



## Downtown Tillsonburg Business Improvement Area

### AGENDA

Meeting - Board of Management

Wednesday, October 30th, 2024

7:30 AM 10-164 Broadway, Tillsonburg Web link - <https://us02web.zoom.us/j/4147170612>

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#### **1. MOTION TO ADOPT THE AGENDA**

Moved by: C. Heutinck

Seconded by: J. VanCampen

THAT the agenda for the Board of Management meeting of October 30th, 2024, hereby be approved.

#### **2. DISCLOSURE OF PECUNIARY INTEREST**

#### **3. ADOPTION OF MINUTES – MEETING OF SEPTEMBER 25, 2024, AND OCTOBER 23, 2024**

##### **MOTION**

Moved by: E. Odorjan

Seconded by: W. Cameron

THAT the minutes for the Board of Management meetings of September 25<sup>th</sup> and October 23<sup>rd</sup>, 2024, hereby be approved.

#### **4. DELEGATION – TOWN OF TILLSONBURG/COUNTY OF OXFORD**

##### **COMPREHENSIVE ZONING BY-LAW REVIEW**

G. Vanhaelwyn/E. Gilbert/J. Graham

*Recommendation:*

THAT the report and materials from the delegation be received as information.

Moved by: H. Vallee

Seconded by: M. Gleeson

THAT the information from the delegation be received and that a report be brought back to the Board of Management for review, consideration and potential adoption; and forwarded during the prescribed timeline as per the project implementation plan.

## 5. STAFF REPORTS

### 5.1.1 2025 PROPOSED BUDGET + BUSINESS PLANS

The team updated the document content because of feedback from the October 23<sup>rd</sup>, 2024, BOM meeting. The PowerPoint slides have been updated to reflect more succinct wording as suggested by the Board of Management. The key assumptions have been adjusted to reflect a Closed Session item relating to staff wages, PayScale/bands, and compensation policies.

- Zero total levy increase vs. year ago.
- Zero FIP contribution by the town and BIA.
- Zero increase in the town's capital contribution VYA.
- Inputs for the MOU compensation with the Town of Tillsonburg represents the final of a 3-year commitment.
- Inclusion of Turtlefest revenues and expenses.
- Inclusion for estimates related to pay scales, benefits and retirement plans.
- Inclusion of a "no new debt" strategy.
- Retirement of \$23.8k of existing long-term debt.
- A revised 10-year revenue and expense outlook to the end of FY2034.
- A Human Resource plan to meet the organizational objectives.
- A detailed capital plan that is entirely funded by levy and town contribution with no new debt placement.
- Establishment of a defined plan to achieve \$100k in reserves.
- A marketing, activations and events plan to increase downtown traffic.
- Resources allocated in support of a successful 2025 TurtleFest event.

#### *Recommendation:*

That the BOM approves the 2025 budget and business plans including the creation of dedicated reserve funds to facilitate long-term organizational resilience.

That the 10-year financial plan be received as information.

**MOTION**

Moved by: E. Odorjan

Seconded by: A. Biggar

**THAT the Board of Management of the DTBIA hereby  
approves the 2025 budget + business plan as follows:**

- 1) A total levy of \$239,959, which represents a 2.0% decrease vs. 2024; which includes a special levy in the amount of \$12,886 comprised of legals fees; and other extraordinary items;
- 2) An expansion levy of \$19,258 applicable to the identified commercial and industrial properties in the proposed, expanded zone;
- 3) No town or BIA contribution to the Façade Improvement Program; with a savings to the taxpayer + membership of \$35k for each party;
- 4) No new FIP projects in FY25;
- 5) A capital spending plan of \$51,885 funded internally; (no debt placement);
- 6) MOU payment to the DTBIA from the Town of Tillsonburg - \$39,233; (final defined amount from the 3-year agreement);
- 7) Expansion of the business incubation centre, (BIC);
- 8) A one-year trial period of TurtleFest operated under the umbrella of the BIA with a defined MOU satisfactory to the parties;
- 9) A town capital contribution of \$20,000, which represents a 0% increase from 2024;
- 10) Adoption of a comprehensive compensation plan and associated policies;
- 11) Retire \$23,847 in long term debt resulting in a year-end 2025 debt balance of \$41,947, (decrease of 36.3%).
- 12) A non-cash transaction to transfer the remaining Façade Improvement Program deficit in the amount of \$69,855 to the General Fund.

**5.1.2 ADOPTION OF THE TOWN OF TILLSONBURG – POLICY HR-047: RZone Policy**

The Town of Tillsonburg RZone policy was formulated and approved via By-Law #4340 specifically to ensure that anyone using a Town facility, park, program or service to respect others and take responsibility in helping the Town maintain a safe and comfortable environment for all participants, spectators, patrons, volunteers and staff. With this right comes the responsibility to be accountable for actions/behaviours that put the safety of others at risk. The RZone Policy helps to ensure that inappropriate



behaviours that put the safety of others at risk. The RZone Policy helps to ensure that inappropriate behaviours are dealt with in an equitable and consistent manner.

*Recommendation:*

THAT the Town of Tillsonburg RZone Policy HR047 be adopted, and the following language be interchanged as follows:

- 1) Town of Tillsonburg be changed to "Downtown Tillsonburg BIA".
- 2) Tillsonburg properties be changed to "Downtown Tillsonburg BIA properties".
- 3) Tillsonburg programs and services be changed to "Downtown Tillsonburg BIA programs and services".
- 4) Town of Tillsonburg's Workplace Violence and Workplace Anti-Violence, Harassment and Sexual Harassment Policies be changed to "Downtown Tillsonburg Workplace Violence and Workplace Anti-Violence, Harassment and Sexual Harassment Policies".
- 5) Incident Review and follow-up staff shall mean the "Executive Director, DTBIA HR Committee and DTBIA Executive Committee".
- 6) Vandalism: Damage to Town of Tillsonburg owned property be changed to "Damage to Downtown Tillsonburg BIA owned property".
- 7) Enforcement procedures: That Town of Tillsonburg facility staff be changed to "Downtown Tillsonburg BIA staff".
- 8) Incident Review and Follow-up: This process will be administered by Human Resources department be changed to: "DTBIA Human Resources Committee"; point 4 – Facility staff changed to "DTBIA staff". Point 6 – Town of Tillsonburg facility be changed to "DTBIA facility".
- 9) That the RZone Appeals Committee be changed to "the DTBIA HR Committee".
- 10) Education & Awareness: Town of Tillsonburg Staff be changed to: "DTBIA Staff".
- 11) RZone Enforcement Guidelines: Town of Tillsonburg Staff be changed to "DTBIA Staff".



