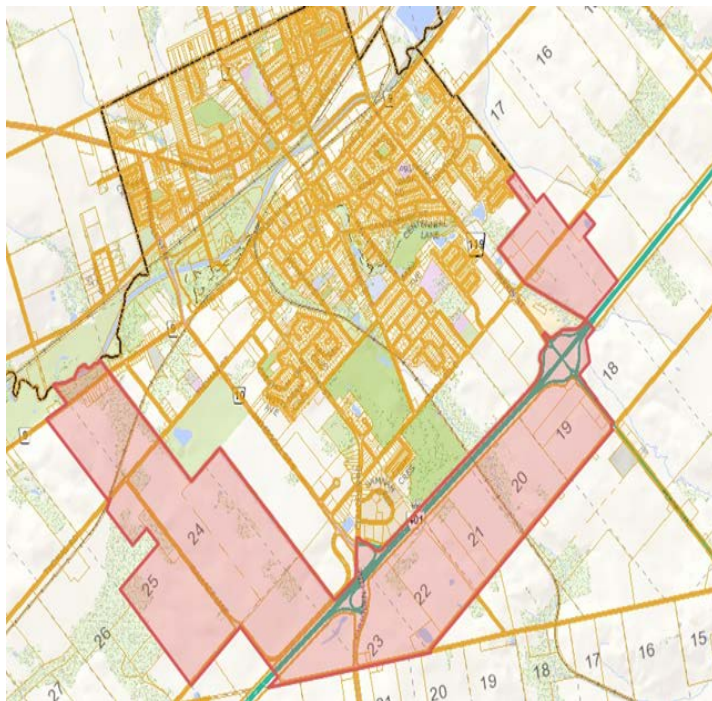
Ingersoll Forecast – Total Population, Households and Employment (2016 – 2046)

Growth Type	Total Population							Growth 2016-2046
	2016	2021	2026	2031	2036	2041	2046	
Population	13,110	14,240	15,130	16,090	17,070	18,030	18,960	5,850
Households	5,080	5,580	5,950	6,320	6,690	7,020	7,330	2,250
Employment	8,990	9,710	10,080	10,470	10,950	11,510	12,150	3,160

Based on the above growth projections, Ingersoll’s estimated 20-year land needs are as follows:

- Residential – 75 gross developable ha (185 acres)
- Industrial – 109 gross developable ha (264 acres)

Where is the Proposed Boundary Adjustment?



The proposed boundary adjustment represents an annexation of approximately 1,550 acres involving 61 properties located in South-West Oxford situated along the southern border of the 401 from Wallace Line to Plank Line, and extending North-West past Hamilton Rd. on the West Side of Town and to Moffat Ave. on the East Side of Town.

Why Here?

The most recent growth land needs analysis for Ingersoll identifies the need for additional residential and industrial development lands to accommodate the Town’s projected housing and employment growth for the 20 year planning period set out in the Provincial Policy Statement and County of Oxford Official Plan. The lands identified for the potential boundary adjustment have been under consideration to meet Ingersoll’s growth needs for a number of years. Further, a portion of these lands are designated in Oxford County’s Official Plan as lands for “future urban growth” (“Schedule C-3” of the Official Plan).

The policies of the Provincial Policy Statement and County of Oxford Official Plan both require that growth and development be directed to designated settlement areas with an appropriate level of

services. To be consistent with these policies, the subject lands must be brought into the municipal and designated settlement boundary for the Town of Ingersoll before their development for residential, industrial or other urban type uses would be permitted. .

The properties under consideration represent a mix of attractive land for future industrial development along the 401 and lands for potential future residential development, such as those along Ingersoll's eastern border. In order to ensure efficient use of the land and a sufficient mix of housing types the parties to the agreement have established that residential development will pursue a density of 27 units/hectare (11 units/acre). The specific use of the lands will be determined through a subsequent secondary planning study exercise, which is described in further detail in a later question.

Has the Restructuring Decision been Finalized?

No, South-West Oxford and Ingersoll's Councils have only approved consideration of the proposal to adjust their mutual boundary at a public meeting. The Councils cannot vote on whether to support or oppose the proposal until they have consulted with the public.

What is the Purpose of the Public Meeting and When will it be Held?

The Public meeting meets obligations under section 173 of the Municipal Act which requires that Councils consult with the public before voting on whether to support or oppose a restructuring proposal. The public meeting is scheduled to be held on February 25, 2020 at 7:00 p.m. at the Salford Community Centre located at 383908 Salford Road, Salford ON, N0J 1W0.

