

**Township of South-West Oxford
Minutes
SWOX Housing Opportunities Committee
September 3, 2024**

In Attendance: Mayor David Mayberry, Councillor Peter Ypma (Ward 2), Councillor Craig Gillis (Ward 6) and CBO Howard Leaver.

Staff: CAO Mary Ellen Greb, Clerk Julie Middleton and Clerk's Assistant/Records Management Co-ordinator Nicole Chambers

Regrets: Paula Beckett (community representative)

Call Meeting to Order

The meeting was called to order at 2:00 p.m. by Mayor David Mayberry and a quorum was present.

Motion to Accept Agenda

Resolution No. 1 Moved by Peter Ypma
Seconded by Craig Gillis

RESOLVED that the agenda for the meeting of the September 3, 2024 SWOX Housing Opportunities Committee be approved.

DISPOSITON: Motion Carried

Minutes

Resolution No. 2 Moved by Craig Gillis
Seconded by Howard Leaver

RESOLVED that the minutes of the June 4, 2024 SWOX Housing Opportunities Committee meeting be approved.

DISPOSITON: Motion Carried

Business Arising from the Minutes

Tiny Homes Show

CBO Howard Leaver advised the Committee of innovative technology he learned about during the Tiny Homes Show – e.g. incinerating toilets and greywater recycling showers – which could enable the Township to reduce size requirements for septic systems. At

this time, the Ontario Building Code does not take these alternative solutions into consideration when calculating maximum flows and septic system sizes/requirements.

Correspondence

Market Update

The Committee reviewed the May, June and July, 2024 market reports and noted the following:

Month:	May	June	July
Sold Listings	↓ down 3.3%	↓ down 5.3%	↓ down 7%
Avail. Inventory	↓ down 17.8%	↑ up 57.1%	↑ up 5%
New Listings	↑ up 14%	↑ up 11.7%	↑ up 7.1%
Avg. Price	↑ up 6.7	↑ up 11.8%	↑ up 10.6%

Councillor Ypma commented that these prices are unfortunately still “stubbornly high”.

Discussion Items

Land Development Potential

Justin Masecar, MW Drafting, provided the Committee (at no cost) with a concept plan for a potential tiny home community in Brownsville. This site includes private parking, private garden and shed. Approximately 2.5 acres would be needed to fit the maximum number of homes, including a 10,000L/day common septic and pump house/mechanical room. Each home on the concept drawing is a 32’ x 16’ footprint, providing a building area of approximately 500ft².

The Committee expressed appreciation of the work that Mr. Masecar has done, but they want to make more use out of the land vs. green space. The following comments were noted:

- Are there any other potential designs that could be considered to maximize the land – ideally would like to construct a first phase of 10-12 homes off Rolph St, infilling down to the Fire Station/Community Centre.
- Communal septic bed could be located to the rear of the Community Centre – may need to be a raised bed due to soil composition.
- Existing well capacity is at least 60 units (confirmed by Oxford County) which should be sufficient as there are not many empty lots in the village.
- With regard to flow of traffic, horseshoe road shape is ideal for snow removal and emergency access.
- Additional consideration will need to be given to ownership and operation models – how much control does the Township want to have/maintain? Ideally, we would

like to maintain ownership of the roads. Potential ownership models discussed include:

- Outside investor(s) willing to partner – could own each phase individually
- Township owning and maintaining (not ideal)
- Housing Co-op: would own land and lease it to residents
- Condominiums
- Committee members stressed the importance of maintaining affordability.
- Primary goal is to provide an opportunity for families to build equity and have pride of ownership in South-West Oxford.
- Price point would aim to be around \$200,000 all-in to provide affordable housing.

Next steps:

1. What can we physically do?
 - Mr. Leaver will research what alternative solutions the Ontario Building Code would accept which could help reduce the septic size (incinerating toilets, greywater recycling showers, etc.).
 - Mr. Leaver will report back with information about changes to the Ontario Building Code, effective January, 2025 that could impact this project.
2. Step 2: What can we financially do?
 - Councillor Peter Ypma will speak to the property owner to get an idea of a price point for the prospective land (price per acre) – is there any interest in a partnership?

At future meetings, the Committee will need to discuss potential ownership models, and consider amendments to the Township's Zoning By-law.

New Business

Henrietta St Road Allowance

Discussion took place regarding the Henrietta Street Road Allowance – a neighbouring property owner is interested at purchasing part of this land (off Raglan Street). They are looking to sever off two lots at the back portion of their property and the road would provide the access they require to do this. The property owners to the north and south of the road allowance have also expressed interest in purchasing this land – Council has considered proposals for both owners to buy it previously. Public Works has noted that as long as a fire truck can get in and out, 33 feet should be acceptable if we did not want to sell the entire parcel. CAO Mary Ellen Greb noted that there could be an issue with selling part of the land as property owners abut this at the rear. The Township also owns land which we would no longer be able to access. Clerk Julie Middleton will discuss this further with Public Works, she expressed concern about the grade and ability to construct a driveway on the land.

Directives

- Assist the Township and provide recommendation on taking a leadership role with respect to the consideration of various housing options within the Township and the County of Oxford;
- The SWOX Housing Opportunities Committee acts as a resource, information gathering and advisory body to Township Council on housing needs within the community;
- Monitor and obtain information on the local housing market and identify trends and emerging housing needs in the community and recommend action where appropriate;
- Provide advice and make recommendations regarding affordable housing initiatives and priorities within the community;
- Explore options for facilitating outside partnerships/involvement for new housing;
- The committee will not be directly involved in providing social housing within the community (this is an upper tier responsibility). However, may consider facilitating discussion in this regard should the opportunity arise with available land or interest from developers.

Adjournment

Resolution No. 3 Moved by Peter Ypma
 Seconded by Howard Leaver

RESOLVED that the Committee adjourn at 3:47 p.m. to meet again on October 1, 2024 at 1:00 p.m.

DISPOSITON: Motion Carried