DTBIA staff will bring back a fully revised document to the November BOM meeting for consideration by the Board of Management.

### **5.1.3 IDA CANADA – POLICY PAPER ON:**

- 1) Downtown challenges – investment in mental health, addictions and homelessness supports;
- 2) Ensuring safe and inclusive spaces – requesting the Government of Canada to initiate an urgent, systematic review across the country concerning the bail system including a reform to Bill C-48 to include theft offenders alongside addressing repeat violent offenders; and
- 3) Incentivizing urban development via:
  - i. Revitalizing downtowns and main streets;
  - ii. Increasing housing density in downtowns and main streets;
  - iii. Incentivizing local entrepreneurs and commercial entities to form businesses in downtowns and main streets.

### **MOTION**

Moved by: M. Gleeson

Seconded by: B. Thompson

THAT the Board of Management of the DTBIA hereby recommends the following actions be adopted and implemented with the requisite funding as follows:

1. THAT the County of Oxford provides 7 day a week outreach supports in Downtown Tillsonburg effective January 1<sup>st</sup>, 2025;
2. THAT the County of Oxford provides \$40,000 in annual operational funding to the DTBIA to cover the increasing costs of downtown cleanliness, damage to BIA-owned assets due to social issues and to provide BIA staff with additional tools to manage the unhoused outside of the County hours of operations; including first-aid supplies; and other daily essentials such as bottled water; that can be distributed from the BIA offices and through our on-street ambassador team;
3. THAT the Province of Ontario removes the planning barriers, red tape and other legislative barriers impeding the densification of urban areas in the province including Downtown Tillsonburg;



4. THAT the Government of Canada involves downtown/placemaking organizations during the consultation period(s) regarding reforms to Bill C-48 and that this occurs prior to April 30<sup>th</sup>, 2025;
5. THAT the Town of Tillsonburg prioritizes the densification of the Downtown Tillsonburg to support the BIA membership maximizing the use of existing, already built municipal infrastructure;
6. THAT the Province of Ontario supports the OBIAA reforms to the Municipal Act whereas BIA's will have its own, stand-alone BIA Act, which gives the necessary autonomy to make more effective and efficient decisions;
7. THAT the Economic Development agencies and departments at the Town and County level provide yearly budget funding to the DTBIA-operated Business Incubation Centre of \$5,000 per agency; for a total of \$10,000 per annum.

## **6. PUBLIC MEETINGS**

## **7. CLOSED SESSION**

### **MOTION**

Moved by: E. Odorjan

Seconded by: A. Biggar

**THAT THE BOARD OF MANAGEMENT OF THE DTBIA MOVES INTO  
CLOSED SESSION FOR THE PURPOSES OF DISCUSSING:**

**239 (2) (b) Personal matters about identifiable individuals, including local  
board employees.**

**BIA employees**

Wages – discussion of DTBIA staff wages, pay scales + compensation plan(s).

**RETURN TO OPEN SESSION – NOTE TIME: \_\_\_\_\_**

## **8. PLANNING REPORTS**

**9. DEPUTATION(S) ON COMMITTEE REPORTS**

**10. INFORMATION ITEMS**

**11. HUMAN RESOURCES**

**14. GOVERNANCE**

**15. CONSIDERATION OF MINUTES**

**16. MOTIONS/NOTICE OF MOTIONS**

**17. RESOLUTIONS/RESOLUTIONS RESULTING FROM CLOSED SESSION**

**17.1.1 HR COMMITTEE REPORT 10-30-01**

Moved by: W. Cameron

Seconded by: M. Bossy

THAT HR Committee Report 10-30-01 be received as information and that the recommendations contained therein be adopted.

**18. BY-LAWS/RESOLUTIONS**

**19. TO CONFIRM PROCEEDINGS RESOLUTION**

Moved By: E. Odorjan

Seconded By: B. Thompson

THAT resolution 2024-10-B to Confirm the Proceedings of the Board Meeting held on October 30th, 2024, be read for a first, second, third and final reading and the Chair and Executive Director), hereby be authorized to sign the same, and place the corporate seal thereunto.

**19.1 CONFIRMING RESOLUTION 2024-010-B; – Meeting of 10/30/2024.**

**19. ITEMS OF PUBLIC INTEREST/ROUNDTABLE**

**20. ADJOURNMENT**

Moved by: E. Odorjan

Seconded by: A. Biggar

THAT the Board meeting of October 25th, 2024, be adjourned at \_\_\_\_ a.m.



## Downtown Tillsonburg Business Improvement Area

### MINUTES

Meeting - Board of Management

Wednesday, September 25<sup>th</sup>, 2024

7:30 AM 10-164 Broadway, Tillsonburg Web link - <https://us02web.zoom.us/j/4147170612>

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**1. CALL TO ORDER AT 7:30 A.M., QUORUM = YES.**

**2. MOTION TO ADOPT THE AMENDED AGENDA**

Moved by: W. Cameron

Seconded by: A. Biggar

THAT the agenda, as amended, for the Board of Management meeting of October 23<sup>rd</sup>, 2024, hereby be approved.

CARRIED

**3. DISCLOSURE OF PECUNIARY INTEREST**

NONE DECLARED

**4. ADOPTION OF MINUTES**

**5. CLOSED SESSION**

**Motion**

Moved by: B. Thompson

Seconded by: M. Bossy

THAT the Board of Management of the DTBIA moves into Closed Session for the purposes of discussing:



**239 2(b) Personal matters about identifiable individuals, including local board employees.**

Communications – Ministry of Labour

Correspondence – Ministry of Labour

Communications subject to solicitor-client privilege.

Communications and correspondence to the Town of Tillsonburg.

Wages – discussion of staff wages, pay scales + compensation plan.

Employee benefits coverage – short- and long-term disability.

Workplace violence and harassment – recent incidents involving BIA staff and board member.

Employee Assistance Plan.

Board of Management applications to the considered for the vacant board seat.

CARRIED

**RETURNED TO OPEN SESSION AT 9:10 A.M.**

**6. ECONOMIC DEVELOPMENT**

**7. PUBLIC MEETINGS**

**8. PLANNING REPORTS**

**9. DELEGATIONS**

**10. DEPUTATION(S) ON COMMITTEE REPORTS**

**11. INFORMATION ITEMS**

**12. STAFF REPORTS**

**13. HUMAN RESOURCES**

**14. GOVERNANCE**

**15. CONSIDERATION OF MINUTES**

**16. MOTIONS.NOTICE OF MOTIONS**

**17. RESOLUTIONS RESULTING FROM CLOSED SESSION**

**17.1.1 ED REPORT – EMPLOYEE ASSISTANCE PROGRAM (EAP)**

**MOTION**

Moved by: W. Cameron      Seconded by: E. Odorjan

THAT the Board of Management of the DTBIA hereby approves the EAP service to be provided through the Town of Tillsonburg EAP program at a cost \$3.42 per employee, per month effective October 1st, 2024.

