



**The Corporation of the Township of Norwich
Council Meeting Minutes
Tuesday August 11, 2026
Regular Council Meeting**

In Attendance:

Council:

Mayor Jim Palmer
Councillor Toews
Councillor DePlancke
Councillor Gear
Councillor Couwenberg

Staff: Matt Smith, Chief Administrative Officer
James Johnson, Treasurer/Deputy CAO
Kimberley Armstrong, Director of Corporate Services/Clerk
Derek Van Pagee, Director of Fire and Protective Services
Ken Farkas, Director of Operations
Jason Simpson, Director of Building Services/Chief Building Official
Dirk Kramer, Deputy Chief Building Official/Drainage Superintendent
Sean McCoy, Deputy Clerk/Planning Coordinator

1. Call to Order

The regular session of the 2022-2026 Council of the Township of Norwich was held in the Council Chambers, Norwich, commencing at 9:00 a.m. with Mayor Palmer presiding.

Mayor Palmer provided an update of construction costs for current County road and bridge reconstruction projects within the Township of Norwich.

2. Approval of Agenda

Resolution #1

Moved by Lynne DePlancke, seconded by Karl Toews:

That the Agenda be accepted as presented.

Carried

3. Public Recognition / Presentations

None.

4. Disclosure of Pecuniary Interest
None.

5. Adoption of Minutes of Previous Meeting(s)

5.1 July 14, 2026

Resolution #2

Moved by Karl Toews, seconded by Lynne DePlancke:

That the following Minutes of the Township of Norwich Council be adopted as amended:

July 14, 2026

Carried

6. Public Meetings / Hearings

6.1 The Municipal Act

None.

6.2 The Drainage Act

None.

6.3 The Planning Act

Resolution #3

Moved by Karl Toews, seconded by Lynne DePlancke:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Whistler Estates Inc., File Number ZN 03-24-22 and application for Official Plan Amendment, File Number OP 24-14-3.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that anyone in attendance with respect to this application, please

sign the attendance sheet at the door.

6.3.1 Owner: Whistler Estates Inc.

Applicant: G Douglas Vallee Limited

File No.: OP 24-14-3 and ZN 3-24-22

Report No.: CP 2026-241

Location: Lot 5, Part Lot 4, South of Main St, Pt Lot 4, 7 and 9 North of Mill Street, Plan 43, 225-227 Main Street West, Otterville

Details of Proposed Amendment(s):

The Official Plan Amendment proposed to establish a site-specific policy to permit six (6) residential apartment units within a three-storey mixed-used building containing commercial space on the ground floor in the Village Designation, whereas a maximum of two (2) residential dwelling units is currently permitted.

The Zone Change proposes to amend the 'Village Zone (V)' to permit site-specific zoning provisions to recognize existing deficiencies, permit six (6) dwelling units, and to request a reduction to the required parking. A 3 m (9.8 ft) road widening dedication is proposed from the front of the property which further decreases existing non-complying zoning provisions. Site specific amendments requested, include: Front Yard Setbacks, Centreline Setbacks, Lot Area, Lot Frontage, Lot Depth, Number of Dwelling Units, Residential Parking, Commercial Parking and Planting Strip requirements.

Mr. Nathan Kok, Applicant, and Scott Puillandre, Planner on behalf of the applicant, were in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the report, advising that the application for amendment to the Official Plan for site-specific policies to allow the development of a mixed-use building with commercial space on the ground floor and six residential units on the upper floors. She further advised that the zone change application will facilitate the development by implementing a number of site-specific zoning provisions, including a site-specific request to reduce the permitted gross floor area of the dwelling units from 70 m² to 60 m², which was inadvertently excluded from the report.

Ms. Hartley advised that staff have concerns with the long-term reliance of tertiary septic systems due to the lack of regulation on the performance of these systems for nitrate treatment and due to the high cost of maintenance and replacement. She advised that the Township could require site plan approval and include clauses to ensure the system will be maintained in accordance with manufacturers' recommendations.

Ms. Hartley advised that one letter of concern was received objecting to the proposal citing concerns about compatibility within the Village of Otterville. However, she explained that staff are satisfied that the proposal provides a different form of housing within a designated settlement area and has been demonstrated to adequately be served by a private tertiary septic system. Staff are comfortable that Council can

recommend the proposal to County Council for approval and approve the zone change in principle as the hydrogeological study supported the proposal and can be secured for future responsibility through a site plan agreement.

