

AGENDA

COUNTY OF OXFORD COUNCIL

Wednesday, May 25, 2022, 7:00 p.m.
21 Reeve Street, Woodstock and online
www.oxfordcounty.ca/livestream

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Proposed Resolution:

Resolved that the Agenda be approved as amended by changing the order of business by moving item 8.2.1, Report No. PW 2022-26, titled “Speed Management and Road Safety Reviews – Princeton, Plattsville, Woodstock and Zorra”, after Delegation 6.6.

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

4.1. May 11, 2022

Proposed Resolution:

Resolved that the Council minutes of May 11, 2022 be adopted.

4.2. Council Workshop May 11, 2022

Proposed Resolution:

Resolved that the minutes of the May 11, 2022 Asset Management Plan Workshop be adopted.

5. PUBLIC MEETINGS

5.1. Resolution to go into a Public Meeting pursuant to the Planning Act

Proposed Resolution:

Resolved that Council rise and go into a Public Meeting pursuant to the *Planning Act*, and that the Warden chair the public meeting.

Time _____

5.1.1. Application for Draft Plan of Subdivision SB 21-17-6 - 1879784 Ontario Inc.

To consider the development of 104 residential lots for single detached dwellings, a

walkway block, a noise attenuation barrier block, a future road stub, an open space block, the extension of Winders Trail and creation of 3 additional streets in the Town of Ingersoll.

See Report No. CP 2022-200

5.2. Resolution to adjourn the Public Meeting

Proposed Resolution:

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

Time _____

5.3. Consideration of Report No. CP 2022-200 - Application for Draft Plan of Subdivision SB 21-17-6 - 1879784 Ontario Inc.

Proposed Resolution:

Resolved that the recommendation contained in Report No. CP 2022-200, titled "Application for Draft Plan of Subdivision SB 21-17-6 - 1879784 Ontario Inc.", be adopted.

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1. Kayla Perkel

Re: Speed Management and Road Safety

6.2. Melissa Gardiner

Re: Speed Management and Road Safety

6.3. Tom Donnelly

Re: Speed Management and Road Safety

6.4. Lisa Ard

Re: Speed Management and Road Safety

6.5. Christine Shea

Re: Speed Management and Road Safety

6.6. Katie Yeandle

Re: Speed Management and Road Safety

Proposed Resolution:

Resolved that Delegations 6.1 through 6.6 inclusive on the Open meeting Agenda of May 25, 2022 be received and considered along with Report No. PW 2022-26, titled "Speed Management and Road Safety Reviews - Princeton, Plattsville, Woodstock and Zorra".

6.7. Consideration of Report No. PW 2022-26 - Speed Management and Road Safety Reviews – Princeton, Plattsville, Woodstock and Zorra

Proposed Resolution:

Resolved that the recommendations contained in Report No. PW 2022-26, titled "Speed

Management and Road Safety Reviews – Princeton, Plattsville, Woodstock and Zorra”, be adopted.

7. CONSIDERATION OF CORRESPONDENCE

7.1. City of Woodstock

May 6, 2022

Re: County of Oxford Water and Wastewater Delivery Review Study

7.2. Town of Tillsonburg

May 11, 2022

Re: County of Oxford Water and Wastewater Service Delivery Review

7.3. Ministry of Solicitor General

May 13, 2022

Re: Conclusion of COVID-19 Enforcement Support Line

Proposed Resolution:

Resolved that Correspondence items 7.1 to 7.3 inclusive on the Open meeting agenda of May 25, 2022 be received as information.

7.4. South Central Ontario Region Economic Development Corporation (SCOR EDC)

May 4, 2022

Re: Request for a letter of support for a proposed application for funding under the National Trade Corridor Fund (NTCF) and a financial commitment for the Cayuga Sub Division Line

Proposed Resolution:

Resolved that the correspondence from SCOR EDC, dated May 4, 2022 requesting a letter of support for a proposed application for funding under the National Trade Corridor Fund (NTCF) and a financial commitment for the Cayuga Sub Division Line be received and referred to staff for a report.

8. REPORTS FROM DEPARTMENTS

8.1. COMMUNITY PLANNING

- 8.1.1. CP 2022-200 - Application for Draft Plan of Subdivision SB 21-17-6 - 1879784 Ontario Inc.

RECOMMENDATION

1. That Oxford County Council grant draft approval to the proposed residential plan of subdivision submitted by 1879784 Inc. (SB 21-17-6), prepared by GSP Group Inc., dated September 13, 2021, for lands described as Part of Lot 18, Concession 1 (West Oxford), in the Town of Ingersoll, subject to the conditions attached to this report as Schedule “A” being met prior to final approval.

* See Item 5.3

- 8.1.2. CP 2022-48 - Official Plan Review – Update on Next Phases (Presentation)

RECOMMENDATION

1. That staff be directed to proceed with the subsequent phases of the Official Plan Review process in accordance with the requirements under the Planning Act, and as generally outlined in the Report No. CP 2022-48.

Proposed Resolution:

Resolved that the recommendation contained in Report No. CP 2022-48, titled "Official Plan Review – Update on Next Phases", be adopted.

8.2. PUBLIC WORKS

- 8.2.1. PW 2022-26 - Speed Management and Road Safety Reviews – Princeton, Plattsville, Woodstock and Zorra

RECOMMENDATIONS

1. That County Council endorse the implementation of speed management and road safety measures in Princeton (Oxford Road 2, Oxford Road 3), Plattsville (Oxford Road 8), Woodstock (Oxford Road 59) and Zorra (Oxford Road 7) as described in Report No. PW 2022-26;
2. And further, that a by-law be presented to County Council at the July 13, 2022 Council meeting to amend By-law No. 5725-2015 to designate and modify speed zone limits as outlined in Report No. PW 2022-26.

* See Item 6.7

- 8.2.2. PW 2022-28 - CN Cayuga Subdivision Short Line Rail Review

RECOMMENDATION

1. That Oxford County Council receive Report No. PW 2022-28 entitled "CN Cayuga Subdivision Short Line Rail Review" as information.

Proposed Resolution:

Resolved that the recommendation contained in Report No. PW 2022-28, titled "CN Cayuga Subdivision Short Line Rail Review", be received.

- 8.2.3. PW 2022-29 - Contract Funding – George Johnson Boulevard Storage Building, Ingersoll

RECOMMENDATION

1. That Oxford County Council authorize additional funding in the amount of \$107,000 to address the budget shortfall for the George Johnson Boulevard Storage Building contract, to be funded from the Water – Ingersoll Reserve.

Proposed Resolution:

Resolved that the recommendation contained in Report No. PW 2022-29, titled "Contract Funding – George Johnson Boulevard Storage Building, Ingersoll", be adopted.

8.3. CAO

8.3.1. CAO 2022-05 - Affordable Housing Project at 738 Parkinson Road, Woodstock

RECOMMENDATIONS

1. That County Council authorize the transfer of up to \$250,000 (excluding HST) from the Affordable Housing Reserve, to address a budget shortfall for the 8-unit affordable housing project on County owned lands located at 738 Parkinson Road, Woodstock;
2. And further, that Council authorize the Chief Administrative Officer and the Director of Human Services to sign all contract documents and agreements related to the proposed affordable housing development.

Proposed Resolution:

Resolved that the recommendations contained in Report No. CAO 2022-05, titled "Affordable Housing Project at 738 Parkinson Road, Woodstock", be adopted.

8.4. HUMAN RESOURCES

8.4.1. HR 2022-02 - Disconnecting From Work Policy

RECOMMENDATION

1. That the Disconnecting From Work Policy No. 5.48 be approved as presented in Attachment No. 1 to Report No. HR 2022-02 entitled "Disconnecting From Work Policy", effective June 2, 2022.

Proposed Resolution:

Resolved that the recommendation contained in Report No. HR 2022-02, titled "Disconnecting From Work Policy", be adopted.

8.5. CORPORATE SERVICES

8.5.1. CS 2022-18 - Ontario Works and Housing Services Administrator Appointment

RECOMMENDATION

1. That Kelly Black, the Director of Human Services be appointed the Administrator of Ontario Works for the County of Oxford Service Delivery Area.

Proposed Resolution:

Resolved that the recommendation contained in Report No. CS 2022-18, titled "Ontario Works and Housing Services Administrator Appointment", be adopted.

9. UNFINISHED BUSINESS

9.1. CP 2022-210 - Phase 1 Official Plan Update - Agricultural Policies – Amended OPA 269

RECOMMENDATIONS

1. That Oxford County Council adopt application OP 22-01-9 to amend Chapter 3, Section 3.1 – Agricultural Land Resource, of the County Official Plan, and Chapter 1 Section 1.6, to update the corresponding definitions;

2. And further, that County Council declare that Amendment No. 269 conforms with provincial plans, has regard to matters of provincial interest, and is consistent with the Provincial Policy Statement, 2020;
3. And further, that Council adopt the attached Amendment No. 269 to the County of Oxford Official Plan;
4. And further, that the necessary by-law to adopt Amendment No. 269 be raised;
5. And further, that staff be directed to prepare and submit Amendment No. 269 to the Ministry of Municipal Affairs and Housing for final approval in accordance with the requirements under the Planning Act.

Proposed Resolution:

Resolved that the recommendations contained in Report No. CP 2022-210, titled “Phase 1 Official Plan Update - Agricultural Policies – Amended OPA 269”, be adopted.

9.2. Pending Items

10. MOTIONS

10.1. Councillor Ryan

Whereas the majority of land in Oxford County is in the agricultural reserve; and,
Whereas that land is set aside and protected for agricultural production; and,
Whereas the development of that land for agricultural production can be compromised by Minimum Distance Setbacks (MDS);
Therefore be it resolved that staff bring a report on potential MDS changes that would reduce the burden on agricultural properties, but not on non-agricultural properties in the agricultural reserve, and;
That this report consider both potential changes that are within the power of the municipal governments to enact, and changes that would require the province to enact or allow.

11. NOTICE OF MOTIONS

12. NEW BUSINESS/ENQUIRIES/COMMENTS

12.1. Municipal Class Environmental Assessment Study - Notice of Public Consultation Centre
Re: Oxford Road 19 Corridor Improvement

Proposed Resolution:

Resolved that the Municipal Class Environmental Assessment Study - Notice of Public Consultation Centre regarding Oxford Road 19 Corridor Improvement be received as information.

13. CLOSED SESSION

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

15. BY-LAWS

15.1. By-law No. 6437-2022

Being a By-Law to adopt Amendment Number 269 to the County of Oxford Official Plan.

15.2. By-law No. 6439-2022

Being a By-law to provide for the dedication and naming of highways in the County of Oxford.

15.3. By-law No. 6440-2022

Being a By-Law to remove certain lands from Part Lot Control.

15.4. By-law No. 6441-2022

Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

Proposed Resolutions:

Resolved that the following by-laws be now read a first and second time: 6437-2022 and 6439-2022 to 6441-2022 inclusive.

Resolved that the following by-laws be now given a third and final reading: 6437-2022 and 6439-2022 to 6441-2022 inclusive.

16. **ADJOURNMENT**

**OXFORD COUNTY COUNCIL
MINUTES**

May 11, 2022

Council Present	Warden Larry Martin Deputy Warden Sandra Talbot Councillor Trevor Birtch Councillor Ted Comiskey Councillor David Mayberry Councillor Don McKay Councillor Stephen Molnar Councillor Mark Peterson Councillor Marcus Ryan Councillor Deborah Tait
Council Absent	N/A
Staff Participants	M. Duben, Chief Administrative Officer K. Black, Director of Human Services L. Buchner, Director of Corporate Services M. Cowan, Manager of Information Services D. Guy, Acting Director of Woodingford Lodge G. Hough, Director of Community Planning C. Senior, Clerk D. Simpson, Director of Public Works A. Smith, Director of Human Resources

1. CALL TO ORDER

Oxford County Council meets in regular session this eleventh day of May, 2022, in the Council Chamber, County Administration Building, Woodstock at 9:30 a.m. with Warden Martin in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: Mark Peterson
Seconded By: Stephen Molnar

Resolved that the Agenda be approved.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

4.1 April 27, 2022

RESOLUTION NO. 2

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the Council minutes of April 27, 2022 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

5.1 Resolution to go into a Public Meeting pursuant to the Planning Act

RESOLUTION NO. 3

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that Council rise and go into a Public Meeting pursuant to the *Planning Act*, and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried at 9:34 a.m.

5.1.1 Application for Official Plan Amendment OP 21-22-8 - Benito Fuschino

To re-designate the subject property from "Low Density Residential" to "Medium Density Residential" to facilitate the development of three townhouse dwelling units on Blandford Street in the City of Woodstock.

The Chair asks Gordon Hough, Director of Community Planning to present the application. G. Hough, through use of a map summarizes Report No. CP 2022-185 - Application for Official Plan Amendment OP 21-22-8 – Benito Fuschino.

G. Hough indicates that the application for Official Plan Amendment proposes to re-designate the subject property from low-density residential to medium-density residential to facilitate the development of three townhouse dwelling units on a local street north of Dundas Street, in the central part of the City of Woodstock. G. Hough indicates that the subject property is located across from other townhouse dwellings, that staff are satisfied that the proposed number of units is appropriate and

recommend support of the application. In closing, G. Hough indicates that the Council of City of Woodstock recommended support of the proposed Official Plan amendment at its meeting of April 21, 2022.

The Chair opens the meeting to comments and questions from members of Council. There are none.

No members of the public had registered for this public meeting.

5.2 Resolution to adjourn the Public Meeting

RESOLUTION NO. 4

Moved By: Stephen Molnar

Seconded By: David Mayberry

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried at 9:37 a.m.

5.3 Consideration of Report No. CP 2022-185 - Application for Official Plan Amendment OP 21-22-8 - Benito Fuschino

RESOLUTION NO. 5

Moved By: David Mayberry

Seconded By: Sandra Talbot

Resolved that the recommendations contained in Report No. CP 2022-185, titled "Application for Official Plan Amendment OP 21-22-8 - Benito Fuschino", be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Oxford County Poverty Support Program

Al Garland

Re: Number of Oxford County residents who have passed away homeless or in poverty

Mr. Garland was not in attendance.

6.2 Ontario Federation of Agriculture (OFA)

Tracey Arts - OFA Regional Director

Re: The importance of farmland preservation in Oxford County

Tracey Arts, Zone Director of the Ontario Federation of Agriculture for Oxford and Elgin Counties and Dirk Boogerd, President of the Oxford County Federation of

Agriculture join the meeting from the Council Chamber and proceed through a presentation, which formed part of Council's electronic agenda.

T. Arts and D. Boogerd provide an overview of the OFA's Home Grown Campaign, which is an advocacy campaign focused on the protection and preservation of Ontario's farmland and domestic food production. The delegates explain that their purpose is to increase awareness, educate the public and enhance consumer knowledge on the threat and negative impacts urban development poses to Ontario's agri-food system.

Following the presentation, Warden Martin opens the meeting to comments and questions from members of Council. The delegates respond to comments and questions from Warden Martin and Councillors Mayberry, McKay, Molnar and Tait.

Councillor Tait leaves the Council Chamber at 10:07 a.m.
She returns at 10:08 a.m.

RESOLUTION NO. 6

Moved By: Sandra Talbot
Seconded By: Trevor Birtch

Resolved that the presentation from the Ontario Federation of Agriculture regarding the importance of farmland preservation in Oxford County be received.

DISPOSITION: Motion Carried

7. CONSIDERATION OF CORRESPONDENCE

NIL

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2022-185 - Application for Official Plan Amendment OP 21-22-8 – Benito Fuschino

RECOMMENDATIONS

1. That Oxford County Council approve Application No. OP 21-22-8 submitted by Benito Fuschino, for lands described as Part Lots 76 & 77, Plan 337 in the City of Woodstock, to redesignate the subject lands from 'Low Density Residential' to 'Medium Density Residential' to facilitate the development of 3 townhouse dwelling units;
2. And further, that Council approve the attached Amendment No. 275 to the County of Oxford Official Plan;

3. And further, that the necessary by-law to approve Amendment No. 275 be raised.

The Report was dealt with under Public Meetings.

8.1.2 CP 2022-162 - Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment

RECOMMENDATIONS

1. That Oxford County Council adopt application OP 22-01-9 to amend Chapter 3, Section 3.1 – Agricultural Land Resource, of the County Official Plan, and Chapter 1 Section 1.6, to update the corresponding definitions;
2. And further, that County Council declare that Amendment No. 269 conforms with provincial plans, has regard to matters of provincial interest and is consistent with the Provincial Policy Statement, 2020;
3. And further, that Council adopt the attached Amendment No. 269 to the County of Oxford Official Plan;
4. And further, that the necessary by-law to adopt Amendment No. 269 be raised;
5. And further, that staff be directed to prepare and submit Amendment No. 269 to the Ministry of Municipal Affairs and Housing for final approval in accordance with the requirements under the Planning Act.

RESOLUTION NO. 7

Moved By: Sandra Talbot

Seconded By: Trevor Birtch

Resolved that the recommendations contained in Report No. CP 2022-162, titled “Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment”, be adopted.

DISPOSITION: See Action of Council following Resolution No. 9

RESOLUTION NO. 8

Moved By: David Mayberry

Seconded By: Marcus Ryan

Resolved that Report No. CP 2022-162, titled “Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment”, be deferred and direct that planning staff amend the draft agricultural policies to remove the requirement for undersized agricultural parcels to sever

excess productive farmland from the lot as a condition for allowing residential development on undersized parcels;

And further, that through zoning requirements, any residential development on undersized parcels must meet MDS requirements, and strive to minimize impacts on agriculture and natural features and reduce the footprint of the residential area to preserve as much productive land as possible;

And further, that the area municipal council require site plans for any residential development on undersized agricultural parcels.

DISPOSITION: Motion Carried

RESOLUTION NO. 9

Moved By: Sandra Talbot

Seconded By: Trevor Birtch

Resolved that the recommendations contained in Report No. CP 2022-162, titled "Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment", be adopted as amended.

DISPOSITION: Motion Carried

8.2 PUBLIC WORKS

8.2.1 PW 2022-27 - Contract Award – Oxford Road 59 (Vansittart Avenue) Intersection Improvements, City of Woodstock

RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, Dufferin Construction Company, a division of CRH Canada Group Inc., in the amount of \$1,598,384 (excluding HST) for the construction of left-turn lanes on Oxford Road 59 (Vansittart Avenue) at Ridgewood Drive, Pittock Park Road and Fairway Road/Frederick Street in the City of Woodstock;
2. And further, that Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 10

Moved By: Trevor Birtch

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report No. PW 2022-27, titled “Contract Award – Oxford Road 59 (Vansittart Avenue) Intersection Improvements, City of Woodstock”, be adopted.

DISPOSITION: Motion Carried

8.3 HUMAN SERVICES

8.3.1 HS 2022-02 - Emergency Shelter Update

RECOMMENDATION

1. That County Council receive this update to Council Report No. HS 2022-01, entitled “Emergency Shelter Proposal”, as information.

RESOLUTION NO. 11

Moved By: Trevor Birtch

Seconded By: Deborah Tait

Resolved that the recommendation contained in Report No. HS 2022-02, titled “Emergency Shelter Update”, be adopted.

DISPOSITION: Motion Carried

8.4 CORPORATE SERVICES

8.4.1 CS 2022-15 - Municipal Modernization Projects Update – Q1 2022

RECOMMENDATION

1. That Report CS 2022-15 entitled “Municipal Modernization Projects Update – Q1 2022” be received for information.

RESOLUTION NO. 12

Moved By: Deborah Tait

Seconded By: Marcus Ryan

Resolved that the recommendation contained in Report No. CS 2022-15, titled “Municipal Modernization Projects Update – Q1 2022”, be adopted.

DISPOSITION: Motion Carried

8.4.2 CS 2022-16 - Lowrie Crescent Tillsonburg Project and 11th Line Woodstock Sanitary Fees – Internal Long-term Debt Issue

RECOMMENDATION

1. That By-law No. 6434-2022, being a by-law to authorize the borrowing of funds in the amount of \$15,134 from the Landfill and Waste Diversion Reserve Fund to be used for the purposes of financing serviced property owners' charges for capital costs relating to sanitary services through the following projects, be presented to Council for enactment;
 - a. Oxford County Lowrie Crescent Tillsonburg Sanitary Sewer Extension Project; and
 - b. Oxford County 11th Line Woodstock Sanitary Fees.

RESOLUTION NO. 13

Moved By: Deborah Tait

Seconded By: Marcus Ryan

Resolved that the recommendation contained in Report No. CS 2022-16, titled "Lowrie Crescent Tillsonburg Project and 11th Line Woodstock Sanitary Fees – Internal Long-term Debt Issue", be adopted.

DISPOSITION: Motion Carried

8.4.3 CS 2022-17 - Internal Long-term Debt Issue – Renewable Energy Project

RECOMMENDATION

1. That By-law No. 6435-2022, being a by-law to authorize the borrowing of funds in the amount of \$585,525 from the Landfill and Waste Diversion Reserve Fund, to be used for the purposes of financing capital costs incurred related to a County of Oxford renewable energy project, be presented to Council for enactment.

RESOLUTION NO. 14

Moved By: Marcus Ryan

Seconded By: Don McKay

Resolved that the recommendation contained in Report No. CS 2022-17, titled "Internal Long-term Debt Issue – Renewable Energy Project", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

10. MOTIONS

10.1 Councillor Ryan

RESOLUTION NO. 15

Moved By: Marcus Ryan

Seconded By: Ted Comiskey

Whereas Oxford County recognizes that there is a need for increased quantity, variety, and attainability of housing, and;

Whereas Oxford County is a prudent manager of its finances and intends to make the most effective and efficient use of municipal infrastructure in the long term, and;

Whereas Oxford County values its prime agricultural land and its natural spaces, and;

Whereas Oxford County values sustainability in the delivery of all services, and;

Whereas Oxford County strives to create complete communities providing opportunities for all to work, live, play, and learn;

Therefore be it resolved that staff be directed to bring a report to County Council to provide further information and options that could be considered by the County and Area Municipalities to better accommodate their projected residential growth through increased density within fully serviced settlement areas and minimize the need for settlement area boundary expansions.

DISPOSITION: Motion Carried

11. NOTICE OF MOTIONS

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS

NIL

13. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

NIL

14. BY-LAWS

14.1 By-law No. 6434-2022

Being a by-law to authorize borrowed funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$15,134, to be used for the purposes of financing property owners' charges for capital costs related to sanitary sewer services provided under the Lowrie Crescent Tillsonburg Sanitary Sewer Extension Project and 11th Line Woodstock Sanitary Fees (the "Projects").

- 14.2 By-law No. 6435-2022
Being a by-law to authorize the borrowing upon funds from the Landfill and Waste Diversion Reserve Fund in the amount of \$585,525, to be used for the purposes of financing the Woodingford Lodge Woodstock Net Metering Project.
- 14.3 By-Law No. 6436-2022
Being a By-Law to adopt Amendment Number 275 to the County of Oxford Official Plan.
- 14.4 By-Law No. 6437-2022
Being a By-Law to adopt Amendment Number 269 to the County of Oxford Official Plan.
- 14.5 By-Law No. 6438-2022
Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

RESOLUTION NO. 16

Moved By: Don McKay
Seconded By: Mark Peterson

Resolved that by-law numbers 6434-2022, 6435-2022, 6436-2022 and 6438-2022 inclusive be now read a first and second time.

RESOLUTION NO. 17

Moved By: Don McKay
Seconded By: Mark Peterson

Resolved that by-law numbers 6434-2022, 6435-2022, 6436-2022 and 6438-2022 inclusive be now given a third and final reading.

DISPOSITION: Motion Carried

15. ADJOURNMENT

Council adjourns its proceedings at 11:08 a.m. until the next meeting scheduled for May 25, 2022 at 7:00 p.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

CLERK

**OXFORD COUNTY COUNCIL
ASSET MANAGEMENT PLAN WORKSHOP
MINUTES**

May 11, 2022

Council Present	Warden Larry Martin Deputy Warden Sandra Talbot Alternate Councillor Connie Lauder Councillor David Mayberry Councillor Don McKay Councillor Stephen Molnar Councillor Mark Peterson Councillor Marcus Ryan
Council Absent	Councillor Trevor Birtch Councillor Ted Comiskey Councillor Deborah Tait
Staff Participants	M. Duben, Chief Administrative Officer L. Buchner, Director of Corporate Services M. Cowan, Manager of Information Services J. Lavallee, Manager of Capital Planning C. Senior, Clerk D. Simpson, Director of Public Works

1. CALL TO ORDER

Oxford County Council meets in Special session this eleventh day of May, 2022, in the Council Chamber, County Administration Building, Woodstock at 11:22 a.m. with Warden Martin in the chair.

2. APPROVAL OF AGENDA

NIL

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

NIL

5. PUBLIC MEETINGS

NIL

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

6.1 Asset Management Plan Presentation

Jennifer Lavallee, Manager of Capital Planning, proceeds through the Asset Management Plan presentation, which was posted to the County’s website prior to the workshop taking place.

J. Lavallee and Lynn Buchner, Director of Corporate Services respond to questions and comments from Councillors Mayberry, McKay, Molnar and Ryan.

7. CONSIDERATION OF CORRESPONDENCE

NIL

8. REPORTS FROM DEPARTMENTS

NIL

9. UNFINISHED BUSINESS

NIL

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS

NIL

13. CLOSED SESSION

NIL

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

NIL

15. BY-LAWS

NIL

16. ADJOURNMENT

Council adjourns its proceedings at 12:31 p.m. until the next meeting scheduled for May 25, 2022 at 7:00 p.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

CLERK

Speed Management and Road Safety Proposal
Community Written Comments

Melissa Gardiner

Resident of [REDACTED] Douro Street, Plattsville ON

April 20, 2022

[REDACTED]

To Chloe Senior (Oxford County Clerk),

The community of Douro Street and surrounding area would like to provide written comments for the County Council meeting on May 25, 2022 where we will be discussing the proposed speed management and road safety measures along Plattsville's Oxford Road 8 (Douro Street) in Blandford-Blenheim.

The residents of Douro Street and surrounding area have reviewed and discussed the proposed changes to help with speed management and road safety and we have some alternate suggestions we wanted to propose.

Please find below the alternatives we would like to recommend:

- Do not relocate the gateway signage
 - The signal to traffic that they're coming into a residential area will happen too late if the signage is moved closer to town. By the time they see the sign, they would have passed by 3 of 9 residential homes possibly going faster than they were prior to the sign change.
 - Residents are concerned about increased noise pollution. The gateway sign currently signals transport trucks to use air brakes and with moving it closer to the residential homes, this will increase the usage of these noisy brakes closer to more people's homes.
 - Leave the signage where it is and instead install an "avoid unnecessary use of air brakes" sign north of the gateway sign.
- Introduce electronic speed feedback signs
 - North of Seaton – since most drivers speed up immediately following these signs, we recommend placing the sign SOUTH of Seaton. This will signal drivers to maintain the posted speed limit as they are still in residential area. As well, they will see the sign after just coming off the bridge on their way out of town, which is normally where drivers start to accelerate.
 - North of gateway signage – yes but keep the gateway signage in its current/original location.
 - Signaling drivers too late and noise pollution are our concerns with your proposed location. The speed feedback sign being located just outside of the driveway across from 155 Douro Street is already too close to our residential homes and we fear the signal will be too late and not as effective.

- Do not increase the speed limit from 60 km/h to 70 km/h.
 - Of any of the proposed changes, this is probably our biggest concern.
 - The speed limit should be decreased to first a 60 km/h zone starting where you proposed the gateway signage should be moved to (where you indicated on your map the 'village limits'). Then, changing the current 60 km/h warning sign to a 50 km/h warning sign and changing the speed limit to 50 km/h before the bridge.
 - Residents are very concerned about the posted speed limits today. We fear the message we're sending to drivers will not be consistent with our intent to manage speed. There are safety concerns with the recommendation the County proposes to increase the speed to 70 km/h such as
 - In this zone of Douro Street, there are 9 residential homes – one after the other – with driveways close to the road that exit directly onto Douro Street. This is undoubtedly a residential street and as such, should not be an 80 km/h or 70 km/h zone.
 - Also happening on this part of the street is daily school bus drop off and pick up with most of the children crossing the street to get to their residences. There are at least 3 drop off/pick up points along the newly proposed 70 km/h zone.
 - Many children, families, and individuals use the gravel shoulder of our street to walk, bike, horseback ride, and run into Plattsville.
 - The bridge north of Seaton becomes narrower in winter and as well, we don't have a paved sidewalk anywhere on Douro Street – it's even more important to lower the speed limit to 50 km/h to keep residents safe. It's concerning if now a large stretch of our road will be a 70 km/h zone.

- Adding streetlights near Elizabeth Street
 - Instead of additional streetlights may we suggest additional lighting around the gateway sign in its current location? These lights, along with the electronic speed feedback sign and streetlights that already exist at the corner of Elizabeth and Douro would be sufficient.
 - We would also like to propose Douro Street be designated a 'Community Safety Zone' with signs on both sides of the street.

We are very pleased to be given an opportunity to propose some alternative suggestions and we hope that the County Council takes our recommendations under advisement. Given a majority of residents on and near Douro Street have signed this letter, we trust you will take our recommendations under advisement and work with us on these and future speed measurement and road safety implementations. Thank you for providing us with this opportunity.

Sincerely,

DocuSigned by:
Melissa Gardiner
78EFE058BCEA42B...

Melissa Gardiner

Note: additional signatures of impacted residents on page 3

Name	Address	DocuSigned by:
1. Carrie Sullivan	[Redacted]	[Redacted]
2. Pamela Byrne	[Redacted]	[Redacted]
3. Sharon Kennedy	[Redacted]	[Redacted]
4. Britta Kroupa	[Redacted]	[Redacted]
5. Jessica Wagler	[Redacted]	[Redacted]
6. Jessica Yates	[Redacted]	[Redacted]
7. Shannon Mills	[Redacted]	[Redacted]
8. Susan Sweich	[Redacted]	[Redacted]
9. Nanette Dufton	[Redacted]	[Redacted]
10. Nicole Cortez Battista	[Redacted]	[Redacted]
Sarah Casselli	[Redacted]	[Redacted]

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

F3E7D82358B644F...

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

0744754523E5411...

DocuSigned by: [Redacted]

DocuSigned by: [Redacted]

06C20A76109D475...

COUNTY OF OXFORD
RECEIVED

FEB 26 2021

February 25, 2021

To: Oxford County Council

Subject: Petition to reduce speed limit

From: Thomas Donnelly (representing 100+ residents)

[Redacted]

Woodstock, ON, N4T1W6

[Redacted]

REFER TO _____
File/ EDMS: _____

I am requesting the support of Oxford County Council for the attached petition, asking that the speed limit on County Road 59 beginning at the traffic circle at Oxford Road 17 south to the bridge crossing the Thames River, be reduced from 60km/h to 50km/h.

This will be one part of our effort to make this roadway, that passes through a residential area, safer for those that walk, bike or drive. The increased number of households in this area has resulted in a dramatic increase in traffic volume. Unfortunately, the speeds on that stretch of road have also increased to a point where it is unsafe for pedestrians, bicycle riders and other vehicles attempting to enter or cross that roadway. This very likely will become worse when the new subdivisions are completed on Oxford Road 17, west of that circle.

The second, and equally important part of our effort involves working with the City of Woodstock Police Service to enforce those speed limits. That effort is currently ongoing.

Support for this petition, by the City of Woodstock Council, has been requested.

Thank you

Thomas Donnelly



Petition to Oxford County Council

Date: February 21, 2021

Petition Organiser: Thomas A
Donnelly

Address: [REDACTED]
Woodstock, N4T1W6

Tel number: [REDACTED]

We, the undersigned, petition Oxford County Council to reach an agreement with the City of Woodstock to set and enforce the posted speed limit at 50km/h on County Road 59, between Devonshire Road to the traffic circle at Oxford Road 17.

Reasons for petition: Due to the growth of residential properties in this area, the speed of vehicles on this section of Highway 59/Vansittart represents a risk to residents of the area that walk and bike as well as the risk to vehicles attempting to enter or cross that roadway.

Page 1 of 8








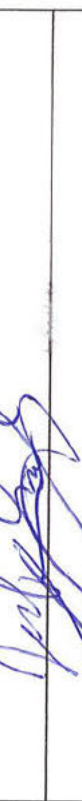


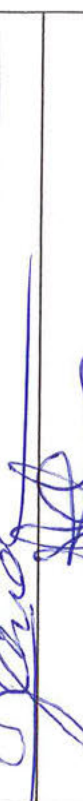



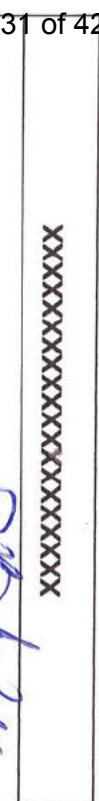
Name (PRINT CLEARLY)	Address	Signature
1. Thomas Donnelly	[REDACTED]	<i>Tom Donnelly</i>
2. Gail Donnelly		<i>Gail Donnelly</i>
3. ELAINE STAITE		<i>Elaine Staite</i>
4. Bill Anderson		<i>Bill Anderson</i>
5. Jan Anderson		<i>Jan Anderson</i>
6. NORMAL ELLIS		<i>Norman W. Ellis</i>
7. MARGORIE THOMPSON		<i>Margorie Thompson</i>
8. Bill Thompson		<i>Bill Thompson</i>
9. Barb Dennis		<i>B. Dennis</i>
10. John Rutkaeskar		<i>John Rutkaeskar</i>
11. Lois Kelleher		<i>Lois Kelleher</i>
12. D. J. Kelleher		<i>D. J. Kelleher</i>
13. GLEN A. YEARSLEY		<i>Glen Yearsley</i>
14. Joan Yearsley		<i>Joan Yearsley</i>
15. ED DONMOYER		<i>Ed Donmoyer</i>
16. MARIKYN DODMOYER		<i>Marilyn Dodmoyer</i>

Name (PRINT CLEARLY)	Address	Signature
17. Stephanie Kica	[REDACTED]	Stephanie Kica
18. Bruce Cummings	[REDACTED]	B. Cummings
19. MARK MAURE	[REDACTED]	M. MAURE
20. MICHAEL B MAURE	[REDACTED]	M. MAURE
21. mason	[REDACTED]	M. MAURE
22. melanie	[REDACTED]	M. MAURE
23. Vincent Langer	[REDACTED]	V. Langer
24. Ada Langer	[REDACTED]	A. Langer
25. Kay Sincan	[REDACTED]	K. Sincan
26. Leah Fulani	[REDACTED]	L. Fulani
27. L. Hossman	[REDACTED]	L. Hossman
28. B. WILLIAMSON	[REDACTED]	B. WILLIAMSON
29. M. GORDANIER	[REDACTED]	M. GORDANIER
30. LYLE BALL	[REDACTED]	L. BALL
31. NERESA BALL	[REDACTED]	N. BALL
32. H. MOTHERY	[REDACTED]	H. MOTHERY
XXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX

Name (PRINT CLEARLY)	Address	Signature
33. Su Baker	[REDACTED]	[Signature]
34. Bob Baker	[REDACTED]	[Signature]
35. Gerda Matheson	[REDACTED]	[Signature]
36. Robert James Matheson	[REDACTED]	[Signature]
37. Murray Rutledge	[REDACTED]	[Signature]
38. Mike Talker	[REDACTED]	[Signature]
39. Mary Mood	[REDACTED]	[Signature]
40. Chys de Boer	[REDACTED]	[Signature]
41. Paul Desjardins	[REDACTED]	[Signature]
42. Jim Holz	[REDACTED]	[Signature]
43. Olivier Holz	[REDACTED]	[Signature]
44. Andrea Aikenhead	[REDACTED]	[Signature]
45. Patrick Hite	[REDACTED]	[Signature]
46. Susan Masters	[REDACTED]	[Signature]
47. Henry Balthuis	[REDACTED]	[Signature]
48. Irene Balthuis	[REDACTED]	[Signature]
	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX

Name (PRINT CLEARLY)	Address	Signature
49. R McClure	[REDACTED]	R.M. McClure
50. F. M. McClure	[REDACTED]	F.M. McClure
51. MARYA A. CLURE	[REDACTED]	[REDACTED]
52. Sharon Forbes	[REDACTED]	Sharon Forbes
53. Amy McKay	[REDACTED]	Amy McKay
54. Deb McKay	[REDACTED]	Deb McKay
55. JENNIFER BRITAIN	[REDACTED]	J. Britain
56. Jim Britain	[REDACTED]	J. Britain
57. CHRISTINE JOHNSTONE	[REDACTED]	C. Johnston
58. Dawn Sims	[REDACTED]	[REDACTED]
59. Bob Kijewski	[REDACTED]	[REDACTED]
60. Vicky Hallock	[REDACTED]	Vicky Hallock
61. Margaret Moon	[REDACTED]	Margaret Moon
62. Tom Moon	[REDACTED]	Tom Moon
63. Doug Griffiths	[REDACTED]	Doug Griffiths
64. JEAN GRIFFITHS	[REDACTED]	Jean Griffiths
XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX

Name(PRINT CLEARLY)	Address	Signature
65. Bonnie Bandoni	[REDACTED]	Bonnie Bandoni
66. Bessie Figgott		Bessie Figgott
67. JOHN LAUDER		John Lauder
68. LES GALEY		L. Galey
69. JACK COURTS		J. Courts
70. JEAN COURTS		J. Courts
71. Robert McFee		R. McFee
72. Carol Hallock		Carol Hallock
73. LORRAINE MEIBOURNE		L. Meibourne
74. Dore McElwaine		Dore McElwaine
75. Rhona Curry		Rhona Curry
76. Hendrika Matheson		Hendrika Matheson
77. Lorne Hendry, Ka		Lorne Hendry, Ka
78. OSCAR CADISOLA		Oscar Cadisola
79. Aisha Van Haaren		Aisha Van Haaren
80. RALPH	Ralph	
XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX

Name(PRINT CLEARLY)	Address	Signature	
81. Ruth Zappé			
82. DAN MAJOR			
83. Pao Wang			
84. Glenda Stuehler			
85. CHARLNE LOCKMAN			
86. Mohamed Noor			
87. Rosjet Gill			
88. Debby Holden			
89. JEFF SCORN			
90. KAREN CUMPKIE			
91. Mayor Schantz			
92. JoAnne Anderson			
93. Steve Archer			
94. WATSON Wilson			
95. Baile Pippo			
96. MARCO PIPPO			
XXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXX	

Name (PRINT CLEARLY)	Address	Signature
97. GREGORIE	[REDACTED]	Gregorie
98. HARRY HOUGH	[REDACTED]	Harry Hough
99. SOUSSANA ARUENA	[REDACTED]	[REDACTED]
100. BRENDA DIFREITAS	[REDACTED]	B Difreitas
101. Suzanne Green	[REDACTED]	S Green
102. JOHN DODSALVES	[REDACTED]	John Dodsals
103. CAROL CAMERON	[REDACTED]	Carol Cameron
104. Brian Snowden	[REDACTED]	Brian Snowden
105. Lidio Raffin	[REDACTED]	Lidio Raffin
106. Dianne Roberts	[REDACTED]	Dianne Roberts
107. XXXXX	XXXXX	XXXXXX

Page 898

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PETITION

We the undersigned, petition Mayor Mark Peterson, Council members of Blandford Blenheim Township, and David Simpson-Director of Oxford County Public Works to suspend the proposed bike lane, and the elimination of on street parking, on Main Street, in the Village of Princeton, Ontario. By signing this petition, I acknowledge that this petition will become a public document and all information contained in it will be publicly available.