CARRIED

**17.1.2 ED REPORT – NOMINATION FOR VACANT BOARD SEAT**

**MOTION**

Moved by: C. Heutinck      Seconded by: M. Bossy

THAT the Board of Management of the DTBIA hereby recommends AJ (Joost) VanCampen representing Nectar, 117 Broadway, Tillsonburg; be appointed by the Council of the Town of Tillsonburg to serve as a member of the Board of Management concurrent with this council term, to/or when their successor is appointed.

CARRIED

**17.1.3 ED REPORT – REQUEST – REIMBURSEMENT OF LEGAL FEES**

Moved by: M. Bossy      Seconded by: M. Gleeson

THAT pursuant to the Tillsonburg Downtown BIA creation by-law #2013 (1978), and Ontario Municipal Act – Section 205(3) subsections (a), (b), and (c); that the Town of Tillsonburg assumes responsibility for unbudgeted legal costs arising from the actions of board members duly appointed by the municipal council and further that the DTBIA hereby be reimbursed for all legal costs resulting from the HR investigation into board member misconduct in 2023.

CARRIED



## **18. BYLAWS/RESOLUTIONS**

### **19. TO CONFIRM PROCEEDINGS RESOLUTION**

Moved By: M. Tedesco

Seconded By: C. Heutinck

THAT resolution 2024-09-A to Confirm the Proceedings of the Board Meeting held on September 25th, 2024, be read for a first, second, third and final reading and the Chair and Executive Director), hereby be authorized to sign the same, and place the corporate seal thereunto.

CARRIED

#### **19.1 CONFIRMING RESOLUTION 2024-09-A; – Meeting of 09/25/2024.**

## **20. ITEMS OF PUBLIC INTEREST/ROUNDTABLE**

## **21. ADJOURNMENT**

Moved by: M. Bossy

Seconded by: M. Gleeson

THAT the Board meeting of September 25th, 2024, be adjourned at 9:12 a.m.

CARRIED



## Downtown Tillsonburg Business Improvement Area

### MINUTES

Meeting - Board of Management

Wednesday, October 23rd, 2024

7:30 AM 10-164 Broadway, Tillsonburg Web link - <https://us02web.zoom.us/j/4147170612>

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**CALL TO ORDER at 7:36 a.m.**

**QUORUM – YES, 6 of 11 members present**

**1. MOTION TO ADOPT THE AGENDA**

Moved by: M. Bossy

Seconded by: A. Biggar

THAT the agenda for the Board of Management meeting of October 23rd, 2024, hereby be approved.

CARRIED

**2. DISCLOSURE OF PECUNIARY INTEREST**

CARRIED

**3. ADOPTION OF MINUTES – MEETING OF JULY 3<sup>rd</sup>, 2024**

Moved by: E. Odorjan

Seconded by: M. Bossy

THAT the minutes for the Board of Management meeting of July 3rd, 2024, hereby be approved.

CARRIED

**4. CLOSED SESSION**

**7. PUBLIC MEETINGS**

**8. PLANNING REPORTS**

**9. DELEGATIONS**

**10. DEPUTATION(S) ON COMMITTEE REPORTS**

**11. INFORMATION ITEMS**

**11.1 INTERNATIONAL DOWNTOWN ASSOCIATION CIRCULAR – 10/24**

Important policy document requesting urgent action to address homelessness, addictions, crime, and changes to legislation to address repeat offenders and the bail system.

**MOTION**

ITEM DEFERRED PENDING FURTHER DETERMINATION OF AN APPROPRIATE, DEFINED RESPONSE WITH SPECIFIC TACTICS BEING IDENTIFIED.

The ED will add this item to the October 30<sup>th</sup>, 2024, meeting agenda.

**12. STAFF REPORTS**

**12.1 EXECUTIVE DIRECTOR**

**12.1.1 FAÇADE IMPROVEMENT PROGRAM - APPLICATION REVIEW**

17-19-21 Brock Street East – rear/side façade painting

Applicant: Roderick VanRiesen/Stacey Pembleton

Grant amount: \$2,000 (from FIP reserves)

Disposition: approved by FIP committee



18 Harvey Street – paint, repointing of brick, general repairs

Applicant: Permtterra Development Corp/John Gilvesy

Grant amount: \$10,000 (from FIP reserves)

Disposition: approved by FIP committee, work to commence pending BOM approval.

### **MOTION**

Moved by: E. Odorjan

Seconded by: A. Biggar

THAT the BOM approves the FIP projects for 17-19-21 Brock Street East and 18 Harvey Street, Tillsonburg.

CARRIED

## **12.1.2 AODA COMPLIANCE – EXISTING OFFICE SPACE**

The existing DTBIA offices are not AODA compliant and do not meet the requirements of the act. The established, final date for compliance is January 1<sup>st</sup>, 2025.

C. Panschow commented that there really isn't any active enforcement of the AODA guidelines and should not really be a concern.

There was no direction from the BOM and no further action on this item.

## **12.2 MARKETING AND EVENTS**

The Events + Marketing Coordinator reviewed the report and upcoming events.

### **MOTION**

Moved by: A. Biggar

Seconded by: M. Bossy

THAT the October Marketing and Events report be received as information.

CARRIED

### **12.3 ECONOMIC DEVELOPMENT**

C. Panschow made comment on the industrial economic development conference in Northern Germany where Quebec has always had a very good presence and strategy, and that Ontario and Canada will have significantly improved efforts in 2025.

### **12.4 FINANCE**

#### **12.4.1 2025 BUDGET + BUSINESS PLANS**

The ED reviewed all the key assumptions. No changes were suggested by the BOM. The ED reviewed the budget/business plan PowerPoint slide presentation. The board provided specific comment to wordsmith some of the slides to better communicate a succinct message. There were no changes made to the actual document content. The ED will provide an updated document via e-mail and will distribute hard copy updates at the next budget meeting in addition to posting the agenda for the next budget meeting with the requisite details.