In response to questions from Council, Ms. Hartley explained that the Official Plan limited residential density primarily due to servicing, however the proposal demonstrates that it would have sufficient servicing for the development. She further explained that the current 1995 Official Plan is not completely in alignment with current Provincial Policies regarding residential density limits and that the property uses are being limited to recognize the limited capacity of servicing to the site.

There was further Council discussion and questions regarding the compatibility of the design with the current character and height of the other buildings in Otterville, required notice periods under the Planning Act, road widening requests, and water usage.

Mr. Puillandre provided further information about the proposed development, including the review process for the proposed septic system and reporting requirements to the MECP. He also advised that the current proposed septic location allows for sufficient area for a backup system and that the restricted uses limit water usage and also allows for reduced parking requirements. Mr. Puillandre explained that the design was intended to maintain the same downtown character and the current façade line along the street. He expressed his view that this development is a good example of a local developer making a strong investment in the area while implementing gentle intensification inside an established community.

In response to questions from Council, Mr. Puillandre explained that the peer review recommended reducing the number of units based on other permitted uses and number of bedrooms proposed. Limiting those uses and the number of bedrooms reduced the servicing needs accordingly. Mr. Kok advised that though the proposed development is a 3-level building, it is within the current height provisions of the Village and is similar in height to the building on the neighbouring property.

Ms. Hartley explained that municipalities were no longer able to set design requirements to control the look of buildings.

There was no one in else attendance that wished to speak in support of or against the application.

Resolution #4

Moved by Lynne DePlancke, seconded by Karl Toews:

That the Public Meeting held pursuant to the Planning Act be closed.

Carried

Resolution #5

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Whistler Estates Inc., for lands legally described as Lot 5, Part of Lot, 4, South of Main St, Part of Lot 4, 7 & 9, North of Mill Street, Plan 43, municipally known as 225-227 Main Street West, Village of Otterville, in the Township of Norwich, to rezone the lands to 'Special Village Zone (V-sp)' to facilitate a 3 storey, mixed-use building containing a commercial use and 6 accessory residential dwelling units with site-specific provisions as outlined in Report CP 2026-241, the Council of the Township of Norwich hereby approve the zone change in principle.

Councillor Toews requested a recorded vote:

Councillor Toews	Nay
Councillor Couwenberg	Nay
Councillor DePlancke	Yea
Councillor Gear	Yea
Mayor Palmer	Yea

Carried

Resolution #6

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the Council of the Township of Norwich advise Oxford County Council that the Township supports the application to amend the Official Plan (File No. OP 24-14-3), submitted by the Whistler Estates Inc., for lands legally described as Lot 5, Part of Lot, 4, South of Main St, Part of Lot 4, 7 & 9, North of Mill Street, Plan 43, in the Township of Norwich to include site specific policies on the subject the lands to permit a mixed-use building containing a commercial component on the ground and six (6) accessory residential dwelling units serviced by an individual septic system.

Carried

Resolution #7

Moved by Lynne DePlancke, seconded by Karl Teows:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Anthony and Kelly Chamberlain, File Number ZN 03-25-16 and application for Official Plan Amendment, File Number OP 25-13-3.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that anyone in attendance with respect to this application, please sign the attendance sheet at the door.

6.3.2 Owners: Anthony and Kelly Chamberlain

Applicant: G Douglas Vallee Limited

File No.: OP 25-13-3 and ZN 3-25-16

Report No.: CP 2026-249

Location: Part Lot 19, Concession 10 (South Norwich) 185128 Cornell Road, Township of Norwich

Details of Proposed Amendment: Request for Official Plan Amendment to permit a pallet refurbishing and assembly use as an On-Farm Diversified Use (OFDU) on an agricultural lot that is less than 16 ha (39.5 ac). The proposed pallet business is currently operating within an existing building approximately 368 m² (3,961.1 ft²) in size and utilizing a total area of 557 m² (5,995.5 ft²) on the subject lands. Additionally requesting site specific policies to permit an OFDU to be carried out where the farm owner does not reside on the agricultural lot where the OFDU is established.