If the Municipal Councils pass a by-law to support the boundary adjustment, do I as a taxpayer have any right to appeal the decision?

The provisions of the Ontario Municipal Act do not provide for an appeal of the decision of Council, respecting a mutual boundary adjustment.

What is the proposed effective date of the boundary adjustment?

January 1, 2021

Where do I pay my taxes if the boundary adjustment is approved?

Until December 31, 2020, you will continue to pay your taxes to the Township.

If the proposal proceeds, beginning in January 1, 2021, all taxes, including any outstanding amounts will be due to and collected by the Town of Ingersoll.

Will taxes be phased in or will I have to pay full taxes to the Town immediately if the boundary adjustment is approved?

Under the proposal, owners of residential and farm properties will have their taxes phased in over ten (10) years, while industrial landowners will have their taxes phased in over five (5) years.

Tax phase-in measures are proposed to mitigate the impact to existing owners only. As there is always land speculation resulting from boundary adjustments, any residential property sold after the proposal's effective date (should it be approved) will no longer qualify for the tax phase in.



How will the phase in be calculated if the boundary adjustment is approved?

On January 1, 2021 your phase-in amount will be calculated as follows:

$$2021 \text{ assessment} \times \text{Town tax rate} - 2021 \text{ assessment} \times \text{Township tax rate} = \text{difference}$$

For residential properties, the difference will be phased in over ten years.

Tax increase for each of the next **ten** years as a result of the boundary adjustment only:

- Year 1 Town Taxes reduced by 90 % of the difference
- Year 2 Town Taxes reduced by 80% of the difference
- Year 3 Town Taxes reduced by 70% of the difference
- Year 4 Town Taxes reduced by 60% of the difference
- Year 5 Town Taxes reduced by 50% of the difference
- Year 6 Town Taxes reduced by 40% of the difference
- Year 7 Town Taxes reduced by 30% of the difference
- Year 8 Town Taxes reduced by 20% of the difference
- Year 9 Town Taxes reduced by 10% of the difference
- Year 10 Pay full Town Taxes

I am currently set up with the Township under a Pre-authorized Tax plan. What will happen if my property is annexed in the Town of Ingersoll?

As of the date of the publication of this FAQ sheet, The Town offers two preauthorized payment plans. Taxpayers can participate in a monthly withdrawal plan or have their tax installment withdrawn on each due date. The monthly plan covers 12 months and runs from January 1st to December 31st each year.

Property Owners wishing to participate in either plan are required to complete the PAP (pre-Authorized Payment) form and provide a void cheque. The Town of Ingersoll also requires that the taxes on the property to be up to date to participate in a pre-authorized payment plan.

My property is part of a Municipal Drain, will it continue to be?

Yes, and provisions under the Municipal Drainage Act still apply.

If approved, who would collect my garbage?

Residents of the Town of Ingersoll have their garbage and recycling collected through Oxford County each Tuesday; properties coming into the Town’s boundaries will transition to a weekly Tuesday collection schedule upon the effective date of the proposal.

If approved, will Ingersoll By-laws apply to my property?

Yes, as of the effective date of any annexation, the bylaws of the Town of Ingersoll will extend to the annexed areas except those that are specifically excluded in the boundary adjustment agreement.

An example of an exempted bylaw is the Zoning Bylaw. The Township of South West Oxford Zoning Bylaw will continue to be in force until amended by the Town of Ingersoll or through an individual planning application.

What is the process to determine the future use of the lands that are within the area of the boundary adjustment?

In order to ensure orderly development, the services of a planning and engineering consultant are typically retained to study the area and produce a secondary plan and servicing strategy. This study will identify the proposed land uses, housing types and density, public park(s) and storm water management features. Also included are engineering elements for the extension of centralized sewer and water services and transportation/ road improvements. Additional studies typically include an environmental impact assessment, to provide recommendations for development setbacks and other measures to protect existing natural features. The secondary planning exercise will include public meetings to obtain input from those within and outside the study area.

Once the secondary planning process is completed, an Official Plan Amendment application is filed to provide the land use policy framework necessary to update the zoning by-law. This again, is a public process with agency circulation and public meetings to obtain comments from the public and other stakeholders.

Once the Official Plan Amendment has been approved, the Town of Ingersoll or individual property owners can file planning applications to rezone all, or a portion of, the lands to bring them into conformity with the land use direction set out in the Official Plan. This again is a public process, which includes public meetings to obtain input from the public.