### **13. HUMAN RESOURCES**

### **14. GOVERNANCE – DIRECTOR ORIENTATION**

### **15. CONSIDERATION OF MINUTES**

### **16. MOTIONS/NOTICE OF MOTIONS**

### **17. RESOLUTIONS/RESOLUTIONS RESULTING FROM CLOSED SESSION**

### **18. BY-LAWS/RESOLUTIONS**



**19. TO CONFIRM PROCEEDINGS RESOLUTION**

Moved By: J. VanCampen

Seconded By: E. Odorjan

THAT resolution 2024-10-A to Confirm the Proceedings of the Board Meeting held on October 23rd, 2024, be read for a first, second, third and final reading and the Chair and Executive Director), hereby be authorized to sign the same, and place the corporate seal thereunto.

CARRIED

**19.1 CONFIRMING RESOLUTION 2024-010-A; – Meeting of 10/23/2024.**

**19. ITEMS OF PUBLIC INTEREST/ROUNDTABLE**

**20. ADJOURNMENT**

Moved By: M. Bossy

Seconded By: A. Biggar

THAT the Board meeting of October 23rd, 2024, be adjourned at 8:49 a.m.

CARRIED



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# Town of Tillsonburg Comprehensive Zoning By-law Review Update

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Downtown Tillsonburg BIA– October 30, 2024

# Agenda

- **Introduction of Town of Tillsonburg and Oxford County staff**
- **Timeframes**
- **Detailed Outline of Proposed Modifications to the Zoning By-law**
- **Questions and Discussion**

# Town of Tillsonburg/Oxford County Staff

- Town of Tillsonburg Council
- Jonathon Graham, Director of Operations & Development – Town of Tillsonburg
- Geno Vanhaelewyn, Chief Building Official – Town of Tillsonburg
- Eric Gilbert, Manager of Development Planning – Community Planning – Oxford County
- Marc Davidson, Senior Development Planner – Community Planning – Oxford County

# Timeframes

July 8, 2024 – Report to Town of Tillsonburg Council – Comprehensive Zoning By-law Review - established the timeframe for this project as follows:

## Proposed Project Process



# Detailed Outline of Proposed Modifications

## **ALL ZONES – Setback to Centreline of Arterial Road**

- Clarify that the setback from the centreline of an arterial road is to be calculated from the centreline of the road allowance, NOT the pavement.

## **Modify Section 3.2 – Holding Zones**

- Amend Section 3.2 to clarify that holding zones may be used to ensure that adequate services are available to service a development prior to building permit issuance.

## **Modify Section 4 – Emergency Care Establishment**

- Amend Section 4 to add a new definition for emergency care establishment, which means an institutional use that provides temporary accommodation and assistance for periods generally not exceeding six (6) weeks for the majority of residents. An Emergency Care Establishment does not include a Group Home.

# Detailed Outline of Proposed Modifications

## Section 5 – General Provisions

### Modify Section 5 – Provisions for Emergency Care Establishment

- Amend Section 5 to provide that an ECE may not be located on lands fronting or flanking onto Broadway within the CC or EC Zone;

### Modify Section 5.1 - Accessory Uses, Buildings, Structures

- Increase in the maximum height of accessory buildings from 3.7 m (12.1 ft) to 6 m (19.6 ft) in Residential and Entrepreneurial Zones; and
- Increase the minimum rear yard and interior side yard setbacks for accessory structure from 1.2 m (3.9 ft) to 3 m (9.8 ft) in Residential and Entrepreneurial Zones.

# Detailed Outline of Proposed Modifications

## **Modify Section 5.1.4 – Regulations for Additional Residential Units**

- Reduce the requirement for landscaped open space in the front yard of a lot used for ARU purposes from 50% to 35%;
- Remove the requirement for entrances to be from the front lot line to the ARU entrance; and
- Include a provision to allow ARU's within a building or structure accessory to a residential use (while complying with Table 5.1.1.4 – Regulations for Accessory Buildings and Structures).

## **Modify Section 5.2 – Cargo Containers**

- Will permit cargo containers in an Industrial or Commercial Zone only.

## **Remove Section 5.9 – Garden Suites**

- With the introduction of ARU's, garden suites are not likely relevant due to the high cost of construction and their temporary nature.

# Detailed Outline of Proposed Modifications

## **Modify Section 5.13 – Home Occupation**

- Adding provisions that prohibit an eating establishment and food preparation in a home occupation; and
- Modification of the current standard that limits the size of the delivery vehicle from 4,000 kg to 420,000 kg.

## **Modify Section 5.14 – Loading Provisions**

- Relocation of these provisions to Section 5.24.6.

## **Modify Section 5.21.4 – Non-Conforming Uses, Sites and Buildings**

- This modification will allow additional time (from 6 months to 1 year) for approved uses and structures that have been issued a building permit but have not yet been constructed and may no longer conform to the ZBL as a result of changes or amendments, to be constructed to be deemed legal non-conforming.



# Detailed Outline of Proposed Modifications

## Modify Section 5.24 – Parking Provisions

- Amend Table 5.24.1.7.2 - the width of a joint access measured along the streetline to be between 6.7 m (22 ft) and 9 m (29.5 ft) or as approved in an approved site plan;
- Amend Table 5.24.1.7.1 – to increase the maximum driveway width from 50% to 60% of the area of the front yard or lot frontage, or the area or width of the exterior side yard that may be occupied by a driveway or parking area;
- Amend Table 5.24.1.8 – remove crushed stone, slag, gravel, crushed brick (or tile) and cinders;
- Amend Table 5.24.2.1 – remove garden suite from the table;
- Amend Table 5.24.2.1 – correct the spelling of bed and breakfast establishment;
- Amend Table 5.24.2.1 – to reduce the number of parking spaces required for a residential unit in a portion of a non-residential building/multiple unit dwelling, or apartment dwelling from 1.5/unit to 1.25/unit; plus accessible parking requirements as outlined in Section 5.24.2.2;

# Detailed Outline of Proposed Modifications

## Modify Section 5.24 – Parking Provisions Continued

- Amend Table 5.24.2.1 – require 1 space per 25m<sup>2</sup> (269 ft<sup>2</sup>) rather than 1 space per 20 m<sup>2</sup> (215.5 ft<sup>2</sup>) for commercial school, financial institution, laundromat, personal service establishment, retail store, service shop and studio uses;
- Amend Table 5.24.2.1 – require 1 space per 30 m<sup>2</sup> (322 ft<sup>2</sup>) of gross floor area rather than 1 space per 20 m<sup>2</sup> (215.3 ft<sup>2</sup>) for business or professional office and government administrative office uses;
- Amend Table 5.24.2.1. – require 1 space per 200 m<sup>2</sup> (2,152 ft<sup>2</sup>) of gross floor area rather than 1 space per 185 m<sup>2</sup> (1,991 ft<sup>2</sup>) for industrial warehouse uses;
- Amend Table 5.24.2.1 – to include that adequate off-street parking/loading spaces for school busses shall also be provided as determined through an approved site plan for elementary school uses; and
- Amend Table 5.24.2.1 – to include that queue spaces shall not be considered a parking space and shall not be located in a yard abutting a Residential or Entrepreneurial Zone.