Name	Address	Signature
1. Tom Eaton	[Redacted Address]	Tom Eaton
2. Shelley Waters		Shelley Waters
3. Corey Huskin		Corey Huskin
4. GARY FAUCETT		Gary Faucett
5. Annette Broschinski		Annette Broschinski
6. Becki Randall		Becki Randall
7. Jacob Wueke		Jacob Wueke
8. JIM GALE		Jim Gale
9. Kelly Jones		Kelly Jones
10. [Signature]		[Signature]
11. [Signature]		[Signature]
12. Donald Cunningham		Donald Cunningham
13. FRED ATTRIDGE		Fred Attridge
14. DENNIS HANCK		Dennis Hanck
15. Anverth Chandan		Anverth Chandan
16. Samantha Lee		Samantha Lee
17. Alicia Dawdy		A. Dawdy

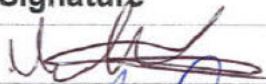





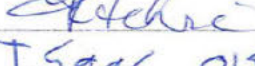








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Name	Address	Signature
1. Joshua Banko		
2. Michael Bock		
3. Nancy Tromm		
4. Bonnie Tromm		
5. Jim Walke		
6. Robert Wright		
7. Fred Tocco		
8. Stephanie Robbins		
9. ANITA TAYLOR		
10. Nic. Bierma		
11. Brad Story		
12. LORAN DANCETOVIC		
13. NANCY GETTY		
14. MATT MISSELE		
15. BEN ADAMKIEWICZ		
16. Tom Bailey		

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Name	Address	Signature	
1. Ian Coulbraith	[REDACTED]		
2. Magdolene Kuciapska			
3. Brandon Kerr			
4. Dave Berrin			
5. TERRY RYAN			
6. Mike Russell			
7. Terri Reher			
8. ISAAC OISSON		ISAAC OISSON	
9. Rob Foster			
10. John Lively			
11. [unclear]			
12. James Christie		[REDACTED]	
13. MARK SHAW			
14. Rick Thompson			
15. Chris Hunter			
16. [unclear]			

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Name	Address	Signature
1. Elizabeth Brown	[REDACTED]	Elizabeth Brown
2. Tyler Eichler		Tyler Eichler
3. CAM Macdonald		[Signature]
4. Sunny Mattu		Sunny Mattu
5. CANDICE CASLER		Candice Casler
6. Emory Landrick H		Emory Landrick H
7. Mike Lavigne		Mike Lavigne
8. Jonathan McGrath		Jonathan McGrath
9. RICHARD BERG	[REDACTED]	Richard Berg
10. Ashton Arnold		Ashton Arnold
11. ROBERT STEURSON		Robert Steurson
12. M. Simon		M. Simon
13. JAY PARUANYIK		Jay Paruanyik
14. CHACCS HEAD		Chaccs Head
15. Dean Dumet		Dean Dumet
16. GLENN BOETTKE		Glenn Boettke


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Name	Address	Signature
1. Daniel Johnson	[Redacted]	[Signature]
2. Tom Dwyer		[Signature]
3. Steve Simpson		[Signature]
4. Jim Prowse		[Signature]
5. Hawk		[Signature]
6. ZAC SMITH		[Signature]
7. Colton Singer		[Signature]
8. John DePate		[Signature]
9. [Signature]		Kelly Dawson
10. Tim Fulsom		[Signature]
11. Bud Fulsom		[Signature]
12. Phil Bird	[Redacted]	Philip Bird
13. Mallory Begg		Mallory Begg
14. Mike Schleich		[Signature]
15. Melissa Vaillancourt		M. Vaillancourt
16. Jim Smith		[Signature]













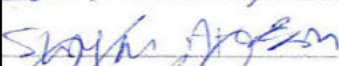



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Name	Address	Signature	
1. Greg Grover			
2. Mark Kingstony			
3. Diana Collieran			
4. Eric Townsend			
5. ANNETTE GALE			
6. Kirsty Starke			
7. Kameron STARK			
8. Toster Jordan			
9. DARRIN INGLEY			
10. RON MONDEN			
11. Trevor Baer			
12. DIZ WATKIN			
13. [Signature]			
14. Paul [Signature]			
15. Martel Baran			
16. [Signature]			

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Name	Address	Signature
1. Nicholas LERNO	[REDACTED]	
2. Julianna Peterson	[REDACTED]	
3. Rob Sakel	[REDACTED]	
4. Amberley Waters	[REDACTED]	
5. Keith Perry	[REDACTED]	
6. Lucas Leffer	[REDACTED]	
7. Branden Schermetorn	[REDACTED]	
8. H. R. W. HOF	[REDACTED]	
9. Kyle Hagan	[REDACTED]	
10. Steve Nitz	[REDACTED]	
11. Matt Sloan	[REDACTED]	
12. Chakraborty Maralie	[REDACTED]	
13. Shawn Atkinson	[REDACTED]	
14. Chuck Lewis	[REDACTED]	
15. Carmen Fontes	[REDACTED]	
16. Zack Hazell	[REDACTED]	





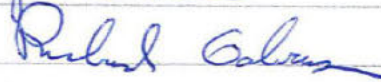





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Name	Address	Signature
1. Terry Fountain	[REDACTED]	[Signature]
2. Pascale Schuurman		[Signature]
3. Jessica Renwick		[Signature]
4. L-Simard		[Signature]
5. TOM SAVAGE		[Signature]
6. Tampa [unclear]		[Signature]
7. Chris Metro		[Signature]
8. Ann [unclear]		[Signature]
9. Helen Horst	[REDACTED]	[Signature]
10. BEV COURTNEY		[Signature]
11. Marlene Podetz!		[Signature]
12. Dave Gillen		[Signature]
13. CHRIS McDOUGALL	[REDACTED]	[Signature]
14. JACK KOREVARR		[Signature]
15. Bill Whyte		[Signature]
16. ARNOLD BABOLS	[REDACTED]	[Signature]

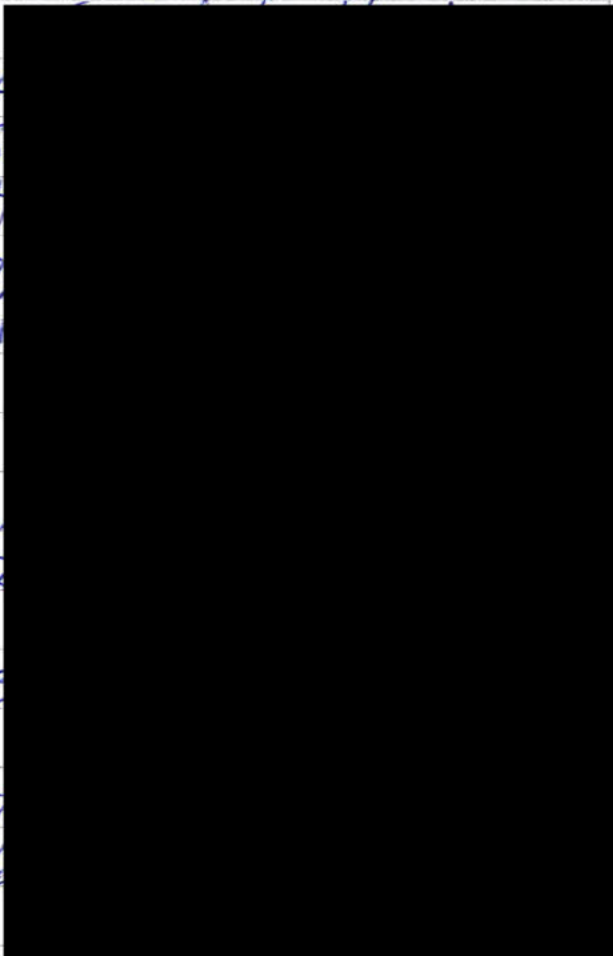

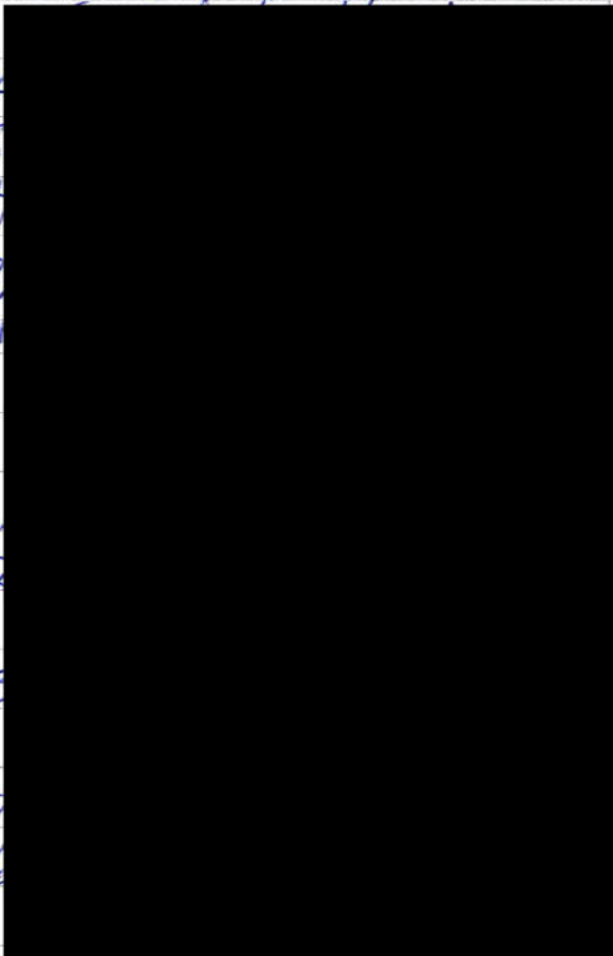

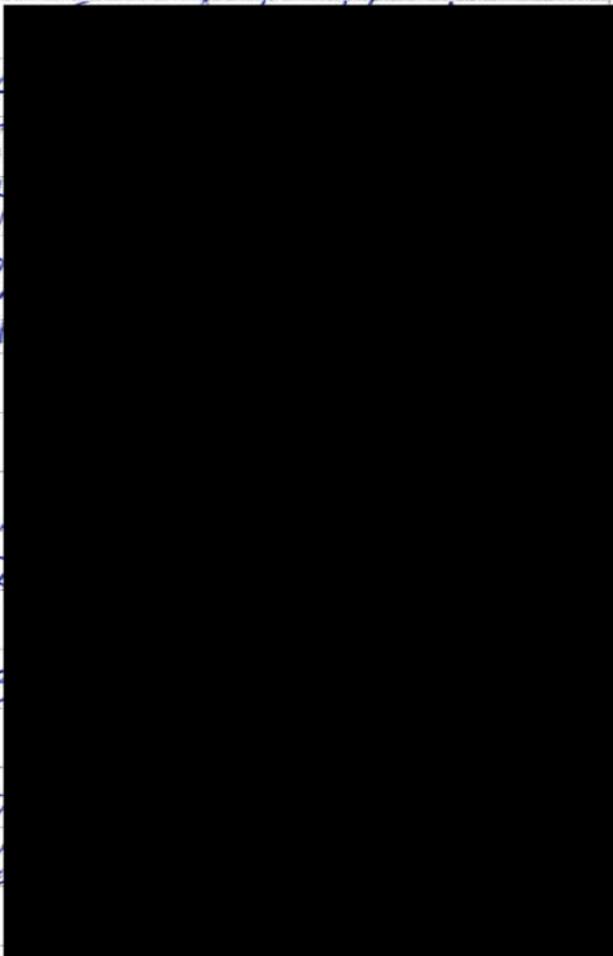

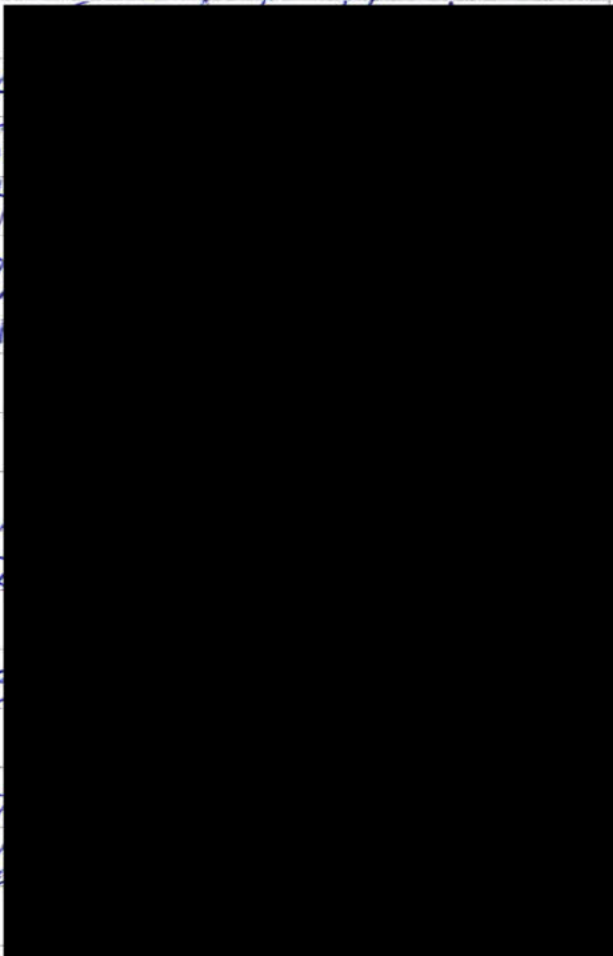

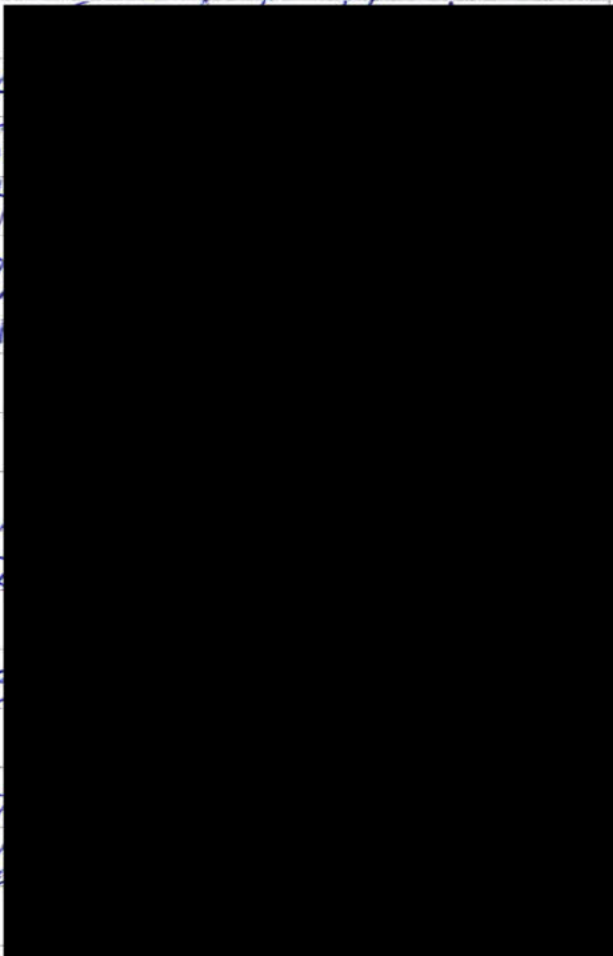

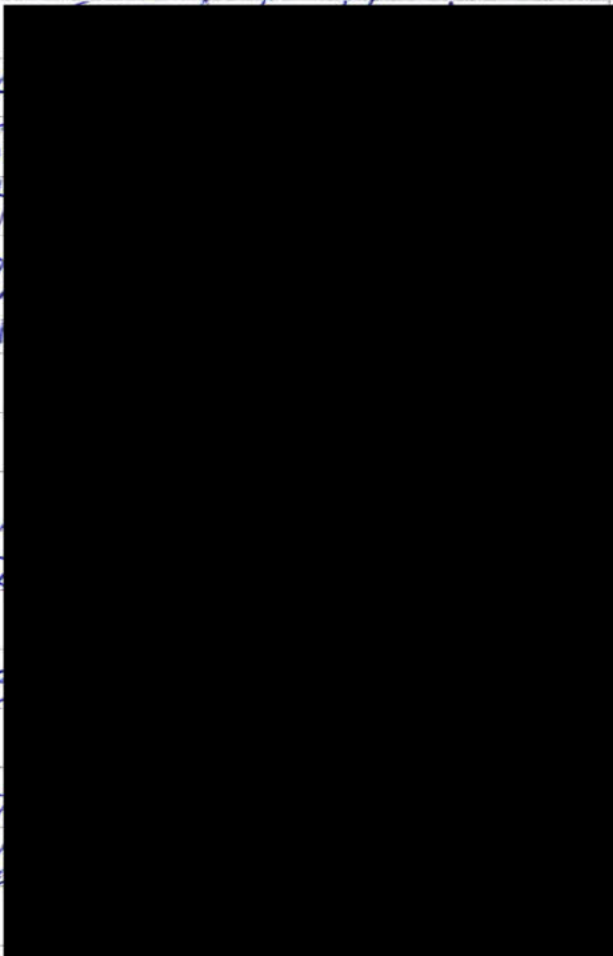

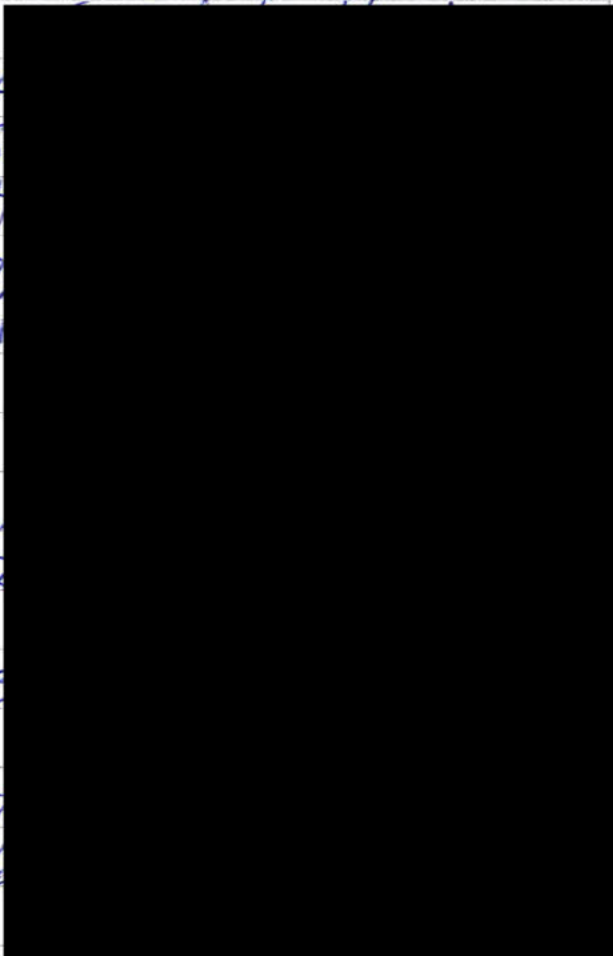

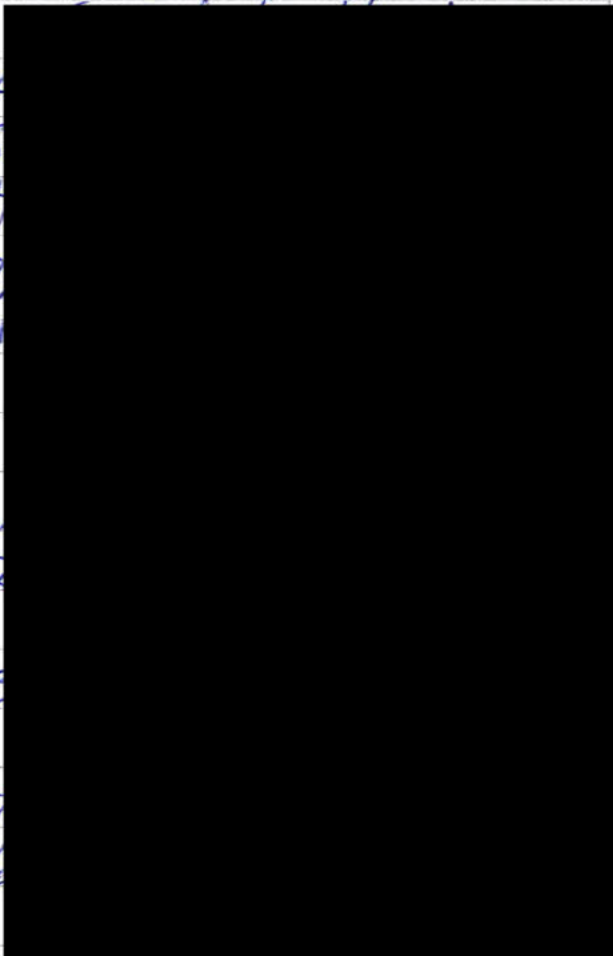
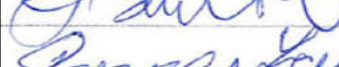
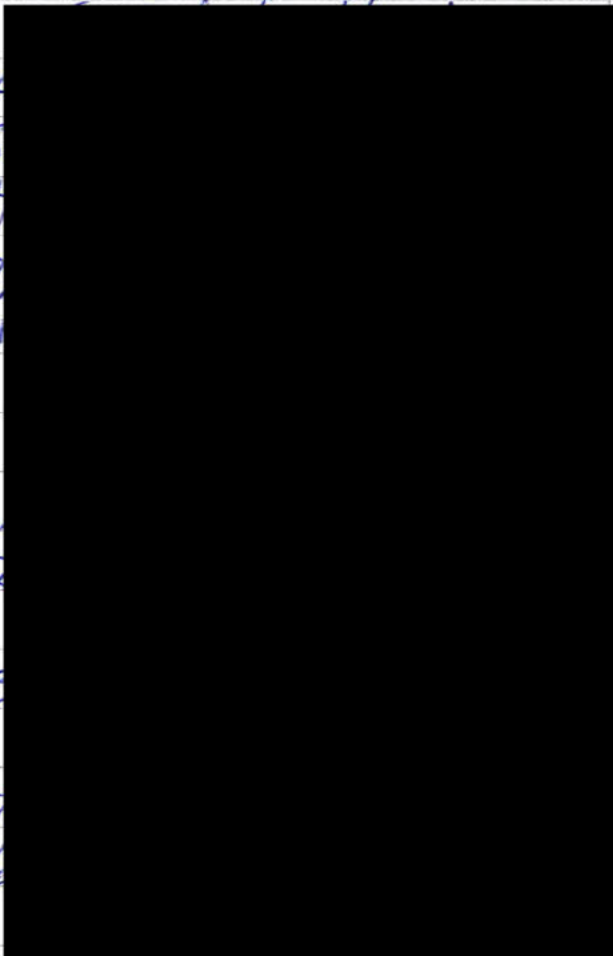

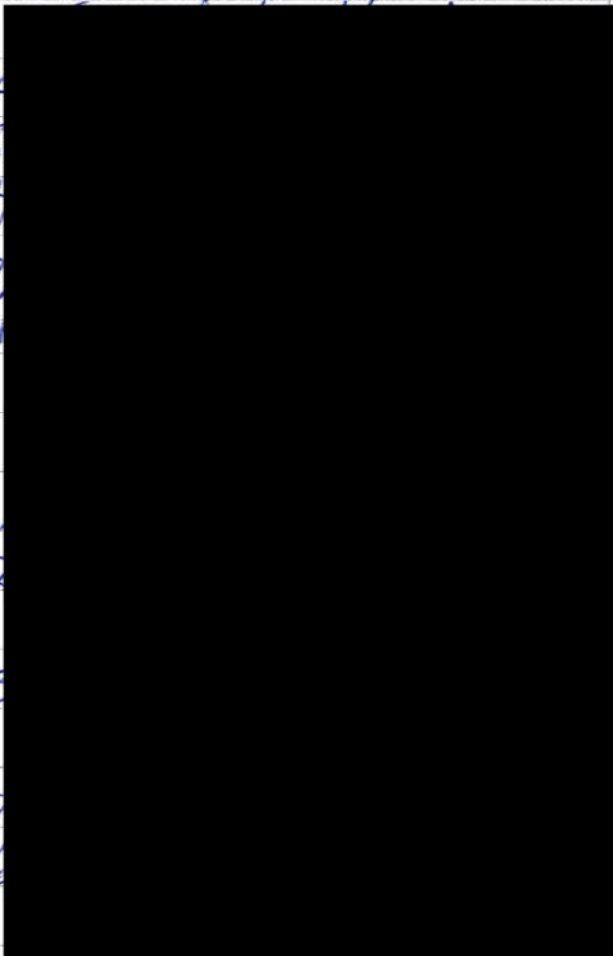

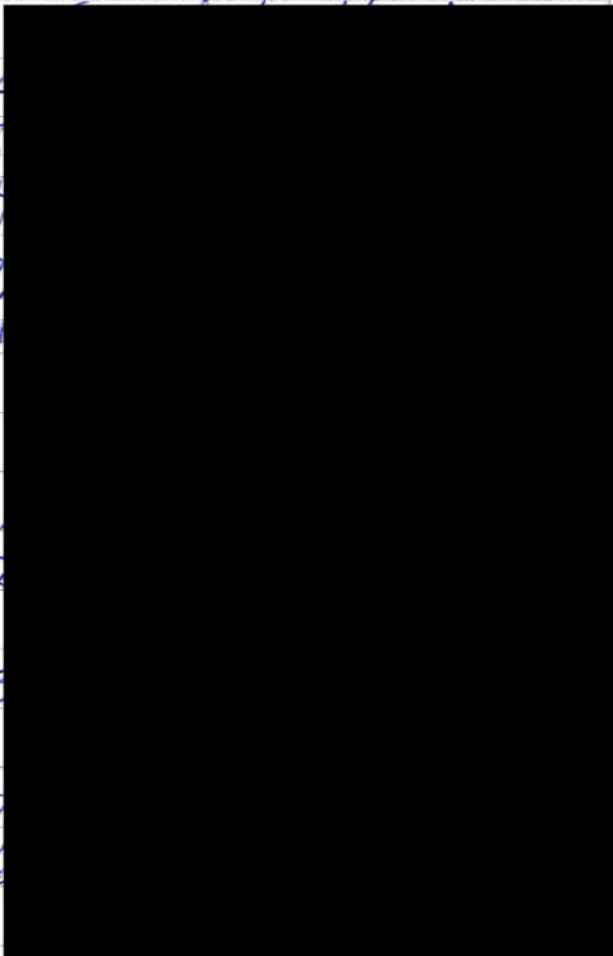

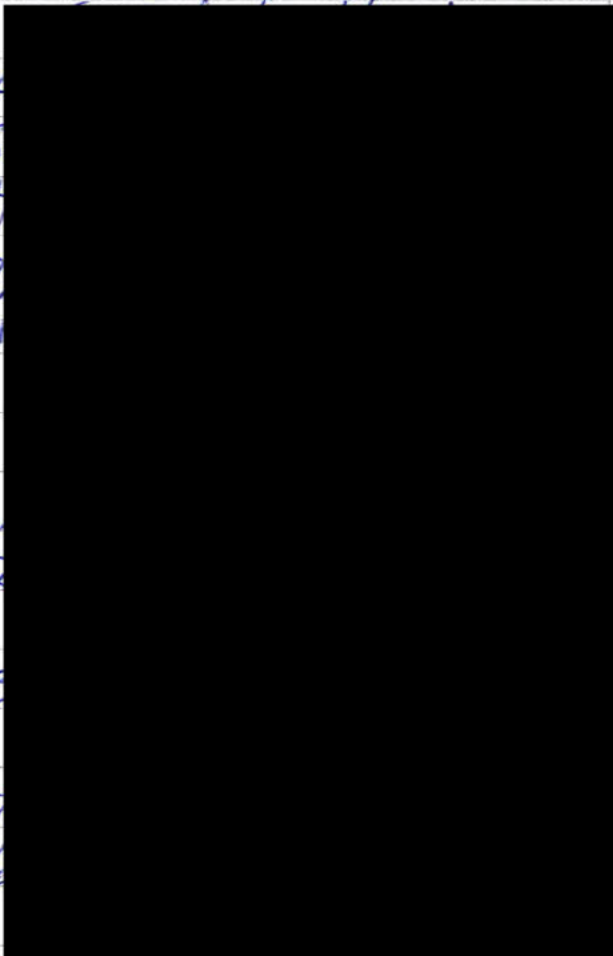

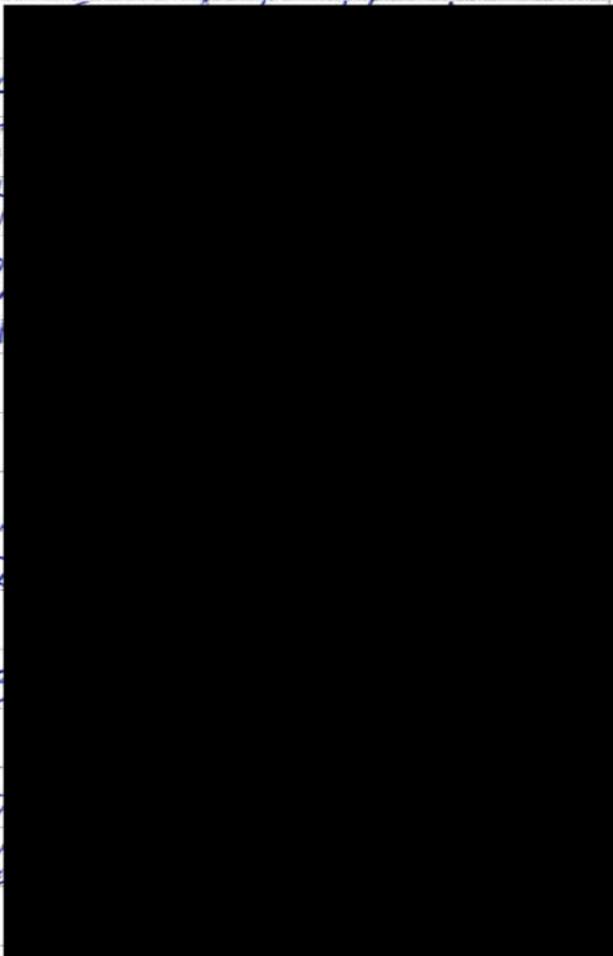

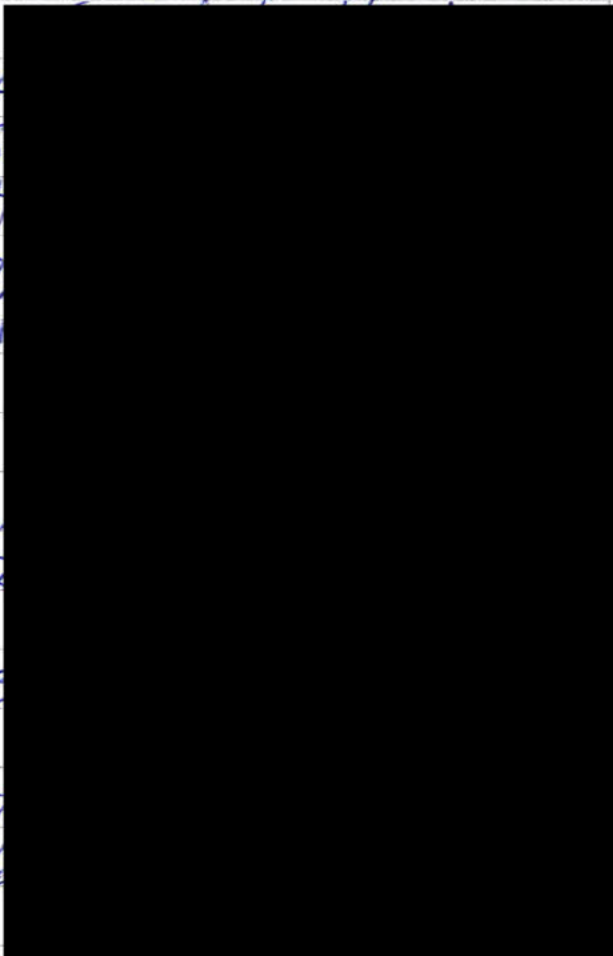
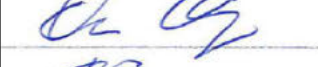
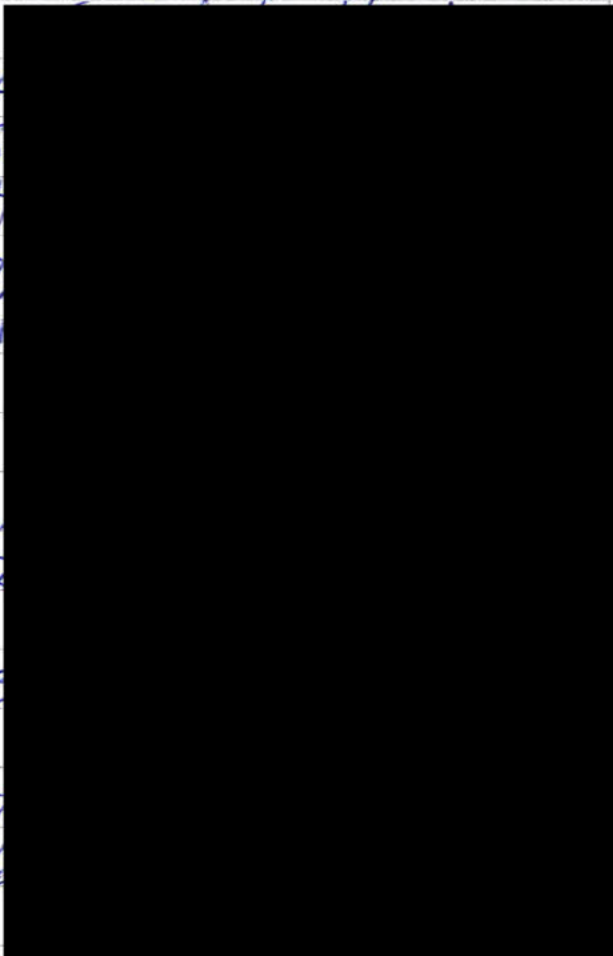

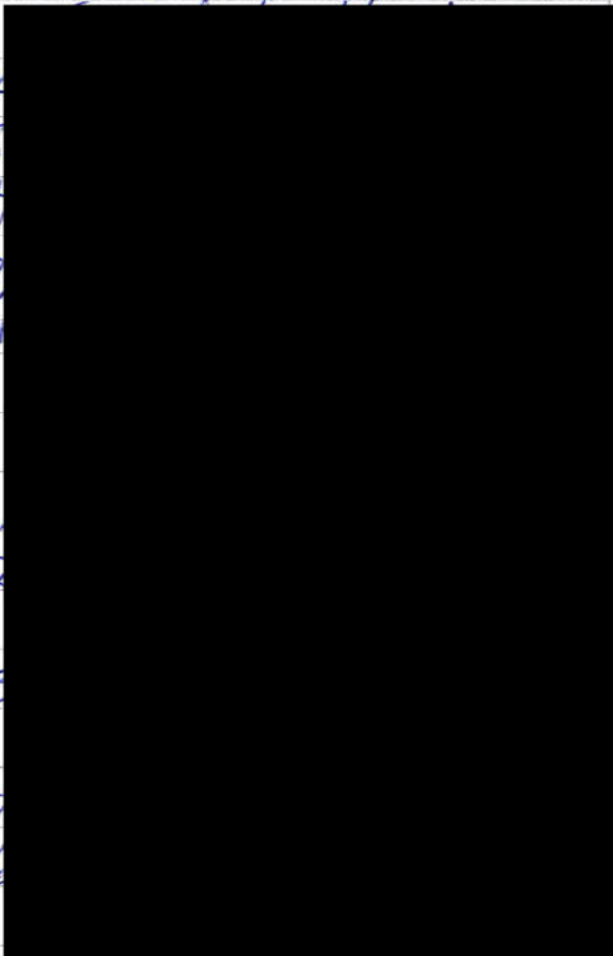

PETITION

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Name	Address	Signature
1. Jim Neves		
2. P. Dupuis		
3. Phil Kroppendyk		
4. Tony Mirell		LARRY MEARDE
5. ED CROON		
6. Jordan Brown		Jordan Br
7. RICHARD GALVINCS		
8. Tom Hoodwin		Tom Hoodwin
9. TONY McWade		T. McWade
10. CATHY McWADDE		C. McWade
11. GARY JONES		
12. Jack Rousseau		
13. A. Ellis		
14. Bill Rounds		
15. Sherry Tait		Sherry Tait
16. Matt Caldwell		

















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Name	Address	Signature
1. Trent Wagner		
2. Meghan Collins		
3. Chad McGee		
4. Jeff Tait		
5. Bull		
6. Nicole Meche		
7. Kevin Marton		
8. LISA SMITH		
9. JAMES LAURIE		
10. John Kowalazyk		
11. Brian Conroy		
12. H Leusin K		
13. S. Wroblewski		
14. Anne Cobb		
15. CHRIS DEZELI		
16. J. Stanton		

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Name	Address	Signature
1. Ben Calbraith	[REDACTED]	
2. Christy Arnold		
3. Melissa Coker		
4. Glenn Jarvis		
5. Rob Dalton		
6. Blake Morrison		
7. Jason Czuczaj		
8. Tyler Rattus		
9. Zach Totter		
10. Robert Vailley		
11. Matt Clements		
12. Michelle Stern		
13. Emma Mueller		
14. Chris Hunter		
15. Bob Service		
16. Lauren Blake		

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Name	Address	Signature
1. Paul Bant	[REDACTED]	[Signature]
2. Jordan Grandin	[REDACTED]	[Signature]
3. Daniel Santana	[REDACTED]	[Signature]
4. R. Gagnon	[REDACTED]	[Signature]
5. Tyler Noseworthy	[REDACTED]	[Signature]
6. Calvin Dymant	[REDACTED]	[Signature]
7. Justin Budget	[REDACTED]	[Signature]
8. Nick White	[REDACTED]	[Signature]
9. Kyle Pitke	[REDACTED]	[Signature]
10. Amy Kishkel	[REDACTED]	[Signature]
11. Austri Hutchinson	[REDACTED]	[Signature]
12. Ryan Edgar	[REDACTED]	[Signature]
13. Garry Williams	[REDACTED]	[Signature]
14. Tyler Scott	[REDACTED]	[Signature]
15. Brandon Myskin	[REDACTED]	[Signature]
16. Jaben Wassink	[REDACTED]	[Signature]

















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Name	Address	Signature	
1. Jim Curney	[REDACTED]	[Signature]	
2. Jonathan Buchanan		[Signature]	
3. Pam Barrowcliffe		[Signature]	
4. Aimee Lancaster		[Signature]	
5. Jason Heinrichs		[Signature]	
6. Chandra Pomerleau		[Signature]	
7. Marcel Pomerleau		[Signature]	
8. Christine Medda		[Signature]	
9. JEFF MATTHEWS		[Signature]	
10. Craig Mordeu		[Signature]	
11. ROB LUYKEN		[REDACTED]	[Signature]
12. Jeff Zuefel			[Signature]
13. Lynn Kerteloot			[Signature]
14. DAVE MARTIN			[Signature]
15. Teresa Weeks			[Signature]
16. Josh Dawdy		[Signature]	




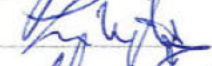




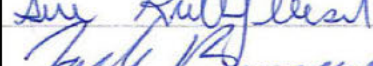








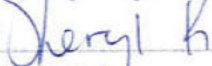
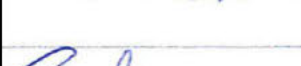



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Name	Address	Signature
1. Mila Deane		
2. Matt Norris		
3. Abbey Heinbecker		
4. Wendy Kipp		
5. MIKE KIPP		
6. ALISIA KIPP		
7. Dalton Kipp		
8. Nebernda Costen		
9. Mary Anne Costen		
10. Luke Cunningham		
11. Jeff Corbett		
12. Tim Plester		
13. Dennis Leblanc		
14. Terri Schade		
15. Caleb Wassink		
16.		