If approved, will sewer services be extended to my property?

The secondary planning process mentioned above will identify sewer-servicing strategies for the orderly extension of services. The timing of this infrastructure is subject to development activity and need in the event of failing septic systems.

I have a well & septic system, how long will I have before I have to connect to the County's water and sanitary sewer system?

As noted previously, the area proposed to be brought into the Town of Ingersoll boundary will be subject to a comprehensive secondary planning exercise that will also assist the municipalities in determining a servicing strategy for the area. Water services have been available for many existing residential properties for some time. Sanitary sewer services are not presently available. At such time as sewer services become available, property owners within the annexed area will generally be required to connect to both services in situations where existing private services are contaminated (i.e. private well) and/or are exhibiting operational problems (i.e. private septic system). Connections to municipal services will also generally be required where properties are redeveloped.

Further, there may also be requirements to connect to new municipal services when they become available where the County establishes such requirements through a connection by-law. The County will ensure that appropriate communications and public dialogue regarding future municipal service connections are undertaken as servicing plans for the proposed annexed area evolve.

Further, once services are available, the County will set a time period for the mandatory connection to the municipal systems.

Is there an immediate cost to the property owner for sewer or water services or does a charge occur only when the property owner hook-ups?

A connection charge will apply at the time of hookup or once the County passes a connection by-law, whichever occurs first. County policy provides the ability for property owners to finance new water and sewer service connections to properties within developed areas.

What is the connection fee?

The connection fee covers the cost of extending water and sewer services to a given area and is charged to all benefitting properties. An estimate of the fee will be provided during the public consultation process as the design of the infrastructure progresses.

If approved, will my address change?

The past practice of the Town has been to leave the “911” addresses in place until new Town addresses are assigned and then give residents notice of the address change.

If approved, who will provide fire protection services?

The Town of Ingersoll operates a fully functioning fire department, which will be responsible for service in any newly annexed area.

Will I be able to continue the existing use of my property after a boundary adjustment is finalized?

Township zoning will stay in place until repealed and replaced by the Town or amended by way of a planning application and approval filed by the property owner. Uses compliant with the Township zoning and uses which are deemed to be legal non-conforming by the Township can continue after a boundary adjustment. Uses, which are neither, will be subject to zoning enforcement.

The Town of Ingersoll’s Property Standards Bylaw will be in force, which could impact how some property is maintained.

Will the speed limits on the road in the annexed area change?

Initially there will be no change. The traffic patterns will be monitored as the area develops and adjustments made as required.

What happens after the Public Meeting?

After the Public Meeting, the Municipal Councils will consider the input obtained from the public and decide whether to enter into an agreement to approve the Boundary Adjustment. If the Councils



approve the boundary adjustment, it will be submitted to the Province for approval. It is expected that the Councils will consider the matter at a regular or a special meeting in April.

What is the Township getting for this?

The proposed agreement between the Town of Ingersoll and the Township contains provisions for financial compensation for the Township for lost tax revenue and a share in future tax revenue for new development.

The specifics are:

- **Ongoing Base Compensation – In perpetuity (except CAMI lands)**

The Town proposes to pay to the Township annually the total amount of the Township own purpose taxes levied by the Township based on the taxes levied the day before the boundary adjustment becomes effective for the proposed lands. Beginning in 2021 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) based on the Ontario Consumer Price Index.

- **Additional Compensation**

- The Town of Ingersoll proposes to pay to the Township a one-time compensation on the basis of \$250 per new residential unit (estimated at 558 units) constructed on the lands within the boundary adjustment area.
- South of the 401 to the Whiting Street extension is proposed to be sold to the Town of Ingersoll at a market rate of \$25,000 per acre, at an estimated value of \$175,000 for the seven acres.
- Ingersoll to pay 24% of CAMI's net tax payment in perpetuity to the Township of South-West Oxford.
-

How can I submit comments?

Comments will be received and recorded in the minutes at the public meeting. Details of the meeting are as follows:

Date: **Tuesday, February 25, 2020**

Time: **7:00 pm – 9:00 pm** (a formal presentation of the proposal will be given at 7:00 pm)

Place: **Salford Community Centre, 383908 Salford Road, Salford ON, N0J 1W0**

Written comments are to be received no later than March 13, 2020 and can be sent to:

Julie Forth
Clerk

Michael Graves
Clerk

Gord Hough
Director Community Planning



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