# Detailed Outline of Proposed Modifications

## **Modify Section 5.26 Prohibited Uses**

- Amend Section 5.26 to include a facility for the manufacturing, refining or processing of hydrochloric acid, nitric acid, picric acid, sulphuric acid, or any sulphurous acid.

## **Modify Section 5.27 Public Uses**

- Amend Section 5.27.1 to include an internet service provider to the list of ‘public services.’

## **Modify Section 7.3 – R2-S Zone**

- Amend Section 7.3 to clarify that an ARU is a permitted use in this zone.

## **Modify Section 14 – Service Commercial Zone**

- Amend Section 14 to remove a place of worship as a permitted use.

# Detailed Outline of Proposed Modifications

## **Modify Sections 6, 7 & 8 – Low Density Residential Type 1, 2 & 3**

- Amend Sections 6, 7 & 8 to include an ARU as a permitted use.

## **Modify Sections 8 & 9 – Low Density Residential Type 3 & Medium Density Residential**

- Amend Sections 8 & 9 to remove the minimum distance between multiple unit dwellings and apartments on the same lot.

## **Modify Section 15 – Neighbourhood Commercial Zone**

- Amend Section 15 to remove the minimum gross floor area for dwelling units.

# Questions and Discussion

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**Eric Gilbert**, RPP, MCIP  
Manager of Development Planning  
[egilbert@oxfordcounty.ca](mailto:egilbert@oxfordcounty.ca)  
519.539.9800 ext. 3216

**Marc Davidson**  
Senior Development Planner  
[madavidson@oxfordcounty.ca](mailto:madavidson@oxfordcounty.ca)  
519.539.9800 ext. 3214

## 2025 Budget - inc. comparisons to FY2024 + forecasts to 2029

	<b>2024</b>	<b>2025</b>	Chg	<b>2026</b>	Chg	<b>2027</b>	<b>2028</b>	<b>2029</b>
	<u>Forecast</u>	<u>Proposed</u>	<u>+/-</u>	<u>Planned</u>	<u>+/-</u>	<u>Planned</u>	<u>Planned</u>	<u>Planned</u>
<b>Revenues:</b>								
Levy	\$167,905	\$172,815	2.9%	\$173,500	0.0%	\$178,500	\$182,070	\$188,000
Levy – expansion area	Nil	\$19,258	n/a	\$19,643	n/a	\$20,036	\$20,437	\$20,845
Levy – capital projects	\$35,000	\$35,000	0.0%	\$35,000	0.0%	\$35,000	\$35,000	\$35,000
Levy – extraordinary items	\$21,673	\$12,886	-40.5%	\$0	0.0%	\$0	\$0	\$0
<b>Total Levy</b>	<b>\$224,578</b>	<b>\$239,959</b>	<b>-2.0%</b>	<b>\$228,143</b>	<b>-5.0%</b>	<b>\$233,536</b>	<b>\$237,507</b>	<b>\$243,845</b>
Façade Improvement Program	\$0	\$0	n/a	\$0	n/a	\$15,000	\$20,000	\$25,000
Shared Services Agreement (SSA/MOU)	\$37,119	\$39,233	5.7%	\$48,100	12.3%	\$49,060	\$50,410	\$51,040
Town contribution to capital	\$20,000	\$20,000	0%	\$20,600	3.0%	\$21,010	\$21,430	\$21,860
<b>Town of Tillsonburg total:</b>	<b>\$281,697</b>	<b>\$299,192</b>	<b>-0.1%</b>	<b>\$296,843</b>	<b>-1.0%</b>	<b>\$318,606</b>	<b>\$329,347</b>	<b>\$341,745</b>
Grant income - approved	\$4,000	\$10,000		\$0		\$20,000	\$0	\$20,000
Grant income - applications pending	\$0	\$145,000		\$10,000		\$50,000	\$10,000	\$0
Wage subsidies, co-working/income	\$81,500	\$153,000		\$153,800		\$156,000	\$158,000	\$164,000
Interest income from savings/investments	\$225	\$700		\$3,500		\$3,600	\$5,000	\$6,000
Donations + sponsorship income	\$31,000	\$60,000		\$65,000		\$60,000	\$60,000	\$65,000
<b>TurtleFest gross revenues</b>	<b>\$0</b>	<b>\$98,000</b>		<b>\$99,000</b>		<b>\$102,000</b>	<b>\$104,000</b>	<b>\$106,000</b>
<b>TurtleFest grants + other funding</b>	<b>\$0</b>	<b>\$5,000</b>		<b>\$5,000</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>TurtleFest MOU to BIA for services</b>	<b>\$2,782</b>	<b>\$4,120</b>		<b>\$4,500</b>		<b>\$4,620</b>	<b>\$4,810</b>	<b>\$5,080</b>
Contracted services - external	\$5,500	\$20,000		\$16,000		\$20,000	\$20,000	\$2,000
<u>Product sales, marketing income</u>	<u>\$1,000</u>	<u>\$8,000</u>		<u>\$8,000</u>		<u>\$15,600</u>	<u>\$17,500</u>	<u>\$14,600</u>
<b>Other revenue sub-total:</b>	<b>\$126,007</b>	<b>\$503,820</b>		<b>\$364,800</b>		<b>\$436,820</b>	<b>\$384,310</b>	<b>\$387,680</b>
<b>Total Revenues:</b>	<b>\$407,704</b>	<b>\$803,012</b>		<b>\$661,643</b>		<b>\$755,426</b>	<b>\$713,657</b>	<b>\$729,425</b>
<b>Expenses:</b>								
Beautification – plants, trees, flowers	\$13,000	\$14,000		\$18,200		\$19,800	\$21,000	\$22,800
Capital projects - equipment	\$3,555	\$11,500		\$26,000		\$18,500	\$20,000	\$20,000
Capital projects - public realm	\$10,000	\$22,305		\$19,865		\$30,000	\$28,950	\$35,000
<u>Capital projects - office/IT</u>	<u>\$500</u>	<u>\$18,080</u>		<u>\$11,285</u>		<u>\$11,500</u>	<u>\$4,000</u>	<u>\$1,000</u>
<b>Capital total:</b>	<b>\$14,055</b>	<b>\$51,885</b>		<b>\$57,150</b>		<b>\$60,000</b>	<b>\$52,950</b>	<b>\$56,000</b>
Grant project costs	\$0	\$120,000		\$0		\$50,000	\$0	\$0
Debt payments	\$24,230	\$23,847		\$18,004		\$12,160	\$11,784	\$0
Human Resources	\$213,506	\$262,898		\$268,156		\$277,222	\$282,767	\$288,422
General & Administrative	\$84,551	\$154,584		\$157,675		\$160,829	\$164,045	\$167,326
<b>TurtleFest operating expenses</b>	<b>\$0</b>	<b>\$98,000</b>		<b>\$99,000</b>		<b>\$100,000</b>	<b>\$102,000</b>	<b>\$104,000</b>
<b>TurtleFest capital expenses</b>	<b>\$0</b>	<b>\$5,000</b>		<b>\$5,000</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>TurtleFest reserves</b>	<b>\$0</b>	<b>\$5,000</b>		<b>\$10,000</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
Adjustment Town of Tillsonburg - legal fees	-\$21,055	\$0		\$0		\$0	\$0	\$0
Façade Improvement Program	\$32,000	\$40,000		\$0		\$30,000	\$40,000	\$40,000
Transfer from General Fund to Restricted Fund	\$46,097	\$69,855		\$0		\$0	\$0	\$0
Marketing and events	\$15,622	\$17,690		\$18,575		\$20,478	\$21,502	\$24,620
Gift card program - one time + ongoing fees	\$7,850	\$10,010		\$6,500		\$6,500	\$5,943	\$6,500
Transfer to reserves	\$45,000	\$5,098		\$13,383		\$13,437	\$6,666	\$14,757
Accumulated non-restricted reserves	\$45,000	\$50,098		\$63,481		\$76,918	\$83,584	\$98,341
<b>*Total Expenses:</b>	<b>\$407,704</b>	<b>\$803,012</b>		<b>\$661,643</b>		<b>\$755,426</b>	<b>\$713,657</b>	<b>\$729,425</b>
<b>Excess (deficiency) of Revenues over Expenses</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**HUMAN RESOURCES**  
**PolicyHR-047: RZone Policy**