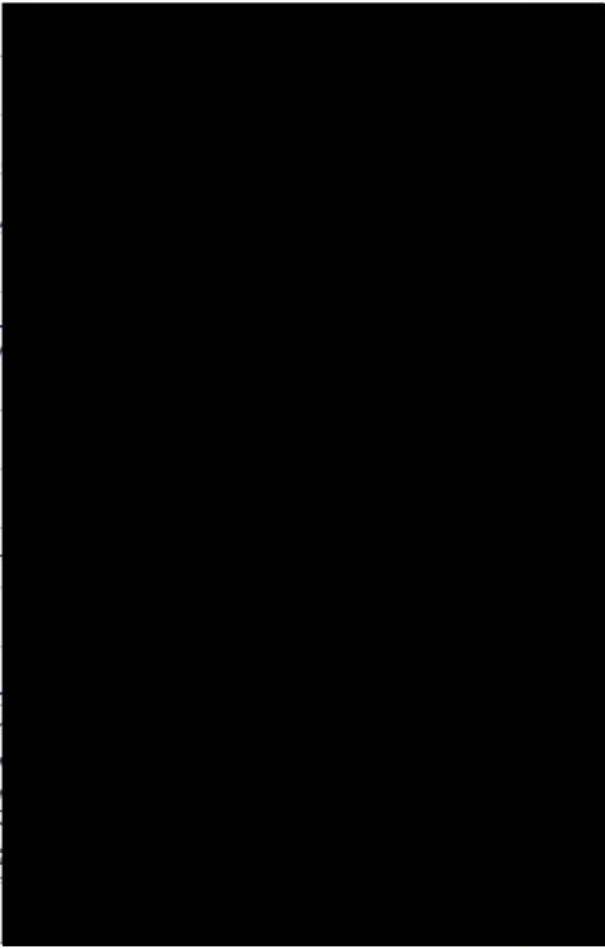








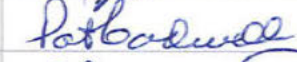







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Name	Address	Signature
1. Jenny Rizzi		
2. Jeff Butcher		
3. Wayne Kellum		
4. 		
5. 		
6. Kelly Borow		
7. Sue Kullberg		
8. Jack Benzelmeyer		
9. Jim Berg		
10.  Tony Moore		
11. 		
12. 		
13. 		
14. Cheryl Kartschen		
15. Paul Garside		
16. Charlie Simon		


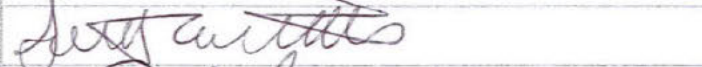



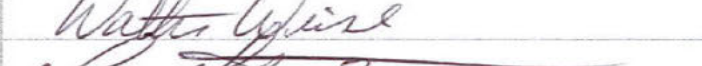

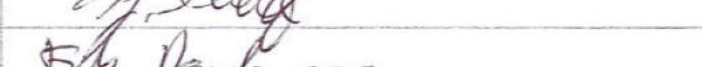
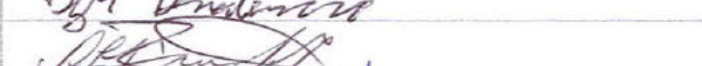


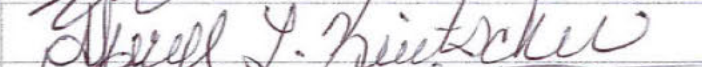





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Name	Address	Signature
1. ROB GIBBONS		
2. JACQUE VAN LIET		
3. Karlee Norris		
4. Marion Piggott		
5. ERIC MARSH		
6. Dawn Hurley		
7. Bob		
8. Jim Smith		
9. Pat Cadwell		
10. Mary Perry		
11. Tony Sausen		
12. ROBERT MAC MILLAN		
13. Tammy Landreau 2+		
14. L. Lisa Young.		
15. Mark Modry		
16. Lorne Wyto		

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Name	Address	Signature
1. SCOTT MITCHELL		
2. RICHARD GALUACS		
3. GEO. PODATZ		
4. DON BONK		
5. WALT WEISE		
6. DAVE STADEL		
7. SEFF DITZBLE		
8. TYLER DONALDSON		
9. JEFF BANOWCZYK		
10. STEVE SALES		
11. JOHN DEMERHAN		
12. SHERYL KIEFSCHEK		
13. ENIS COTTON		
14. COREY CUMMERS		
15. KEVIN JOHNSON		
16. ERIC GINGRICH		

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Name	Address	Signature
1. Peggy Crosby		Peggy Crosby
2. Peggy Crosby <small>on behalf of Princeton</small>		Peggy Crosby
3. PAUL EMMETT		Paul Emmett
4. Keith Ray		Keith Ray
5. DON LOWES		Don Lowes
6. Jessica Renwick		Jessica Renwick
7. Lionel Simard		Lionel Simard
8. MaryLu Hearn		MaryLu Hearn
9. Doree Meeke		Doree Meeke
10. ROBERT STEVENSON		Robert Stevenson
11. ARIE KRAMERIK		Arie Kramerik
12. Rachel Duncan		Rachel Duncan
13. JBew Beaton		JBew Beaton
14. Wayne Mearns		Wayne Mearns
15. Wayne Mearns		Wayne Mearns
16. Hugh Crickshank		Hugh Crickshank

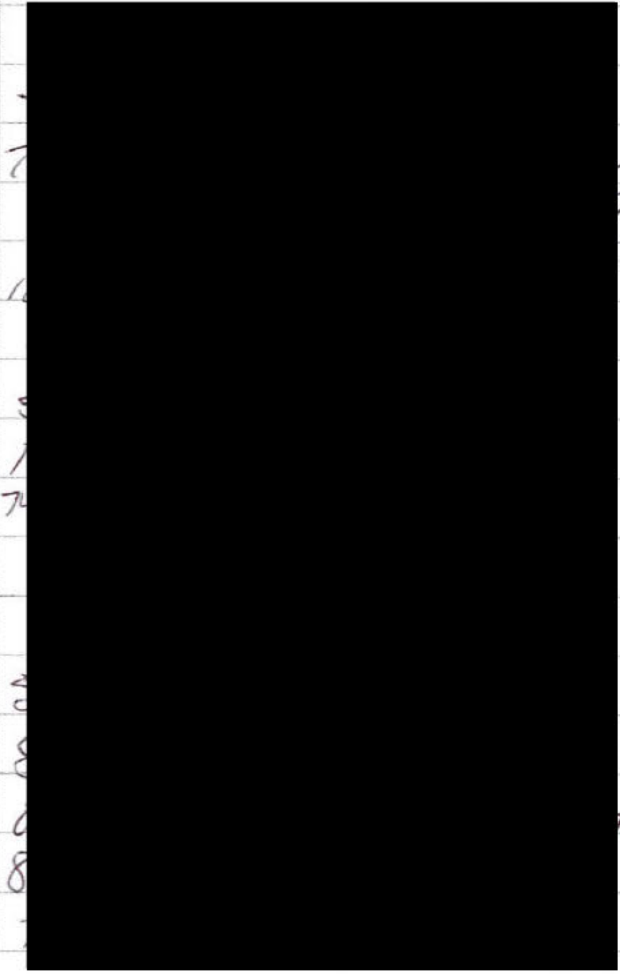


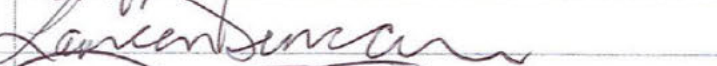

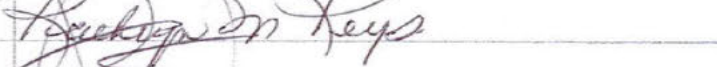

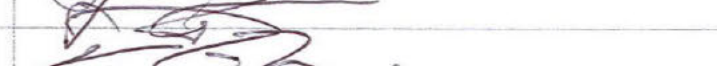





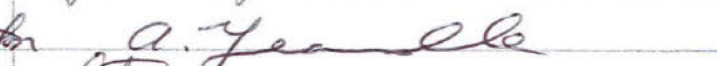



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Name	[Redacted]	Signature
ALLEN YEARDLE	[Redacted]	Allen Yearde
1. CATHY MCWADE	[Redacted]	Cathy McWade
2. TONY MCWADE	[Redacted]	Tony McWade
3. Ken Hanchiuk	[Redacted]	Ken Hanchiuk
4. GEO PODETZ	[Redacted]	Geo Podetz
5. Mark Perry	[Redacted]	Mark Perry
6. Hetty Engel Sharp	[Redacted]	Hetty Engel Sharp
7. Emily Sharr	[Redacted]	Emily Sharr
8. Ed Bannister	[Redacted]	Ed Bannister
9. Megan Wasilik	[Redacted]	Megan Wasilik
10. Craig Vanwee	[Redacted]	Craig Vanwee
11. Anne Parkhill	[Redacted]	Anne Parkhill
12. Davey Caswell	[Redacted]	Davey Caswell
13. Ron Patte	[Redacted]	Ron Patte
14. Barry Tunc	[Redacted]	Barry Tunc
15. Diana Colferan	[Redacted]	Diana Colferan
16. Neil Beaton	[Redacted]	Neil Beaton

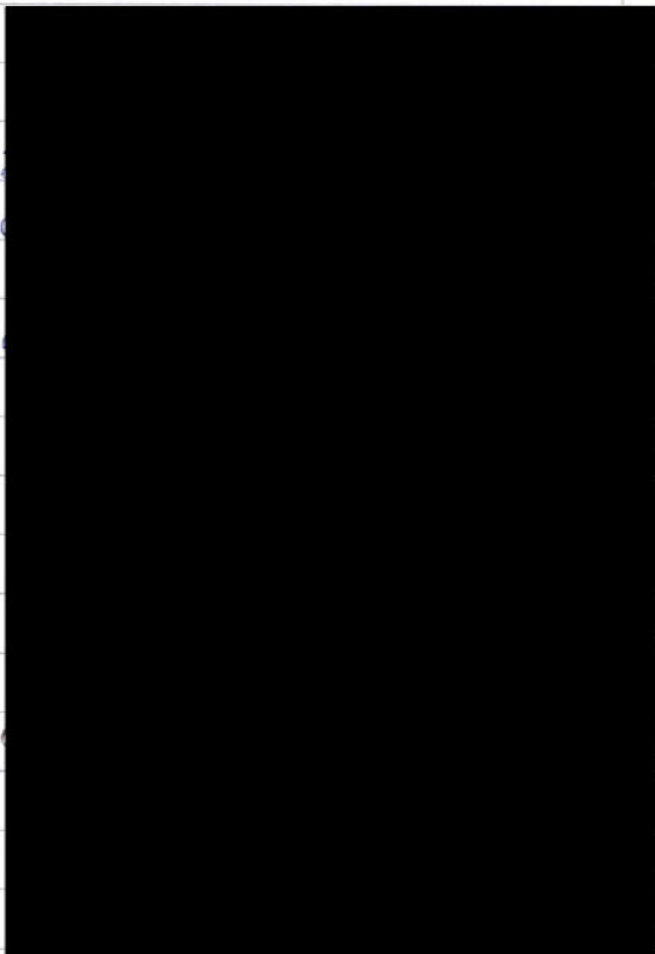
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Name	Address	Signature
1. Lee DeSloovere		
2. ROSS HARRINGTON		
3. Laureen Duncan		
4. DENNIS HAACK		
5. KATHY KEYS		
6. DEWIS O'REGAN		
7. LORRI ZIMMERMAN		
8. KEVIN MCLEAN		
9. Jeremy Yeandle		
10. Geoff Parr		
11. Jessica Parr		
12. John Langlois		
13. Jeff Yeandle		
14. Anna Yeandle		
15. Kiva Taylor		
16. Bronwyn Vervaecke		

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Name	Address	Signature
1. Judie Demarest		Judie Demarest
2. Diane Hatfield		Diane Hatfield
3. Suzanne Hanchirik		Suzanne Hanchirik
4. Betty deKoning		Betty deKoning
5. Pat DeWaal		Pat DeWaal
6. Rose Da Silva		Rose da Silva
7. Joan Courtney		Joan Courtney
8. Ron GILLESPIE		Ron Gillespie
9. Pat Cadwell		Pat Cadwell
10. Amber Fishwick		Amber Fishwick
11. Cara Fishwick		Cara Fishwick
12. Mitchell Fishwick		Mitchell Fishwick
13. Delcy Knox		Delcy A. Knox
14. Ann Podetz		Ann Podetz
15. Shauna Fishwick		Shauna Fishwick
16. KEITH FISHWICK		Keith Fishwick

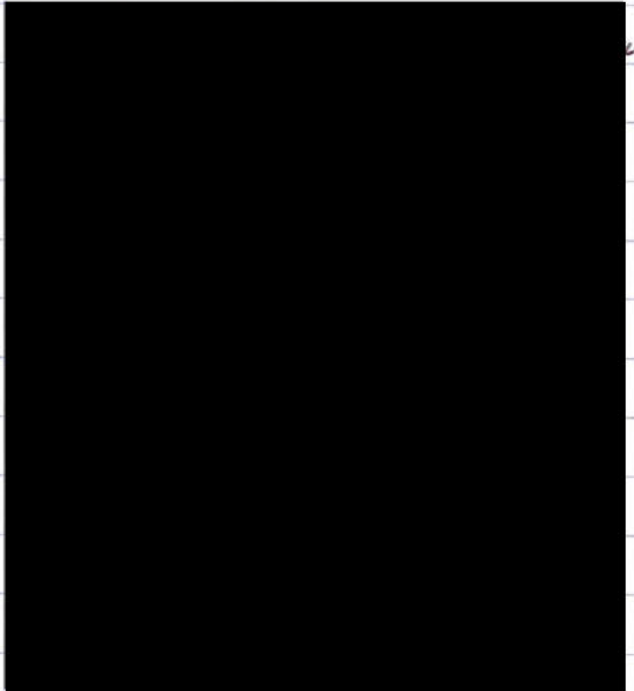

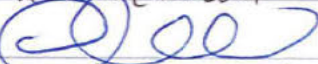




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Name	Address	Signature
1. DEREK PERRY		Derek Perry
2. Yun-Hee Noh-Perry		Yun-Hee Noh-Perry
3. Scanne Forrest		Scanne Forrest
4. Nicole Kurum		Nicole Kurum
5. STEVE WALL		Steve Wall
6. LISA ARD		Lisa Ard
7.		
8.		
9.		
10.		
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12.		
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16.		


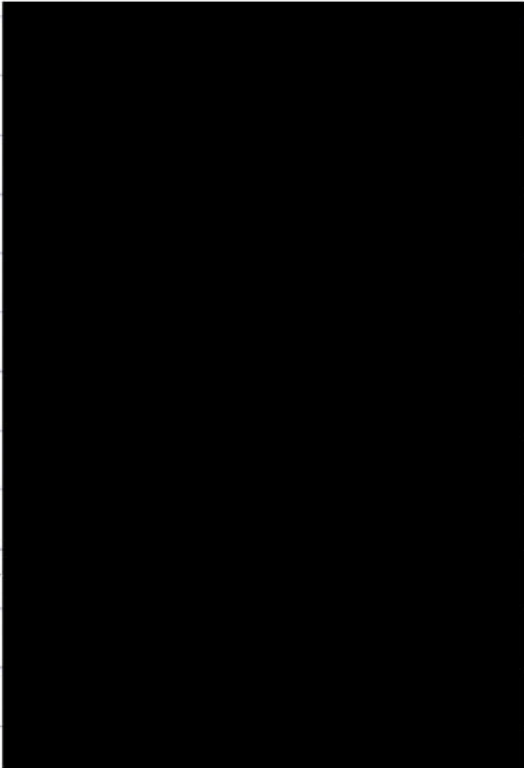
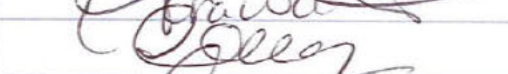
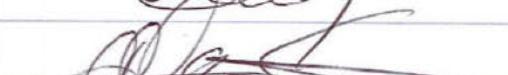


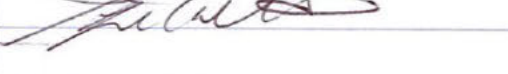

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Name	Address	Signature
1. ROBERT N SHEHARRN		
2. L. PERRY		
3. Sharron King		Sharron King
4. Marlene Miskow		Marlene Miskow
5. Lee DeStoevere		
6. Jim Gault		Jim Gault 519-774-1751
7. Debra Hiltz		Debra Hiltz
8. Steve Hiltz		Steve Hiltz
9. Ian Smith		
10. CHRIS McDONNELL		
11. HANS ARO		
12.		
13.		
14.		
15.		
16.		




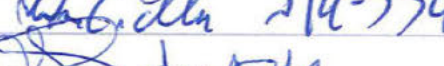





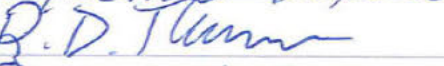

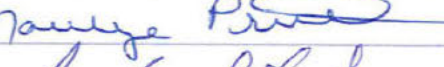

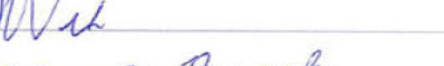


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Name	Address	Signature
1. Jean Dickinson		Jean Dickinson
2. DAVE McLAREN		
3. SHANE WAKFORD		
4. Luke Blanche		
5. Bruce Malton		BAQUEM
6. Gloria Stewart		G Stewart
7. Jan McLaren		Jan McLaren
8. Tara Watters		
9. Tami Tami		
10. Olga Leonetti		
11. Shaun Still		
12. Salotto		
13. Symon		
14. Sharon Dymond		
15. Andrea Quast		Andrea Quast
16. John A. Givens		John A Givens

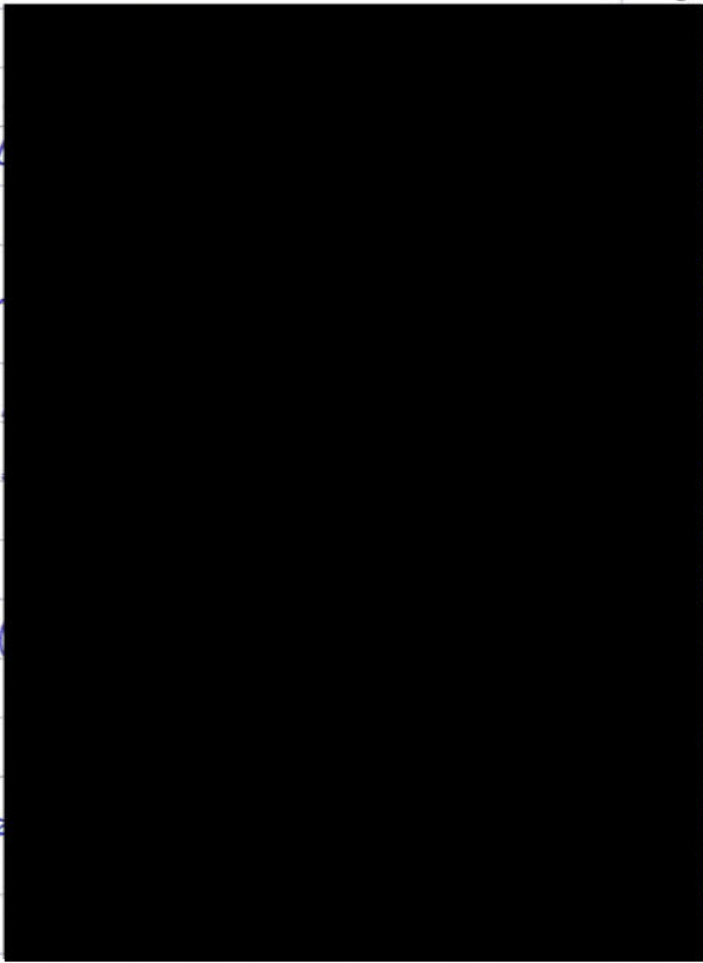
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Name	Address	Signature
1. Jack Streef		
2. GARY BRITTON		
3. SALLY HALL		
4. Jim Gella		 79-774-1751
5. G. Sanderson		
6. S PLACE		
7. Diane Wood		
8. GAYE CLARK		
9. Kathryn Hertzberg		
10. NORMA SEVIER		
11. BOB THOMSON		
12. Edna Williamson		
13. MARILYN PRIVE		
14. Royal White		
15. Wayne Neff		
16. Joanne Bucek		

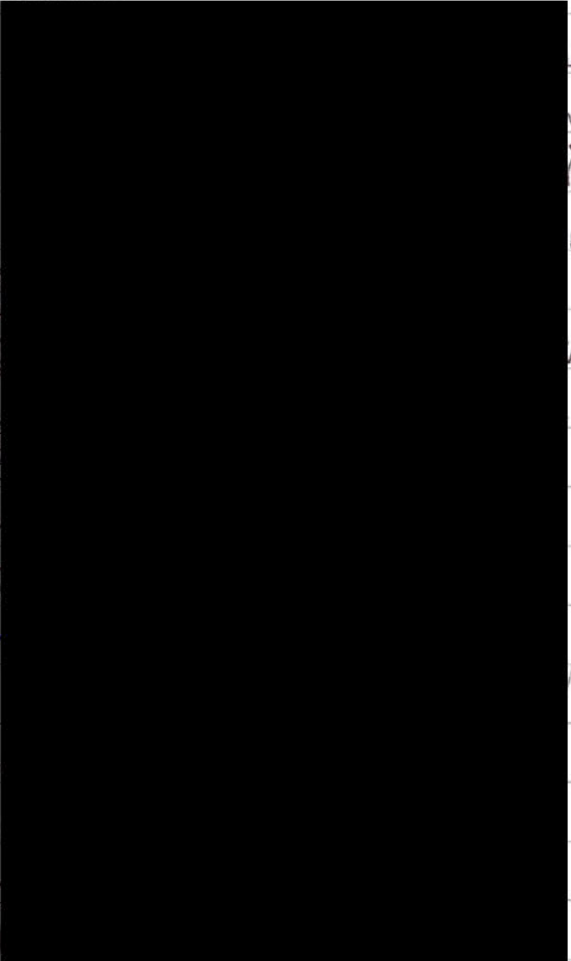
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Name	Address	Signature
1. Suzanne Langlois		Suzanne Langlois
2. Bailey Langlois		Bailey Langlois
3. Sarah Simkin		Sarah Simkin
4. TERRY BROWN		Terry Brown
5. Robert STEVENSON		Robert Stevenson
6. PIER WILLIAMS		Pier Williams
7. WALTHAN CHIRUK		Walthan Chiruk
8. Frank Bueck		Frank Bueck
9. JERRY WOJCIK		Jerry Wojcik
10. RUTH WOJCIK		Ruth Wojcik
11. Amanda Morgan.		Amanda Morgan
12. HENRY RUWHOF		Henry Ruwhof
13. Dylan Street		Dylan Street
14. May Mann-Partridge		May Mann-Partridge
15. Ronald Partridge		Ronald Partridge
16. Judy Holmes		Judy Holmes

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Name	Address	Signature
1. Vanessa Mabey		Vanessa Mabey
2. Dean Mabey		Dean Mabey
3. Don Eaton		Don Eaton
4. Tracey-Lynn Avey		Tracey-Lynn Avey
5. Amanda Morgan		A Morgan
6. CATHY MALLINSON		C Mallinson
7. Nicole McBivern		Nicole McBivern
8. Samantha Lee		S Lee
9. Sharon Dymont		Sharon Dymont
10. Ed Mansfield		Edward Mansfield
11. Mike Johnson		Mike Johnson
12. Lynda Rumbak		Lynda Rumbak
13. Alex Nolan		Alex Nolan
14. Shene Nolan		Shene Nolan
15. Laurare Gomes		Laurare Gomes
16. Roger Koukel		Roger Koukel

PETITION

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Name	Address	Signature
1. Sean Reinhart	[Redacted]	Sean Reinhart
2. Tony Lerno		Tony Lerno
3. Kathy Lerno		Kathy Lerno
4. Harry Sinden		Harry Sinden
5. Jennifer Lawrence	[Redacted]	Jennifer Lawrence
6. SHAWN DAVIES		Shawn Davies
7. Julia Rzeznardyn		Julia Rzeznardyn
8. Katie Yeandle		Katie Yeandle
9. Steve Saunders		Steve Saunders
10. Richelle McDougall		Richelle McDougall
11. LIZ SCOYNE		Liz Scoyne
12. Don Parak I/M/Kel		Don Parak I/M/Kel
13. Mellissa Meggs		Mellissa Meggs
14. Jim Wacker		Jim Wacker
15. Michelle Payea		Michelle Payea
16. Joyce Bonney		Joyce Bonney

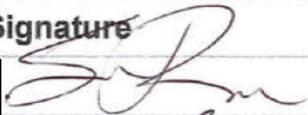
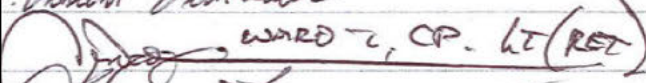

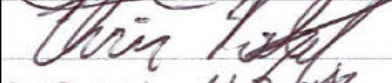

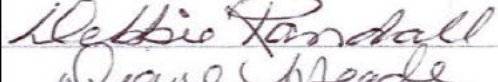
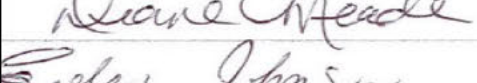

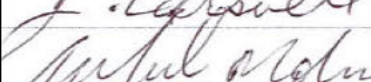
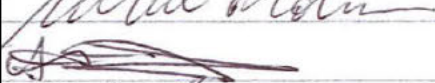

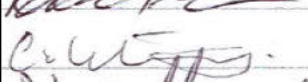
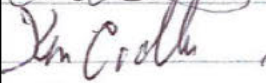
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Name	Address	Signature
1.	Rolt King Rolt King	Rolt King
2.	Ron Vermecke	Ron Vermecke
3.	Christine Shea	Christine Shea
4.	Doree Williams	Doree Williams
5.	CAROLYN Cruickshank	Carolyn Cruickshank
6.	Nelanda Goll	Nelanda Goll
7.	Denise Blake	Denise Blake
8.	Aimee Lancaster	Aimee Lancaster
9.	Marg Kipp	Margaret Kipp
10.	Zoe Smith	Zoe Smith
11.	Kari Pink	Kari Pink
12.	Marc Laigne	Marc Laigne
13.	Tara Watters	Tara Watters
14.	Chris Burgess	Chris Burgess
15.	KYLE Hammer	Kyle Hammer
16.		

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Name	Address	Signature
1. Sue Runkle		
2. G. Vincent VanLaeken		G. Vincent VanLaeken
3. W. (RET) WARD, T.M.		 WARD, T.M. CP. LT (RET)
4. Cheryl Smith		
5. Chris Paletz		
6. Chris Paletz		ISPAIL to B... 
7. Debbie Randall		
8. Diane Meade		
9. Evelyn Johnson		
10. Julie Caswell		
11. MIKE ROBINSON		
12. Heather Donkers		
13. Robert Matthews		
14. Christine Wielinga -		
15. Dan Coak		Dan Coak 519-574-1757
16. Mianat Sgt Marshall		519 442-4153

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Name	Address	Signature
1. <i>[Signature]</i>	[REDACTED]	<i>[Signature]</i>
2. Katie Hammer		<i>[Signature]</i>
3. <i>[Signature]</i>		<i>[Signature]</i>
4. GARET MALACHUK		<i>[Signature]</i>
5. DOR		<i>[Signature]</i>
6. Madge Fox		<i>[Signature]</i>
7. Kristin Gurney		<i>[Signature]</i>
8. Anthony Lessa		<i>[Signature]</i>
9. RICK STEVAN		<i>[Signature]</i>
10. Jessi McFarland		<i>[Signature]</i>
11. CHRISTINA PARDY		<i>[Signature]</i>
12. JAMIE HARRISON		<i>[Signature]</i>
13.		
14.		
15.		
16.		

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Name	Address	Signature
1. Jesse Becker		Jesse B
2. Matt Dosky		Matt Dosky
3. Dyer Whitman		Dyer Whitman
4. Gabe Savage		Gabe Savage
5. Mike Ashton		Mike Ashton
6. Andrew L		Andrew L
7. Ben Beechey		Ben Beechey
8. Johanna Bell		Johanna Bell
9. Troy Madore		Troy Madore
10. Trevor Lawson		Trevor Lawson
11. K. Fleming		K. Fleming
12. [Signature]		[Signature]
13. Rachel Lobo		Rachel Lobo
14. Scott Weston		Scott Weston
15. Adam Zagdanski		Adam Zagdanski
16. STEVEN PUNTER		STEVEN PUNTER
Christine Huntley	Christine Huntley	



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Name	Address	Signature
1. Adam Stark		
2. Alex Nolan		
3. Share Nolan		
4. Brad Sche, Fele		
5. Shannon Emery		
6. Barb Reeves		
7. Van Banko		
8. Lori Banko		
9. DAVE MILES		
10. Janne Schoenmakers		
11. Judy Leffler		
12. DAVE Scott		
13. Jake Burdiger		
14. Marcus Stayler		
15. Ben Weert		
16. Kevin Scheffer		




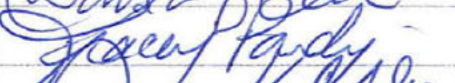


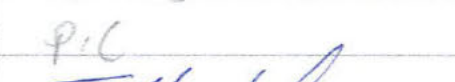







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Name	Address	Signature	
1. Melissa Shuker			
2. TABITHA SIEGFRIED			
3. DEREK MURPHY			
4. G. STOTT			
5. M. Weziel			
6. Amy Dewulf			
7. Rose Dumouchel			
8. Karin Perry			
9. John Street			
10. BRETT HYNES			
11. L. Nolmer			
12. Brenda Cadu			
13. Steve Van Riesen			
14. Dave Caron			
15. JEEL GAGNON			
16. Pauline Boakes			Pauline Boakes




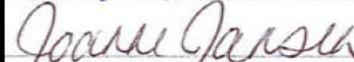
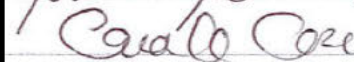
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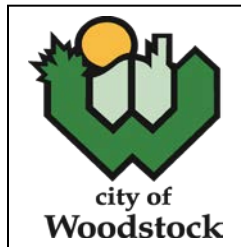
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Name	Address	Signature
1. BRIAN CAQUETTE		
2. Jon Smith		
3. Mark Be		
4. Wade & Lin		
5. Tracey Pardy		
6. Dan Kalbfleisch		
7. LAURA MAGERA		
8. Gurjot Grewal		
9. Gurjot + Chahal		
10. SOE MULLOCCAN		
11. JOHAN WALKER		
12. CARVINGRITH		
13. Linda Martin		
14. HARRY TERRY		
15. David Kennel		
16. Lindsey Reid		

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Name	Address	Signature
1. Cary Blyth	[REDACTED]	
2. Jerry Dinsmore		
3. TERRY THEO		
4. Joann Gansu		
5. Carol Coomes		
6.		
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16.		



Oxford County Council
c/o Chloe Senior, Clerk
County of Oxford
P.O. Box 1614
21 Reeve St.
Woodstock, ON N4S 7Y3

Via e-mail - csenior@oxfordcounty.ca

Re: County of Oxford Water and Wastewater Delivery Review Study

At the virtual Council meeting held on Thursday, May 5, 2022 the following resolution was passed:

“That Woodstock Council receive the report regarding the County of Oxford Water and Wastewater Delivery Review Study as information;

And further that City Council hereby notifies County Council that it opposes Models A and C and the Status Quo Plus model;

And further that City Council endorses the Model B service delivery model and requests County Staff to work with City Staff to report back to both Councils with a joint report outlining the next steps, timelines, and costs to put Model B into place.”

A copy of the Council report is included for reference.

Yours Truly,

Amelia Humphries, City Clerk

Item B - 2
Engineering Department
May 5, 2022

To: David Creery, Chief Administrative Officer

From: Dan Locke, Director of Public Works
Harold de Haan, City Engineer
Doug Ellis, Deputy City Engineer

Re: County of Oxford Water and Wastewater Delivery Review Study

AIM:

To provide City Council comments on the County of Oxford Water and Wastewater Service Delivery Review.

BACKGROUND

The County of Oxford and lower tier municipalities completed a Joint Service Delivery Review in 2020. At that time, the recommendations for water, wastewater were (see Oxford Joint Service Delivery Review - CAO Update, May 25, 2020):

- Develop Capital plan for optimization for wastewater treatment plants. County to ensure that studies are regularly undertaken to ensure optimization of treatment facilities.
- Remain with the status quo for billing of water and wastewater
- Development of procedure changes to water system that ongoing discussions between local municipalities and the County occur to ensure proper communication on the needs and requirement of the water systems.
- A committee of CAOs meet with County Public Works to discuss and develop improvements to forecasting, system expansion and interim financing for growth required services.

Despite there being no recommendation from the Watson report to make changes to or continue investigating water/wastewater service delivery options, County staff recommended in March 2021 that Intake 2 of the Ontario Modernization Fund be used to restudy this issue. Funding for this study was approved by the Province and the County commenced work in October 2021 by awarding work to GM Blueplan for the Water/Wastewater service delivery review. Over the course of the following five months there have been several meetings with the consultant and County of Oxford, City of Woodstock and Town of Tillsonburg staff. A draft final report was presented to the CAOs and staff on March 7, 2022.

Since it was originally built, the water and sanitary systems were owned and operated by the City of Woodstock. The City contracted out maintenance of the water system through the PUC which was a wholly owned subsidiary. In 1975 ownership of the water and sanitary sewer system was transferred to the County of Oxford however operation and maintenance of the

systems did not change. In 2000 with the dissolution of the PUC, water distribution staff from the PUC were transferred over to be direct employees of the City of Woodstock. City Staff thoroughly know both systems and have decades of experience dealing with these systems. The City has never failed or had any adverse comments from the annual review. They have met, or exceeded, all necessary requirements. Staff takes pride in its operations of the systems and level of service that they provide.

COMMENT

Staff have reviewed the report provided by the County and provide the following comments:

There are many areas that this report simply has missed the mark on or in Staff's opinion is not accurate. Staff have grouped their comments in the following key areas:

- Overview
- Financial/ Staffing Impact,
- Ease of Implementation,
- Impact to the LOS,
- Status Quo with Improvements
- Summary

Overview

The report ignores or minimizes aspects such as customer service, history and knowledge of the system and efficiencies of one municipality's staff overlooking all aspects of infrastructure within the road allowance and the demonstrated safety and performance of City Staff. City of Woodstock staff is responsive to customer complaints and issues (usually responding within a day to complaints) or issues with the water distribution or sanitary collection system. City staff has been involved in all aspects of the water and sanitary sewer system within the City for decades and knows the system intimately. City Staff, both from an engineering and maintenance/operation point of view, deal with all public infrastructure within the road allowances. There are efficiencies having one municipality dealing with the water and sanitary systems while at the same time also being responsible for the storm sewer and roads and sidewalks.

City staff are fully knowledgeable on the city water and wastewater system. They know the trouble areas and the areas that need special attention. This is knowledge that may be lost if operation is transferred from the City to the County. Even regarding engineering, County staff quite often will contact City Staff with questions regarding the systems.

The report ignores the efficiencies of the City looking at all infrastructure together when considering capital works projects. There are cost and engineering advantages to addressing and investigating roads, storm, sanitary and water all at the same time. Having one agency to deal with these items instead of two also creates efficiencies and streamlines processes. It is the underground infrastructure that dictates when a road needs to be reconstructed. Taking water and sanitary out of consideration will have a large impact on the five-year capital roads plan and a detrimental impact on water and sanitary sewer rehabilitation program. Not coordinating capital replacement or repair work will end up increasing the capital costs for

watermain and sanitary sewer work. These efficiencies and increases in cost is not accounted for in the report.

The report inaccurately or doesn't fully explain certain items. For instance, there is criticisms of city costs regarding backflows and valves. However, this issue would have been addressed years ago if the county had passed the necessary bylaw. Model B assumes that the city would continue the status quo if it were to take over the system. There is no justification to assume that just because the County has refused to address this issue, that the City would continue to. In fact, the City would implement the necessary bylaw to have a fully supported backflow prevention program including the required bylaw to support the enforcement of the program.

The Level of Service or Performance chart below shows that the city doesn't meet the goal of flushing 20% of sewers but neglects to include the flushing of sewers that is done for CCTV work. There is no reason not to include this flushing. The city has completed CCTV on all of the sanitary sewer system in the last 10 years and is currently working on its second pass. The CCTV work provides for an accurate assessment of pipe condition. This same chart shows the City not meeting the financial metrics. The City meets the metrics however they are currently not in an electronic form that the County would prefer and County staff will not review the paper files. It is noteworthy that the County only recently introduced the request to have certain metrics documented in this manner. The City will be proceeding to move to the electronic work management system this year. This chart also shows that the City has not completed flow tests on 20% of the hydrants. The County first introduced this requirement last year and City staff met it in 2021. Data showing that City staff had completed this work was submitted to the county. However, the report only looks at 2020 data not even taking into account the improvements that were made in 2021. These were given to the Consultant and should have been highlighted as an area that has been addressed so as not to mislead the reader.

Commitment	Target Indicator (annual)	Current Performance (2020)		
		Oxford	Tillsonburg	Woodstock
Safe	Zero Ministry non-compliances, orders			
	Zero DWQMS external non-conformances			
	Zero precautionary boil water advisories			
	Zero adverse water quality incidents			
Reliable	100% of critical valves cycled			
	25% of non-critical valves cycled			Plus
	Hydrants regularly flushed (number of flushes)			
	20% of all hydrants flow tested ⁴	Plus		
	7% of sewers inspected with CCTV			
	20% of sewers flushed (not including flushing for CCTV)		Plus	
	20% of maintenance holes inspected	Plus		Plus
Sustainable	Financial metrics - to be discussed in Section 3.3	-	-	-

Financial/ Staffing Impacts

Transferring maintenance of the water and wastewater system to the County of Oxford would result in the elimination of a minimum of 9 union and 1 management position on city staff. Reduction of the staff complement to this extent will adversely affect the city's ability to respond to emergencies such as large snow events. For example, currently the city uses water department staff to assist in snow plowing when regular Public Works employees reach their limit of allowable drive time.

Having three separate operating systems (County, Woodstock, Tillsonburg) is also an advantage since it provides redundancy if anything (strike, sickness, etc..) were to prevent one operating system from supplying operators to maintain the systems. Also, the issue of absorbing city staff into the county staff complement has never been fully addressed. The report seems to assume direct transfer of employees however doesn't discuss how Unionized staff can be incorporated into a non-Unionized environment. This issue was brought up at the very first meeting however never resolved. There will be significant severance costs for the City of Woodstock for the termination of the water department staff which have not been considered in this report. There is also the lost revenue and sunk cost of city owned equipment and supplies.

City staff find it hard to believe that county staff can operate and maintain the water and wastewater systems more efficiently than city staff. Currently the County of Oxford Engineering services is operating with a staff compliment of 1FTE per 1,690 residents (outside of Woodstock and Tillsonburg). And this ignores the FTEs from the Transportation and Water/Wastewater departments. Compare this with City staff (which includes transportation and water/wastewater) that has a complement of 1 FTE for every 4,270 residents. If the entire county works department of 145 FTE is compared to the city's Engineering and Public Works departments of FTEs (without mechanics or garbage collectors since the county contracts out these services) the county has an FTE for every 420 residents compared to the city having an employee for every 839 residents. The county is not more efficient now. How can they hope to be if they take over even more work?

The County report indicates that the city would have to add two additional staff if Model B were to be implemented. One Bylaw officer and one DWQMS Administrator. This is incorrect since the City Council has already approved additional staff in the Engineering and Bylaw Departments. The functions of these two roles will be absorbed into existing roles.

City staff have comments on some of the numbers and metrics presented in the report. The numbers do not recognize the fact that City Staff provides some services and materials to the county at no charge. City staff provides leak detection and flushing services and others to the county when requested. The city does not invoice the county for these services since water and wastewater costs are reimbursed by the county. However, these costs show up on the city's system even though the work is on non-city systems. County Staff also quite often obtain their materials from the City yard. The cost of this material shows up on the city's budget and not the County's. The report states that with one purchaser of materials there will be a 5% savings from bulk purchasing however with the county obtaining some material from the city, the city would already realize this savings. Model A also seems to ignore the cost of transfer of assets such as vehicles to the county. Instead, they discuss renting equipment. Rental of equipment would not address the need for the equipment in case of emergency.

It is noted that insurance and internal charges include engineering costs for the city but not for the county. The Engineering department at the city provides GIS and record keeping services for the water and sanitary sewer system as well as locating services, review of subdivision and other proposed development plans and other miscellaneous tasks involving the water distribution and wastewater collection system. The County's costs do not appear to include their engineering or public works staff costs.

The metric of comparing dollars spent on maintenance per kilometer of watermain or sanitary sewer is misleading when comparing rural systems to urban systems. Urban systems have many more services, hydrants, valves, manholes and laterals per kilometer than an urban system does. Since maintenance is usually on the fixtures such as services, and valves, etc., the \$/km for an urban system is higher than rural or small system. City Staff asked that Ingersoll be separated from the county's numbers to provide an urban-to-urban comparison and that a better metric such as \$/cu. meter of water however this request was not followed through. The ages of the system also impact the cost of maintenance. The Woodstock system is over 120 years old whereas some of the systems that the county maintains are less than 20 years old. There are water systems in the county that do not have fire protection. Again, comparing costs from unequal systems is misleading and inaccurate.

A large misinterpretation is the presented metric of \$/service. This metric is total water and wastewater cost combined per customer. However not all county customers have both water and sanitary sewer service. This means that the cost is only for one service whereas every property in Woodstock has both water and sanitary, so the cost is for both services.

In the last rate study, the county showed a 2020 operating cost for the Woodstock water system of \$4.938M while the City of Woodstock budget was \$1.805M. Treatment costs are almost twice as much as distribution costs and are most of the water system budget. If cost savings are the goal, perhaps the performance of treatment should be reviewed.

Staff questions the accuracy of some of the numbers presented. The number of residences that the county is billing is different than the number of services that the city of Woodstock has in the GIS system which is again different than the number that Stats Canada just reported for its 2021 census. This is a small example. More concerning is that the County is using 6.72 water operators where the 2020 Service Delivery Report reported 12 staff members. The loss of almost half of the labour in the county's water department greatly impacts the numbers and supposed efficiencies presented.

Water and sanitary rates, Development Charges and reserves, were not in the original scope for the project, and are not part of service delivery however are discussed anyway. How these rates are calculated, collected and spent is solely at the discretion of the county. The city has no control over these issues. City staff also note that growth projects noted to be drawing down the reserves should be Development Charge funded, not reserve funded. City of Woodstock water rates are lower than everyone else and one of the lowest in the province which shows how efficient we are in maintaining the system. The chart from the last rate study indicates that the 2020 reserves for Woodstock water and wastewater would be just over \$9 million. The chart from the current rate study indicates that the actual 2020 Woodstock water and wastewater reserves are over \$31 million. This is significantly higher than projected in the last rate study. Yet this report, states that the Development Charge reserve will be depleted in 10 years. There is also the issue of collapsing all of the county's reserve funds into one pot. This would in effect mean that the money that the city of Woodstock residents have been paying for these past years could/would go to fund capital projects in other water and wastewater systems. The reason that these funds were set up separately was so that the

residents who used the system would finance their continued operation. These same residents would take advantage of the efficiencies or inefficiencies of their own system and not be responsible for other systems.

The chart below would have you believe that there is 1 million dollars of savings for the Model A option over the Status Quo baseline. Model A represents the option of having the County assume responsibility for operation and maintenance of the wastewater collection and water distribution system in Woodstock and Tillsonburg. However, Model A doesn't have all of the numbers taken into consideration, no appreciation of the above-mentioned staffing displacements and the required compensation, nor the loss of knowledge transfer and the increase training costs or the increase risk and potential increased costs. This also doesn't take into account the increased cost associated with a disjointed Capital project program whereby the overall drivers for capital project changes and will be more costly to the taxpayers. Currently road and underground needs are looked at holistically so that construction projects are chosen to best allocate funds to address these aspects in the most cost effect way possible. Removing sanitary and watermain from the equation will result in roads being reconstructed that don't need sanitary or watermain work or doing sanitary or watermain work under roads where the surface does not need to be reconstructed. Both end up increasing the cost to the taxpayer.