The rezone request includes: site-specific provisions to permit the proposed OFDU, recognize the two existing dwellings on the subject lands, and further request relief from Section 5.20.4 and 5.20.5 to increase the allowed gross floor area of an OFDU (from 225 m² (2,421.8 ft²) to 368 m² (3,961.1 ft²) and to recognize that the OFDU is not carried on by an individual who resides on the farm.

Additionally, the application is requesting a reduction to the required parking to reduce the number of parking spaces required from nine (9) to four (4).

Mr. Anthony Chamberlain and Ms. Kelly Chamberlain, applicants, and Scott Puillandre, Planner on behalf of the applicant were in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the report, advising that this application requires an amendment to the Official Plan to permit an On-Farm Diversified Use (OFDU) being a pallet recycling business on an undersized agricultural parcel and where the farm owner does not reside on the subject lands. She further explained that the associated zone change application is requesting site-specific provisions to permit the OFDU at a larger scale than what is permitted in the Zoning By-law currently, to recognize that the farmer does not reside on the property, a reduction in the require parking of 4 parking spots whereas 9 is required and to recognize the two existing dwellings on the subject property. She noted for Council that the pallet business

was set up without the benefit of appropriate zoning and the subject applications were the result of a by-law enforcement complaint.

Ms. Hartley advised that staff were satisfied that the proposal is consistent with the PPS and generally meets the intent of the Official Plan.

Mr. Puillandre provide a presentation detailing the proposal, an overview of the subject property, and a planning rationale in support of the proposal.

In response to questions from Council, Mr. Puillandre advised that the applicants wished to maintain split zoning on the property to help with future deed correction.

There was no one else in attendance that wished to speak in support of or against the application.

Resolution #8

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the Public Meeting held pursuant to the Planning Act be closed.

Carried

Carried

Resolution #9

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Anthony and Kelly Chamberlain, for lands legally described as Part of Lot 19, Concession 10 (South Norwich), municipally known as 185128 and 185136 Cornell Road in the Township of Norwich, to rezone the lands to 'Special Limited Agricultural Zone (A1-sp)' to facilitate a pallet recycling business as an OFDU with site-specific provisions, the Council of the Township of Norwich hereby approve the zone change in principle.

Carried

Resolution #10

Moved by Karl Toews, seconded by Lynne DePlancke:

That the Council of the Township of Norwich advise Oxford County Council that the Township supports the application to amend the Official Plan (File No. OP 25-13-3), submitted by Anthony and Kelly Chamberlain, for lands legally described as Part of Lot 19, Concession 10 (South Norwich), Township of Norwich to include site-specific policies on the subject lands to permit an On-Farm Diversified Use (OFDU) on a parcel that is less than 16 ha (39.5 ac) and where the farm owner does not reside on the subject property.

Carried

Committee of Adjustment

Resolution #11

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the following members sit as the Committee of Adjustment for the Township of Norwich: Chair Adrian Couwenberg and Members: Jim Palmer, Karl Toews, Lynne DePlancke and Shawn Gear;

And further that the Committee of Adjustment is now convened.

Carried

The Chair advised that this public meeting of the Committee of Adjustment is being held for the purpose of hearing Minor Variance proposals and affording any person in attendance the opportunity to make a presentation to the Committee.

If an eligible applicant appealing a decision of the Committee of Adjustment in respect of the proposed minor variance does not provide written submissions or make oral submissions at a public meeting, the Ontario Land Tribunal may dismiss all or part of the appeal.

The Chair directed that if anyone was in attendance with respect to this application, that they please sign the attendance sheet at the door and if they wished to receive a copy of the decision, to please provide their name and email address to the Deputy Clerk.

6.3.2 Owner(s): Karl and Krystal Ziegenbalg

File No.: A 10-26

Report No.: CP 2026-247

Location: Lot 2, Plan 41M 264, 22 River Oaks Drive, Otterville, Township of Norwich

Details of Variance: Request for Relief of Section 5.1.1.3, Accessory Use Provisions - to increase the permitted ground floor area from 100 m² (1,076 ft²) to 126 m² (1,356 ft²); and

Section 5.1.1.3, Accessory Use Provisions - to increase the permitted gross floor area from 100m² (1,076 ft²) to 166.3 m² (1,791 ft²) to permit the construction of a detached garage with a loft space.