Approval Date: September 9, 2019

Approval Authority: Council, By-Law 4340

Effective Date: September 9, 2019

Next Scheduled Review Year: 2023

Department: Human Resources

Last reviewed: September 9, 2019

Revision Date/s: November, 2022

Schedules:

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**Policy Statement:**

Tillsonburg's properties include facilities such as corporate offices, council chambers, customer service centre, airport, museum, arenas, swimming pools, parks, skate parks, trails, community centre, sports fields and associated parking lots. These properties provide residents with opportunities to interact with Town staff for business purposes and to enjoy social and recreational activities in a safe and positive environment.

Tillsonburg operates programs and properties that encourage public participation and is committed to ensuring the safety of all participants, spectators, volunteers and staff in accordance with the Occupiers' Liability Act, the Ontario Human Rights Code, The Occupational Health and Safety Act, the Trespass to Property Act, the Criminal Code, municipal by-laws and policies and other provincial legislation.

Throughout Tillsonburg, many programs, services and facilities are operated and managed by community volunteers. Tillsonburg wants to ensure that they have the ability to volunteer in a safe and positive environment. The user groups or contract holders utilizing Tillsonburg's facilities and property must take PRIMARY responsibility for the behaviour of all individuals associated with their usage of the facility or property; this includes the athletes, coaches, officials, spectators, volunteers, renters and users.

**Purpose:**

The RZone Policy requires persons using a Town facility, park, program or service to respect others and take responsibility in helping the Town maintain a safe and comfortable environment for all participants, spectators, patrons, volunteers and staff. They have the right to expect that others will behave in a manner consistent with a safe and positive environment in public spaces. With this right comes the responsibility to be accountable for actions/behaviours that put the safety of others at risk. The RZone Policy helps to ensure that inappropriate behaviours are dealt with in an equitable and consistent manner.

The Town of Tillsonburg will have zero tolerance for inappropriate behavior, violence, indecency, hate speech or vandalism within its programs or properties, and will take appropriate action where necessary to deal with these incidents.

**Scope:**

The policy applies to all Tillsonburg Properties (including indoor and outdoor facilities) and activities that are being conducted on all of the properties – both structured (permit issued) and unstructured (no permit issued) and to all patrons and guests. The policy also applies to any interaction in the workplace (telephone, email, in Town vehicles, worksites) as well as any interaction that is a result of employment with the Town (ie: an interaction with a client/patron outside of work hours). The aim of this policy is to ensure that measures are in place so that incidents of inappropriate behaviour, violence, indecency, or vandalism do not occur on its properties. Circumstances not addressed in this policy or exceptions to this policy will be addressed on a “case by case” basis.

**Policy Goals:**

1. To provide a comfortable, respectful and safe environment for patrons and guests of the Towns programs, services and properties.
2. To provide a comfortable, respectful and safe work environment for Town of Tillsonburg staff and volunteers. This policy will be applied in coordination with Tillsonburg's respect in the workplace, workplace harassment and violence policies.
3. To recognize and meet the needs of all Tillsonburg programs, services and properties to implement zero tolerance when dealing with inappropriate public conduct on Tillsonburg property.
4. To reduce or eliminate violence on town properties, both indoor and outdoor.
5. To increase the level of awareness of users regarding appropriate behaviour and the importance of a positive and supportive environment.
6. To ensure that wireless internet connections in Town of Tillsonburg facilities are used in keeping with the respectful and decent tone of a public facility used by children and families.
7. To outline the process that will be implemented to address inappropriate behaviour, violence, vandalism and the inappropriate use of technology.

**Definitions:****Community Volunteer**

- a) A representative of a community hall group;
- b) A representative of a field management group; or
- c) A representative of a community group sponsoring a recognized Town of Tillsonburg special event.

**Contract Holder**

- a) An individual who assumes personal responsibility for the contract;
- b) Designated representative of a recognized minor or junior sports association; or
- c) Legal entity or corporation.



**Harassment**

For the purpose of this policy, harassment is defined as engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome” as defined by the Ontario Human Rights Code and covered by the Town of Tillsonburg’s Workplace Violence and Workplace Anti-Violence, Harassment and Sexual Harassment Policies.