Status Quo (baseline)	\$ 5,673,185
Model A	\$ 4,666,059
Model B	\$ 6,161,004
Model C	\$ 6,524,163
Status Quo - Plus	\$ 5,702,035

Reviewing the report found on the county agenda, staff found some differences from the “final” report that they were given to review. The most glaring difference was the inclusion of a Table in Appendix B (see below) showing a cost break down of the different options and status quo model. This table was not included in the final report that city staff, as part of the project team, had been supplied to review. There are several issues with this Table:

- The total costs shown for the Status Quo system do not match the approved budget amounts for 2020. The City of Woodstock 2020 revenue budget showed a cost to the county of \$1,634,360 for water and \$619,850 for wastewater. However, this table claims that the costs are \$1,680,590 and \$837,585 respectively. This is a difference of approximately \$264,000.
- The current Salaries and Benefits for the status quo total \$2,687,245. The total wages and benefits for Model A is \$2,788,927. This is an increase of over \$100k.

- In addition to the above, the table shows no wage cost for the county to operate and maintain the wastewater system under Model A. The wage cost under the status quo is \$233,778. Staff doubts if it is possible for the county to take on more work and manage to eliminate their wage cost at the same time.
- Model A claims to be able save 5% on bulk purchasing. This results in \$84,959 of savings. The county and lower tier municipalities collaborate with bulk purchasing in many other arenas. This bulk purchasing saving could easily be applied to the existing status quo or Model B also.
- In addition to the mysterious elimination of wages and benefits for county wastewater costs, the table also shows the “Other” costs dropping to zero. All the lower tier “Other” costs also drop to zero and the “Other” Oxford water cost is reduced. It is unclear what these “other” costs incorporate or how they can all be reduced so drastically under Model A.
- Staff questions the accuracy of Model A showing the “Internal Charges & Insurance” being eliminated on the Woodstock and Tillsonburg area costs with no additional costs to Oxford. With Woodstock and Tillsonburg no longer performing the work, there will be the need for additional staff and equipment and fleet at the county. Renting of equipment does not eliminate the cost of the equipment.
- The Table shows Model B having over \$372k increase in salaries and benefits for the City of Woodstock. City staff are not sure how many FTEs this is supposed to represent, however since the city already provides maintenance and engineering services on the water and sanitary system and already has a Bylaw department, little to no additional staff are expected to be added.
- Model B also shows an increase in cost for the city of almost \$114k “Other” costs. It is assumed that this is for water and billing services. The report says that this would be managed solely by the city however this is incorrect. Supply and treatment will still be under the responsibility of the county therefore the county will still have costs to recoup from the water rates. There is already a system in place for the billing and collection water and sewer usage so there would be no reason to change this system. The cost for this system would not increase it would just get divided between the city and county.
- The costing for Model B does not seem to account for any revenue from the city charging other lower tier municipalities that are connected to the city’s water and sanitary system such as Embro, Innerkip and parts of SWOX and Norwich.

Based on the above, the supposed savings of \$1,007,125 with Model A quickly decreases down to a fraction of the original amount. This does not include the questionable cost savings of the drastically reduced total “Other” and “Internal Charges & insurance” costs. City Staff were unable to determine what these costs include or how they can be reduced. Appendix A states that “Other includes overhead for corporate & engineering, and Oxford work in Tillsonburg and Woodstock” for Status Quo and “Other includes overhead for equipment and general” for Model A. Staff wonders where the cost of corporate and engineering are in Model A? Staff also wonders what work Oxford County does in Woodstock on the water distribution system or wastewater collection systems.

Appendix B

Financial Breakdown of Model A, Model B and Status Quo Plus by Cost Category

Woodstock Water	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$1,060,530	\$0	\$1,432,972	\$908,088
Materials & Supplies	\$195,200	\$185,440	\$195,200	\$185,440
Purchased Service	\$61,800	\$58,710	\$61,800	\$55,620
Internal Charges & Insurance	\$286,260	\$0	\$172,390	\$286,260
Other	\$76,800	\$0	\$190,670	\$76,800
Total	\$1,680,590	\$244,150	\$2,053,032	\$1,512,208
Woodstock Wastewater	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$229,590	\$0	\$229,590	\$331,218
Materials & Supplies	\$48,650	\$46,218	\$85,000	\$46,218
Purchased Service	\$322,735	\$306,598	\$286,385	\$290,461
Internal Charges & Insurance	\$171,310	\$0	\$135,030	\$171,310
Other	\$65,300	\$0	\$101,580	\$65,300
Total	\$837,585	\$352,816	\$837,585	\$904,507
Tillsonburg Water	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$463,100	\$0	\$886,356	\$463,100
Materials & Supplies	\$199,400	\$189,430	\$199,400	\$189,430
Purchased Service	\$76,500	\$72,675	\$76,500	\$68,850
Internal Charges & Insurance	\$134,200	\$0	\$134,200	\$134,200
Other	\$16,800	\$0	\$16,800	\$16,800
Total	\$890,000	\$262,105	\$1,313,256	\$872,380
Tillsonburg Wastewater	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$144,000	\$0	\$144,000	\$347,256
Materials & Supplies	\$63,700	\$60,515	\$63,700	\$60,515
Purchased Service	\$75,000	\$71,250	\$75,000	\$67,500
Internal Charges & Insurance	\$137,800	\$0	\$137,800	\$137,800
Other	\$2,600	\$0	\$2,600	\$2,600
Total	\$423,100	\$131,765	\$423,100	\$615,671

Oxford Water	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$556,247	\$2,788,927	\$556,247	\$556,247
Materials & Supplies	\$388,300	\$368,885	\$388,300	\$368,885
Purchased Service	\$17,200	\$16,340	\$17,200	\$15,480
Internal Charges & Insurance	\$77,087	\$77,087	\$77,087	\$77,087
Other	\$153,265	\$145,100	\$0	\$153,265
Total	\$1,192,099	\$3,396,339.00	\$1,038,834.00	\$1,170,964.00
Oxford Wastewater	Status Quo	Model A	Model B	Status Quo Plus
Salaries & Benefits	\$233,778	\$0	\$123,778	\$233,778
Materials & Supplies	\$31,300	\$29,735	\$31,300	\$29,735
Purchased Service	\$219,400	\$208,430	\$219,400	\$197,460
Internal Charges & Insurance	\$40,720	\$40,720	\$40,720	\$40,720
Other	\$124,613	\$0	\$0	\$124,613
Total	\$649,811	\$278,885.00	\$415,198.00	\$626,306.00

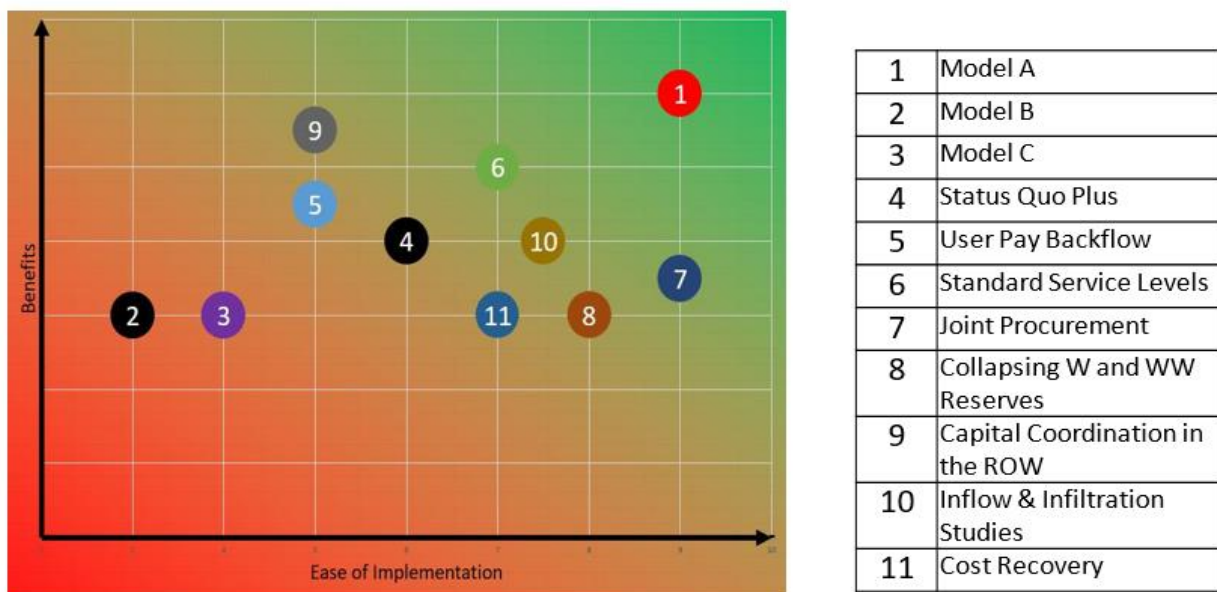
The report states that there will be onetime costs to transfer ownership of the existing sanitary and water systems to the City of Woodstock. Apparently, these costs are estimated to be \$575,000 to \$825,000. Considering that city staff for all intents and purposes already act as if the system is the City's, it is doubtful that there would be much of an implementation plan necessary. In regard to reserve and wholesale rates, this information should already be available since it should be making up the existing rates that come out of the last rate study. The city already has staff dedicated to asset management and the city supplies the base data for the sewer and water data to the county that makes up part of their AMP so it is doubtful that additional funds would be needed for this transfer either. The city originally transferred the

water and sanitary systems over to the county in 1975 for no cost. The assets should be able to be transferred back with little to no cost.

Ease of Implementation

In the comparison of the pros and cons of the different models, many of the cons for going to the Model B scenario (Model B is the option to transfer operational authority for wastewater collection and water distribution to the City of Woodstock and Town of Tillsonburg) are items that the city already performs or is in the process of implementing. Tasks such as budgeting, or GIS are already being performed by city staff and are the foundation of the county's work in these areas. Status quo + option only has a cost increase (if you believe the numbers) of \$29,000 but includes two more FTEs so in actuality is a decrease in cost.

It should be noted that the scatter graph used to illustrate the Ease of Implementation and Benefits shows the Status Quo Plus model only ranking in the middle of the graph and the Model A option ranking the most favourable option. First off, the items 5-11 in the graph should not be part of this graph as they are not options but components of all of the options. Secondly, how can the status quo be harder to implement than doing what we are doing now plus improvements? The Model A option has to deal with the transferring or dismantling of staffing areas within the two Urban Municipalities (Tillsonburg and Woodstock) and most certainly that will have financial implications that have not been included in the ranking. This speaks to the questionable results of the consultant's report and should be taken into consideration when making any decisions for the future of the water and wastewater systems. Further, this is clearly a biased chart showing Model A, being at opposite ends of the chart from Models B and C. Status Quo Plus option (which was never fully explored) being shown in the middle is a very misleading representation of the information in City staff's opinion. Interestingly the current status quo with improvement is not charted.



The breakdown of scoring shown in Appendix C was not included in the final version provided to staff for review but only included in the report provided to county council. The scoring seems completely subjective with little to no justifications. Staff finds it difficult to believe that it would be harder to implement improvements on a system that is already in place versus transferring to a whole new system. Regarding benefits, Model A is shown to have a cost

saving advantage over the Status Quo. As discussed above, Staff disagrees with the suggested cost savings analysis and as a result, disagrees with Model A having an advantage over the status quo.

For Model B the report states that there will be issues in coordinating with the county on items such as development review, planning and capital planning. The city already performs much of this work on behalf of the county and coordinates with the county on other items. Because of this, there should be no issues with the city taking over the water distribution or sanitary collection systems. City staff do not understand the stated issue with the rates if the city were to take the assets. The current rates should already reflect the costs to supply and treat water and sewage. These costs were included in the rates study and there is no reason why the rates should be the same between Tillsonburg and Woodstock or any other separate water or sanitary system.

Impacts to the LOS

Another issue is the level of service that is provided. The County wants Tillsonburg and Woodstock to provide basic level of service just meeting the required regulations and industry standards and only pay for that minimum LOS. Woodstock staff have traditionally exceeded these levels to provide a well-maintained system and minimize risk. Staff wonders what the impacts would be to existing service levels and ultimately the impact on the residents if maintenance was moved to the county? An example of this is valve turning. The standard is to turn critical valves once a year and non-critical valves once every five years. City staff turns critical valves once a year but all other valves every 16 to 18 months. Staff opinion is that this additional effort prevents valves getting stuck in position requiring replacement. It is cheaper to turn a valve than replace it. Stuck or inoperable valves also result in bigger areas having to be isolated in case of a watermain break which delays repair time and allows time for more damage to occur and more residents to be impacted by the watermain break. The RFP that was originally sent out for this project asked to look at improving levels of service however the city already provides a higher level of service.

City taxpayers and water/sewer user fee ratepayers will experience a significant decrease in level of service under Model A. A homeowner experiencing a sewer backup in their basement will have to wait for the County to rent a vactor truck to clear the main sewer line and vactor truck rentals come from London. This means a homeowner with a problem in the middle of the night will need to wait for many more hours for a service response with the recommended Model A. Currently, City Staff respond immediately with the equipment needed to resolve the problem. This is only one example of many service needs that will go unmet if the county assumes operational responsibility.

The recommended Model A option proposes to lower the standard level of service that the city's residents currently experience which is contrary to the stated objective. The report mentions that the Levels of Service should be consistent throughout the county however this is not true or even possible.

Status Quo with Improvements

The report does not investigate the model of continuing with the status quo with improvements. The report talks about a "Status Quo Plus" option however this option lowers the LOS for city residents and caps the cost of coverage that the County will pay the City to operate the

County's system. The County would normalize the cost of maintenance by using its performance metrics which is for water and sewer systems that have little in common with the Woodstock systems. This is hardly an improvement as this would shift cost to the City taxpayer when the cost should be on water/sewer user.

Instead, City Staff feels that the option of thoroughly investigating the existing system but with improvements should have been investigated. This model builds on the already established practices and procedures in place in all three municipalities. Recognizing that some improvements can be made on all sides, these improvements would be addressed through negotiation of new and improved service agreements. There is a brief cost comparison presented for a "Status Quo Plus" model however no detail is provided or was discussed of what the "plus" would or would not include. The status quo model with improvements should have been properly investigated since it would appear to offer none of the cons of Model A or B and all or most of the advantages of both.

Maximized efficiencies can be found by both the city and county working together in partnership to provide the best service for the residents of Woodstock. For instance, providing City staff real time access to SCADA data will enable staff to track flow rates and possibly notice issues in the system before they impact residents. Or the creation of a Backflow Bylaw to allow City Staff to recoup costs associated with these items.

Model B (Transfer Operational Authority for Water Distribution and Wastewater Collection)

The report acknowledges that this model works in other municipalities in Ontario. It is acknowledged in the report that one of the advantages of Model B is the "strength of the model stems from the local municipality owning and operating the local infrastructure at service levels and rates based on direct and local community preferences". This means that the City would determine what Levels of Service are appropriate for its residents. The report also states that budgeting, asset management and capital delivery are streamlined with this Model B. These efficiencies do not show up in the report's cost analysis though.

The report states that the disadvantage of this model is that it requires coordination with the county on items such as development review, planning, SCADA system info, capital planning and bylaws. We are not sure why this comment is made considering that city staff already do and coordinate with county staff on development review, planning and capital planning. Regarding SCADA, it should not be an issue to find a way to provide the city with access to real time data from the SCADA system. The City being able to pass bylaws regarding water and sanitary systems will be an advantage since the city has been waiting over 10 years for the county to pass a bylaw to address backflow preventors and the cost recover connected with them.

The report seems to indicate that Model B would result in different water rates amongst the different municipalities within Oxford County. This is not a problem but an advantage. There is no reason why the rate should be the same throughout the county considering that each system has its own efficiencies and/or costs that are unique to it. The report also states that wholesale costs will need to be determined. These costs should already be known and outlined in the current rate study.

Since a portion of the DWQMS is already written specifically for the City of Woodstock, it will only require minor revisions and maintenance if Model B were to be adopted which City staff could handle.

Summary

In summary it should be noted that the issue of service delivery has been studied a few times in the last few decades and each time the conclusion is to remain with the status quo system. City Staff acknowledge that improvements and efficiencies can and must be made as the industries change and the city continues to grow. City Staff have been working to implement some of these changes such as the implementation of a work order management software package to make maintenance records tracking digital, putting information at the operator finger tips in the field and simply easier to use. City staff take pride and have a sense of ownership in the engineering and operation of the water and wastewater systems.

Staff feels that this can best be done by returning to the original state in which the City owned as well as operated the water distribution and sanitary collection systems. City staff already perform the majority of work involved in the engineering and operation of these systems. Ownership of the systems would put the city in charge of its own destiny instead of being controlled by the county and outside interests. City Staff has the knowledge and experience with the systems and having ownership will eliminate the duplicated bureaucracy currently experienced.

The efforts made in the service delivery reviews has been substantial and taxing on City staff to address questions on operations and engineering not understood by County management. Making improvements or at least starting discussions on how to improve service delivery between all parties would have been a better expenditure of time. City Staff believe that we provide a cost-effective service for the water distribution and the wastewater collection services and believe that ownership of the systems is the best way to continue to provide the high level of service of these highly critical systems. The residents of the City of Woodstock deserve the best solution possible which is to move to the Model B option and let the City service its residents in the manner that it deems best.

RECOMMENDATION

Council receives the report as information

And further that City Council hereby notifies County Council that it opposes Models A and C and the Status Quo Plus model;

And further that City Council endorses the Model B service delivery model and requests County Staff to work with City staff to report back to both Councils with a joint report outlining the next steps, timelines and costs to put Model B into place.

Authored by: Dan Locke, C.E.T., Director of Public Works

Authored by: Doug Ellis, P.Eng., Deputy City Engineer

Authored by: Harold de Haan, P.Eng., City Engineer

Approved by: David Creery, P.Eng., MBA, Chief Administrative Officer

Water Distribution and Wastewater Collection Service Delivery Review



Supplemental Staff Presentation Summary

May 5th, 2022



Service Delivery Review Objective

- Determine the most appropriate and cost-effective way to provide municipal water distribution and wastewater collection services, while optimizing service levels.
- It is Staff's opinion that the unstated objective was to develop a report to justify the County to assume operational authority of the W/WW systems in Tillsonburg and Woodstock.

Four Service Delivery Options Considered:

- **Status Quo Plus** – The “plus” is not true improvements to the system but rather capping of costs and levels of service
- **Model A** - Transfer operations and maintenance of water distribution and wastewater collection to the County,
- **Model B** - Maintain service delivery with the City and transfer operational authority to the City.
- **Model C** - Transfer to external agency/contractor.

Study Recommendation:

Model A - Transfer operations and maintenance of water distribution and wastewater collection to the County

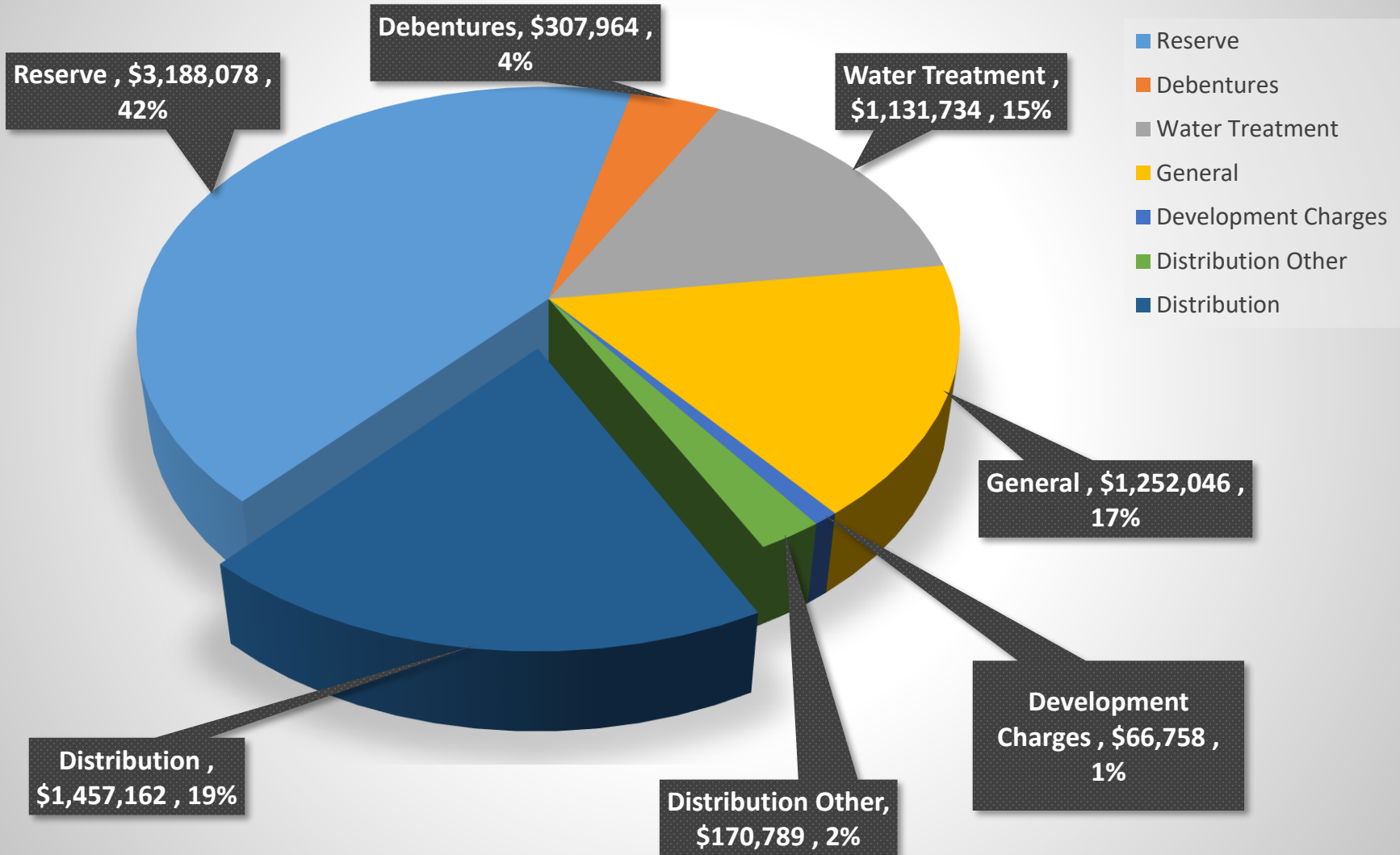


Presentation Objective

- To highlight the assumptions and the potential impacts on the cost estimates provided in the study and service impacts,
- To analyze the factors forming the basis of the recommended option,
- To recommend an alternative option.



Woodstock 2020 Revenue (Actuals) Water Total Expenditures \$7,857,532



Woodstock Water Distribution Cost is \$1,457,162 or 19% of system cost.

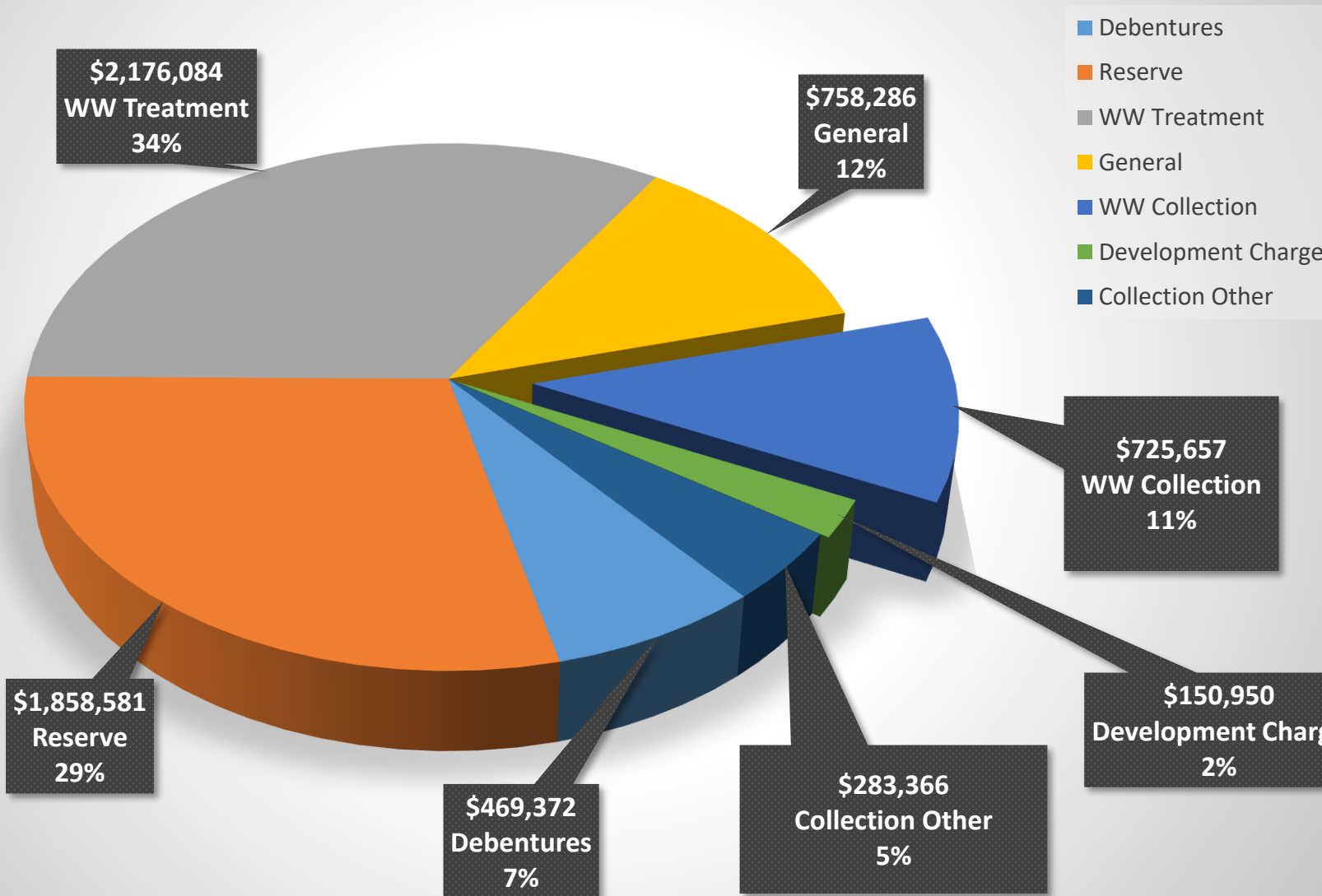
Study did not seek to find efficiencies in any of the other 81% of system cost.

City overhead charge on it's 19% of system cost is \$101,014 or 7%

County overhead charge on it's 81% of system cost is \$695,173 or 19%



Woodstock Wastewater System Total Expenditures (Actuals) \$6,564,779



Woodstock system cost is \$725,657 or 11% of system cost

Study did not seek to find any efficiencies in the remaining 89% of system cost.

City overhead on its 11% of system cost is \$28,957 or 4%

County overhead on its 89% of system cost is \$983,704 or 20%



Overhead Comparison City vs County

County Overhead (Interdepartmental Charges) on the Woodstock water and wastewater systems

\$1,687,877

City Overhead on Woodstock Water Distribution and Wastewater Collection Systems

\$129,971



Model Summary Per Consultant Report

Costing Models

Status Quo (baseline)	\$ 5,673,185
Model A	\$ 4,666,059
Model B	\$ 6,161,004
Model C	\$ 6,524,163
Status Quo - Plus	\$ 5,702,035

Status Quo – Woodstock and Tillsonburg continue to operate water distribution and wastewater collection, County operates water supply and wastewater treatment

Model A – County operates all systems

Model B – County transfers operational authority for water distribution and wastewater collection to Woodstock and Tillsonburg

Model C – contract to third party

Status Quo Plus – Specific improvements to current operational model

Model A – The Oxford Model



2020 Costs

Status Quo (baseline)	\$5,673,185
Model A – Estimated Costs	\$4,666,059
Estimated Savings	\$1,007,126

Model A - The Oxford Model



Salaries and Benefits

Description	Status Quo	Model A	Difference
Woodstock Water	\$1,060,530	\$0	\$1,060,530
Woodstock Wastewater	\$229,590	\$0	\$229,590
Tillsonburg Water:	\$463,100	\$0	\$463,100
Tillsonburg Wastewater	\$144,000	\$0	\$144,000
Oxford Water	\$556,247	\$2,788,927	(\$2,232,680)
Oxford Wastewater	\$233,778	\$0	\$233,778
Total	\$2,687,245	\$2,788,927	(\$101,682)

Salaries and Benefits are \$101,682 **higher** under the recommended Model A compared with the Status Quo

There is \$0 allocated for wastewater collection salaries and benefits under Model A. This means that there is no maintenance of the sanitary sewer system.

Employment Standards Act severance costs for Woodstock Staff alone is estimated at \$400,000. Consultant ignored this cost in the assessment.

Model A - The Oxford Model



Material and Supplies

Description	Status Quo	Model A	Difference
Woodstock Water	\$195,200	\$185,440	\$9,760
Woodstock Wastewater	\$48,650	\$46,218	\$2,432
Tillsonburg Water	\$199,400	\$189,430	\$9,970
Tillsonburg Wastewater	\$63,700	\$60,515	\$3,185
Oxford Water	\$388,300	\$368,885	\$19,415
Oxford Wastewater	\$31,300	\$29,735	\$1565
Total	\$926,550	\$880,223	\$46,327

An arbitrary 5% savings is attributed to Model A under some assumption that bulk purchasing will realize savings.

Hypothetical savings of \$46,327 is available under the status quo model and Model B also.

Model A - The Oxford Model



Purchased Services

Description	Status Quo	Model A	Difference
Woodstock Water	\$61,800	\$58,710	\$3090
Woodstock Wastewater	\$322,735	\$306,598	\$16,137
Tillsonburg Water	\$76,500	\$72,675	\$3,825
Tillsonburg Wastewater	\$75,000	\$71,250	\$3,750
Oxford Water	\$17,200	\$16,340	\$860
Oxford Wastewater	\$219,400	\$208,430	\$10,970
Total	\$772,635	\$734,003	\$38,632

An arbitrary 5% savings is attributed to Model A under some assumption that bulk purchasing will realize savings.

Hypothetical savings of \$38,632 is available under the status quo and Model B models too.

Model A - The Oxford Model



Internal Charges & Insurance

Description	Status Quo	Model A	Difference
Woodstock Water	\$286,260	\$0	\$286,260
Woodstock Wastewater	\$171,310	\$0	\$171,310
Tillsonburg Water	\$134,200	\$0	\$134,200
Tillsonburg Wastewater	\$137,800	\$0	\$137,800
Oxford Water	\$77,087	\$77,087	\$0
Oxford Wastewater	\$40,720	\$40,720	\$0
Total	\$847,377	\$117,807	\$729,570

Internal charges relates to the cost of fleet and equipment

Savings of \$729,570 reported in this category.

County proposes to rent vehicles and equipment to operate Woodstock and Tillsonburg systems.

County carries no cost to own or rent equipment to maintain systems in Woodstock or Tillsonburg.

Model A – The Oxford Model



Internal Charges & Insurance

Study recommends fleet and equipment rental to maintain Woodstock and Tillsonburg systems yet includes no cost for this. Woodstock equipment includes: 1 Vac Truck, 1 Backhoe, Pickups, 1 Valve turning machine, 1 trench box, 2 sewer cameras, 1 set of specialized water service repair tools,

Customer Service

Service delays due to not having equipment, On call staff or in house locator readily available to respond
City immediate response vs County bringing in Contractor to provide the service.

Equipment list

- Vac Truck \$500K
- Backhoe \$300K
- Pick ups \$250K
- Valve turning Machine \$30K
- Trench Box \$ 20K
- Sewer cameras \$50K
- specialized water service repair tools \$30K

Model A – The Oxford Model



Internal Charges & Insurance

City owns the equipment to maintain the water distribution and wastewater collection systems. Study ignores stranded equipment costs of over \$200k/ year at the City that would become unfunded operating. This cost will be transferred to the City Levy and is a lost efficiency and a duplication of cost for the taxpayer/ratepayer.

Model A - The Oxford Model



Other

Description	Status Quo	Model A	Difference
Woodstock Water	\$76,800	\$0	\$76,800
Woodstock Wastewater	\$65,300	\$0	\$65,300
Tillsonburg Water	\$16,800	\$0	\$16,800
Tillsonburg Wastewater	\$2,600	\$0	\$2,600
Oxford Water	\$153,265	\$145,100	\$8165
Oxford Wastewater	\$124,613	\$0	\$124,613
Total	\$439,378	\$145,100	\$294,278

Other includes support services such as GIS (geographic information system), locates for underground infrastructure, etc.

These costs do not disappear because the County is doing the work.

Oxford wastewater costs disappear?

Model A - The Oxford Model



Summary

Salary and Benefits:	Model A is \$101,682 higher costs Missing Wastewater County salary and benefits of \$233,778 Ignores severance costs of up to \$400,000
Material and Supplies:	Hypothetical savings of \$46,327 which is also available under Status Quo and Model B options
Purchased Services:	Hypothetical savings of \$38,632 which is also available under Status Quo and Model B options County fails to report its purchased services costs
Internal Charges:	County eliminates all internal charges for Woodstock and Tillsonburg systems and neglects to include any increase cost to its own system for these cuts \$729,570
Other:	County eliminates all lower tier cost for water and wastewater and also reduces its own water costs \$169,665 Missing Wasterwater County Other Costs \$124,613

Model B - Transfer Operations



Model B contemplates the transfer of operational authority to Woodstock (and Tillsonburg) for water distribution and wastewater collection (treatment, supply remain with County).

Consultants estimated costs to operate under this model compared with status quo:

	Status Quo	Model B	Difference
Woodstock Water	\$1,680,590	\$2,053,032	\$372,442
Woodstock Wastewater	\$837,585	\$837,585	\$0
Oxford Water	\$1,192,099	\$1,038,834	-\$153,265
Oxford Wastewater	\$649,811	\$415,198	-\$234,613
		Total Savings	\$15,436

Model B – Transfer Operations



City Staff estimated costs of Model B for Woodstock are \$150k

Model B can be implemented with a simple change in the Municipal Act by moving wastewater collection and water distribution to a “non-exclusive” sphere. This is the case for many other Municipalities.

Consultant report does not take into consideration County cost reductions resulting from Interdepartmental Charges (OH attracts 19-20% burden on any cost in County budget).

County Interdepartmental Charges for Woodstock systems is \$1,678,877.
So 19-20% of the approximate \$2.5 million (Existing Water/Wastewater costs) of cost for Woodstock system is \$475,000.

This cost will shift to other county services.

Model A vs Model B One Time Costs



One Time Costs for Transition as Estimated by Consultants

Model A – The Oxford Model	Model B – Woodstock & Tillsonburg Operate respective systems
Transition Plan \$50,000	Transition Plan \$100,000-\$150,000
	Asset Transfer Study \$200,000- \$300,000
	Legal Costs \$100,000-\$200,000
	Rate Study \$100,000
	Revised Asset Management Plan \$75,000
	Software and SCADA \$5000
Total: \$50,000	Total: \$580,000 - \$830,000

Model A vs Model B One Time Costs



One Time Costs to implement Model B is estimated to be a fraction of these estimated costs. Certainly, less than the \$600k of stranded equipment and severance costs related to switching to Model A

Asset transfer study, legal costs, rate study and asset management plan study are either not required or easily amended with the County's current studies.

We independently operate these systems now and have done so for decades.

Model A vs Model B Summary



Model A – The Oxford Model		Model B – Transfer Operational Authority	
Customer Service	↓	Customer Service	↔
System Maintenance	↓	System Maintenance	↑
System Knowledge	↓	System Knowledge	↔
Efficiencies (i.e. equipment and staffing)	Lost	Efficiencies	Maintained
System Maintenance Cost	↑	System Maintenance Cost	↔
Capital Costs (infrastructure renewal)	↑	Capital Cost	↔
Operational Redundancy	Lost	Operational Redundancy	Maintained



Status Quo Plus & Status Quo with Improvements

Advantage of Status Quo systems:

- Already in place; no transfer costs or processes necessary
- Takes advantage of many of the pros of the other systems without the cons
- No loss of equipment, personnel, historic skills or knowledge
- Can take advantage of bulk purchasing
- Maintains high level of service expected by residents
- No confusion for residents having to deal with two municipalities
- No one time costs

Disadvantages of Status Quo systems:

- Still involves two levels of government; co-ordination and overlapping responsibilities
- Separate AMPs mean infrastructure network is not looked at holistically
- Doesn't allow Woodstock to control its own future

Status Quo Plus vs. Status Quo with improvements:

- The county's definition of "Plus" is to cap the reimbursement to the City for a County defined lower LOS



Final Staff Recommendation

• **Staff recommendation is to Adopt Model B**

- Already performing the majority of the functions – minimal changes
 - Transfer of operating Authority (Formalized through the change to the Municipal Act)
 - Transfer of responsibility of DWQMS and Bylaw to City to be added to existing roles
 - Contract changes to the Billing Contractor from County to City
 - Can still partake in Bulk purchase as is the current practice where possible for additional saving
- Transition costs less than Model A; operating costs equal or less than Model A (corrected) and Status Quo; therefore less impact on the rate payer
- Takes advantage of the Status Quo system already in place
- No reduced LOS to city residents and less confusion for residents

Closing Staff Comments



- This process was unnecessary considering this issue had been studied in 2020
- The W/WW report is biased and incomplete
 - Subjectivity of the Scatter graph which is used to illustrate the options misleading
 - Costs presented are inconsistently applied (e.g. bulk purchasing)
 - The metrics presented in the report are misleading (e.g. \$/customer)
 - Incorrect assumptions made (e.g. backflow valve bylaw)
- City OH is less than County therefore City is more efficient
- This presentation is just a quick overview of some of the issues with this process. These and more issues are described in the Staff report

Closing Staff Comments



- You heard from the Consultant that “ Everyone agreed that the status quo needed work and was broken”. I want to be clear that I never agreed to this, nor did I hear any Woodstock Staff agree to this. I did say that like anything there is room for improvements but that the Water Distribution System has always scored very well on the Ministry (MECP) and DWQMS Audits. It is most definitely not “broken”.
- The 1 million dollars in savings in staff’s opinion is not a real number and in fact is missing key pieces that certainly increase the annual costs and associated lower LOS to the Customer. This is believed to be intentionally misleading.
- Status Quo with improvements and Status Quo Plus was never fully looked at. After repeated requests to do so. It was always “out of scope”. No willingness to work towards a truly unbiased set of outcomes.
- Status Quo Plus should also be taken with a great deal of caution as this will lead to reduced LOS and a system that will eventually show the symptoms due to reduced LOS. AS an example: increased failure of hydrants and valves not operating when needed.

Closing Staff Comments



- The comment by Mr. Simpson, Oxford County Director of Public Works, that all parties agreed with the direction/content of the scope of the RFP is correct. However, the execution of the work was directed in a path that Woodstock staff do not agree had any merit to go, and in fact created additional biased outcomes that are not reflective of a collaborative jointly run project. The inability of the Consultant to take the information given to them from Woodstock staff and incorporate it in their report shows this. One example of this is when Staff told them that the Bylaw Officer and the DWQMS role would be incorporated into existing staff role and would have no financial impact to Model B. The consultant dispelled this and told us that based on their experience we were simply wrong.

From: [Michelle Smibert](#)
To: [Chloe Senior](#)
Cc: [Carlos Reyes](#); [Kyle Pratt](#)
Subject: OPD 22-16 County of Oxford Water and Wastewater Service Delivery Review
Date: Wednesday, May 11, 2022 11:49:53 AM
Attachments: [image001.png](#)

Good morning Chloe-

This is to advise that at the Council meeting held May 9, 2022, the following resolution was adopted:

THAT Report OPD 22-16, County of Oxford Water and Wastewater Service Delivery Review be received as information;
AND FURTHER THAT the Council of The Town of Tillsonburg strongly opposes the consolidation of water and wastewater reserves which have been compiled through fees paid for by Tillsonburg users;
AND FURTHER THAT the Council of the Town of Tillsonburg support “the status quo plus” and does NOT support the recommendation of Option A by GM BluePlan for reasons stated or Option C for reasons stated in Report OPD 22-16;
AND FURTHER THAT staff comments from Report 22-16 be submitted on behalf of the Council of the Town of Tillsonburg to Oxford County Council for review and consideration.

Please advise if you have any questions.

Thanks Chloe

Michelle Smibert, MPA, CMO, AOMC

Director of Corporate Services/Clerk

Town of Tillsonburg

200 Broadway, Suite 204

Tillsonburg, ON N4G 5A7

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Subject: County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

Report Number: OPD 22-16

Department: Operations and Development Department

Submitted by: Carlos Reyes, Director of Operations and Development

Meeting Type: Council Meeting

Meeting Date: Monday, May 9, 2022

RECOMMENDATION

THAT report OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments be received as information and sent to Oxford County Council.

BACKGROUND

Current Water Distribution, Sewage Collection and Engineering Agreement:

The Town of Tillsonburg has been operating the water distribution and wastewater collection systems in Tillsonburg through service contracts on behalf of the County of Oxford for many years.