There was no one in attendance to represent the application.

Ms. Hartley provided an overview of the report, explaining that the application is requesting a detached garage within the rear yard of the subject property. The garage is proposed for personal storage and will contain a loft space.

In response to questions from the Committee, Ms. Hartley explained that the loft area would likely be too small to serve as a residential short-term accommodation. She also advised that an additional residential unit is not permitted in Otterville as of right and would need planning approval.

There was no one else in attendance that wished to speak in support of or against the application.

Resolution #12

Moved by Jim Palmer, seconded by Shawn Gear:

That with respect to the application by Krystal and Karl Ziegenbalg, File No. A 10-26, for a Minor Variance for lands described as Lot 2, Plan 41M-264 Township of Norwich, municipally known as 22 River Oaks Drive, Otterville, in the Township of Norwich, for relief from:

Section 5.1.1.3, Table 5.1.1.3, Accessory Use Provisions, to increase the permitted ground floor area of an accessory structure from 100 m² (1,076 ft²) to 126 m² (1,356 ft²); and

Section 5.1.1.3, Table 5.1.1.3, Accessory Use Provisions, to increase the permitted gross floor area of an accessory structure from 100 m² (1,076 ft²) to 166.3 m² (1,791 ft²), to permit a detached garage with loft space, the Committee of Adjustment hereby approve the requested Minor Variance.

Carried

Resolution #13

Moved by Karl Toews, seconded by Lynne DePlancke:

Be it hereby resolved that the Committee of Adjustment do now Adjourn and that the Regular Council meeting resumes.

Carried

6.4 Other None

7. Delegations

7.1 Ronda Stewart, ROEDC, Economic Development Director Re: 2026 ROEDC Update

Ms. Ronda Stewart, Economic Development Director for the Rural Oxford Economic Development Corporation, presented an update on ROEDC activities. This included an overview of the REODC, services provided, 2026 work plan highlights, and upcoming projects.

Resolution #14

Moved by Lynne DePlancke, seconded by Karl Toews:

That the Delegation of Ronda Stewart, Economic Development Director - Rural Oxford Economic Development Corporation, Re: the 2026 REODC Update, be received as information.

Carried

8. Correspondence

8.1 Upper Thames River Conservation Authority

Re: WLERCA Transition – Project Executive Appointed

8.2 Long Point Region Conservation Authority

Re: ELERCA Transition – Project Executive Appointed

Re: Board of Directors Meeting Minutes – June 3, 2026

<https://www.lprca.on.ca/wp-content/uploads/2026/07/FA-Minutes-06-03-2026-Approved.pdf>

8.3 Ontario Provincial Conservation Agency

Re: Transition Committee Members

8.4 Petitions – June 2026

Re: Request for Political Leaders to Address Hate Crimes

8.5 Village of Merrickville Woford

Re: Traffic Calming and Speeding Mitigation Techniques – Request for Provincial Funding

8.6 Town of Whitby

Re: Review of the Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions

8.7 City of Mississauga

Re: Request for Provincial Review of Benchmarking, Funding Formulas, and Length-of-Stay Standards for Emergency Shelters Serving Women and Children Experiencing Intimate Partner Violence

8.8 Town of Caledon

Re: Request for Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases

- 8.9 Township of South-West Oxford**
Re: Request for Changes to the Pesticides Act to Permit the Use of Pesticides in Playground Areas for Weed Management
- 8.10 Ministry of Citizenship and Multiculturalism**
Re: Deadline for Designating Non-Designated Heritage Properties
- 8.11 Town of Halton Hills**
Re: Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens
- 8.12 Township of Blandford-Blenheim**
Re: Medical Waste Exemption Program Request to Oxford County
- 8.13 Township of North Stormont**
Re: Ontario Community Infrastructure Fund
Some members of Council expressed their support for item 8.4, commented on the potential benefits of a neighbourhood watch program and made reference to the benefits of the Safe and Well Plan.

Resolution #15

Moved by Karl Toews, seconded by Lynne DePlancke:

That the Correspondence as listed in Agenda Items 8.1 to 8.13 be received as information;

And further that we support all the correspondence.

Carried

Council recessed at 10:47 a.m.

Council resumed at 11:00 a.m.