**Inappropriate Behaviours and/or Violence**

For the purposes of this policy, the definitions of inappropriate behaviour and/or violence, inappropriate use of technology and vandalism include but are not limited to:

- Refusal to abide by specific program or facility rules and any contravention of Town by-laws, policies or procedures
- Verbal assaults (profanity and/or loud verbal assaults including racial or ethnic slurs, directed at participants, spectators, referees, staff and volunteers)
- Threats or attempts to intimidate
- Hate speech
- Throwing of articles in a deliberate or aggressive manner
- Aggressive approaches to another individual
- Attempts to goad or incite violence in others
- Physical striking of another individual
- Theft of property
- Vandalism
- Harassment
- Possession of weapons
- Participation in any illegal act on Town of Tillsonburg Property (i.e. drugs, drinking, use of tobacco products in areas designated tobacco free, etc.)

**Inappropriate Use of Technology**

For the purposes of this policy, inappropriate use of technology includes but is not limited to:

- Using technology devices to photograph images of participants, spectators, Town of Tillsonburg staff or volunteers without their express written consent using technology device(s) for illegal or criminal purposes.
- Invading or attempting to invade another person’s privacy
- Sending or receiving documents, websites or pages that contain lewd, illegal or offensive materials via internet.
- Viewing, producing or exhibiting lewd, illegal or offensive materials, either hard copy or using technology devices.
- Sending or creating viruses, worms and other invasive computer programs
- Hacking or other unauthorized access or attempts thereof
- Illegal downloading or copying software or data.
- Inappropriate comments on the Town of Tillsonburg social media sites

**Regular User Sport Group**

Resident or non-resident sport organizations, that rent facilities on a weekly basis for the applicable sport season.

**Rzone**

Respect for yourself; Respect for others; and Responsibility for your actions.

**Staff**

Incident Review and follow-up staff shall mean the Manager of Human Resources and the Health & Safety Coordinator and Director of department that complaint falls under. All Rzone violation consequences must be approved by the department Director.

**RZone Appeals Committee**

Senior Leadership Team

**Vandalism**

For the purpose of this policy, vandalism is defined as the deliberate act of destruction or damage to Town of Tillsonburg owned property, buildings, or equipment. Examples of vandalism include but are not limited to:

- Glass breakage
- Graffiti
- Theft
- Arson

**Enforcement Procedures:**

In accordance with the Occupiers' Liability Act, the Occupational Health and Safety Act, the Trespass to Property Act, the Criminal Code, municipal by-laws and policies and other provincial legislation, contract holders and community volunteers are authorized to initiate enforcement options at Town of Tillsonburg programs and properties.

In the event that the contract holder or community volunteer cannot control the situation:

1. When possible, Town of Tillsonburg facility staff will be asked for assistance; or
2. In the event that Town of Tillsonburg facility staff are not available, the contract holder and/or community volunteer will contact the Ontario Provincial Police (OPP) for assistance.

**When inappropriate behaviour, violence, vandalism or inappropriate use of technology is witnessed:**

1. Assess situation to determine if policy should be enacted.
2. Request that the identified party, without jeopardizing one's safety, cease the inappropriate behaviour and/or violence immediately.
3. Advise the identified party that failure to cease the inappropriate behaviour, violence, vandalism or inappropriate use of technology that jeopardizes the safety of others or themselves, will result in police being called and advise they will be considered to be trespassing.

4. If the individual refuses to cease inappropriate activity, do not engage in argument or physical confrontation, call the police (911) and report the individual(s) immediately.
5. Advise authorized staff of the situation, if applicable.
6. Complete all aspects of the RZone Incident Form and submit to **the Manager of Human Resources within three (3) business days of the incident.**
7. Incident will be reviewed by Human Resources staff.
8. Follow up action will be taken and documented.

**Incident Review and Follow-up:**

This process will be administered by the Human Resources department upon receipt of an RZone Incident Report.

1. Staff will review the RZone Incident Form. As well, staff may view available video of the occurrence and follow up with interviews if necessary.
2. Staff will contact the Ontario Provincial Police to determine if a report has been filed and obtain any further information or details related to the incident.
3. Should the incident be associated with a contract holder or community volunteer at the time of occurrence, staff will work with the contract holder or community volunteer to determine the details of the incident.
4. Staff (and the contract holder or community volunteer, if applicable) will meet with the individual(s) responsible for the inappropriate behaviour, violence, vandalism or inappropriate use of technology to review the suspension and issue the letter of suspension. Facility staff, contract holder and/or community volunteer and the police will be notified when applicable and copied regarding outcome of the investigation.
5. Should the individual(s) choose not to meet, a letter of suspension will be sent by staff utilizing registered mail (if address is known).
6. Should the incident involve damages to a Town of Tillsonburg facility or result in increased maintenance, an invoice for recover of repair of damages, including materials and labour and an administrative fee will be charged.
7. There will be no reconsideration by the Town of Tillsonburg with respect to the length of the suspension time given, unless new information becomes available.
8. Following the fifth (5<sup>th</sup>) anniversary of a reported incident, with no further contraventions of this policy, the individual's record will be expunged.

**Appeal Process:**

Individuals may appeal an RZone suspension by using the following process:

1. Individual(s) wishing to appeal any disciplinary measure may present their case in writing, accompanied with a mandatory \$100 fee to the RZone Appeals Committee within 14 days of the decision. The fee will be refunded if the appeal is successful.
2. The RZone Appeals Committee will review the in consultation with the appropriate staff or organization, appeal and any decision made is final.

**Education & Awareness:**

Town of Tillsonburg staff, along with community volunteers, will undertake a promotional and educational campaign aimed at raising awareness among parents, volunteers, spectators and general public of the RZone Policy and in particular, the importance of their role in creating a positive atmosphere when on Town of Tillsonburg properties.

Initiatives will include:

- Circulation of the policy to all facility rental contract holders and community having management agreements with the Town of Tillsonburg;
- Signage/posters to be displayed on all Town of Tillsonburg properties;
- The policy will be referenced in the Terms & Conditions section on all facility contracts and permits.
- Regular user groups will be asked to update and amend their club's constitutions and/or code of conduct to reflect this policy.
- Regular user groups will be asked to designate a person responsible for the implementation and administration of the Public Conduct on Town of Tillsonburg Policy at each event;
- Community volunteers will be asked to reference the policy in their organization newsletters/booklets/websites and will be provided with tools to help communicate to participants, parents and patrons.
- Where possible, announcements will be made prior to all games regarding the policy and reporting of incidents
- On an ongoing basis, staff will follow-up with representatives of organizations that have had incidents or been affected by this policy, to review the process and resulting consequences to ensure the policy is addressing inappropriate behavior in an effective manner; and
- Staff will review the education and promotional campaign on an annual basis with community groups to ensure the policy remains effective.