In the latest agreement dated September 10, 2012 (Town By-law 3647), the Town is responsible for the provision of customer service activities, routine maintenance, capital construction works, equipment and parts inventory, office space, maintenance of records and the provision of reports. If necessary, financial remuneration will be amended to reflect changes in the Service Provider duties.

Specific Town tasks include the following areas of duty:

- Emergency Response and Technical Customer Service
- Water Distribution System Operation
- Wastewater Collection System Operation
- Capital Construction Works
- Development Services

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- Special Programs
- Equipment and Parts Inventory
- Recording and Reporting Maintenance Activities

This Contract shall continue in effect and will automatically be renewed for successive one-year periods unless either party provides six-months' notice for the termination of the agreement.

Under this agreement, the Town needs to submit a draft budget every year including operating expenses and proposed capital works, to the County for approval.

As part of the Engineering Agreement, the Town provides the following services to the County:

- Retain professional staff to complete engineering services for design, tendering, supervision, and construction of approved capital construction works (water and wastewater). Preliminary engineering for capital projects are to be approved and paid in the year the engineering is incurred;
- Prepare proposals including detailed cost estimates and submit same to the County for approval for construction of service to accommodate growth for planned extensions included in approved capital programs;
- Prepare proposals including detailed cost estimates and submit same to the County for approval for construction to accommodate growth by the alteration of existing infrastructure by upsizing of existing infrastructure, infrastructure retrofitting and/or replacement;
- Prepare proposals including detailed cost estimates and submit same to the County for approval for construction of infrastructure replacements (i.e. sewer replacements, maintenance hole rebuilds, lateral replacements, watermains, services, hydrant and valve replacement);
- The Town's administrative costs for water and wastewater capital works shall be billed along with the actual construction costs. The administrative costs may be billed as a percentage of the construction cost (10%).

In addition to the water distribution, sewage collection and engineering agreement, the Town also entered into a new agreement with the County (Bylaw 2020-123) on December 14, 2020 for the provision of water and wastewater billing services. This five-year contract term (Jan. 1, 2021 to Dec. 31, 2025) will automatically be renewed for successive one (1) year periods unless either party provides the other party with no less than one hundred and eighty (180) days written notice prior to the end of the initial term or applicable renewal period. The services to be provided by the Town under this agreement include:

- Hosting, Licensing, Support & Disaster Recovery of the Customer Information System (CIS), Web Presentment Solution, Document Management Solution, and Water Access web tool;
- Billing of Metered and Flat Rate Water and Wastewater on a monthly basis as per County approved rates;

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

- Collection for active and finalized accounts in accordance with the County’s “Receivable Management” policy as reviewed and understood by the Town;
- Prepare and issue all relevant service orders to the County or its designate for processing;
- Maintenance of water meter information in the CIS system;
- Call center services for billing;
- Providing monthly statistic reports to the County;
- Providing access to water website which will provide: consumption data, high usage complaints, and billing & payment history;
- Providing quarterly statistics of water consumption for wastewater use to the County By-Law Enforcement Officer;
- Providing water statistics to support reporting requirements under Ontario Regulation 450/07, Ontario Water Resources Act. Such report to be issued before February 28th of each calendar year;
- Warehousing of Water Meters and the associated radio read equipment for the Tillsonburg area;
- Providing electronic files for meter reading at least 2 business days in advance of the schedule meter reading schedule in a format specified for meter reader;
- Providing monthly accounts receivable aging report by account;
- Project Management, inclusive of Regular conference calls with the County and Quarterly meetings to review service quality.

Third-party Service Delivery Review completed by the County of Oxford:

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

The County of Oxford is an upper tier local government that has exclusive municipal authority and overall responsibility for providing drinking water and wastewater services to the established communities within its geographical boundary. Currently, the County owns, operates and maintains all aspects to their municipal water and wastewater systems with the exception of water distribution and wastewater collection services which are being performed by Woodstock and Tillsonburg (within their urban centres) through service contracts on behalf of Oxford County.

Oxford engaged GM BluePlan in 2021 to conduct a Service Delivery Review that examines the effectiveness of existing water distribution and wastewater collection service delivery models. The purpose of the review was to assess the people, processes, technology, and expenditures to identify potential opportunities for improvement that would optimize service delivery and modernize the operations.

GM BluePlan, along with Municipal Vu, conducted four key service delivery workshops in October and November 2021 and reviewed the Water Distribution and Wastewater Collection performed by three Operating Authorities: County of Oxford (Oxford), Town of Tillsonburg (Tillsonburg), and City of Woodstock (Woodstock).

As part of the study several alternate models and assumptions were considered (

Table 1 below), and these models were explored and compared based on a variety of criteria:

Table 1. Summary of overall annual water distribution and wastewater collection operating expenditures for each model. (Source: Oxford Water/Wastewater Service Delivery Review - Final Report. Prepared by GM BluePlan)

Summary of Overall Annual WD and WWC Opex for Each Model

Status Quo (baseline)	\$	5,673,185
Model A	\$	4,666,059
Model B	\$	6,161,004
Model C	\$	6,524,163
Status Quo - Plus	\$	5,702,035

Model A – Oxford is Operating Authority of All Systems:

Oxford assumes full responsibility as the Operating Authority for the operation and management of its water distribution and wastewater collection systems in Tillsonburg and Woodstock. Model A involves Oxford assuming all Operating Authority responsibilities, hence ceasing the contractual agreement and transferring all water & wastewater responsibilities currently contracted to the Town of Tillsonburg and the City of Woodstock, to the County of Oxford.

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Based on Oxford's current level of operators per km of pipe, it is estimated 23 operators in total would be required for all systems - 17 Water Distribution (WD) operators and 6 Wastewater Collection (WWC) operators. Of the 17 WD operators, it is estimated that 10 would be allocated to the north and 7 allocated to the south. For the WWC operators, 3.5 operators would be attributed to the north and 2.5 to the south.

Assumptions:

Staffing estimates based on Oxford Vision Organizational Chart provided, and current staff are fully utilized in current responsibilities.

- Oxford's Vision Organizational Chart assumes a reduction of 2 frontline operator staff and addition of one foreperson. It is recommended that no staff reductions be carried out, and rather consider promotion of one operator to foreperson.
- Current budgeted expenditures for Materials, Purchased Services, Contracted Services from Woodstock and Tillsonburg transferred to Oxford, assumes values are comparable.
- Current Oxford overhead expenditures are carried.
- Includes 5% efficiency on Materials and Purchased Services due to bundling, which has been confirmed by Oxford staff. It is assumed that Oxford would utilize the Oxford Road Patrol Yard in Woodstock for material storage, along with the Ingersoll Distribution Yard.
- New equipment required for staff will be rented. Fleet/equipment required for additional staff has been estimated as an annualized operating total of \$145,000, based on rentals for the short term, which is included in the operating total.

One-time capital costs for transition are estimated at \$50,000 to cover an Operating Authority Transition Implementation Plan.

This transition, however, would not be without some challenges. Oxford staff are less familiar with the Tillsonburg and Woodstock underground linear infrastructure and customers than the current operating authorities, which would require time to learn the details of the systems.

Model B - Local Ownership & Operation of Distribution/Collection Systems:

Tillsonburg and Woodstock assume ownership of assets and full Owner and Operating Authority responsibilities for the water distribution and wastewater collection services.

GM BluePlan did not include the process for transferring the assets and related legal implications as part of the calculations for this model. A detailed assessment of the

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larger financial implications such as asset valuation, reserve transfers and the cost of borrowing, would be required for further evaluation or implementation of this model.

This model brings opportunities for existing Woodstock or Tillsonburg staff to take on some of the additional technical, support and ownership responsibilities identified. According to the consultant, one-time capital costs for transition were estimated at \$575,000 to \$825,000, and may include the following initiatives:

- \$100,000 - \$150,000 - Transition Implementation Plan
- \$200,000 - \$300,000 – Asset Transfer Study - Asset Valuation / Reserve / Debt
- \$100,000 - \$200,000 Legal Costs
- \$100,000 - Initial Wholesale / Retail Rate Study
- \$75,000 – Revised Asset Management Plan
- Meter Reading Software (Itron Temetra)

Cost of transferred assets and associated cost of borrowing to cover one-time capital or to cover transferred assets was not included.

With this model, the local municipalities will have the authority to set and manage the billing rates for customers directly based on budgeting and capital forecasting within their full authorities.

Model C - Contract to External Operating Agency:

Oxford to contract out all water & sewer service management and operations to an external operating agency, such as Ontario Clean Water Agency or a contractor.

Within the model, the scope of the assets to be operated by an external agency would include all distribution and collection linear and vertical assets for all local municipalities. Feeder mains and water/wastewater treatment facilities would not be included. Model C would see all of assets continue to be owned by Oxford. No asset transfer of ownership would be required.

Of the three models, Model C has the greatest impact on staffing across all municipalities, since all Operating Authority responsibilities for all distribution and collection systems would be carried out by an external agency. Current frontline and supervisory positions for distribution and collection would likely be eliminated.

One-time capital costs for transition were not calculated for this model. Also, the efficiency savings assumptions applied to the County operating model were oddly not provided to this model.

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Status Quo - Plus:

Based on scope restrictions, this model was not evaluated through earlier sections of this report, but financial comparisons were included. The model involves no changes to the current service delivery method but assumes some efficiency improvements are implemented based on service levels and desired synergies.

Assumptions:

- Procurement of materials and purchased services are bundled for all three municipalities.
- Customer service efficiencies through amalgamation of first response calls, are not estimated but may also be an option for consideration.
- Transition to formal Computerized Maintenance Management System (CMMS) by Tillsonburg and Woodstock which can afford effective integration to County's Cartegraph® and GIS systems.
- Consistent application of County's Fees & Charges Schedule By-law

DISCUSSION

The Council for the Town of Tillsonburg passed the following resolution at their meeting on March 28th, 2022:

Resolution # 2022-115

Moved By: Councillor Gilvesy

Seconded By: Councillor Parker

THAT the presentation from Oxford County regarding Joint Water & Wastewater Service Delivery Review Overview be received as information;

AND THAT staff be directed to prepare a report for Council to be brought back no later than the first meeting in May recognizing the time sensitivity of this issue with regards to the following;

- Financial cost to the Town if Option A gets adopted by County Council which should include severances and job losses
- If Option A as recommended in this presentation is adopted by County Council, how would it affect the local water and waste water rates?
- Staff recommendations on preferred option outlining pros and cons of options including status quo
- If Option A is adopted by County Council, how will local service levels be affected?

Current staffing needs for Tillsonburg:

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Tillsonburg Staff operates 155km of watermains, 633 hydrants, 7261 metered services, 118km of sewer gravity and 1515 sewer maintenance holes. Table 2 below provides a comparison with Woodstock and Oxford's systems.

These services are operated by the following staff:

- Water/Wastewater Supervisor – Overall Responsible Operator (ORO), Level 4 for Water, Level 3 for Wastewater
- 4.5 Operators – One operator temporarily assigned as lead hand is ORO back-up (4.0 Operators in 2020 with 0.5 Operator added in 2021)
- After hours staff availability is ensured through the maintenance of an on-call schedule. An on-call ORO is also available to oversee and authorize duties as required.

Table 2. County of Oxford's Water and Wastewater System

Services (2020 data)	Tillsonburg	Woodstock	Oxford
Watermains (Km)	155	275	305
Hydrants	663	1,328	1,055
Metered Services	7,261	16,192	12,159
Sewer Gravity Main (Km)	118	246	244
Sewer Maintenance hole	1,515	3,914	2,622

Tillsonburg considers its level of customer service to be a well-documented and effective system. The Town uses MESH as a work order management system to document customer calls, attach corresponding documentation or photos, and run reports. Staff records are documented in Excel. Tillsonburg enforces water use by-laws, and monitors its consumer's water consumption.

All customer calls go directly to Tillsonburg and Woodstock for those respective systems.

Tillsonburg Customer Relations Notes:

- Photos and reports are filed, MESH is used.
- Service standards are not currently formalized. General response is within two days.
- Customer communication includes pamphlets and Town website.
- Formerly a booth at Turtle Fest.
- Covid has constrained Public Information Centres (PICs) and outreach.

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Tillsonburg also provides critical information to support the Drinking Water Quality Management Standard (DWQMS) Operational Plan at Oxford.

The Third-party Service Delivery Review completed by GM BluePlan demonstrated that the Town of Tillsonburg has the highest rate of services per operator as indicated in the Table 3 below.

Table 3. Current Comparable Metrics for Water/Wastewater Operators

Comparable Metrics for Operators	Tillsonburg	Woodstock	Oxford
# Operators	4.0	11.5	9.0
# Kilometers per operator	68	45	61
# Locates/year per operator	1,116	733	377
# customer requests/year per operator	237	89	176
# Meter Installation/year per operator	85	33	40
# Hydrants per operator	166	115	117
# Metered services per operator	1,815	1,408	1,351
# Sewer maintenance holes per operator	379	340	291

From this table, on average each operator in Tillsonburg:

- Operates approximately 68kms of watermain and sewer gravity main combined. This is higher than both Oxford and Woodstock.
- Conducts 1116 locates. This is higher than both Oxford and Woodstock. This is also reflective of Tillsonburg's large growth (2022 census).
- Responds to 237 customer requests. This is higher than both Oxford and Woodstock.
- Installs 85 water meters every year. This is higher than both Oxford and Woodstock.
- Operates 1815 metered services. This is higher than both Oxford and Woodstock.
- Maintains 379 sewer maintenance holes. This is higher than both Oxford and Woodstock.

In addition to these challenges, Tillsonburg is experiencing significant growth. Released earlier this year, the census numbers show Tillsonburg has had a population growth of 17.3 per cent since 2016. According to the new census data, Tillsonburg now has a population of 18,615. Aligning with this increase in population growth, Tillsonburg showed the largest increase of dwelling spaces at 16.4 per cent.

Based on our current state and future growth projections, our water and wastewater staffing which includes Overall Responsible Operator staffing is insufficient to maintain the service levels or to implement the best practices recommended by the County. It is

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

estimated that an additional 2 operator FTEs are required, in addition to the 0.5 FTE operator added in 2021.

Table 4 below includes the new comparable metrics for operators if the County of Oxford approves the 2 additional FTEs for Tillsonburg.

Table 4. Comparable Metrics for Operators Including Additional FTEs for Tillsonburg.

Comparable Metrics for Operators	Tillsonburg	Woodstock	Oxford
# Operators	6.0	11.5	9.0
# Kilometers per operator	46	45	61
# Locates/year per operator	744	733	377
# customer requests/year per operator	158	89	176
# Meter Installation/year per operator	57	33	40
# Hydrants per operator	111	115	117
# Metered services per operator	1210	1408	1351
# Sewer maintenance holes per operator	253	340	291

As indicated in the current water distribution, sewage collection and engineering, the Town needs to submit a draft budget every year including proposed capital works, to the County for approval.

Last year, the Town requested approval for two additional full-time operators (FTEs) to the County's Public Works department in order to successfully perform the duties included in the agreement and provide residents with a reasonable level of service. However, this request was denied by County's Public Works department.

It is very important that the County approves these additional FTE requests.

Comments to the County of Oxford Water and Wastewater Service Delivery Review Report:

Staff has reviewed the final reports submitted by GM BluePlan for the Oxford Water/Wastewater Service Delivery Review and offers the following comments:

1. Model A - Recommended Organization Chart:

The report's recommended chart of staffing complement indicates three (3) supervisors (Treatment, Distribution and Collection) and two (2) Forepersons (north and south) to cover the entire County if amalgamated as recommended.

There is no evidence that the system in its entirety can be adequately managed with these minimal resources. Location services (1- north and 1- south) is also not enough as Tillsonburg has demonstrated the need for a locator specifically for Tillsonburg alone.

2. Model A - Customer Service

The report includes the following statement from the consultant:

“In terms of the customer experience, Model A offers similar customer service as the other models, and would streamline customer service approach, documentation and response across all of the Area Municipalities...”

In our opinion, Customer Service would be significantly compromised as the County response times have proven to be considerably higher than Tillsonburg’s response times. Responding to customer enquiries, complaints, and requests locally in Tillsonburg is very important for good customer service practices.

3. Model A – Financial Assumptions

In our opinion, the consultant did not include all the personnel required in the County’s Vision Org Chart. As an example, two water/wastewater supervisors are not enough to cover the County’s geography and systems. Ultimately, the County will require additional staff which will impact their anticipated cost saving projections.

The report includes the following statements from the consultant:

“Model A is the only model that offered annual savings, rather than estimated increases in costs...”

“In Model A, the annual operational savings for overall WD and WWC are estimated at approximately \$1 million, in comparison to the current expenditures in status quo...”

“Adopting Model A will allow Oxford to reduce operating expenditures by approximately \$1 Million annually, which could be directed to these reserves without raising rates for customers...”

In our opinion, these statements are subjective in nature as the financial analysis included in the report is not sufficient to validate these calculations. As an example, the consultant limited their analysis to indicate that salaries and benefits for Oxford County under model A will be \$2,788,927. A comprehensive financial analysis including a detailed breakdown of each activity/item is required as this was not delivered or included in their final report.

For example, the County’s costs do not appear to include their engineering, public works staff costs and subsequent overheads.

4. Tillsonburg Vision Org Chart

The report includes the following statement from the consultant:

“Under Model B, these activities would require a triplication of many of these efforts, would require additional resources, and would eliminate the economies of scale that will be found in Model A...”

The consultant requested the Town’s vision org chart based on the assumptions for model B. This information was provided to the consultant, however, they added positions as it did not fit with their specific vision org chart. This **assumption** negatively impacted the financial **assumptions** for this model.

The consultant also indicated that Tillsonburg was severely understaffed. Tillsonburg staff has requested additional staff for 2020 as well as 2021 budget discussions. This request was only approved in 2020 by allowing a 0.5 FTE but not approved in 2021 when the Town requested 2 FTEs.

5. Tillsonburg Operating costs

The report stated that operating costs in Tillsonburg are significantly higher as the Town contracts much of its major tasks. The reason of this increase of operating costs is in part, due to our understaffed situation. This issue was specifically communicated to County’s staff during budget deliberations; however, the County’s Public Works Staff denied this request for additional personnel.

The technical Memo 1B – Current State Financial assessment completed by GM BluePlan indicates that the total annual revenue for the Tillsonburg Water system is \$3,599,460 while the expenditures for the Water Distribution system is only \$872,673, with the balance for reserves and the Tillsonburg Water Treatment system. This report also shows that the total annual revenue for the Tillsonburg Wastewater system is \$3,892,042 while the expenditures for the wastewater collection system is \$414,280, with the balance for reserves and the Tillsonburg Wastewater Treatment system. Staff recommends that a comprehensive analysis of the total revenues versus expenditures be completed by the County for each system in order to definitively find efficiencies, savings and responsible management of the water/wastewater assets.

6. System Comparison - Financial Details

The excessive financial differences between Oxford and Tillsonburg can be partly attributed to the smaller systems (and system class) under the County’s ownership as well as a demonstrated difference in customer service, system level requirements (i.e. fire hydrants) and number of service connections and meters per km of pipe (density of system).

The metric of comparing dollars spent on maintenance per kilometer of watermain or sanitary sewer is misleading when comparing rural systems to urban systems. Urban systems have significantly more services, hydrants, valves, maintenance holes and laterals per kilometer than a rural system does. Since maintenance is usually on the fixtures such as services, and valves, etc., the \$/km for an urban system is higher than those of rural or small systems.

7. Water Distribution and Wastewater Collection systems - Differences

The report includes the following statement from the consultant:

“Model A allows for service levels to be optimized, consistent across all Area Municipalities, and based on the best practice standard operating parameters and processes...”

It is very important to differentiate the water distribution and wastewater collection systems the County currently owns in order to compare apples-to-apples and determine a level of service in accordance to the user needs (i.e rural vs urban, complex vs small distribution/collection systems).

Drinking water systems and wastewater facilities are classified according to their relative operational complexity, based on a scale of Class 1 to 4 (with “1” being the simplest and “4” the most complex). Operator certificates and licences are leveled in the same way. The certification and training requirements for each class of certificate and licence are directly related to the classification of the system or facility they work in.

Table 5 below shows the Water Distribution Class by operating authority for the systems within the County.

Table 5. Water Distribution System Class (2020 data)

Operating Authority	# Systems	System Class	Total # of Services
Tillsonburg	1	3	6,190
Woodstock	1	3	13,831
Oxford - Large System	2	3	2,207
Oxford - Large System	8	2	3,254
Oxford - Large System	2	1	5,226
Oxford - Small Systems	3	-	124

8. Model B - Financial Model Assumptions

The two additional FTE’s should be taken out from this model as they were requested and subsequently denied. This calculation should have been part of the status quo. In addition to this, Town staff provided the following comments to the consultant:

- DWQMS and other administration tasks can be incorporated in existing staff;
- Billing administration is already being performed largely within Tillsonburg and the remainder can easily be incorporated into Tillsonburg’s existing billing systems;
- By-law administration and enforcement can be completed in-house.

The consultant indicated in their report that the process of transferring the assets and related legal implications was not included as part of the calculations and that a detailed assessment of the larger financial implications would be required for further evaluation

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or implementation of this model. In our opinion, it is difficult to choose or recommend a model when this analysis was not completed for this model. It seems that the only model truly considered in their report was model A.

9. Ease of Implementation and Benefits Chart

The report from GM BluePlan includes the following:

“As identified in the scatterplot graph, Model A is identified as the option with the greatest ease of implementation and benefits, with substantive annual operational cost savings...”

It is hard to understand how a full transition to Oxford Ownership (Model A) will be easier to implement than Status Quo +.

Items 5-11 should be removed entirely as this was not part of the project scope or analysis.

Figure 7 Ease of Implementation and Benefits for Various Models and Best Practices

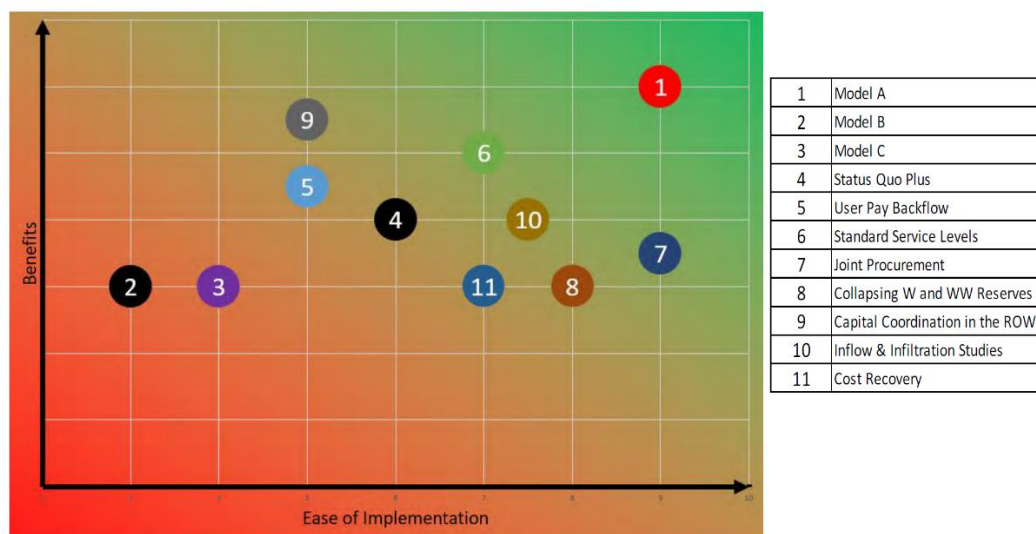


Figure 1. Easy of Implementation and Benefits for Various Models and Best Practices. (Source: Oxford Water/Wastewater Service Delivery Review - Final Report. Prepared by GM BluePlan)

10. Status Quo + Model

The report does not investigate the model of continuing with the status quo with improvements. This model builds on the already established practices and procedures in place in all three municipalities. Recognizing that some improvements can be made on all sides, these improvements would be addressed through negotiation of a new and improved service agreements for both Tillsonburg and Woodstock. There is a brief cost comparison presented for a “Status Quo Plus” model; however, no detail is provided or

was discussed of what the “plus” would include. This model should have been properly investigated since it would appear to offer none of the cons of Model A or B and all or most of the advantages of both.

11. Water/Wastewater Rates

Water and sanitary rates were not in the original scope for the project, however, GM BluePlan opted to discuss the water and sanitary rates regardless. How these rates are calculated, collected and spent is solely at the discretion of the County. The Town has no control over these issues.

12. Model D – Transferring the Tillsonburg’s Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection to the Town of Tillsonburg.

During preparation of the RFP for this study, Town staff requested that this option be included as part of the study. County’s Public Works staff decided **not** to include this option.

“One of the local municipalities expressed an interest in also acquiring treatment assets along with distribution and collection, but this request was not received from both local municipalities. In discussions with Oxford, several key challenges with a decentralized treatment model exist, and continued minimization of public health risks is paramount... For these reasons, the transfer of Water and Wastewater Treatment assets and responsibilities to the local municipalities was not carried forward or modelled...”

In our opinion, this is not fair to the communities using these systems. This study was possible because of a grant provided by the Province of Ontario in order to find efficiencies, savings and modernize the services municipalities provide to their residents. Investigating this option is very important in order to adequately provide a comprehensive holistic view and consideration of all potential options.

Summary

- Financial cost to the Town if Option A gets adopted by County Council which should include severances and job losses.
 - Answer: The estimated financial costs to the Town if Model A gets adopted by County Council is Approx. \$500,700 (Gross loss of revenue) with a potential of an additional \$300,000 if the engineering, billing and customer service agreement is terminated under this option (refer to Financial Impact/Funding Source section and Table 8 below). It is our

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assumption that any severances and job losses will be responsibility of the County of Oxford.

- If Option A is adopted by County Council, how will local service levels be affected?
 - Answer: In our opinion, Customer Service would be significantly compromised as the County response times have proven to be considerably higher than Tillsonburg’s response times. Tillsonburg considers its level of customer service to be a well-documented and effective system. Responding to customer enquiries, complaints, and requests locally in Tillsonburg is very important for good customer service practices.

- If Option A as recommended in this presentation is adopted by County Council, how would it affect the local water and waste water rates?
 - Answer: The water and wastewater rates are calculated on a full/lifecycle cost basis including financing of operations, capital and reserves. Water and wastewater rates are set to cover operating costs as well as future capital investment that ensures the systems run safely, efficiently and sustainably into the future.

In theory, Model A as presented in the GM BluePlan report will allow Oxford to reduce operating expenditures which could be directed to each reserves without raising rates for customers, however, how these rates are calculated, collected and spent is solely at the discretion of the County.

- Staff recommendations on preferred option outlining pros and cons of options including status quo.
 - Answer: Staff recommends that “**Status Quo Plus**” model gets adopted by County council.

Table 6. Service Delivery Models - Pros and Cons

Model	Pros	Cons
Status Quo	Easiest to Implement	Staffing is insufficient to maintain service levels and to implement best practices for both systems.
Model A	System is owned and operated by one Operating Authority.	Potential decrease of customer service. Negative impact on Town's budget.

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

Model B	Tillsonburg will have the authority to set and manage the billing rates for customers directly based on budgeting and capital forecasting within their full authorities. In addition, Tillsonburg will have full control of the level of service for the water distribution and wastewater collection system.	Additional work and investigation required to plan and implement this service delivery model.
Model C	Difficult to ascertain at this stage, without knowing the terms and conditions of such a contract.	Customer service and operations provided by external operating agency. Greatest impact on staffing and Town budget.
Status Quo - Plus	Sufficient staff to operate our systems in a responsible and effective way.	Tillsonburg has no authority to set and manage the billing rates for our customers. Tillsonburg has no control on the level of service for both systems.

CONSULTATION

The following staff and resources have been consulted in preparing this report:

- Manager of Public Works
- Water/Wastewater Supervisor
- Director of Finance/Treasurer
- Chief Administrative Officer

FINANCIAL IMPACT/FUNDING SOURCE

Financial implications for the Town if Model A is approved and implemented by County Council:

“Model A requires Oxford to take on all of the Operating Authority responsibilities that were previously assigned to Woodstock and Tillsonburg. Additional operators may have opportunities to transition from Woodstock and Tillsonburg, if those with water and wastewater responsibilities in those systems cannot be re-assigned. Surplus supervisory and management staff in Tillsonburg and Woodstock are not required for this model” – Statement from GM BluePlan’s report

In this scenario:

- All water/wastewater operators and the supervisor will be transferred to the County – No financial implications. It is our assumption that any severances and job losses will be responsibility of the County of Oxford.

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

- 70% of Manager of Public Works salary paid by the County – Approximate \$110,000 including benefits
- Town fleet – Approximate annual revenue of \$100,000 for fleet services (Including fuel, maintenance, repairs, vehicle rentals, etc).
- Customer Service Centre (CSC) lease – Approximate annual revenue of \$86,700
- In addition to the water/wastewater operators, the 2022 operating budget includes an overhead of \$204,000 to account for a portion of the salaries of the following staff:

Table 7. Overhead included in the Water Distribution and Sewage Collection Agreement

Position	Water Overhead	Sewer Overhead
Inventory Clerk	10.0%	0.0%
Director of Operations & Development	2.5%	2.5%
Operations Administrator	2.0%	2.0%
Manager of Engineering	20.0%	20.0%
Operations Technologist	15.0%	15.0%
Civil Designer	15.0%	15.0%
Operations Technologist	15.0%	15.0%
AM Supervisor	15.0%	15.0%

As previously mentioned in the Background section, the Town also entered into an agreement with the County for water/wastewater customer service and billing. In this agreement, the Town receives approx. \$200,000/year to account for overhead related to the provision of water/wastewater billing, customer service and Firecomm services. At this point, it is unknown if this agreement will be impacted under this scenario, as the Town is not aware as to whether customer service and billing services would remain at the Town or centralized at the County.

In addition, the Town also bills the County 10% of the annual water and wastewater capital costs to recover the administrative tasks completed by the Town for water and wastewater capital projects including design, tendering, contract administration, construction supervision, etc. This represents a revenue of approximately \$100,000 every year. At this point, it is unknown if this agreement will be impacted under this scenario. It is also unknown if any of the insurance premiums for Water and Wastewater of \$120,700 currently recovered from the County will still be payable by the Town.

Table 8. Financial Impact Summary

Total Financial Impact \$	
Costs Currently in Town's budget, Paid by the County	
Manager of Public Works (70% Recovery)	\$110,000
Fleet Services Costs	\$100,000
Engineering Overhead	\$204,000
Rent (Customer Service Centre)	\$86,700

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

Gross Loss of Revenue	\$500,700
Unknown	
Customer Service & Billing Overhead	\$200,000
Administrative Charge on Capital Projects	\$100,000
Potential Loss of Revenue	\$300,000

Collapsing Water and Wastewater Reserves:

Oxford currently has numerous reserves set up to address future capital expenditures. There are currently 11 reserves set up for wastewater (one for each local municipality) and 4 reserves set up for water (one each for Tillsonburg, Woodstock and Ingersoll and a fourth for the remainder of the local systems).

GM BluePlan also recommended that the County consider collapsing these reserves into one water reserve and one wastewater reserve which would offer more flexibility to the County to allocate funds to the required capital project and smoothing out the peaks and valleys somewhat.

Staff recommends that this option is not considered/approved by County Council as this may negatively impact the current rate system. In our opinion, Tillsonburg residents should have their own water and wastewater reserves for their systems.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.

OPD 22-16 County of Oxford Water & Wastewater Service Delivery Review – Staff Comments

Strategic Direction – Explore opportunities for service efficiencies in partnership with adjacent municipalities.

Priority Project – Short Term – Municipal service review

ATTACHMENTS:

- Oxford Water/Wastewater Service Delivery Review - Technical Memo 1: Current State. Prepared by GM BluePlan Engineering. Dated March 16, 2022
- Oxford Water/Wastewater Service Delivery Review - Technical Memo 1B: Current State Financial. Prepared by GM BluePlan Engineering. Dated March 16, 2022
- Oxford Water/Wastewater Service Delivery Review - Technical Memo 2: Model Review. Prepared by GM BluePlan Engineering. Dated March 16, 2022
- Oxford Water/Wastewater Service Delivery Review - Final Report. Prepared by GM BluePlan Engineering. Dated March 16, 2022

Ministry of the Solicitor General

Ministère du Solliciteur général

Public Safety Division

Division de la sécurité publique

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H325 rue Grosvenor
12^e étage
Toronto ON M7A 2H3Telephone: (416) 314-3377
Facsimile: (416) 314-4037Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037**May 13, 2022****MEMORANDUM TO:** Municipal Chief Administrative Officers**SUBJECT:** Conclusion of COVID-19 Enforcement Support Line

I would like to take the opportunity to acknowledge the collective efforts of our partners, who have worked relentlessly over the course of the COVID-19 pandemic.

On March 31, 2020, the Ministry of the Solicitor General established the toll-free COVID-19 Enforcement Support Line and ministry email account to provide support to law enforcement personnel regarding the enforcement of emergency orders under the *Emergency Management and Civil Protection Act* (EMCPA), as well as the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* (ROA), which was proclaimed into force on July 24, 2020. The dedicated line was only made available to police officers and other enforcement personnel who are designated as provincial offences officers for the purpose of enforcing orders under the EMCPA and ROA.

The Ontario government, in consultation with the Chief Medical Officer of Health, has cautiously and gradually eased public health and workplace safety measures. Effective April 27, 2022, all remaining measures, directives and orders ended with the exception of the masking and face covering requirements that will remain in place in certain settings under a Class Order made pursuant to Section 22 under Section 77.1 of the *Health Protection and Promotion Act* until June 11, 2022, unless extended or revoked.

As such, I am writing to advise that, effective immediately, the Ministry of the Solicitor General will discontinue the COVID-19 Enforcement Support Line and ministry email account in alignment with the expiry of orders under the EMCPA and ROA. In addition, the ministry will also be winding down province-wide reporting on enforcement of the EMCPA and ROA, in response to COVID-19.

Thank you once again for your continued support and collaboration during this challenging time.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stubbings".

Richard Stubbings
Assistant Deputy Minister
Public Safety Division



May 4, 2022

Oxford County
Members of Council

Members of Council,

As you are aware SCOR EDC and partners have undertaken a shortline rail project that will seek to revitalize the Cayuga Sub Division Line that runs through the southern portion of the region.

This track is approximately 27 miles long and runs from St Thomas through Elgin County, through Oxford County (Tillsonburg) and into Norfolk County. This line serves several businesses that are mainly in the agricultural, manufacturing and logistics sectors. These businesses are each an integral part of the sector supply chain for this region and the province. In addition to the businesses along the line that rely on rail there are a number of industrial properties along the line for future development.

SCOR EDC has signed a Letter of Intent with GIO Rail (a shortline rail operator) and the Town of Tillsonburg for this project. This collaborative group has made application to the National Trade Corridor Fund (NTCF) for support upgrading the rail line's infrastructure. These upgrades will prolong the life of the rail line and increase weight and speed capacity to better align with nearby Class 1 lines and maximize car volume. Overall, this project will cost approximately \$8 million over a 3-year timespan. If approved, the NTCF will fund 50% of the \$6.6 million of eligible project costs. GIO Rail will cover the majority of remaining eligible project costs as well as the entirety of ineligible costs. However, we now require support from affected municipalities in order to cover a portion of remaining costs as well as to demonstrate regional support and secure NTCF funding. Due to the competitive nature of the fund the program an application must demonstrate regional support for the project; both in principle and in actual financial support.

We are requesting a letter of support from Oxford County as well as a financial commitment of \$150,000 over the three-year time frame of the project. The bulk of these costs will go to address crossings and track upgrades. We will also be requesting the same amount from Elgin County at their May 10th Council meeting. We anticipate that we may be back before Elgin Council to provide any other clarification at their May 24th Council meeting. We will also be approaching Norfolk County with an ask of a lesser amount as the track into Norfolk is slated for a phase two of the project.

We strongly believe that this project will support current businesses as well as the supply chain within the sectors they operate. Collectively these businesses employ over 400 people, and have a combined revenue of over \$1 billion dollars. Additionally, restoring efficient and reliable rail service along the Cayuga Subdivision will act as a regional economic development asset, attracting new investment and opportunity.

Kind regards,

A handwritten signature in cursive script, appearing to read 'Alison Warwick'.

Alison Warwick
SCOR EDC
Chair

To: Warden and Members of County Council

From: Director of Community Planning

Application for Draft Plan of Subdivision SB 21-17-6 - 1879784 Ontario Inc.

RECOMMENDATION

1. That Oxford County Council grant draft approval to the proposed residential plan of subdivision submitted by 1879784 Inc. (SB 21-17-6), prepared by GSP Group Inc., dated September 13, 2021, for lands described as Part of Lot 18, Concession 1 (West Oxford), in the Town of Ingersoll, subject to the conditions attached to this report as Schedule “A” being met prior to final approval.

REPORT HIGHLIGHTS

- The application for draft plan of subdivision proposes the development of 104 residential lots for single detached dwellings, a walkway block (Block 105), a noise berm block (Block 106), a future road stub (Block 107), an open space block (108), the extension of Winders Trail and creation of 3 additional streets.
- The proposal is consistent with the relevant policies of the 2020 Provincial Policy Statement and supports the strategic initiatives and objectives of the County Official Plan, and can be supported from a planning perspective.

Implementation Points

This application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.

Financial Impact

The approval of this application will have no financial impacts beyond what has been approved in the current year’s budget.







Communications

In accordance with the requirements of the Planning Act, notice of complete application regarding this proposal was provided to surrounding property owners on January 12, 2022 and notice of

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public meeting was issued on March 22, 2022. As of the date that this report was completed, a number of comments have been submitted expressing concerns with respect to the proposed development. This correspondence has been included as an attachment to this report for Council's consideration.

Strategic Plan (2020-2022)

					
<i>WORKS WELL TOGETHER</i>	<i>WELL CONNECTED</i>	<i>SHAPES THE FUTURE</i>	<i>INFORMS & ENGAGES</i>	<i>PERFORMS & DELIVERS</i>	<i>POSITIVE IMPACT</i>
		3.ii			

DISCUSSION

Background

Owner: 1879784 Ontario Inc. (Klondike Homes – Paul Florica)
 50 Kraft Drive
 Waterloo, ON N2J 4G8

Applicant: GSP Group Inc.
 201-72 Victoria Street S.
 Kitchener, ON N2G 4Y9

Location:

The subject lands are described as Part Lot 18, Concession 1 (West Oxford), in the Town of Ingersoll. The lands are located east of Harris Street and south of Moffat Avenue.

County of Oxford Official Plan:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Residential (with Special Policies) & Environmental Protection Area
Schedule "I-2"	Town of Ingersoll Residential Density Plan	Low Density Residential & Environmental Protection Area

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Town of Ingersoll Zoning By-law 04-4160:

Existing Zoning: 'Residential Type 1 Zone (R1)', Residential Type 2 Zone (R2)', 'Open Space Zone (OS)' and Environmental Protection 2 Overlay.

Proposal:

The draft plan of subdivision proposes the development of 104 residential lots for single detached dwellings, a walkway block (Block 105), a noise attenuation barrier block (Block 106), a future road stub (Block 107), an open space block (108), the extension of Winders Trail and creation of 3 additional streets.

The subject lands are zoned 'Residential Type 1 Zone (R1)', 'Residential Type 2 Zone (R2)' and 'Open Space Zone (OS)' in the Town of Ingersoll's Zoning By-law. No changes to the existing zoning are proposed.

The subject lands are approximately 9.2 ha (22.7 ac.) in area and are currently vacant.

The subject lands were part of a previous residential draft plan of subdivision, commonly referred to as the 'Ing-Wood Subdivision' (File No.: 32T-06007) that was supported by Town Council in April, 2007 and was draft approved by County Council in May, 2007 (see Plate 4). The subdivision was proposed to be developed in two phases, the first of which included 82 single detached lots, a stormwater management pond block, a service block/corridor, 3 future development blocks, and 4 reserve blocks.

Phase 2 of the subdivision proposed 106 single detached lots, a walkway, an open space block; and a common easement block.

Phase 1 of the draft plan was subsequently registered in January, 2009 whereas Phase 2 of the draft approved plan lapsed in 2010.

The owner has prepared a number of reports in support of the proposed subdivision including:

- Functional Servicing Design Report, prepared by Stantec Consulting;
- Functional Stormwater Management Report, prepared by Stantec Consulting Ltd;
- Environmental Impact Study (EIS) and EIS Addendum, prepared by ecoplans Limited;
- Geotechnical Investigation, prepared by Law Engineering (2006); and
- Noise Study and Noise Study Addendum, prepared by HGC Engineering.

The EIS and Noise Study Addendum were prepared to address Official Plan policies relating to the designated natural heritage feature (valleyland and woodlot) on the western portion of the subject property.

The applicant is also proposing to install a combined 3.5 m (11.5 ft.) high noise attenuation berm/barrier along the rear of Lots 14 to 22 (inclusive) that will be contained on Block 106.

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Surrounding land uses include single detached dwellings to the north, open space to the west, and future development lands to the east and south.

Plate 1, Existing Zoning & Location Map, indicates the location of the subject property as well as the existing zoning in the immediate vicinity.

Plate 2, Air Photo (2020), provides an aerial view of the subject lands as of the spring of 2020.

Plate 3, Proposed Plan of Subdivision, shows the plan of subdivision as currently proposed by the owners.