9. Committee Minutes
None.

10. Reports

10.1 Fire and Protective Services

10.1.1 Monthly Activity Report – July 2026

Report FP 2026-11

In response to questions from Council, Chief Van Pagee explained that time to comply with an order served pursuant to enforcement is dependent on the requirements. He also advised that the Township has an enforcement officer every four days and by-law enforcement is operating at maximum capacity.

Resolution #16

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That Report FP-2026-11, Monthly Activity Report – July 2026, be received as information.

Carried

10.2 Building Services

10.2.1 July 2026 Drainage Services Activity

Report DR 2026-20

Resolution #17

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That Report DR 2026-20, July 2026 Activity Report, be received as information.

Carried

10.2.2 Tender Results for the Frain Drain

Report DR 2026-21

Resolution #18

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That Report DR 2026-21, Tender Results for the Frain Drain 2025, be received for information;

And that By-law 40-2026, to authorize the award of the Frain Drain construction tender to Van Bree Infrastructure for the tendered price of \$202,143.20 be referred to the By-laws section of the agenda.

Carried

10.3 Financial Services

10.3.1 Year End Summary of Reserve and Reserve Funds

Report FS 2026-13

In response Council questions, Mr. Johnson explained that proceeds from the sale of assets are transferred into the related reserves and operating surpluses are transferred to their respective reserves for future needs. He also advised that the negative balance in the road equipment reserve is due to some of the equipment being purchased ahead of schedule, however this will end up in a positive balance in 2026.

Resolution #19

Moved by Lynne DePlancke, seconded by Karl Toews:

That Report FS 2026-13, 2025 Yearend Summary of Reserves and Reserve Funds, be received as information;

And that Council authorizes the reserve transfers presented in this report, to be completed as part of the 2025 year-end process.

Carried

10.3.2 Medical Services – July 2026 Activity Report
Report MED 2026-08

There was Council discussion and questions regarding billing practices, impacts of patients seeking outside medical services and the expanding roles of nurse practitioners and physician assistants.

Resolution #20

Moved by Karl Toews, seconded by Lynne DePlancke:

That Report MED 2026-08, July 2026 Activity Report, be received as information.

Carried

10.3.3 Foot Care Clinic
Report MED 2026-09

Resolution #21

Moved by Lynne DePlancke, seconded by Karl Toews:

That report MED-2026-09 Foot Care Clinic, be received as information;

And that Council authorize the ongoing use of Medical Centre facilities by Stonebridge Community Services for a Foot Care Clinic, at a rate of \$50 per day;

And that Council authorize the Treasurer / Deputy CAO and Manager of Medical Services to enter into an agreement on behalf of the Township.

Carried

10.4 Corporate Services

10.4.1 Joint Compliance Audit Committee Appointments
Report CS 2026-09

Resolution #22

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That Report CS 2026-09, Joint Compliance Audit Committee Appointments, be received as information;

And that Council approve the formation of a Joint Compliance Audit Committee as outlined within Report CAO 2026-09, and that a by-law be brought forward to appoint the members of the Committee.

Carried

10.4.2 Assumption By-Law – Norwich Heights Phase 1

Report CS 2026-10

Resolution #23

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That report CL 2026-10, Assumption By-Law – Norwich Heights Phase 1 (Plan 41M-219), be received as information;

And that By-law 41-2026, to assume the municipal services and highways forming part of Plan 41M-219, be referred to the By-laws section of the agenda.

Carried

10.5 Chief Administrative Officer

10.5.1 Burgess Street Stormwater Improvements

Report CAO 2026-23

There was Council discussion and questions regarding stormwater flows on Burgess Street and future urbanization. Mr. Smith clarified the difference between municipal drains under the Drainage Act and municipal stormwater systems and how those are paid for.

Councillor Toews left the meeting at 11:43 a.m.

Councillor Toews returned to the meeting at 11:46 a.m.

Resolution #24

Moved by Adrian Couwenberg, seconded by Shawn Gear

That Report CAO 2026-23, Burgess Street Stormwater Improvements, be received for information;

And that Council of the Township of Norwich authorize the execution of a cost-sharing agreement between the Township of Norwich and the Trustees of the First Netherlands Reformed Congregation of Ontario for storm sewer installation on Burgess Street;

And that Council authorize the transfer of up to \$65,000 from the Bridges and Culverts Reserve to fund the Burgess Street Stormwater Improvements.