**Prevention of Incidents**

In an effort to prevent inappropriate behaviour, violence, vandalism or inappropriate use of technology, community groups shall be requested to:

- Ensure all participants, coaches and parents sign a **Code of Conduct contract**.
- Ensure all spectators are aware of the RZone Policy.
- Have a representative for each group or team on site who understands the terms of the policy.
- In the event of an incident, advise without jeopardizing one's safety, identified party that there is a zero tolerance for inappropriate behaviour and they are contravening the RZone Policy.

Staff will receive training on their roles and responsibilities as set out in the RZone Policy, and will be re-trained on an annual basis.

Facility user groups and community volunteers will be notified of the updated policy. Staff will provide orientation sessions to ensure they are aware of and informed about

the updated policy and their role to ensure that all participants, spectators, volunteers and staff have the right to be safe and feel safe while attending a program or facility on Town of Tillsonburg property.

**RZone Incident Report****Individual Reporting Details:**

Name of Person Reporting \_\_\_\_\_

Department \_\_\_\_\_

Position \_\_\_\_\_ extension \_\_\_\_\_

Date incident was reported \_\_\_\_\_

**Incident Information:**

Date \_\_\_\_\_ Time \_\_\_\_\_

Incident Information \_\_\_\_\_

Location of Incident \_\_\_\_\_

**Participant(s) Involved:**

Complainant Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

Respondent Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

If there are more participants involved, please attach extra pages.

Category (please check all that apply)

☐ Verbal assault☐ Threats☐ Physical assault/harm☐ Vandalism☐ Possession of Weapons☐ Use of alcohol or drugs☐ Harassment☐ Theft of property

Other (please specify in detail)

\_\_\_\_\_

Describe in detail what happened:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other relevant information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Who else was made aware of the incident?

Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

If there are more individuals involved, please attach extra pages.

If another individual was made aware of the incident, how were they informed?

☐ In-person

☐ Phone

☐ Email

Other (please specify in detail)

\_\_\_\_\_

Date the individual was informed: \_\_\_\_\_

Please identify if another individual witnessed the incident.

Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

If there are more individuals who witnessed the incident, please attach extra pages.

For Office Use Only:

Action Taken (please check):

☐ Verbal Warning

Date: \_\_\_\_\_

☐ Letter of Warning

Date: \_\_\_\_\_

☐ Letter of Trespass

Date: \_\_\_\_\_

Appeal:

☐ No

☐ Yes

Date: \_\_\_\_\_

Outcome: \_\_\_\_\_

\_\_\_\_\_

Date File Closed: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_\_\_

Personal information on this form is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25 and will be used for the purpose of aggregate statistical reporting, and allocation of staff and resources. This information will also be used for the promotion of programs or activities so that we can provide good customer service.

### RZone Enforcement Guidelines

The following chart represents guidelines and outlines the consequences for acts of inappropriate behaviour, violence, vandalism or inappropriate use of technology in Town of Tillsonburg programs and property. It is understood this does not include all types of inappropriate behaviour, violence, vandalism or inappropriate use of technology. Each incident will be reviewed based upon the information available at the time and that the consequences outlined below are guidelines and may be adjusted to reflect the severity of conduct and/or actions involved. Any restrictions/suspensions will apply to all Town of Tillsonburg programs, facilities and properties unless noted differently.

Subsequent acts of inappropriate behaviour, violence, vandalism or inappropriate use of technology that will result in increased consequences may be reported to the Oxford OPP detachment, which may result in criminal charges.

Below are examples of behaviours and examples of sequential consequences, however each incident will be reviewed individually.

<u>Behavior</u>	<u>Consequence of 1st Occurrence</u>	<u>Consequence of 2<sup>nd</sup> Occurrence</u>	<u>Consequence of 3<sup>rd</sup> Occurrence</u>	<u>Consequence of 4<sup>th</sup> Occurrence</u>
<b>Inappropriate behaviour, non violent in nature:</b>	Immediate ejection, followed by written warning	1 Month Suspension	3 Month Suspension	6 Month Suspension
<b>Inappropriate behaviour with the potential to incite violence:</b>	Immediate ejection, police contacted, followed by written warning	6 Month Suspension	3 Year Suspension	
<b>Inappropriate behaviour with physical violence:</b>	Immediate ejection, police called, 1 year suspension	3 Year Suspension	5 Year Suspension	
<b>Vandalism</b>	Immediate ejection. Those identified as perpetrating vandalism will be required to pay 100% cost of repairs (including but not limited to materials, equipment, labour and administrative costs). A suspension may be applied. In the event that the individual(s) can't be identified, the contract holder will be held responsible and invoiced accordingly.			







The International Downtown Association Canada (IDA Canada) is looking to collaborate with government and other stakeholders to support downtowns and main streets across the country as they continue to grapple with ongoing challenges related to mental health and addictions, homelessness, violent crime and theft, and urban development. In order to ensure the long term prosperity of Canada's downtowns and main streets, and communities across the country, we are looking to work together towards the following goals:

**1** Addressing main street and downtown challenges by investing in mental health, addictions, and homelessness support across Canada. Focus on the immediate challenges faced by Canadians in our urban centres as the wave of new homelessness accelerates across Canada.

#### HOW?

- ◆ Dedicate federal funding to treat addiction and mental health concerns by making strategic investments in the Government of Canada's Public Health Agency.
- ◆ Targeted collaborative investments between the federal government, provinces, municipalities, and their social service partners that focus on developing support, resources and training programs for individuals with precarious housing, addictions or mental health concerns.

**2** Ensuring safe and inclusive spaces. As violent crimes and theft continue to be committed by repeat offenders in Canada's downtown and main streets, fewer residents, commuters, and small business owners feel safe to live, work and play in our downtown and main streets.

#### HOW?

- ◆ Initiate a systematic review across the country concerning the bail system.
- ◆ Reform Bill C-48 to include theft offenders alongside addressing repeat violent offenders.

**3** **Incentivizing urban development.** Investing in main streets and downtowns provides employment opportunities, builds commercial presence, increases access to housing opportunities, and generates stability for newcomers to Canada.

*HOW?*

- ◆ Revitalizing downtowns and main streets.
- ◆ Increasing housing density in downtowns and main streets.
- ◆ Incentivizing local entrepreneurs and commercial entities to form businesses in downtowns and main streets.



Investing in mental health,  
addictions, and  
homelessness support



Ensuring safe and  
inclusive spaces



Incentivizing urban  
development

## ABOUT IDA CANADA

IDA Canada, a national coalition of the International Downtown Association, represents organizations across the country that manage Canada's business districts, conducting research and advocacy on their behalf. We are dedicated to advancing and promoting prosperous, livable urban centers that support economic development, community building, and environmental sustainability from coast to coast.