Plate 4, Previous Draft Approved Plan of Subdivision, shows the extent of the former draft approved plan of subdivision and phases on the draft plan (File No.: 32T-06007).

Comments

2020 Provincial Policy Statement

The 2020 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the Planning Act, where a municipality is exercising its authority affecting a planning matter, such decisions “shall be consistent with” all policy statements issued under the Act.

The policies of Section 1.1.1 state that healthy, liveable and safe communities are sustained by:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- ensuring the necessary infrastructure and public service facilities are or will be available to meet current and projected needs;
- promoting development and land use patterns that conserve biodiversity; and
- preparing for the regional and local impacts of a changing climate.

Section 1.1.3.1 directs that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Furthermore, Section 1.1.3.2 directs that land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources, existing infrastructure and public service facilities.

Section 1.1.3.3 also directs that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

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Section 1.4.3 directs that planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households;
- permitting and facilitating all forms of residential intensification and redevelopment and all forms of housing required to meet the social, health and well-being requirements of current and future residents;
- directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available;
- promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities and support the use of active transportation;
- establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Section 1.5.1 directs that healthy, active communities should be promoted by:

- a) planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, foster social interaction and facilitate active transportation and community connectivity;
- b) planning and providing for a full range and equitable distribution of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;
- c) providing opportunities for public access to shorelines; and
- d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

Section 1.6.6.2 also states that intensification and redevelopment within settlement areas on existing municipal sewage and water services should be promoted, wherever feasible.

Section 2.1.1 of the PPS indicates that natural heritage features and areas shall be protected for the long term. Further, Section 2.1.5 directs that development and site alteration shall not be permitted in significant woodlands and valleylands.

Section 2.1.8 directs that development and site alteration shall not be permitted on adjacent lands to natural heritage features unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Further, Section 3.0 directs development away from natural or human-made hazard lands, including floodplains, areas of steep slope, areas subject to erosion or dynamic beach hazards, mine hazards, oil, gas, and salt hazards, former resource extraction use, and contaminated areas.

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Official Plan

The subject property is located within the 'Low Density Residential' and 'Environmental Protection Area' designations according to the Land Use Plan for the Town of Ingersoll, as contained in the Official Plan.

Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including single detached, semi-detached, duplex, converted dwellings, quadraplexes, townhouses, and low density cluster development.

The maximum net residential density for an individual development in the Low Density Residential areas is 30 units/ha (12 units/ac.) and no building shall exceed three stories in height at grade. Also, within areas of new Low Density Residential development, the minimum overall net residential density shall be 15 units/ha (6 units/ac.).

Section 9.2.4.4.1 also contains special policies that apply to the subject lands, as well as other lands in the southern portion of Ingersoll. These special policies were established through the development of the South Ingersoll Secondary Plan and implemented via Official Plan Amendment No. 64 (OPA 64) and subsequent Ontario Municipal Board order. The said policies implemented by OPA 64 include the following:

- The development of the area minimizes the use of cul-de-sacs in favour of a grid pattern for local roads. In order to create distinct neighbourhood identities within the community, during the subdivision design distinctive features such as roundabouts or turning circles, landscaped boulevards, and entrance features within the road allowance will be considered.
- Before development proceeds, a flood line delineation study for Hall's Creek and Whiting Creek be undertaken by the Upper Thames River Conservation Authority and Town of Ingersoll.
- Attention shall be given to ensuring that the resulting residential development design encourages consistent street edges with windows, doorways and activities in easy view of pedestrians. Additionally, it is encouraged that houses on corner lots incorporate architectural detailing to recognize both street frontages, and that residential building design and that protruding garages do not dominate the streetscape.
- A portion of a stormwater management facility may be permitted within the Environmental Protection Area designation associated with the Hall's Creek in the northeast corner of the Secondary Plan, subject to an Environmental Impact Study submitted by the proponent prepared by a qualified professional to determine:
 - that the facility can encroach into the Environmental Protection Area designation without causing negative impacts on the features and ecological functions for which the area is designated; and
 - that the facility can be located in a sensitive manner that minimizes any adverse effects on the protected features.

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- A peer review of the Environmental Impact Study shall be required by the Town of Ingersoll by a qualified professional at the expense of the proponent to determine its acceptability.
- Notwithstanding the encroachment of the development into this area, these lands shall remain in the Environmental Protection Area designation.

The lands shown on Schedule I-1, Town of Ingersoll Land Use Plan north of Clarke Road and east of Hall's Creek designated "Residential" and "Environmental Protection Area" and overlain by a hatched pattern are a special policy area, subject to the following policies pertaining to additional Environmental Impact Study and tree saving requirements.

- Prior to any site alteration within this special policy area and as a condition of development approval, an Environmental Impact Study shall be prepared in accordance with the policies of Section 3.2.6, Environmental Impact Studies, of this Plan and the following requirements, except that Subsection 3.2.6.2 shall not apply to this special policy area.
- Notwithstanding the policies of Section 3.2.6.1, the Environmental Impact Study (EIS) for this special policy area shall include lands within the Environmental Protection Area designation for the purpose of restoration of treed plantings within this area. Specifically within this area, the EIS shall address:
 - the area immediately surrounding that portion of Hall's Creek within the Environmental Protection Area designation and east of Harris Street;
 - the area within the vicinity of the stormwater management facility but excluding any lands addressed by the approved vegetation compensation plan prepared as part of the EIS for that facility; and
 - the entire Environmental Protection Area south of the stormwater management facility.
- Within the Environmental Protection Area designation, the EIS shall provide for a restoration plan consisting primarily of new trees to be planted by the development proponent. Such tree species will be native to the area and will consist of local Ontario stock.
- The restoration plan shall provide for the inter-planting of new trees where there are gaps or spaces in the existing forest cover. Within open areas, reforestation will be the focus of restoration activities.
- The restoration plan shall provide for a variety of stock sizes, anticipated to consist primarily of potted tree stock.
- The restoration plan shall provide for a maintenance and/or stewardship plan, as appropriate, for the restored forest areas.
- Notwithstanding the policies of Section 3.2.6.1, the Environmental Impact Study (EIS) for the special policy area shall also include lands within the 100 Metre Buffer adjacent to the Environmental Protection Area designation, as shown on Schedule I-1, Town of Ingersoll Land Use Plan. Specifically within this area, the EIS shall address:

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- Any additional setback requirements from the Environmental Protection Area for development within the residentially designated portion of the special policy area.
- Within the 100 Metre Buffer, the EIS shall provide for a tree saving plan and recommend, as appropriate, other tree conservation measures including, but not limited to, those listed in Section 3.2.7.1.2, Woodlots and Trees, of this Plan.
- In accordance with the policies of Section 3.2.7.1.2, Woodlots and Trees, a tree saving plan shall be required for the balance of the special policy area designated "Residential" outside of the 100 Metre Buffer.

The Environmental Protection area designation applies to significant natural features and areas. Significant natural heritage features and areas designated Environmental Protection include:

- significant wetlands;
- significant habitat of endangered species or threatened species and other significant wildlife habitat;
- fish habitat;
- significant valleylands;
- significant woodlands, and
- significant life science areas of natural and scientific interest.

Uses permitted within the Environmental Protection Area designation will be limited to:

- activities that create or maintain infrastructure authorized through the environmental assessment process;
- minor additions to existing buildings developed and located on existing cleared land in accordance with the appropriate Zoning By-Law;
- a building or structure that is intended for flood or erosion control or is normally associated with proper management of the natural environment as approved by the appropriate authority;
- passive recreation approved by the Town in consultation with the UTRCA; established agricultural activities on existing cleared areas;
- lot creation in agricultural areas for farming purposes in accordance with the policies of Section 3.1.4.4 and 3.1.5.4 provided that the zoning by-law or other development controls prohibit the establishment of buildings or structures within the feature;
- facilities for the production of maple syrup and honey;
- the harvesting of timber in accordance with good forestry management practices and the County's Woodland Conservation By-Law;
- use of the area for an approved wildlife, wetland or fishery management project as approved by the Conservation Authority with jurisdiction and/or the Ministry of Natural Resources; or
- use of the area for passive environmental education and research.

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The policies of Section 10.3.3 [PLANS OF SUBDIVISION AND CONDOMINIUM] provide that County and Town Council will evaluate applications for a plan of subdivision on the basis of the requirements of the Planning Act, as well as criteria including, but not limited to, the following:

- Conformity with the Official Plan;
- The availability of community services such as roads, water, storm and sanitary sewers, waste disposal, recyclable collection, public utilities, fire and police protection, parks, schools and other community facilities;
- The accommodation of Environmental Resources and the mitigation of environmental and human-made constraints;
- The reduction of any negative effects on surrounding land uses, transportation networks or significant natural features;
- The design of the plan can be integrated into adjacent developments, and;
- The design of the plan is to be compatible with the natural features and topography of the site, and proposals for extensive cut and fill will be discouraged.

Zoning By-law

The subject lands are zoned 'Residential Type 1 Zone (R1)', 'Residential Type 2 Zone (R2)', 'Open Space Zone (OS)' with an EP2 Overlay in the Town of Ingersoll's Zoning By-law.

The R1 zone permits a limited range of residential units including single detached dwellings, whereas the R2 zone permits single detached and semi-detached dwellings.

The OS zone permits a limited number of low intensity uses including a passive park and conservation projects.

The EP2 Overlay applies to significant natural features such as significant valleylands and significant woodlands, and limits use within these areas to public uses and passive uses.

The lots within the 'Residential Type 1 Zone (R1)' zoned area will include frontages ranging from 15 m (49.2 ft.) to 21.5 m (70.5 ft.) and lot areas from approximately 453 m² (4,876.1 ft²) to 647.15 m² (6,965.9 ft²).

The lots within the 'Residential Type 2 Zone (R2)' zoned areas will range in frontage from 11.5 m (37.7 ft.) to 20.78 m (68.18 ft.) and lot areas from approximately 347.3 m² (3,738.3 ft²) to 623.4 m² (6,710.2 ft²).

As noted, no changes to the existing zoning is proposed to enable the subdivision to be developed.

Agency Comments

The Town of Ingersoll Chief Administrative Officer advised that the Town will not assume ownership of Block 6 and noted that the required noise wall should be moved to the rear of Lots 14-22. Accordingly, Block 6 should be deleted from the draft plan.

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The Town of Ingersoll Engineer & Director of Operations advised that the following is required as conditions of draft plan approval:

1. Overall grading plans of the subdivision showing contours at a minimum of 0.25 M interval, both for existing land and proposed land development.
2. A storm water management plan and proposed drainage patterns for each of the building lots.
3. Tree planting and arboriculture plans within the development area.
4. Street lighting plan, street cross section drawings showing the location of services and utility corridors.
5. A sedimentation and erosion control plan.
6. Water, sanitary and storm sewer system and servicing plans and profiles including connections to existing systems.

The County of Oxford Public Works Department indicated that the applicant will need to pay the appropriate fees to review the engineering documents, and also:

1. The Owner shall agree to prepare, and submit for the approval of Oxford County Public Works, detailed servicing plans designed in accordance with Oxford County Design Guidelines.
2. The subdivision agreement shall make provision for the assumption and operation by the County of Oxford of the water and sewage system within the draft plan subject to the approval of the County of Oxford Department of Public Works.
3. Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Ingersoll water and sanitary sewer systems to service the plan of subdivision.
4. The Owner agrees to provide such easements as may be required for utility or drainage purposes outside of the proposed public right-of-ways shall be granted to the appropriate authority.
5. The Owner agrees in writing to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.

The Upper Thames River Conservation Authority advised that the subject lands are regulated by the UTRCA in accordance with Ontario Regulation 157/06, pursuant to Section 28 of the Conservation Authorities Act. Further, the UTRCA advised that the following conditions for Draft Plan Approval should include:

1. That the Subdivision Agreement include a clause to ensure that the SWM requirements as set out in the Functional Servicing Report prepared by Stantec, dated June 2006, and in the letter from Stantec re UTRCA Functional Servicing Report Comments dated October 26, 2006 are implemented to the satisfaction of the UTRCA.
2. That a sediment and erosion control plan, including the provisions for monitoring and maintenance, and a grading plan be prepared to the satisfaction of the UTRCA. Furthermore, the subdivision agreement should include a clause which requires that these measures are to be implemented to the satisfaction of the UTRCA.

Report No: CP 2022-200
COMMUNITY PLANNING
Council Date: May 25, 2022

3. That a homeowners information package for Living Next to a Stormwater Management Pond be prepared to the satisfaction of the UTRCA and that this be provided to owners adjacent to the stormwater management pond as a requirement of the subdivision agreement.
4. That prior to any filling, grading, or construction occurring within a regulated area, that a permit pursuant to Section 28 of the Conservation Authorities Act be obtained from the UTRCA.

Enbridge Gas (operating as Union Gas) requested that, as a condition of final approval, that the owner/developer provide the necessary easements and/or agreements required by Union Gas for the provision of gas services for this project, in a form satisfactory to Enbridge.

Bell Canada requested a condition whereby the Owner/developer agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

The Town of Ingersoll Fire Department, Town of Ingersoll Building Department and Canada Post indicated that they had no objections or concerns with the subject application.

Town of Ingersoll Council

Town of Ingersoll Council recommended support of the proposed draft plan of subdivision at the Town's regular meeting of May 9, 2022.

Planning Analysis

An application for residential draft plan of subdivision has been received to facilitate the development 104 lots for single detached dwellings, a walkway block (Block 105), a noise berm block (Block 106), a future road stub (Block 107), an open space block (108), the extension of Winders Trail and creation of 3 additional streets.

As detailed above, the subject lands were part of a previous residential draft plan of subdivision, commonly known as the 'Ing-Wood Subdivision' (File No. 32T-06007) that was draft approved by Oxford County Council in May, 2007 (see Plate 4). Phase 1 of the draft plan was subsequently registered in January, 2009 whereas draft approval on the balance of the lands lapsed in 2010. The owners are now seeking to re-establish draft plan approval on the same lands with a similar number of residential lots as the previous draft approval.

Report No: CP 2022-200
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Provincial Policy

It is the opinion of staff that the proposal is consistent with the relevant policies of the Provincial Policy Statement. The proposed development is considered to be a form of infilling that promotes a mix of housing types and represents an efficient use of lands, municipal services and infrastructure within a designated settlement area, and promotes healthy, active communities, which is consistent with Sections 1.1.1, 1.1.3.1, 1.1.3.2, 1.1.3.3, 1.4.3, 1.5.1, 1.6.6.2, 2.1.5 and 3.0 of the PPS.

It is also the opinion of staff that the planning applications facilitate a compact, cost-effective, and efficient land use pattern that minimizes land consumption and servicing costs as well as preserving significant natural features.

Official Plan

With respect to the Official Plan policies, Planning staff are satisfied that the proposed draft plan is appropriate and supportive of the objectives of the Official Plan in general and the Low Density Residential designation, specifically. The maximum net residential density for an individual development in the Low Density Residential areas is 30 units/ha (12 units/ac.), while the minimum overall net residential density shall be 15 units/ha (6 units/ac.). In the case of this particular development, the net residential density is 20.7 units/ha (8.4 units/ac.).

Section 9.2.4.4.1 of the Official Plan also contains additional site specific policies that relate to the subject property and the woodlot and significant valley feature on the western portion of the subject property. Specifically, the policies require an Environmental Impact Study (EIS) to be undertaken by the owner and also identify tree saving and restoration plan requirements.

An EIS was undertaken by the owner that examined the area surrounding Hall's Creek within the Environmental Protection Area designation, the area within the vicinity of the stormwater management pond as well as the entire valley feature south of the stormwater management pond. The report concluded that the majority of the woodlot feature is being preserved within Block 108.

The EIS was peer reviewed by Natural Resource Solutions Inc. (NRSI), at the direction of the Town and County. Through the review of the EIS and addendum, NRSI supported the report's recommendations and also the study's proposed tree preservation/restoration plans. A condition was imposed in the original draft plan approval that the supported tree preservation/restoration plans to be implemented to the satisfaction of the Town. Planning staff recommend that a similar condition be imposed to the Town's satisfaction.

Another matter with respect to the proposed development is that the entire area is currently serviced by one public access point (Owen Street to the northwest). This concern is shared by the submitted public comments and was also discussed during the public meeting held by the Town of Ingersoll. Further to this, the Town of Ingersoll has reached an agreement with the owner that development cannot proceed until such time that Walker Road to the north is connected to David Street in order to provide a second access to the area.

Report No: CP 2022-200
COMMUNITY PLANNING
Council Date: May 25, 2022

In an attempt to address this matter the owner has prepared and submitted the engineering plans regarding the completion of Walker Road from where it currently terminates through to David Street. These plans have subsequently been approved by Town Engineering and the required work on the Walker Road extension (and removal of the former temporary SWM pond) is anticipated to commence in the near future. Nonetheless, Town staff and Planning staff recommend that the condition be included that the plan cannot be registered until such time that Walker Road has been completed at a level that satisfies the Town of Ingersoll.

Zoning

As noted, the lands are zoned R1, R2 and OS in the Town's Zoning By-law. The zoning was established when the previous draft plan was considered by Town Council in 2007. The proposed lotting within the draft plan is similar to the former draft approved plan and as such no changes to the approved zones are required to develop the current proposed residential subdivision.

Through a review of the application, it appears that the single detached residential lots meet the zone provisions of the R1 and R2 Zones and that no residential uses are proposed within the OS zone and EP2 Overlay.

Subdivision Design

Town staff has indicated that the Town will not assume ownership of Block 6 (proposed to accommodate the noise attenuation structure), and that the block should be deleted from the plan and that the location of the proposed noise wall be moved to the rear of Lots 14-22. Planning staff recommend that this modification be included as a recommended condition of draft approval.

Review of the application and associated comments by the various internal and external agencies indicates that conditional support of the development is appropriate. The comments received from these agencies can be incorporated as conditions of draft approval.

Conclusions

In light of the foregoing, Planning staff are satisfied that the proposed draft plan of subdivision is consistent with the policies of the PPS, supports the intent and purpose of the Official Plan and can be given favourable consideration, subject to the attached conditions of draft approval.

Report No: CP 2022-200
COMMUNITY PLANNING
Council Date: May 25, 2022

SIGNATURES

Report Author:

Original Signed By
Ron Versteegen, MCIP, RPP
Senior Planner

Departmental Approval:

Original Signed By
Gordon K. Hough, RPP
Director of Community Planning

Approved for submission:

Original Signed By
Michael Duben, B.A., LL.B.
Chief Administrative Officer

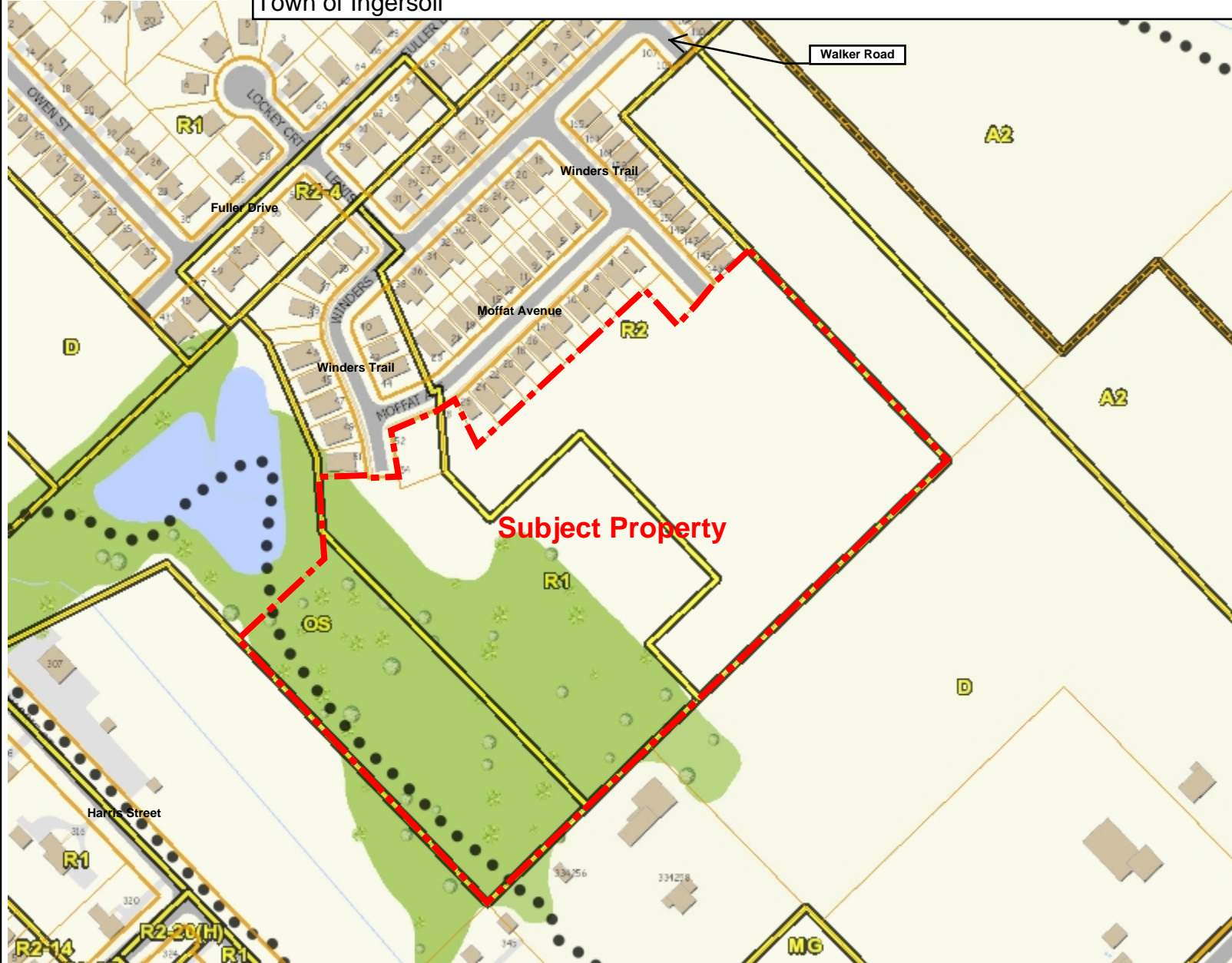
ATTACHMENTS

- Attachment 1 - Plate 1, Existing Zoning & Location Map
- Attachment 2 - Plate 2, Air Photo (2020)
- Attachment 3 - Plate 3, Proposed Draft Plan of Subdivision
- Attachment 4 - Plate 4, Previous Draft Approved Plan of Subdivision
- Attachment 5 - Correspondence Received
- Attachment 6 - Conditions of Draft Approval



Plate 1 - Existing Zoning & Location Map

File No.: SB21-17-6, 1879784 Ontario Inc. (Klondike Homes), Part Lot 18, Concession 1 (West Oxford),
Town of Ingersoll



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Zoning Floodlines**
- Regulation Limit**
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes



0 96 192 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

December 10, 2021



Plate 2 - Air Photo (2020)

File No.: SB21-17-6, 1879784 Ontario Inc. (Klondike Homes), Part Lot 18, Concession 1 (West Oxford),
Town of Ingersoll



Legend

- Parcel Lines
- Property Boundary
- Assessment Boundary
- Unit
- Road
- Municipal Boundary

Notes



0 96 192 Meters

NAD_1983_UTM_Zone_17N

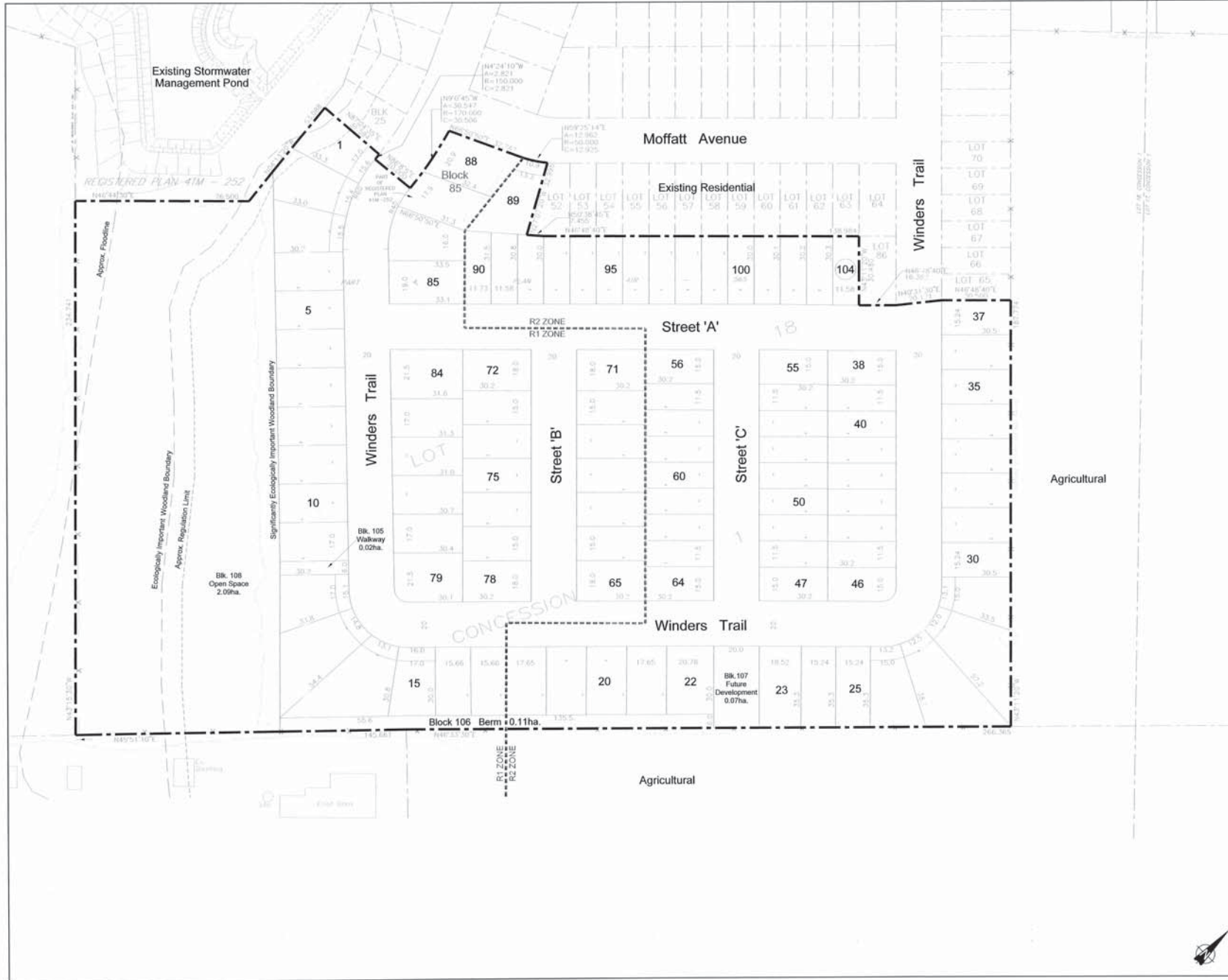


This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

December 10, 2021

Plate 3 - Proposed Draft Plan of Subdivision

File No.: SB21-17-6, 1879784 Ontario Inc., Part Lots 17 & 18, Concession 1 (West Oxford), Town of Ingersoll



DRAFT PLAN OF SUBDIVISION

Part of Lot 18
Concession 1
Geographic Township
Of West Oxford
And Acc Of Block 85
Registered Plan . 41M - 252
In The
Town of Ingersoll
County of Oxford

DESCRIPTION	LOTS/BLKS.	UNITS	AREA (ha.)
Single Detached Residential	1-104	104	5.02
Walkway	105		0.02
Berm	106		0.11
Future Development	107		0.07
Open Space	108		2.09
Roads			2.03
TOTAL		104	9.35

ADDITIONAL INFORMATION
(UNDER SECTION 51(17) OF THE PLANNING ACT)
INFORMATION REQUIRED BY CLAUSES s.b.c.d.k.f.g and I ARE AS SHOWN ON THE DRAFT PLAN.
i) Municipal water supply
ii) All sanitary and storm sewers as required

OWNER'S CERTIFICATE
I AUTHORIZE THE GSP GROUP INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF OXFORD.

1879784 ONTARIO INC. DATE: **SEPT 22, 2021**

SURVEYOR'S CERTIFICATE
I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

SURVEYOR DATE: **SEPT 27, 21**
 DAN RAITBY/ACS

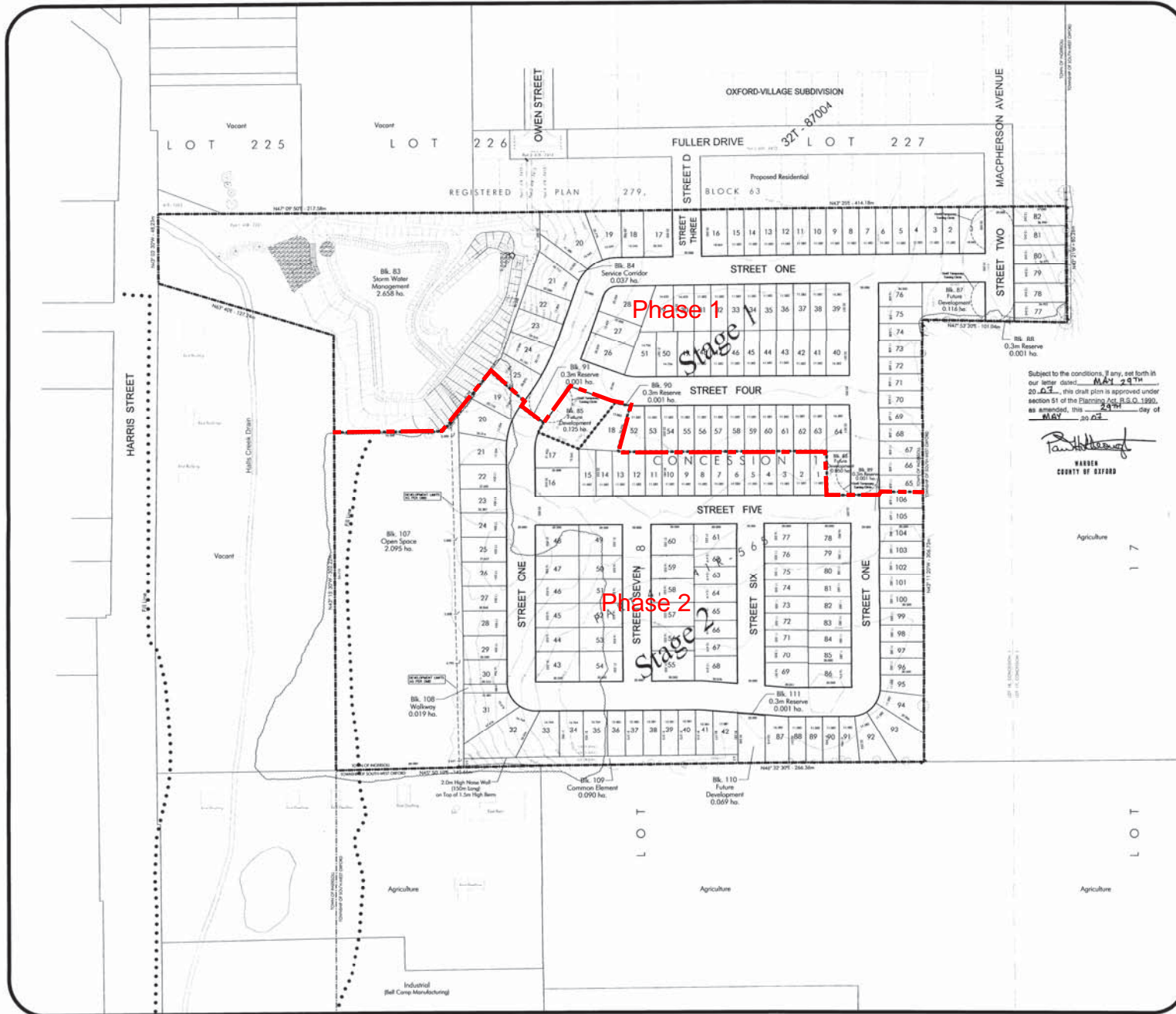
PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE
gsp@ingr.on.ca

REVISIONS
September 13, 2021



Plate 4 - Former Draft Approved Plan of Subdivision

File No.: SB21-17-6, 1879784 Ontario Inc., Part Lots 17 & 18, Concession 1 (West Oxford), Town of Ingersoll



DRAFT PLAN OF PROPOSED SUBDIVISION

Being composed of part of Lots 17 and 18, Concession 1, (Geographic Township of West Oxford) Town of Ingersoll, County of Oxford

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.
 DATE: April 3, 2022
 PAUL FLORICA - PRESIDENT
 1888110 ONTARIO LIMITED

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.
 DATE: April 06, 2022
 STANTIC CONSULTING LTD.

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT R.S.O. 1990, c.P.13, AS AMENDED

- A. AS SHOWN
- B. AS SHOWN
- C. AS SHOWN
- D. RESIDENTIAL/OPEN SPACE/ STORM WATER MANAGEMENT
- E. AS SHOWN
- F. AS SHOWN
- G. AS SHOWN
- H. MUNICIPAL WATER SUPPLY
- I. LOAM, SANDY LOAM
- J. AS SHOWN
- K. ALL SERVICES AS REQUIRED
- L. AS SHOWN

KEY PLAN



AREA SCHEDULE

DESCRIPTION	STAGE 1		STAGE 2		TOTAL	
	LOTS/BKLS	AREA (ha)	LOTS/BKLS	AREA (ha)	LOTS/BKLS	AREA (ha)
RESIDENTIAL	1-82	3.561	1-106	4.926	188	8.507
OPEN SPACE			107	2.095	1	2.095
STORM WATER MANAGEMENT	83	2.658			1	2.658
SERVICE CORRIDOR	84	0.037			1	0.037
RAILWAY			108	0.019	1	0.019
COMMON EASEMENT			109	0.090	1	0.090
FUTURE DEVELOPMENT	85-87	0.291	110	0.069	4	0.360
RESERVES	88-91	0.004	111	0.001	5	0.005
ROADS			1-657	2.021		3.478
TOTAL	91	8.228	111	9.221	202	17.449

TOTAL NUMBER OF UNITS - 193
 TOTAL AREA OF SUBMISSION - 17.449 ha.

NOTES:
 ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE NOTED.
 CONTOUR INTERVAL 0.5 METRE.
 SITE TOPOGRAPHIC INFORMATION PREPARED BY STANTIC CONSULTING LTD.
 SCALE 1:1250
 DRAWN LHB
 DATE

MHBC
 171 Victoria Street North, Kitchener, Ontario, N2H 5C5
 Telephone (519) 576-3650 Fax (519) 576-0121
 www.mhbcplan.com

From: [REDACTED]
To: [Planning](#)
Subject: SB 21-17-6
Date: January 14, 2022 9:33:44 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Attention Ron Versteegen

Development Planner

Hello

I am requesting a meeting to discuss the draft plan of subdivision SB 21-17-6. This community has been dealing with several issues from Klondike Homes and the Town of Ingersoll. I find this application to be extremely concerning. We still have only ONE access road into the entire subdivision off David st and Owen St. That's over 200 homes with one access road (Owen St). I understand this application is just the beginning step (again) but I would really like to hear how the County, Town and developer are going to ensure the safety of the residents. Please email me with a time to meet (over the phone is fine).

Thank you

Trudy Ling

Sent from my iPhone

From: [REDACTED]
To: [Planning](#)
Subject: SB 21-17-6/GSP Group Inc
Date: January 18, 2022 3:45:49 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hello, I received the application for draft plan of subdivision notice today. The question I have is how will the individuals who purchase a lot & build a house be entering & exiting the subdivision? I live in the current subdivision on Fuller drive & our only way in & out is from Owen street. Would these new lots be doing the same?

Thanks,

Jason Nadalin

Sent from my iPhone

April 1, 2022
County of Oxford
21 Reeve Street
Woodstock, Ont. N4S 3G1
Tel: (519) 539-9800
EM: planning@oxfordcounty.ca

Sheila and Ed Ott



RE: FILE SB21-17-6 Application for Draft Plan of Subdivision

Attention: *Gordon Hough*, Director
: *Ron Versteegen*, Development Planner

Dear sirs,
Thank you for advising us of the proposed changes to our subdivision.
As homeowners on Winders Trail we have only one objection to this plan.
Please note we are not against the development in general.

Our biggest concern is the single fact that there is only one access road out of this subdivision now.

The intention to add over 100 more homes will possibly add close to 200 more home owner vehicles.
That being said if there ever is a serious incident on Owen Street or any other connecting intersection
there will be **no** viable exit from our streets.

Many seniors and young families currently reside here and need to be reassured that emergency
partners can reach them in a timely fashion should the need arise.

We currently face this matter now and strongly feel that another access road needs to be included in
this plan.

Roads stubs are fine for future development but this issue should be resolved before any additional
homes are constructed.

Unless this issue is properly addressed first, we cannot approve the proposed development plan as is.

Thank you.

Respectfully,

Sheila and Ed Ott.

Ted Hilton



04-Apr-2022

TO: Municipal Council, Town of Ingersoll
County Council, Oxford County

REGARDING: draft plan of subdivision (File # SB21-17-6 (1879784 Ontario Inc))

My late wife and I moved into our newly built home in Ingersoll, on May 12, 2012. we were excited about being members of a new and growing community, and witnessed some impressive growth - - for less than two years.

In 2014, the Town of Ingersoll, realized the need for at least one additional entrance/exit road into our community, for safety reasons, (at the time there was but one such road - - Owen Street coming off of David Street. As a result they, wisely, required the owner of the lands (which are now part of this hearing), to build a new road, from David Street, over a waste water management pond, and connecting to Walker Road, before any new building permits were issued.

The owner of this land, who lives in Waterloo Region, instead of complying with this directive, attempted to replace the council members in that fall's election, with people who would do his bidding. Not only was he completely unsuccessful in his efforts, but he lost his credibility with the community.

Today, this matter has still never been resolved. The major safety concern still exists as there is still only one entrance to this community, and, true to their word, the Town has still not issued any new building permits (even though new homes are needed).

I understand that the purpose of this proposed draft coming before the councils of both The Town of Ingersoll and The Oxford County Council, is to renew the approval granted in 2007, and not to begin issuing new building permits if/when approval is given,

HOWEVER

based on the history of the land owner, I believe approval should **NOT** be rubber stamped and/or given to this application until such time as the land developer complies with *at least* the following:

I-A) at a minimum, the required connecting bridge, over the waste water management pond, and joining David Street to Walker Road, must be completed and ready for full access to everybody coming into or exiting this community

OR,

preferred, and in addition to the above requirement:

I-B) that, following the construction of the bridge over the waste water management pond (I-A, above), Walker Road also be completed to Clarke Road, offering an important and crucial entrance into the community from the South.

This would relieve David Street from carrying some of the excessive traffic it currently endures,

AND

the additional personal stress to the residents of David Street that new construction, in our community, would create, would be gone,

PLUS

the physical strain to the infrastructure of the roadway that construction traffic, and, eventually, the additional traffic from the owners of the 104 new homes that this application calls for (plus other homes that are part of other approved applications), would become an infrastructure burden to the Town of Ingersoll - one that would eventually have to be fixed by expanding and connecting Walker Road to - - Clarke Road

AND

by then, the developers and home builders would be gone and all the citizens of Ingersoll would then have to pay for what should be have been done, and paid for by the developer and/or new home builders, before this plan was approved and any building permits were issued.

NOTE

I fully understand that where Clarke Road would join with Walker Road, is privately owned land and would need to be purchased - or perhaps expropriated, under the *Expropriations Act, R.S.O. 1990* (with the expropriation costs being passed on to the land developer and/or the home builder(s) *(If you're interested, I can tell you about a similar situation that took place 2 decades ago, here in Ontario, and how that played out - - all you need to do is contact me and ask)....*

Without this intersection being completed before any building permits are issued, would leave the current community in the very dangerous position of ensuring none of the many, many children now living here, are injured, in any way, because of construction equipment and construction materials and construction workers gaining

access to the community via David Street, whereas, if an entrance was created at the Walker Road extension with Clarke Road, and all construction related equipment, and materials, and workers, were required to use this entrance to build the new homes, the paramount concern over safety would be fully and properly addressed.

F.Y.I. - currently

if a major emergency occurs on Owen Street (say, a house fire, and emergency vehicles are stranded completely across the road), and a call is received at 9-1-1 for an ambulance to attend an urgent medical emergency (say, on Walker Road), it would be impossible for the ambulance crew to get to the emergency, because there are no other ways in or out of this community.

Personally, I wouldn't want to be the Council members that an inquest on such an event would be pointing their legal finger at - - because they failed to do something to prevent a situation such as this from occurring - - especially when they knew the danger of inaction long before it occurred (they've known since at least 2014, and nothing has been done except to tell the land developer he can't sell any more of his land, to new home builders, until he builds the bridge - - but he's making enough money in his home community that he doesn't care - in fact, he's done nothing more than give the Town Council his middle finger, so the emergency situation still exists.

Thank you for reading and considering the information and suggestions in my letter.

Respectfully,

A handwritten signature in black ink, appearing to be 'Ted Hilton', with a horizontal line extending to the right and a small dot above the end of the line.

Ted Hilton

Schedule "A"
To Report No. CP 2022-200

CONDITIONS OF DRAFT APPROVAL – SB 21-17-6 – 1879784 Ontario Inc.