Carried

10.5.2 Council Remuneration Policy & Comparator Check

Report CAO 2026-24

Resolution #25

Moved by Karl Teows, seconded by Lynne DePlancke:

That Report CAO 2026-24, Council Remuneration Policy & Comparator Check, be received for information;

And that Council of the Township of Norwich hereby repeal all previous policies and resolutions related to Council Remuneration, including Policy TR-2006-31;

And that Council of the Township of Norwich direct staff to bring forward the necessary by-law to adopt a Council Remuneration Policy at the next meeting of Council;

And further that a technology allowance be included into the remuneration.

Carried

11. Notice(s) of Motion

11.1 Notice of Motion – Councillor Toews

Re: Data Centres

11.2 Notice of Motion – Councillor Couwenberg

Re: Construction Road Closure Timelines and Impacts on Local Businesses

Council recessed at 12:05 p.m.

Council resumed at 12:36 p.m.

12:37 p.m.

Resolution #26

Moved by Lynne DePlancke, seconded by Karl Toews:

That pursuant to the Municipal Act, 2001, as amended, Chapter 25, Section 239(2), Council convene in a meeting closed to the public to discuss a proposed or pending acquisition or disposition of land by the municipality.

Carried

12. Closed Session

12.1 A proposed or pending acquisition or disposition of land by the municipality or local board

Re: Municipal Access

Confidential Report CAO 2026-26

12.2 A proposed or pending acquisition or disposition of land by the municipality or local board

**Re: New Facility Proposal
Confidential Report CAO 2026-25**

1:58 p.m.

Resolution #27

Moved by Karl Toews, seconded by Lynne DePlancke

That the Council do now reconvene in open session.

Carried

13. By-Laws

- | | |
|-------------|---|
| No. 34-2026 | To Regulate the Erection of Election Signage and To Amend By-law 12-85 |
| No. 35-2026 | To Appoint an Alternate Community Emergency Management Coordinator (CEMC) for the Township of Norwich |
| No. 36-2026 | To Appoint the Emergency Management Program Committee (EMPC) |
| No. 37-2026 | To Adopt an Emergency Response Plan |
| No 38-2026 | To authorize the execution of a boundary road agreement with the :Town of Tillsonburg |
| No. 39-2026 | To Confirm All Actions and Proceedings of Council |

13.1 First and Second Reading of the Following By-laws

Resolution #28

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the following By-law as listed, be introduced and taken as read a first and second time:

- | | |
|---------------|---|
| No. 10-2026-Z | To Amend Zoning By-law 07-2003-Z (Brenda Anderson, File No. ZN 3-26-05) |
| No. 29-2026 | To Provide for Drainage Works – Richardson Drain Improvement 2026 (3rd reading) |
| No. 40-2026 | To Authorize Execution of a Contract Agreement with Van |

No. 41-2026	Bree Infrastructure for Construction of the Frain Drain 2025 To Assume Works in Norwich Heights Subdivision Phase 1– Registered Plan 41M-219
No. 42-2026	To Confirm All Actions and Proceedings of Council

Carried

13.2 Third Reading of the Following By-laws

Resolution #29

Moved by Adrian Couwenberg, seconded by Shawn Gear

That By-laws 10-2026-Z, 29-2026, 40-2026, 41-2026, and 42-2026 as listed, be taken as read a third and final time and passed and signed by the Mayor and Clerk and the Corporate Seal be affixed thereto.

Carried

14. Adjournment – 3:25 p.m.

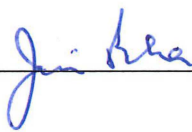
Resolution #30

Moved by Shawn Gear, seconded by Adrian Couwenberg:

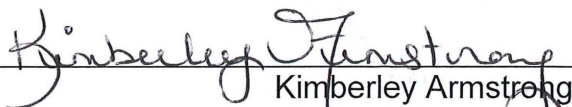
That this Council do now adjourn.

Carried

These minutes adopted by way of Resolution No. 2 as approved by Council at its meeting on the 8th day of September, 2026.



Jim Palmer
Mayor



Kimberley Armstrong
Director of Corporate Services / Clerk