

**Township of South-West Oxford  
Minutes  
SWOX Housing Opportunities Committee  
November 5, 2024**

**In Attendance:** Mayor David Mayberry, Councillor Peter Ypma (Ward 2), Councillor Craig Gillis (Ward 6), CBO Howard Leaver and Paula Beckett (community representative)

**Staff:** Clerk Julie Middleton, Septic Inspector Niels Dube and Clerk's Assistant/Records Management Co-ordinator Nicole Chambers

**Regrets:** None

**Call Meeting to Order**

The meeting was called to order at 3:00 p.m. by Mayor David Mayberry and a quorum was present.

**Motion to Accept Agenda**

Resolution No. 1 Moved by Peter Ypma  
Seconded by Howard Leaver

RESOLVED that the agenda for the meeting of the November 5, 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 October 1, 2024 SWOX Housing Opportunities Committee meeting be approved.

DISPOSITON: Motion Carried

**Business Arising from the Minutes**

Land Development – Tiny Home Community

Mayor David Mayberry connected with Kirby Heckford to explore interest in different development options for the “Layton property” in Mount Elgin. The parcel is approximately 2.6 acres in size. Mr. Heckford is hoping to build 40-50 tiny homes on the

land. Mayor Mayberry suggested a hybrid model of one row of townhouses and the rest could be affordable, tiny homes.

With regard to tiny homes on rural properties, Niels Dube expressed concern regarding undersized lots, which could become a problem down the road when they do not have enough space for a conventional septic system.

The Committee discussed that the following items would be desired in a tiny home proposal in a fully serviced area:

- Parking
- Affordability
- Townhomes and tiny homes
- Looped street (wide enough for fire truck access)
- Parkette
- Trees

Howard Leaver noted that residents in the area may not be supportive of a tiny home community in the village. Paula Beckett inquired about the status of the federal government's plan to create "war-time" bungalow cottage developments (approximately 480 square feet). Councillor Craig Gillis noted that this already exists in the Township (Dorland Subdivision), and properties are in demand. Mayor Mayberry suggested stacked townhouse units as another option for the parcel. He will follow up with Oxford County regarding the capacity in the water system, should that property be developed. Mayor Mayberry will request that Mr. Heckford attend the next Committee Meeting to discuss this further.

### Land Updates

Mayor Mayberry provided updates with regard to a couple of properties in the Township. He spoke with the owner of the parcel to the west of West Hill Line in Beachville – they own the road allowance now and are working on development options.

The Committee discussed the property in Sweaburg behind the ball diamond – the owners have expressed that they are still interested in developing a tiny home community on that land. Discussion took place regarding the septic system options for this parcel, and the possibility of connecting to municipal water. It was stated that any development may require that the property be brought into the village, as the southern portion is currently outside of the boundary. Paula noted that if the current owners went with a land-lease model, they would have to have a minimum 20-year lease for buyers to obtain CMHC financing. Mayor Mayberry will reach out to a Councillor at Chatham-Kent regarding the financial/lending status of their land-lease project – Libro may be interested in partnering with a builder or offer financing options. He will connect with the property owners regarding what next steps they are looking to take.

### General Amendment to the Zoning By-law re: Tiny Homes

Julie Middleton provided an update to the Committee regarding the need for a general amendment to the Township's Zoning By-law. She has followed up with Justin Masseur and has not yet received any draft provisions. Julie recently met with the new Director of Community Planning, Paul Michiels, who advised that a general amendment would not be necessary at this time, due to the customized site-specific zoning requirements of tiny home communities.

In response to a question from Mayor Mayberry regarding the planning process for a tiny home development, Julie noted that if they are opting for a land-lease model (one owner), they are not subdividing lots and may only require a zoning amendment. She added that the Township's Planner will work with each property owner regarding site-specific requirements. She will speak with Mr. Michiels regarding if it would be necessary to proceed with an Official Plan Amendment for the property in Sweaburg. A secondary justification report may be necessary to explain why this property should be brought into the village boundary.

#### 10 Acre Parcel – Location: TBD

Howard was speaking with a property owner regarding a 10-acre parcel that could be another possible site for a tiny home community. Mayor Mayberry noted his concerns with being able to re-zone and subdivide an agricultural parcel.

### **Correspondence**

### **Discussion Items**

### **New Business**

### **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 Howard Leaver  
                                    Seconded by David Mayberry

RESOLVED that the Committee adjourn at 3:08 p.m. to meet again  
on December 3, 2024 at **3:00 p.m.**

DISPOSITON: Motion Carried