1. This approval applies to the draft plan of subdivision submitted by 1879784 Ontario Inc. (SB 21-17-6) and prepared by GSP Group Inc., as shown on Plate 3 of Report No. 2022-200 and comprising Part of Lot 18, Concession 1 (West Oxford), in the Town of Ingersoll, showing 104 residential lots for single detached dwellings, a walkway block (Block 105), a noise berm block (Block 106), a future road stub (Block 107), an open space block (108), the extension of Winders Trail and creation of 3 additional streets. subject to the following modifications:
 - a) That Block 106 be deleted to the satisfaction of the Town of Ingersoll; and
 - b) That the noise attenuation barrier be located along the rear lot lines of Lots 14 to 22 (inclusive) to the satisfaction of the Town of Ingersoll.
2. The Owner shall enter into a subdivision agreement with the Town of Ingersoll and County of Oxford.
3. The Owner agrees in writing, to satisfy all requirements, financial and otherwise, of the Town regarding construction of roads, installation of services, including water, sewer, electrical distribution systems, sidewalks, street lights, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with the standards of the Town, to the satisfaction of the Town of Ingersoll.
4. The Owner shall agree to prepare, and submit for the approval of Oxford County Public Works, detailed servicing plans designed in accordance with Oxford County Design Guidelines.
5. If required, the subdivision agreement shall make provision for the dedication of parkland and/or cash-in lieu thereof in accordance with the relevant provisions of the Planning Act, to the satisfaction of the Town of Ingersoll.
6. The Owner agrees in writing, to install fencing as may be required by the Town, to the satisfaction of the Town of Ingersoll.
7. That Block 108 be dedicated to the Town of Ingersoll, free of all costs and encumbrances, to the satisfaction of the Town of Ingersoll.
8. Prior to the approval of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the Town's Zoning By-law. Certification of lot areas, frontages, and depths shall be provided to the Town by an Ontario Land Surveyor retained by the Owner, to the satisfaction of the Town of Ingersoll.
9. Prior to the approval of the final plan by the County, such easements as may be required for utility and drainage purposes shall be granted to the appropriate authority.

10. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.
11. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works.
12. Prior to the approval of the final plan by the County, the Owner shall receive confirmation from County of Oxford Public Works that there is sufficient capacity in the Ingersoll water and sanitary sewer systems to service the plan of subdivision, to the satisfaction of County of Oxford Public Works.
13. The Owner agrees in writing to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.
14. That the plan of subdivision shall not be registered until such time that the extension of Walker Road has been substantially completed or an alternate road has been constructed to the satisfaction of the Town of Ingersoll.
15. That the noise attenuation barrier be constructed in accordance with the report by HGC Engineering Limited, dated June 1, 2006, and Noise Study Addendum, dated June 11, 2021, to the satisfaction of the Town of Ingersoll.
16. The subdivision agreement shall contain provisions stating that the purchase and sales agreements for Lots 14 to 22 (inclusive) that the noise attenuation barrier is not to be tampered with or altered and that the Owner of the property is responsible for the long term maintenance of these facilities, to the satisfaction of the Town of Ingersoll.
17. The subdivision agreement shall contain provisions stating that the approved Ing-Wood Subdivision Functional Servicing Report, prepared by Stantec Consulting Ltd., dated June, 2006, and the Letter from Stantec Consulting Ltd., UTRCA Functional Servicing Report Comments, dated October 26, 2006, be implemented to the satisfaction of the Town of Ingersoll and Upper Thames River Conservation Authority.
18. The subdivision agreement shall contain provisions that prior to grading and issuance of building permits, that a grading plan and an erosion and siltation control plan be reviewed and approved by the Town of Ingersoll, and the Upper Thames River Conservation Authority and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
19. That permits are obtained from the Upper Thames River Conservation Authority pursuant to Section 28 of the Conservation Authorities Act prior to any filling, grading, or construction occurring within a regulated area.

20. That the approved Tree Preservation and Restoration Plans prepared by Ecoplans Limited, dated November, 2006 and addendum dated January 31, 2007 be implemented to the satisfaction of the Town of Ingersoll.
21. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan to include the following environmental warning clause in all purchase and sale agreements:

"Purchasers are advised that dust, odour and other emissions from agricultural activities conducted in the periphery of Ingersoll may be of concern and may interfere with some residential activities."
22. The subdivision agreement shall include that the owner agrees to provide purchasers of Lots 1 & 2 with an environmental information package pertaining to living adjacent to storm water management ponds to the satisfaction of the Town of Ingersoll and Upper Thames River Conservation Authority.
23. The subdivision agreement shall include that the owner agrees to provide purchasers of Lots 1 to 14 (inclusive) with an environmental information package pertaining to living adjacent to a woodlot to the satisfaction of the Town of Ingersoll.
24. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan of the Bell Camp Manufacturing facility to include the following environmental warning in all purchase and sale agreements:

"Purchasers are advised that due to the proximity of the nearby metal manufacturing facility sound levels from that facility may at times be audible".
25. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan to include the following environmental warning in all purchase and sale agreements:

"Purchasers are advised that intermittent blasting, noise and vibration from limestone open pit mining and accessory operations conducted in the periphery of the Town of Ingersoll may be evident and may occasionally interfere with some residential activities."
26. Prior to the approval of the final plan by the County, the owner shall complete an archaeological assessment of the subject property and mitigate, through preservation or resources removal and documentation, adverse impacts to any significant archaeological resources found. No demolition, grading or further soil disturbances shall take place on the subject property prior to the entering of the appropriate report on the Ontario Public Register of Archaeological Reports and confirmation of same has been received by the County of Oxford.
27. Prior to the approval of the final plan by the County, the Owner shall agree in writing, to satisfy the requirements of Union Gas that the Owner/developer provide Union Gas Limited with the necessary easements and/or agreements required for the provisions of gas services, to the satisfaction of Union Gas Limited.

28. Prior to the approval of the final plan by the County, the Owner shall agree in writing, to satisfy the requirements of Bell Canada that the Owner/developer provide Bell Canada with the necessary easements and agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost, to the satisfaction of Bell Canada.
29. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation, if required, with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
30. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by the Town of Ingersoll that Conditions 1 to 3 (inclusive), 5 to 9 (inclusive), 14 to 18 (inclusive) and 20 to 25 (inclusive) have been met to the satisfaction of the Town. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
31. Prior to the approval of the final plan by the County, the Owner shall secure clearance from the County of Oxford Public Works Department that Conditions 2, 4 and 9 to 13 (inclusive) have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
32. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by UTRCA that Conditions 17 to 19 (inclusive) and 22 has been met to the satisfaction of UTRCA. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
33. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by Union Gas that Condition 27 has been met to the satisfaction of Union Gas. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
34. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by Bell Canada that Condition 28 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied
35. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by Canada Post Corporation that Condition 29 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
36. This plan of subdivision will lapse on May 11, 2025, unless an extension is authorized by the County of Oxford.

To: Warden and Members of County Council

From: Director of Community Planning

Official Plan Review – Update on Next Phases

RECOMMENDATION

1. That staff be directed to proceed with the subsequent phases of the Official Plan Review process in accordance with the requirements under the Planning Act, and as generally outlined in the Report No. CP 2022-48.

REPORT HIGHLIGHTS

Implementation Points

- The purpose of this report is to update County Council with respect to the proposed scope and extent of the next phases of the County's Official Plan review and updates.
- Consideration has been given to inquiries and responses received as a result of the initial special meeting of Council held on October 13, 2021, in accordance with Section 26 of the Planning Act.
- This report also provides a high-level overview of the legislative requirements and other considerations applicable to the Official Plan review building from report [CP 2021-336](#), and outlines the proposed framework for the next phases of the Official Plan review, including related consultation.

Financial Impact

There are no immediate implications beyond this year's approved budget. Any additional funding that may be required for future phases will be considered as part of the annual budget process.

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COMMUNITY PLANNING
Council Date: May 25, 2022

Communications







Community engagement has been and will continue to be an important part of the Official Plan (OP) review process and be undertaken at various stages as part of each review phase. The focus for communication and engagement on the OP review project moving forward will centre around each of the remaining phases, as further detailed in this report. Each phase will have its own communications and engagement plan tailored to that phase.

Planning staff will ensure the minimum statutory meeting requirements under the Planning Act (i.e. an open house and public meeting) are met for each phase, as well as providing for additional engagement opportunities, as deemed appropriate. Developing separate communication and engagement plans for each phase allows the approach to be customized based on the specific policy areas, technical considerations, and level of community interest.

The consultation and engagement program for each remaining phase is generally expected to involve the use of traditional and social media, a mix of in-person and on-line engagement opportunities, and consultation/engagement with:

- The Province and the various agencies prescribed under the Planning Act (e.g. conservation authorities, utility providers, railways, abutting municipalities etc.);
- County and Area Municipal Staff and Councils;
- Indigenous communities; and
- Other identified stakeholder groups, interested parties and the broader public.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
		3.ii. 3.iii.	4.i. 4.ii.		

DISCUSSION

Background

The Planning Act requires that municipalities adopt an Official Plan (OP) to serve as the primary legal document for implementing provincial land use planning direction at the municipal level.

As described in report [CP 2021-336](#), the County OP provides that direction for both the County and the eight area municipalities that comprise the County. The policies and land use schedules contained in the OP establish the overall vision and land use strategy for growth and development in the County. This is accomplished by setting out locational, development review and other requirements for a full range of land uses (e.g. residential, commercial, industrial, institutional, parks and recreation, agriculture, etc.) and providing direction with respect to matters such as the provision of infrastructure and public services, the protection of agricultural land, and natural and cultural heritage features, and avoiding, or mitigating the potential impacts from, natural and man-made hazards.

It is noted that, unlike other amendments to the OP that are approved by County Council, the Province (Ministry of Municipal Affairs and Housing) is the approval authority for any amendments to the County's OP that are undertaken as part of an OP review process under Section 26 of the Planning Act. As such, following adoption by County Council, all amendments that form part of the County's OP review process will need to be sent to the Province for approval.

As part of their approval, the Province has the authority to impose any modifications to the County's adopted policies that it determines to be necessary to ensure they are consistent with Provincial legislation and policies.

Commentary

The first phase of the County's OP review was focused on updating the agricultural policies. Draft agricultural policies were released by County Council on October 27, 2021 for community review and input as part of report [CP 2021-337](#). This feedback resulted in the revised policies, as detailed in Report [CP 2022-98](#). A statutory public meeting was held March 23, 2022 to present the revised policies and provide a further opportunity for input and feedback. A recommended OPA for updating the agricultural policies was subsequently presented to County Council in report [CP 2022-162](#) at the May 11, 2022 meeting and is to be brought back for Council consideration/adoption on May 25, 2022. Following adoption by County Council, the amendment will be forwarded to the Province for their review and approval.

With the first phase of the Official Plan review nearing completion, Planning staff are now in a position to move forward with the next phases of the Official Plan review. A general overview of the proposed process and matters to be considered as part of these next phases is provided in the following sections of this report.

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Council Date: May 25, 2022

Phase 2 – Environmental Policy Updates

The second phase of the OP review is proposed to focus primarily on updates to Section 3.2 - Environmental Resource Policies. This will include updates to the policies and associated terms and definitions in that section. Section 3.2 of the OP currently includes policies which provide direction on:

- Natural Heritage System, including implementation tools and environmental study requirements and environmental management policies;
- Open Space;
- Water Resources, including watershed and sub-watershed planning and source protection;
- Soil Resources;
- Energy Efficiency and Air Quality; and
- Natural Hazards.

a) Scope of Policy Review

Similar to updates to the agricultural policies, updates to Section 3.2 will focus primarily on considering and/or addressing a range of new and/or updated Provincial legislation, regulations, policies, and guidelines related to land use planning that have been enacted and/or released since the last comprehensive update of Section 3.2. These include, but are not limited to:

- Updates to the Planning Act and associated regulations;
- Updated Provincial Policy Statement, 2020;
- New and/or updated Provincial guidelines related to PPS implementation, including:
 - **Natural Heritage Reference Manual**, and **Significant Wildlife Habitat Technical Guide** and **Criteria Schedules for Ecoregion 6E and Ecoregion 7E**;
 - **Wildland Fire Risk Assessment and Mitigation Reference Manual**;
 - **Draft Watershed Planning Guidance** and **draft Subwatershed Planning Guidance**; and
- Changes to other provincial or federal legislation including the Species at Risk Act, Endangered Species Act, and the Fisheries Act.

The following discussion provides further detail on potential updates to some of the specific policy areas within Section 3.2.

Natural Heritage System Updates

The Oxford Natural Heritage Systems Study (ONHSS), which was last updated in 2016, provides the current technical basis for identifying the County's natural heritage system and informing the implementation of the natural heritage policies contained within the OP. The ONHSS takes a science-based approach with respect to terrestrial ecology to inform the identification and evaluation of certain natural heritage features and areas (i.e. woodlands, wetlands, valleylands etc.) which form part of the County's natural heritage system.

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Other natural heritage features and areas are identified based on Provincial data (e.g. Areas of Natural and Scientific Interest - ANSIs), or informed by other legislative requirements (e.g. fish habitat, endangered and threatened species).

Updates to the natural heritage mapping contained in the 2016 ONHSS are currently underway based on the 2020 aerial imagery. These updates will provide the updated technical information necessary to inform the updates to the associated policies in the OP.

Staff will also be considering potential updates to the implementation tools and environmental impact study requirements and environmental management policies which support the implementation, management, restoration, and enhancement of the natural heritage system, and associated features and areas. This may include consideration of such matters as biodiversity conservation, climate change, education, outreach and stewardship, monitoring, as well as ecological restoration, to name a few possible topics. Supporting research will also look at approaches and tools from other municipalities, as well as other science-based approaches for mitigation measures and restoration approaches, as well as conservation programs, stewardship and partnership opportunities.

Open Space

With respect to the proposed scope for updates to the open space policies, staff are proposing to limit the review and update of these policies to focus on incorporating PPS/Planning Act related changes and any implementation related updates, as well as changes necessary to ensure the open space and natural heritage system policies continue to integrate and support implementation. A broader review and re-envisioning of planning for open space (i.e. to better align with and support related master plans) is something that will be considered as part of the development of a new OP for the County, as described previously in report [CP 2021-336](#).

Water Resources

There have been a number of changes to the water resource policies contained within the PPS, 2020, which will also need to be considered. This includes requiring that municipalities plan for the protection of water resources systems (i.e. not just water quality and quantity). This includes evaluating and preparing for the impacts of a changing climate on water resource systems at the watershed level and ensuring stormwater management practices minimize stormwater volumes and contaminant loads and maintain or increase the extent of vegetative and pervious surfaces. These PPS requirements, along with available guidance, will also be an area of focus for the OP updates.

Green infrastructure is a newer concept included in the PPS, 2020 which includes both natural and human-made elements that provide ecological and hydrological functions and processes. Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs. Planning for green infrastructure is often included within planning for natural assets. Elements and considerations for planning for natural assets and green infrastructure will also be considered in relation to natural heritage system and water resource OP policies through the update.

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As stormwater management and a number of other infrastructure components are areas of Area Municipal responsibility, Planning staff will be consulting closely with the Area Municipalities in the review and development of these policies. Updates to the source water protection policies in the OP are also being proposed to ensure alignment with current Provincial requirements and the four approved source water protection plans that currently apply within Oxford County. However, staff are proposing to expedite those policy updates through a separate Official Plan amendment which is to be brought forward for County Council's consideration later in 2022.

Soil Resources

Staff note that there have been updates to the regulatory tools under the Environmental Protection Act, as well as new supporting guidance available from the Province regarding the control and management of excess soils. Similarly, the PPS, 2020 also encourages planning authorities to support, on-site and local re-use of excess soil through planning and development approvals while protecting human health and the environment.

Supporting research will also look at approaches, tools and mitigation approaches from other municipalities as part of the review and update for this subsection.

Energy Efficiency, Air Quality and Climate Change

Similar to the updates proposed relating to renewable energy in the draft agricultural policies, updates to the energy efficient and air quality section will be primarily focused on incorporating updates based on legislative changes resulting from the repeal of the Green Energy Act, as well as the Planning Act and PPS, 2020. Air quality considerations may also include any applicable updates or changes to related Provincial requirements including under the Environmental Protection Act and ensure alignment with other applicable Provincial requirements is maintained.

In addition, climate change is a newer element within the 2020 PPS which will require more specific policy requirements and references to be incorporated into the OP. These include considerations for water resource systems and natural hazards, improving energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through changing land use and development patterns. The updates to these policy areas being proposed as part of this process are intended to focus primarily on addressing the minimum requirements under the Planning Act and the PPS, which can then provide the foundation for any further work or initiatives in this area to build upon.

Natural Hazards

Under the 2020 PPS, natural hazards now include policies for hazardous forest types for wildland fire, in addition to flooding related natural hazards. Municipalities are also required to prepare for the impacts of a changing climate that may increase the risk associated with natural hazards. Updates for this subsection will focus on review of the existing flood policies for consistency with the PPS, and consideration of new policies for hazardous forest types. This will include a review of background information and analysis building from Provincial guidance regarding hazardous forest types and consideration of approaches and tools utilized in other municipalities.

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Flood hazard related updates will incorporate appropriate updates and local information available from each of the four Conservation Authorities in Oxford County. Updates may also include consideration of the outstanding regulatory changes to the Conservation Authorities Act with respect to flood protection and corresponding PPS requirements, should such updates be released by the Province during the course of the review.

b) Conservation Authority Act Changes

The Province is currently proposing a number of changes to the function of Conservation Authorities (CAs) that may have implications on the delivery and implementation of programs and requirements related to the implementation of the environmental resource policies in the OP, including the review of Environmental Impact Studies (EISs). Proposed regulatory changes under the Conservation Authorities Act were discussed in CP 2021-234. The Province **approved amended regulations** in the fall of 2021 which made some minor changes to the categorization of programs and services and extended implementation timelines into 2024. The development of agreements for “non mandatory services”, which include Planning Act development review functions on behalf of municipalities (e.g. EISs and certain natural hazards matters), is now required to be addressed as part of the implementation of the new regulations.

It is anticipated that the review of these services and agreements may present potential opportunities to update, change and/or improve certain development review functions and services currently provided by the CAs with respect to environmental planning. Any potential local implications and opportunities that are identified in relation to the proposed CA regulatory changes will be communicated to Council through a future report.

c) Community Engagement

Staff are proposing to undertake preliminary engagement with the Area Municipalities and broader community in June to begin to develop a better understanding of some of the community’s values, opinions and concerns with respect to the topic areas addressed by the environmental resource policies. This engagement will help to inform potential updates to the vision, principles and objectives and identify areas where additional background research may be required. It will also provide an opportunity for early input and feedback into the policy development process. The specific form and details of this preliminary engagement is still in the process of being developed and/or confirmed by Planning staff.

Following consideration of this initial input, staff will focus on completing updates to the mapping of the ONHSS and supporting background work, developing draft policies and supporting materials in preparation for an initial release of a ‘consultation draft’ of the proposed policies in late 2022, or early 2023. Consultation on the draft policies will include an open house, statutory public meeting(s) with County Council, and other engagement opportunities and tools (e.g. Speak Up Oxford) and will include seeking input from the area municipalities and other stakeholders.

Phase 3 – Updating Implementation Measures and Cultural Heritage

One of the key focuses of the OP review is reviewing and addressing various changes to the Planning Act and Provincial Policy Statement (PPS) that have occurred since the last major review of the OP. As such, this Phase of the OP update will focus on updates required to address Planning Act and PPS changes related to a number of OP policy areas, including implementation measures and cultural heritage. Further details are provided below.

a) Cultural Resource Policies

Section 3.3 of the OP contains the policies that provide direction with respect to conservation of cultural heritage resources within the County. This includes policies pertaining to built heritage and archeological resources.

There have been a number of updates to the PPS, as well as the Heritage Act, since the last review and update of Section 3.3. As such, it is proposed that these policies be reviewed and updated to ensure the policies, terms and definitions pertaining to cultural heritage are consistent with current provincial direction and terminology and continue to support the conservation of cultural heritage in Oxford County.

b) Implementation Measures

Chapter 10 of the OP contains the provisions and policies necessary to enable the objectives and policies of the OP as a whole to be implemented. Some examples of changes to the Planning Act and associated regulations that may need to be reviewed and considered in relation to implementation measures, are as follows:

- Various changes to the requirements for processing of various planning applications (e.g. processing timelines, notice provisions, complete application requirements etc.);
- Removal of the height and density bonusing provisions and introduction of new provisions to provide municipalities with the option of implementing a ‘community benefit charge’ approach to address certain planning matters (e.g. provision of parkland and certain other community amenities/improvements etc.);
- Modifications to the parkland dedication provisions;
- Revised provisions with respect to implementation of a community planning/development permit system; and,
- Changes to the types of matters, reasons, and process for appeals to the Ontario Land Tribunal (OLT), recently known as the Local Planning Appeal Tribunal (LPAT) and prior to that, as the Ontario Municipal Board (OMB).

Many of these changes are intended to support or guide planning processes, including the implementation of existing OP requirements, such as submission of background studies to demonstrate that a proposed development meets applicable development standards and criteria.

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However, some of the other Planning Act changes (i.e. alternative parkland dedication, community benefit charges, and community planning/development permit systems etc.) that would be implemented through, or informed by, the OP would require detailed background studies and/or master plans to be undertaken in order to be implemented. Therefore, if such changes were to be considered, it would generally be more appropriate for that to be undertaken as part of the development of a new OP.

Implications of Bill 109 – More Homes for Everyone Act

Bill 109 included a number of changes to the Planning Act, as described in Report [CP 2022-180](#). These changes to the Planning Act including the introduction of mandatory refund of application fees if specified review timelines are exceeded for certain applications (i.e. Zoning and Site Plan). Therefore, to ensure the County and Area Municipalities have the necessary policy framework in place to properly implement these proposed changes prior to their taking effect on January 1, 2023, Planning staff are proposing to expedite the review and update of the County's complete application and related policies in Chapter 10 of the OP through a separate amendment from the OP review. These updates would provide more detailed direction with respect to the process and requirements for determination as to whether such applications are deemed to be 'complete', as that is the point at which the statutory processing timelines start.

In addition, it is recognized that the Provincial government may continue to make further changes to the Planning Act and Provincial Policies based on the feedback from consultation on Bill 109 and related implementation measures, as discussed in Report [CP 2022-180](#). As such, staff will continue to monitor the nature and extent of these changes as they are released and may include these within the scope of the third phase of the OP review, or address them through separate amendments, as appropriate. County Council will be updated on the recommended approaches in response to any such changes through future reports.

Timing and Community Engagement

Phase 3 work is anticipated to begin in mid 2022, with a consultation draft of policies being presented to County Council early to mid 2023, depending on the ultimate scope of the policy revisions and nature and extent of community engagement.

a) Questions and Feedback following the Special Meeting of Council

Following the Special Public meeting of County Council to formally initiate the current OP review on October 13, 2021, several inquiries were received with respect to the scope of the review and opportunities for input. These inquiries largely related to when updates to the County's Growth Management policies are being considered and, in particular, implementation of the County's Phase 1 Comprehensive Review study and related opportunities to expand the County's urban settlement boundaries, and timing for updates to implement the recommendations of the ONHSS.

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COMMUNITY PLANNING
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In this regard, it is noted that expansions to the County's settlement areas (i.e. where required to accommodate forecasted growth as identified through the [County's Phase 1 Comprehensive Review](#), which was adopted by Council in 2020) have been on-going and are generally initiated by the County and/or Area Municipalities through a separate Official Plan amendment, supported by comprehensive secondary planning and servicing strategies. This allows the timing of the settlement expansion process to be tailored to each Area Municipality's specific needs and context (i.e. to allow for the completion of municipal boundary adjustments, servicing capacity expansions etc.).

Further, the County is proposing to update the Phase 1 Comprehensive Review (i.e. growth forecasts and land need study) again in early 2023 (i.e. once all of the supporting data from the 2021 Census has been released), to ensure it reflects current data and trends. Given the recent high levels of growth in the County, it is anticipated that these updates may identify the need for additional growth land in a number of the Area Municipalities.

In terms of the timing for updates to implement the recommendations of the ONHSS, those are proposed to be included in the updates to the Environmental Resource policies which are to be undertaken as part of Phase 2 of the OP review, as described above.

Next Steps

As previously noted, the first phase of the OP review focused on proposed updates to the County's agricultural policies and that process is nearing completion. The subsequent phases are generally proposed to proceed as outlined in this report, with each phase including opportunities for consultation with and input from the Area Municipalities, the community, and other stakeholders through a range of engagement tools and formats.

In addition to the OP update, staff are also undertaking and/or proposing to undertake a separate amendment, or amendments, to expedite updates for certain key and/or time sensitive policy matters (i.e. additional residential units, source water protection, and complete application requirements).

Conclusions

The intent of this report is to provide County Council with an update on progress and next steps with respect to the review and update of the County's OP in accordance with Section 26 of the Planning Act and seek Council direction to proceed with the next phases of the review, which pertain to natural heritage and the environment, cultural heritage, and general implementation measures.

The primary focus will be on addressing various requirements and changes under the Planning Act and 2020 PPS, but may also include minor changes to improve the overall structure and readability of the plan, simplify and/or clarify existing policy direction and intent, and reflect community input.

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COMMUNITY PLANNING
Council Date: May 25, 2022

Each phase/amendment which forms part of the OP review is subject to Provincial approval to ensure consistency with the PPS, 2020 and other Provincial interests, following adoption of the amendment by County Council. Additional and significant opportunities for public input will be provided as part of each respective phase of the OP review process.

SIGNATURES

Report Author:

Original Signed By _____

Paul Michiels
Manager of Planning Policy

Report Author:

Original Signed By _____

April Nix
Development Planner – Policy Focus

Departmental Approval:

Original Signed By _____

Gordon K. Hough
Director of Community Planning

Approved for submission:

Original Signed By _____

Michael Duben, B.A., LL.B.
Chief Administrative Officer

OXFORD COUNTY

OFFICIAL PLAN REVIEW

ENVIRONMENTAL POLICIES

Phases 2 & 3

Project Update

County Council

May 25, 2022



Overview

- Why update the Official Plan
- Existing OP environmental resource policies
- Legislative context
- Policy focus areas
- Project timing
- Next steps

Why update the Official Plan?

- Legislative and policy changes
- Consider current local context
- Evaluate effectiveness of existing policies
- Improve and modernize approach, processes and requirements

Legislative Context

Planning Act

- Legislative authority for municipalities to regulate land use
- All planning policies/decisions must be 'consistent with' PPS

2020 Provincial Policy Statement (PPS)

- Provides policy direction on matters of provincial interest related to land use
- Municipal policies may exceed minimum PPS standards, but shall not conflict

Provincial Guidance

- Natural Heritage Reference Manual,
- Wildland Fire Risk Assessment and Mitigation Reference Manual
- Draft Watershed Planning Guidance and Draft Subwatershed Planning Guidance

Other Provincial and Federal Legislation

- Species At Risk Act, Endangered Species Act, and the Fisheries Act;
- Ontario Heritage Act



Phase 2: Environmental Policies

- Phase 2 will focus on:
 - Natural Heritage
 - Open Space
 - Water Resources
 - Watershed planning
 - Surface and groundwater protection
 - Soils
 - Natural Hazards
 - Climate Change

Natural Heritage

- Existing policies established in 2006
- ONHSS was last updated in 2016 – updating mapping again now based on 2020 imagery.
- OP Updates will focus on incorporating a natural heritage ‘system’ into the Official Plan, building from Provincial guidance and ONHSS.
- Looking for early input to understand areas of interest and concern from area municipalities and the public.

Water Resources

- PPS, 2020 now requires municipalities to plan for ‘water resource systems’:
 - Includes using watersheds/subwatershed planning as part of the basis
 - Requirements for protection of water quality and quantity of surface water and groundwater features
 - Policies also need to address stormwater management and a changing climate
 - Updates to address Source Protection Plans are expected to be through separate amendment.

Open Space

- Policy updates will focus on:
 - alignment with Provincial requirements
 - incorporating local plans/studies (as applicable)
 - ensuring integration with other updates to the rest of the environmental resource policies

Soils

- Legislation regarding management of excess soils has seen a number of changes, which will be considered as part of these updates.

Natural Hazards

- **Flooding**

- PPS, 2020 includes emphasis on flooding impacts, including those that may result from a changing climate.
- Review will focus on ensuring policies meet Provincial standards and understanding local flood risks and implications.

- **Hazardous Forest Types**

- New type of natural hazard
- Province has developed guidance
- Focus is on directing development away from high risk areas and/or mitigating risks
- Staff will be undertaking analysis to better understand what “high risk areas” means in the Oxford context.

Climate Change

- PPS, 2020 speaks to mitigating and adapting to a changing climate with respect to:
 - Natural hazards
 - Water resource systems
 - Development and land use patterns
 - Infrastructure and public service facilities
- Updates to the renewable energy policies to respond to legislative changes resulting from the repeal of the Green Energy Act.
- Looking for input and feedback on climate change related aspects of other plans and strategies (e.g. Future Oxford) that may benefit from consideration as part of this update:
 - Biodiversity planning
 - Water conservation and efficiency
 - Transportation demand management, alternative modes of transportation

Phase 3: Cultural Heritage & Implementation Measures

- Updates to Section 3.3 Heritage Resources
 - Will focus on policy updates based on PPS, 2020 as well as a number of recent changes to the Ontario Heritage Act.
- Updates to Chapter 10 – Implementation Measures
 - Will focus on incorporating various Planning Act changes into the Official Plan
 - Complete application requirements to be updated through a separate amendment in response to Bill 109.

Next Steps

- Staff will be launching Phase 2 with some community engagement
- This will include:
 - Meetings with each of the Area Municipal Councils
 - Community engagement via Speak Up Oxford
- Feedback received will be used to understand areas of interest, inform research, and development of objectives, directions and policies.
- Phase 3 will be initiated following completion of ongoing projects, including the policy updates for 'additional residential units'.

Questions

To: Warden and Members of County Council

From: Director of Public Works

Speed Management and Road Safety Reviews – Princeton, Plattsville, Woodstock and Zorra

RECOMMENDATIONS

- 1. That County Council endorse the implementation of speed management and road safety measures in Princeton (Oxford Road 2, Oxford Road 3), Plattsville (Oxford Road 8), Woodstock (Oxford Road 59) and Zorra (Oxford Road 7) as described in Report No. PW 2022-26;**
- 2. And further, that a by-law be presented to County Council at the July 13, 2022 Council meeting to amend By-law No. 5725-2015 to designate and modify speed zone limits as outlined in Report No. PW 2022-26.**

REPORT HIGHLIGHTS

- The purpose of this report is to seek County Council endorsement to implement recommended speed management, traffic management and road safety measures on certain County roads in Princeton, Plattsville, Woodstock and Zorra.
- Adjustments to speed zone limits and posted speeds in the subject areas are recommended to align with village limits and/or the limits of built up areas in accordance with Transportation Association of Canada (TAC) guideline criteria to promote uniform traffic flow and reduce the risk of collisions.
- Implementation measures include, but are not limited to, the installation of electronic speed feedback signs (Oxford Road 2 and Oxford Road 3 – Princeton, Oxford Road 8 – Plattsville, Oxford Road 59 – Woodstock), realignment of community gateway signage and installation of additional street lights (Oxford Road 2 and Oxford Road 3 – Princeton, Oxford Road 8 – Plattsville) and construction of dedicated left turn lane facilities (Oxford Road 59 – Woodstock).

Report No: PW 2022-26
PUBLIC WORKS
Council Date: May 25, 2022

Implementation Points

Road safety measures identified for immediate implementation will proceed following Council authorization and enactment of by-law amendments.

Approval from Brant County Council will be required for proposed speed zone adjustments on Oxford Road 2 in Princeton since it is a boundary road jointly owned by both Oxford and Brant Counties. Brant County staff will seek approval from Brant County Council and enactment of a matching by-law subject to the adoption of the recommendations contained in this report by Oxford County Council.

A number of additional measures will be considered for future implementation pending the findings of ongoing monitoring and overall effectiveness of the immediate measures.

Financial Impact

Traffic calming and road safety measures recommended for immediate implementation will be funded from the 2022 Business Plan and Budget.

Communications

Staff liaised with respective Area Municipality staff representatives, Ontario Provincial Police (OPP), Woodstock Police Services (WPS), residents and Brant County staff throughout the establishment of work plans and the outcomes (findings and recommendations) of the speed management and road safety reviews noted above. Staff presented the review findings and recommendations to the respective Area Municipality Councils on the following dates:

- Oxford Road 2 and Oxford Road 3 – Princeton and Oxford Road 8 – Plattsville were presented to Township of Blandford-Blenheim Council on Wednesday, March 16, 2022;
- Oxford Road 59 – Woodstock was presented to the City of Woodstock Council on Thursday, March 17, 2022; and
- Oxford Road 7 – Township of Zorra was presented to the Township of Zorra Council on Wednesday, April 6, 2022.

Community consultation and engagement efforts for the proposed speed management and road safety implementation measures in the subject areas included information posted on [Speak up, Oxford \(SUO\)](#), social media and direct mailouts (Attachment 1) to residents in the vicinity of the proposed changes.







Information was posted on SUO on March 14, 2022 and the link was shared with Township of Blandford-Blenheim, Township of Zorra, and City of Woodstock staff for posting on their respective websites. Notices were mailed on April 11, 2022 which advised residents of proposed road safety measures in the subject areas and information on how they could request a delegation and/or submit written comments to be received by County Council at the May 25, 2022 Council meeting. Social media posts were issued the week of May 2, 2022 advising residents of the speed management and road safety reviews and upcoming County Council meeting on May 25, 2022.

Report No: PW 2022-26
PUBLIC WORKS
Council Date: May 25, 2022

Following County Council's adoption of By-law No. 5725-2015 amendments on July 13, 2022, Public Works will work with the communications team to develop proactive communications that clarify these speed management and road safety measures. This may include social media, direct mailing, advertising and/or other approaches.

Report No. PW 2022-26, along with any potential amendments, will be circulated to the Township of Zorra, City of Woodstock, Township of Blandford-Blenheim, Ontario Provincial Police (OPP) and Woodstock Police Services (WPS) for information.

Strategic Plan (2020-2022)

					
<i>WORKS WELL TOGETHER</i>	<i>WELL CONNECTED</i>	<i>SHAPES THE FUTURE</i>	<i>INFORMS & ENGAGES</i>	<i>PERFORMS & DELIVERS</i>	<i>POSITIVE IMPACT</i>
1.ii.	2.i.		4.ii.	5.ii.	

DISCUSSION

Background

Speed management and road safety reviews were recently completed at a number of locations throughout the County in response to requests from Area Municipality representatives and residents. Oxford County Council also received a petition representing 100 plus residents and correspondence from the City of Woodstock at the March 10, 2021 County Council meeting to reduce the speed limit on Oxford Road 59/Vansittart Avenue, and directed Public Works staff to prepare a report regarding the matter. The locations are as follows:

- Oxford Road 2 and Oxford Road 3 (Princeton – Township of Blandford-Blenheim);
- Oxford Road 7 (north of Ingersoll – Township of Zorra);
- Oxford Road 8 (Douro St, Plattsville – Township of Blandford-Blenheim); and
- Oxford Road 59 (Vansittart Ave, from Oxford Road 17 to CP Railway - City of Woodstock).

Staff retained a third party Consultant (Dillon Consulting) to undertake the speed management and road safety reviews in Plattsville, Princeton, Woodstock and Oxford Road 7 using traffic speed, volume, vehicle class and collision data provided by the County.

A third party consultant (Pyramid Traffic Inc.) was utilized to collect 7 day, 24 hour traffic data including speed, volume and vehicle class information in the subject areas.

Additional speed data was collected on Oxford Rd 2 from February 16 – 28, 2022 by Brant County staff and provided to Oxford County to further inform the speed and road safety review undertaken in Princeton.

County-wide Approach to Speed Management and Traffic Calming

The 2022 speed and road safety reviews undertaken in Plattsville, Princeton, Woodstock and Oxford Road 7 were completed in accordance with the County-wide approach that was adopted by County Council through Report No. [PW 2019-14](#). This approach identifies the following key principles that can be applied consistently across the County-wide road network for the development of recommended speed management and traffic calming implementation measures.

- Adoption of posted speeds and speed zone limits which are consistent with the driving environment in accordance with *Canadian Guidelines for Establishing Posted Speed Limits – Transportation Association of Canada (TAC) - 2009*;
- Regular/ongoing speed monitoring in communities and settlement areas;
- Information sharing/collaboration with Police, municipal partners and community members;
- Identifying and prioritizing implementation of traffic calming measures;
- Consideration of speed management, traffic calming and road safety measures as part of road design/geometry for planned future road rehabilitation/land development; and
- Ongoing monitoring to evaluate effectiveness of speed reduction, traffic calming and road safety measures following implementation.

Vehicle Operating Speeds, Posted Speeds and Speed Zone Limits

Within the study areas, vehicle operating speeds (85th percentile) exceeded posted speeds in varying degrees ranging from not excessive to very excessive and in some instances reduced speed zone limits extended beyond the limits of built up areas.

Current posted speeds in Princeton (Oxford Rd 2 and Oxford Rd 3), Plattsville (Oxford Rd 8), Woodstock (Oxford Rd 59) and Township of Zorra (Oxford Rd 7) were found to be below recommended posted speeds in accordance with TAC guideline criteria. Further, limits of speed zones did not substantively align with the limits of built up areas/urban road cross section and TAC guideline criteria in many cases.

With respect to posted speed limits, there is a general belief that increasing the posted speed to better align with the driving environment and promote a more consistent flow of traffic will result in traffic speed increases. This is evident when reviewing the community feedback received from residents in Princeton and Plattsville areas, where staff are recommending adjustments to posted speed limits.

However, contrary evidence exists where the Ministry of Transportation (MTO) recently conducted a study where traffic speeds were increased to 110 km/h on several 400 series highways across the province. Throughout the study, the MTO monitored all raised speed limit sections for safety/operations and concluded that the operating speeds and collision trends within these sections remained comparable to other similar highway sections where speed limits remain unchanged at 100 km/h. On March 29, 2022, the province issued a news release titled "[Ontario Raising Highway Speed Limits](#)" which provided further details on the study, findings and implementation measures.

Report No: PW 2022-26
PUBLIC WORKS
Council Date: May 25, 2022

Although it may be perceived that the MTO study and findings are only applicable to 400 series highways, the evidence based engineering principles adopted and utilized for setting posted speeds (TAC Guidelines) are the same whether they're used for assessing a highway or the County's arterial roads. Staff interpret that the MTO findings and recommendations support traffic engineering science that the driving environment influences driver behaviour when selecting a safe operating speed (as opposed to the posted speed limit).

Driver's choice of speed is significantly influenced by the driving environment and road design and most drivers travel at a speed they consider to be safe regardless of posted speed limits. Simply imposing lower posted speed limits is ineffective in reducing operating speeds unless the posted speed and/or reduced speed zone limits align with changes in the driving environment, matching driver expectations based on their surroundings and visual cues.

Posted speed limits set substantively lower than the operating/design speeds reduces enforcement effectiveness and can result in:

- Tailgating
- Impatient Drivers
- Increased passing
- Greater collision risk

Comments

The work plan, findings and proposed recommendations for safety reviews completed in Princeton and Plattsville (Township of Blandford-Blenheim), City of Woodstock and Oxford Road 7 (Township of Zorra) are detailed in Attachments 2, 3, 4, and 5 respectively. Area Municipality Councils each passed respective resolutions (Attachment 6, 7 and 8) indicating general support for the proposed immediate and future speed management and traffic calming recommendations with some exceptions noted below.

Princeton (Oxford Road 2 and Oxford Road 3), Plattsville (Oxford Road 8)

Blandford-Blenheim Township Council was generally in support of the proposed speed management and traffic calming measures recommended for Oxford Road 3 in Princeton and Oxford Road 8 in Plattsville as detailed in Attachment 2 and 3 respectively. However, Blandford-Blenheim Township Council did not support the traffic calming measures recommended for Oxford Road 2 with the exception of the installation of electronic speed feedback signs (Attachment 6).

Recommendations for Immediate Implementation

The main speed management and traffic calming recommendations for immediate near term implementation in 2022 are as follows:

Princeton (Oxford Road 2):

- Adjust limit of the 80 km/h speed zone at the west village approach to align with the visual change in the driving environment;
- Relocate gateway signage to the west village limit and the built up area at the east end of the village;
- Extend street lights to the west village limit and the built up area at the east end of the village;
- Adjust 60 km/h posted speed at west approach to 70 km/h from the proposed limit of the 80 km/h speed zone (Horner Creek) to the west village limit; and
- Adjust 50 km/h posted speed zone to 60 km/h from west village limit to the built up area at the east end of the village and install associated electronic speed feedback signs for westbound and eastbound vehicles where the proposed 60 km/h speed zone begins.

Princeton (Oxford Road 3):

- Eliminate 60 km/h posted speed transition zone north of Township Road 2/Roper Street (becomes 80 km/h) and install electronic speed feedback sign for incoming traffic from north approach where 50 km/h zone begins;
- Relocate gateway signage to align with the village limits at the north approach; and
- Install temporary electronic speed feedback sign within village limits for outgoing traffic north of Cowan Street West until such time that road reconstruction/urbanization is completed (scheduled for 2025).

Plattsville (Oxford Road 8):

- Extend 50 km/h zone south to align with the limits of the urban road cross section;
- Adjust 60 km/h posted speed zone to 70 km/h and extend further south to align with the village limits and install electronic speed feedback sign for northbound traffic at the southern limit of the proposed 70 km/h speed zone;
- Installation of electronic speed feedback sign for southbound traffic between the Nith River bridge and Seaton Street;
- Relocate gateway signage closer to village limits; and
- Extend street lighting to Elizabeth Street.

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Council Date: May 25, 2022

Woodstock (Oxford Road 59):

- Installation of electronic speed feedback signs for southbound traffic north of Ridgewood Avenue, and for northbound traffic between Fairway Road/Frederick Street and Pittock Park Road; and
- Intersection improvements that include dedicated left turn lanes at Fairway Road/Frederick Street, Pittock Park Road and Ridgewood Avenue.

Zorra (Oxford Road 7):

- Reduce 80 km/h posted speed zone to 70 km/h through rural settlement cluster; and
- Elimination of existing 60 km/h posted speed transition zone north of Newton Street (becomes 70 km/h).

Recommendations for Future Consideration

Recommendations for future consideration include the following:

- Extension of urban road cross section (Princeton and Woodstock);
- Reduction of road width (Oxford Road 3, Princeton);
- Pedestrian warrant study (Oxford Road 3, Princeton);
- Built features at Community limits - gateways, entrance signage, landscaping, pavement markings and flexible delineators (Plattsville, Princeton);
- Consideration of Community Safety Zones/Automated Speed Enforcement;
- Ongoing post monitoring and data sharing with Police; and
- Townships to consider development of Local Community Watch programs.

Ongoing post monitoring will be undertaken after implementation of proposed immediate traffic calming measures to determine the effectiveness in reducing traffic operating speed and consideration of further measures as necessary.

Police (OPP, WPS) have been fully engaged in collaborative discussions with County and Area Municipality representatives throughout the various safety reviews and agree to support recommended speed management implementation measures through initial and ongoing enforcement and speed data analysis.

Public Consultation

During the public consultation campaign, two residents in Princeton and one resident in Plattsville were concerned with proposed adjustments of posted speeds on Oxford Road 2 in Princeton and Oxford Road 8/Douro Street in Plattsville, respectively. Residents felt that increasing the posted speed would only result in higher traffic speeds. One resident in Woodstock indicated they did not believe that intersection improvements (addition of left turn lanes) on Oxford Road 59/Vansittart Avenue would reduce traffic speeds.

Two residents have also submitted delegation requests to the County Clerk for the May 25, 2022 County Council meeting.

Report No: PW 2022-26
PUBLIC WORKS
Council Date: May 25, 2022

Conclusions

Speeding concerns identified by Area Municipality representatives and community members in the subject areas have been validated by traffic speed, volume, vehicle class and collision data. Staff utilized traffic management principles and engineering best practice methodologies to develop evidence based recommendations intended to improve safety from its current state at these locations.

The recommendations are believed to appropriately balance traffic engineering science with local community perceptions of safety within the respective County Road networks which pass through these communities and are generally supported by Area Municipality staff and Councils (with the exception of speed zone adjustments on Oxford Road 2 in Princeton).

Staff will continue to collaborate with Area Municipalities, stakeholder agencies, Police and community members to monitor vehicle operating speeds and evaluate the effectiveness of traffic calming measures and make further incremental changes as necessary.

SIGNATURES

Report Author:

Original signed by:

Shawn G. Vanacker, C.Tech., CRS-S, CMM III
Supervisor of Transportation Services

Departmental Approval:

Original signed by:

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by:

Michael Duben, B.A., LL.B.
Chief Administrative Officer

ATTACHMENTS

- Attachment 1: Speed Management and Road Safety Community Update
- Attachment 2: Workplan, Findings and Recommendations for Princeton – Oxford Road 2 and Oxford Road 3
- Attachment 3: Workplan, Findings and Recommendations for Plattsville – Oxford Road 8
- Attachment 4: Workplan, Findings and Recommendations for Woodstock – Oxford Road 59 (Vansittart Avenue)
- Attachment 5: Workplan, Findings and Recommendations for Oxford Road 7, north of Ingersoll
- Attachment 6: Township of Blandford-Blenheim Council Resolution
- Attachment 7: City of Woodstock Council Resolution
- Attachment 8: Township of Zorra Council Resolution

April 11, 2022

COMMUNITY UPDATE

Speed management and road safety

Oxford county is proposing changes to improve road safety in your area




Oxford County residents have expressed concerns about speeding in both rural communities and urban settings. With strong population growth and increased traffic across Oxford, Public Works has been studying speed management, traffic calming and safety on County roads since 2019.

Road safety reviews have considered local community perceptions of road safety, the need for stop signs and/or crosswalks, traffic speed and volume, posted speed, collision data and other factors that impact how traffic moves through a community. As a result, Oxford County is recommending changes to roads in the following areas:

Princeton:	Oxford Rd 2 (Dundas Street) Oxford Rd 3 (Main Street)
Plattsville:	Oxford Rd 8 (Douro Street)
Zorra:	Oxford Rd 7
Woodstock:	Oxford Rd 59 (Vansittart Avenue)

Speeding poses a serious risk to public safety and property. However, many factors play a role in speeding and reducing posted speeds often yields no significant change in driving speeds as a driver's choice of speed is largely influenced by the surrounding driving environment as opposed to posted speed limits.

Most drivers travel at a speed they consider comfortable. For this reason, the County's recommendations focus on proven measures to reduce speed by adjusting speed zone boundaries and providing visual cues, like:

-  electronic speed feedback signs
-  traffic-calming measures
(centre delineators, pavement markings)
-  community entrance features
(landscaping, street lights, gateway signs)

Learn about the proposed changes:
www.oxfordcounty.ca/speakup

Contact the project lead:
Frank Gross, Manager of Transportation and Waste, fgross@oxfordcounty.ca

MAY

25

PUBLIC MEETING

Oxford County Council
7:00 p.m.

www.oxfordcounty.ca/livestream 

If you would like to make a presentation, delegate or share comments at the meeting, please send a message to the County Clerk, Chloe Senior: csenior@oxfordcounty.ca



www.oxfordcounty.ca

Speed & Road Safety Concerns

Oxford Road 2 & Oxford Road 3, Princeton

Presentation to Township of Blandford-Blenheim Council

March 16, 2022

Shawn Vanacker, Oxford County
Supervisor of Transportation

County-wide Traffic Calming Approach

- **Ongoing speed monitoring in communities**
- **Information sharing and collaboration with OPP, municipal partners and community**
- **Adoption of posted speeds which are consistent with driving environment**
- **Prioritization and monitoring of traffic calming measures**
- **Consideration of traffic calming measures as part of road design**

OR 2 & OR 3 Speed and Road Safety Review Work Plan

- **24hr/7day speed data collection and analysis**
- **Review existing conditions and collision data**
- **Determine appropriate posted speed limit (TAC)**
- **Consult with Municipal Representatives and Police**
- **Present findings and recommendations to BB Council**
- **Public consultation**
- **County Council approval**

OR 2 Existing Conditions

- **Rural x-sec west and east ends of village**
- **Urban x-sec on north side from OR 3 west**
- **Semi urban x-sec on south side from OR 3 west**
- **Boundary road shared with Brant County**

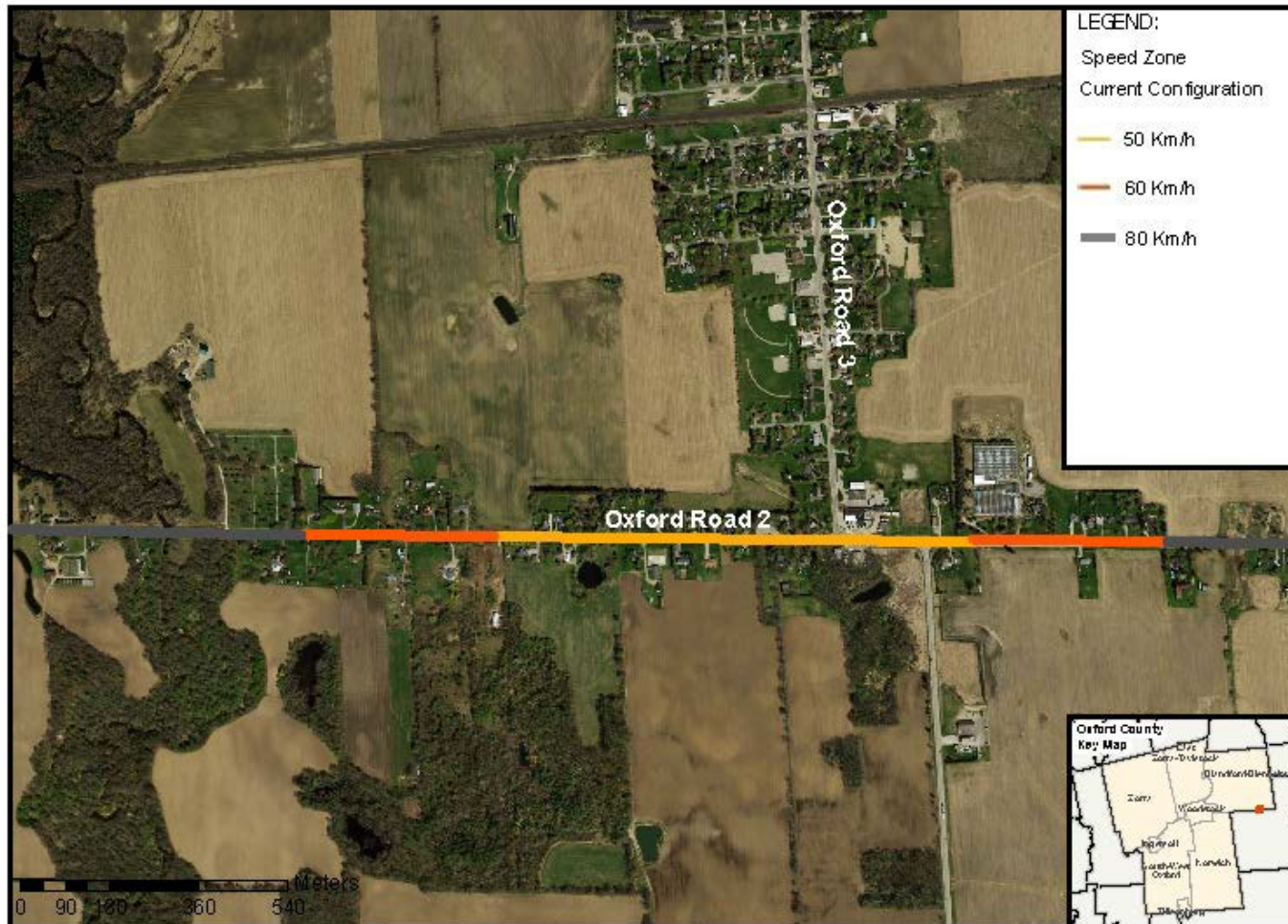
OR 3 Existing Conditions

- **Urban x-sec from OR 2 to Gissing St**
- **Semi urban x-sec from Gissing St to Township Rd 2/Roper St**
- **Rural x-sec north of Township Rd 2/Roper St**

OR 2 Speed Zones



Oxford Road 2 Princeton



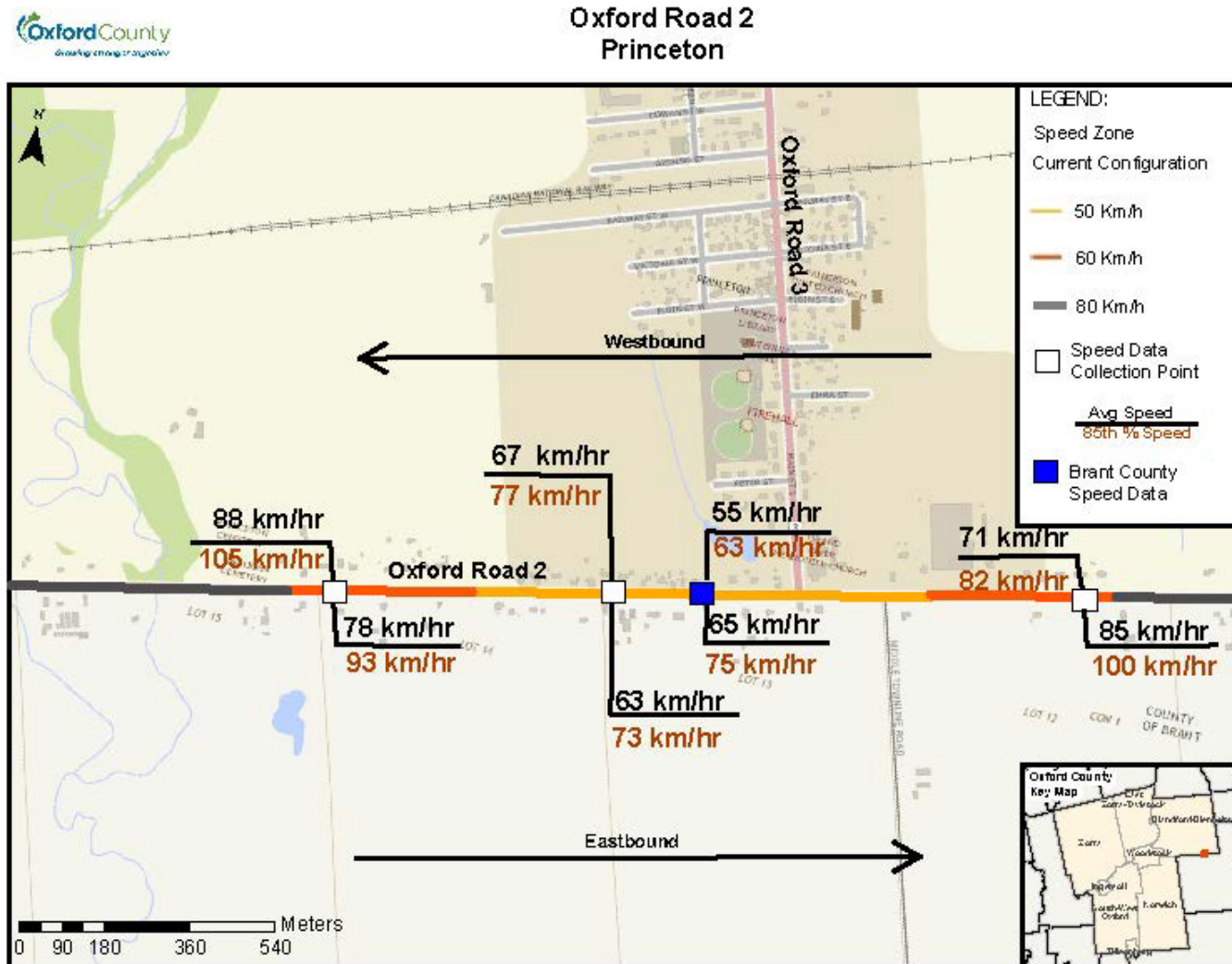
OR 3 Speed Zones



Oxford Road 3 Princeton



Speed Data – OR 2



Speed Data – OR 3



Oxford Road 3 Princeton



Collision History OR 2 Study Limits

Year	2013	2014	2015	2016	2017	2018	2019	2020
Property Damage Only	0	0	0	2	2	3	1	2
Non-Fatal Injury	0	0	0	0	0	0	0	0
Fatal Injury	0	0	0	0	0	0	0	0
Total	0	0	0	2	2	3	1	2
Total Collisions 2013 – 2020: 10								

- **Historical collision data from 2013 to 2020:**
 - ▶ **10 total collisions; property damage only**
 - ▶ **Avg 1.25 collisions/year**
 - ▶ **Collision Rate**
 - **OR 2 = 0.81 per 1mil vehicle kms**
 - **Provincial Avg (2018) = 1.46 per 1mil vehicle kms**

Collision History OR 3 Study Limits

Year	2013	2014	2015	2016	2017	2018	2019	2020
Property Damage Only	0	0	1	0	1	1	1	0
Non-Fatal Injury	0	0	1	0	0	0	0	0
Fatal Injury	0	0	0	0	0	0	0	0
Total	0	0	2	0	1	1	1	0
Total Collisions 2013 – 2020: 5								

- **Historical collision data from 2013 to 2020:**
 - ▶ **5 total collisions; 1 non-fatal injury & 4 property damage only**
 - ▶ **Avg 0.63 collisions/year**
 - ▶ **Collision Rate**
 - **OR 3 = 0.55 per 1mil vehicle kms**
 - **Provincial Avg (2018) = 1.46 per 1mil vehicle kms**

Establishing Posted Speeds (TAC)

- **TAC Guidelines – 2009**
- **Risk based analysis**
- **Physical and Road-User characteristics**
- **Systematic, consistent approach**
- **Site specific characteristics, engineering judgement**
- **Excludes school zones/playground areas**
- **Local, Provincial policies**

Appropriate Posted Speeds and Speed Variation/Differential

- Reduces speed variation/differential
- Reduces risk of collisions
- Enhances road safety
- Risk of collision is lower with uniform traffic flow
- Improves enforcement effectiveness
- Promotes uniform traffic flow
- Collision rate is more directly affected by speed variation than absolute speed
- Posted speeds lower than design/operating speeds result in:
 - ▶ Tailgating
 - ▶ Impatient Drivers
 - ▶ Passing
 - ▶ Greater collision risk

Posted Speed Limits – OR 2

SEGMENT (WEST TO EAST)	POSTED SPEED (KM/H)	TAC RECOMMENDED POSTED SPEED* (KM/H)	DIFFERENCE (KM/H)	OXFORD COUNTY RECOMMENDED POSTED SPEED (KM/H)
West Quarter Townline Road to Horner Creek – Rural	80	90	+10	80
Horner Creek to the start of the North Sidewalk - Rural	50/60/80	80	+30/+20/0	70
Start of North Sidewalk to Brant Road 25 - Urban	50	70	+20	60
Brant Road 25 to Blenheim Road / Etonia Road - Rural	50/60/80	80	+30/+20/0	80

*TAC Canadian Guideline for Establishing Posted Speed Limits (2009)

Posted Speed Limits – OR 3

SEGMENT (SOUTH TO NORTH)	POSTED SPEED (KM/H)	TAC RECOMMENDED POSTED SPEED* (KM/H)	DIFFERENCE (KM/H)	OXFORD COUNTY RECOMMENDED POSTED SPEED (KM/H)
Oxford Road 2 to Township Road 2 - Urban	50	60	+10	50
Township Road 2 to Township Road 3 – Rural	50/60/80	80	+30/+20/0	80

*TAC Canadian Guideline for Establishing Posted Speed Limits (2009)

Speed and Road Safety Review Findings OR 2

- **Operating speeds are excessive**
- **Posted speed through village is 20km/h below TAC recommended speed**
- **Historical collision data did not show apparent speed related trends**

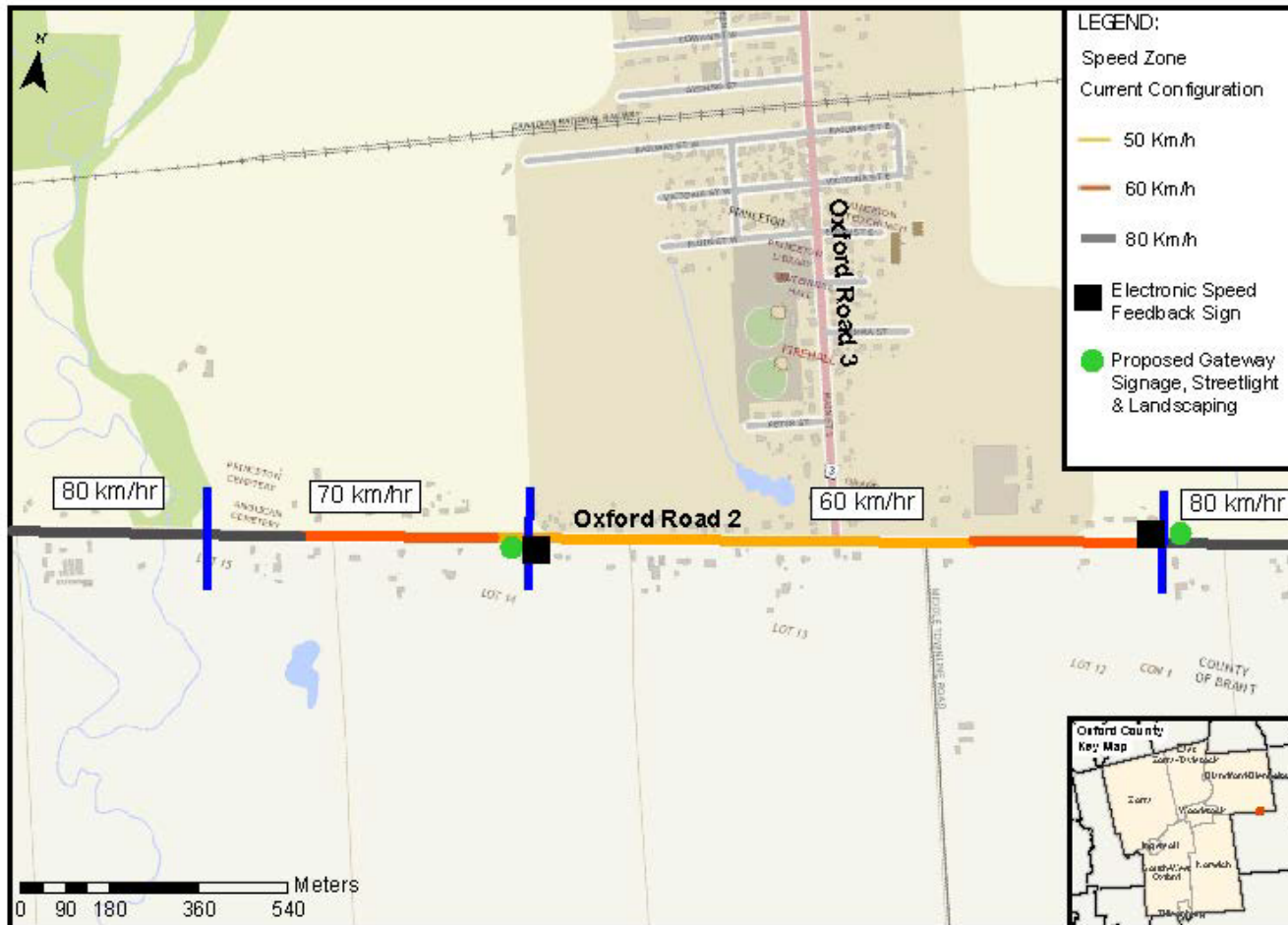
Speed and Road Safety Review Findings OR 3

- **Operating speeds are marginally excessive between OR 2 and Gissing St**
- **Operating speeds are excessive north of Gissing St**
- **50km/h zone north of Gissing St does not align with the driving environment**
- **60km/h transition zone north of Township Rd 2 /Roper St is ineffective at reducing approach speeds**
- **Historical collision data did not show apparent speed related trends**

Recommendations – Immediate OR 2



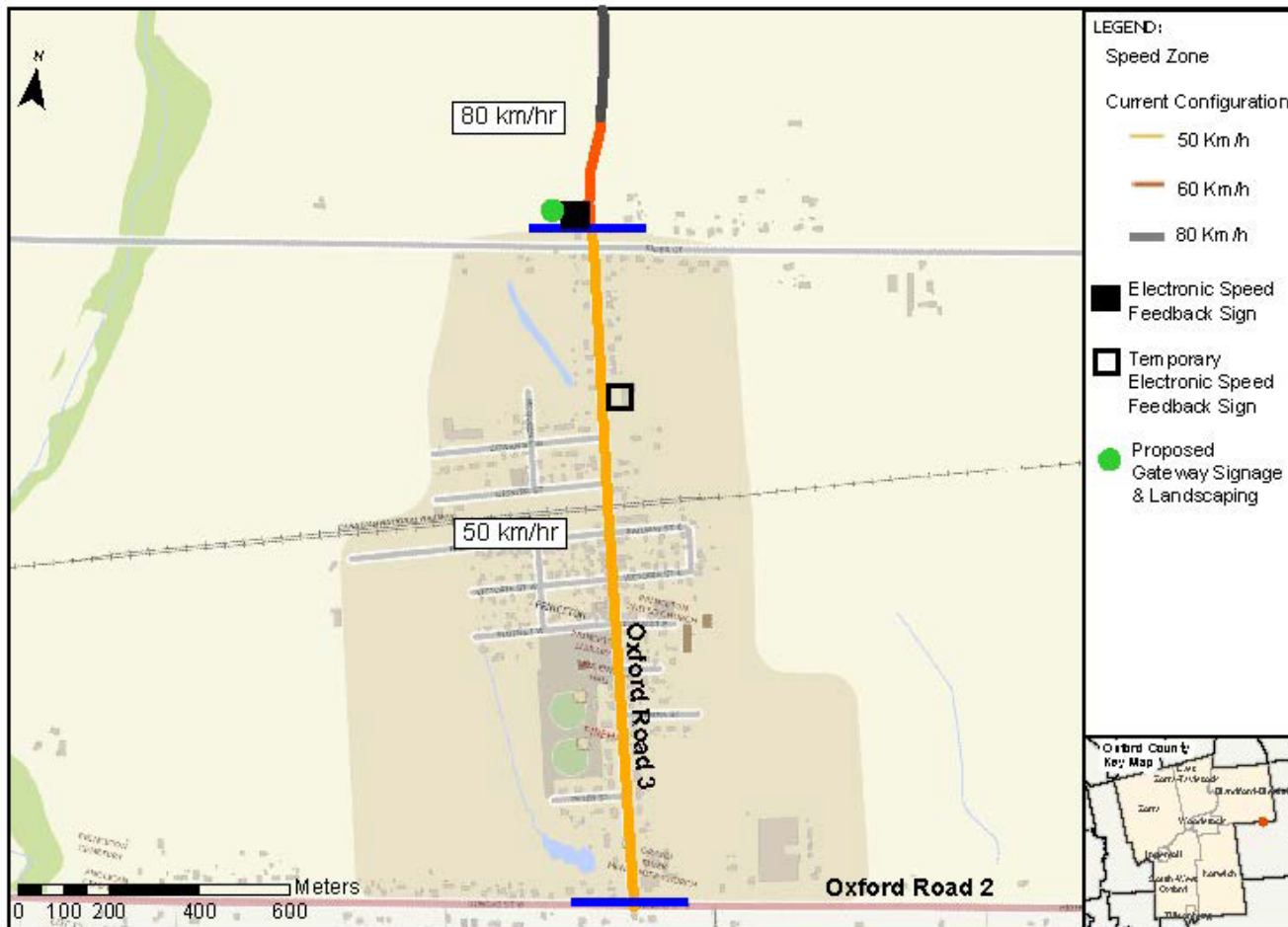
Oxford Road 2 Princeton



Recommendations – Immediate OR 3



Oxford Road 3 Princeton



Future Considerations OR 2 and OR 3

- **Extend urban x-sec on OR 2 to align with proposed 60km/h speed zone**
- **Extend urban x-sec on OR 3 from Gissing St to Township Rd 2/Roper St (2024)**
- **Reduce road width on OR 3 (2025)**
- **Pedestrian warrant study OR 3**

Future Considerations OR 2 and OR 3

- **Ongoing Police enforcement and speed data collection & sharing**
- **Automated speed enforcement/CSZ designation**
- **Community Watch Program (Township)**
- **Traffic calming features**
 - ▶ Pavement markings
 - ▶ Flexible delineators

County-wide CSZ Designation Criteria

- **Areas of special safety concern**
 - ▶ Schools, community centres, recreational areas, hospitals, senior centers/residences, high pedestrian volumes
- **Safety risk analysis for areas of special concern**
 - ▶ Collision ratio, traffic volumes, pedestrian volumes, operating speeds, % sidewalks, # of entrances/km
- **CSZ designation supports potential implementation of Automated Speed Enforcement (ASE)**
- **Segments in Princeton would meet area of special safety concern on OR 3 (community centre)**

Next Steps

- **Public consultation**
- **County Council Authorization**
 - ▶ Brant County authorization for OR 2 recommendations
- **By-law amendment**
 - ▶ Brant County matching by-law for OR 2
- **Implementation of immediate measures**
 - ▶ Speed limit and zone adjustments
 - ▶ Installation of electronic speed feedback signs
- **Post Monitoring**

Speed & Road Safety Concerns

THANK YOU

Speed & Road Safety Concerns

Oxford Road 8 (Douro St), Plattsville

Presentation to Township of Blandford-Blenheim Council

March 16, 2022

Shawn Vanacker, Oxford County
Supervisor of Transportation

County-wide Traffic Calming Approach

- **Ongoing speed monitoring in communities**
- **Information sharing and collaboration with OPP, municipal partners and community**
- **Adoption of posted speeds which are consistent with driving environment**
- **Prioritization and monitoring of traffic calming measures**
- **Consideration of traffic calming measures as part of road design**

OR 8 (Douro St) Speed and Road Safety Review Work Plan

- **24hr/7day speed data collection and analysis**
- **Review existing conditions and collision data**
- **Determine appropriate posted speed limit (TAC)**
- **Consult with Municipal Representatives and Police**
- **Present findings and recommendations to BB Council**
- **Public consultation**
- **County Council approval**

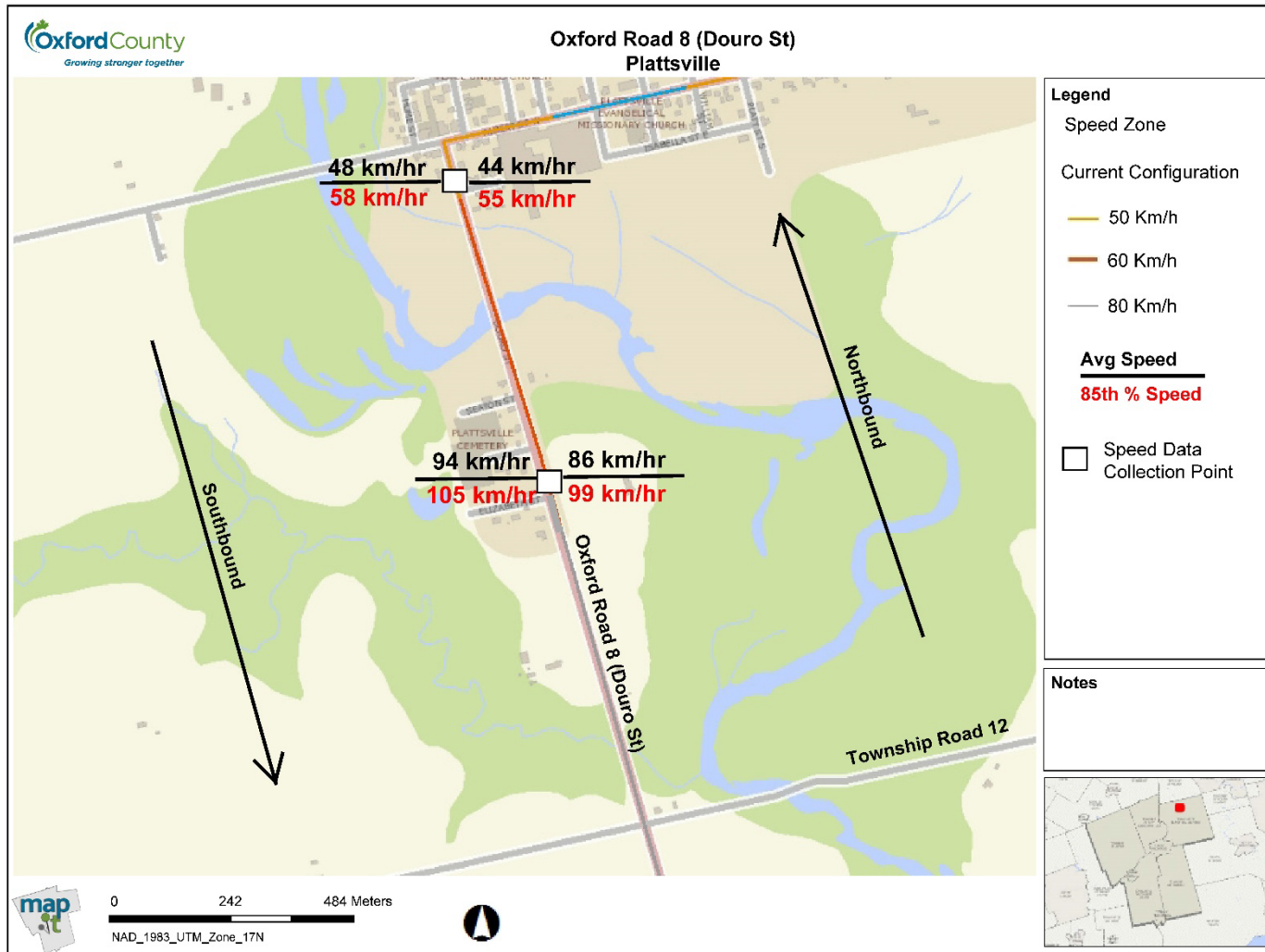
OR 8 Existing Conditions

- **Urban x-sec from Albert St W to Isabella St**
- **Rural x-sec from Isabella St to Township Rd 12**
- **Cluster of homes and intersecting streets on west side of OR 8 at south end of village limits**
- **Mostly rural land use on east side of OR 8**

OR 8 Speed Zones



Speed Data – OR 8



Collision History OR 8 Study Limits

Year	2013	2014	2015	2016	2017	2018	2019	2020	2021*
Property Damage Only	0	0	1	0	0	0	0	0	0
Non-Fatal Injury	0	0	0	0	0	0	0	0	0
Fatal Injury	0	0	0	0	0	0	0	0	0
Total	0	0	1	0	0	0	0	0	0
Total Collisions 2013 – 2021: 1									

- **Historical collision data from 2013 to 2021:**
 - ▶ **1 total collision; property damage only**
 - ▶ **Avg 0.13 collisions/year**
 - ▶ **Collision Rate**
 - **OR 8 = 0.21 per 1mil vehicle kms**
 - **Provincial Avg (2018) = 1.46 per 1mil vehicle kms**

Establishing Posted Speeds (TAC)

- **TAC Guidelines – 2009**
- **Risk based analysis**
- **Physical and Road-User characteristics**
- **Systematic, consistent approach**
- **Site specific characteristics, engineering judgement**
- **Excludes school zones/playground areas**
- **Local, Provincial policies**

Appropriate Posted Speeds and Speed Variation/Differential

- Reduces speed variation/differential
- Reduces risk of collisions
- Enhances road safety
- Risk of collision is lower with uniform traffic flow
- Improves enforcement effectiveness
- Promotes uniform traffic flow
- Collision rate is more directly affected by speed variation than absolute speed
- Posted speeds lower than design/operating speeds result in:
 - ▶ Tailgating
 - ▶ Impatient Drivers
 - ▶ Passing
 - ▶ Greater collision risk

Posted Speed Limits – OR 8

SEGMENT (NORTH TO SOUTH)	POSTED SPEED (KM/H)	TAC RECOMMENDED POSTED SPEED* (KM/H)	DIFFERENCE (KM/H)	OXFORD COUNTY RECOMMENDED POSTED SPEED (KM/H)
Albert Street W to 50m south of Isabella Street - Urban	50	N/A**	---	50
50m south of Isabella Street to 100m south of Elizabeth Street - Rural	60/80	70	+10/-10	70
100m south of Elizabeth Street to Township Road 12 - Rural	80	80	0	80

*TAC Canadian Guideline for Establishing Posted Speed Limits (2009)

** Road Segment too short to effectively apply TAC Guidelines

Speed and Road Safety Review Findings OR 8

- **Operating speeds in the 50km/h zone are not excessive**
- **Operating speeds approaching the village limit are excessive**
- **Posted speed from Isabella St to village limit is below TAC recommended speed**
- **Historical collision data did not identify any speed related trends**

Recommendations – Immediate OR 8



Future Considerations OR 8

- **Ongoing Police enforcement and speed data collection & sharing**
- **Community Watch Program (Township)**
- **Additional gateway features**
 - ▶ Landscaping, trees, shrubbery
 - ▶ Pavement markings
 - ▶ Flexible delineators

Next Steps

- **Public consultation**
- **County Council Authorization/By-law**
- **Implementation of immediate measures**
 - ▶ Speed limit and zone adjustments
 - ▶ Installation of speed feedback signs
 - ▶ Relocation of gateway signage
- **Post Monitoring**

Speed & Road Safety Concerns

THANK YOU

Speed & Road Safety Concerns

Oxford Road 59 (Vansittart Ave), Woodstock

Presentation to City of Woodstock Council

March 17, 2022

Shawn Vanacker, Oxford County
Supervisor of Transportation

County-wide Traffic Calming Approach

- **Ongoing speed monitoring in communities**
- **Information sharing and collaboration with OPP, municipal partners and community**
- **Adoption of posted speeds which are consistent with driving environment**
- **Prioritization and monitoring of traffic calming measures**
- **Consideration of traffic calming measures as part of road design**

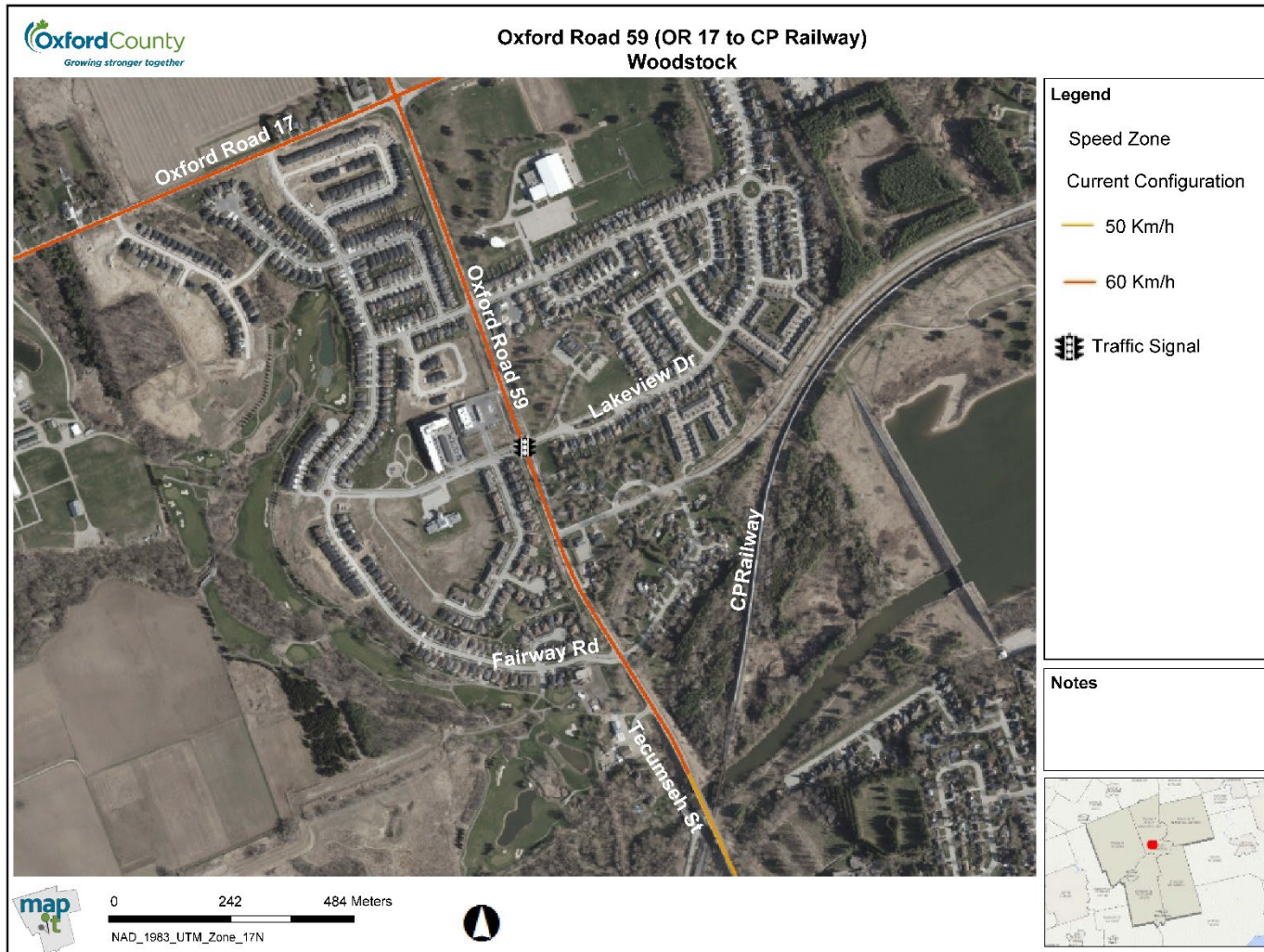
OR 59 (Vansittart Ave) Speed and Road Safety Review Work Plan

- **24hr/7day speed data collection and analysis**
- **Review existing conditions and collision data**
- **Determine appropriate posted speed limit (TAC)**
- **Consult with Municipal Representatives and Police**
- **Present findings and recommendations to Woodstock Council**
- **Public consultation**
- **County Council approval**

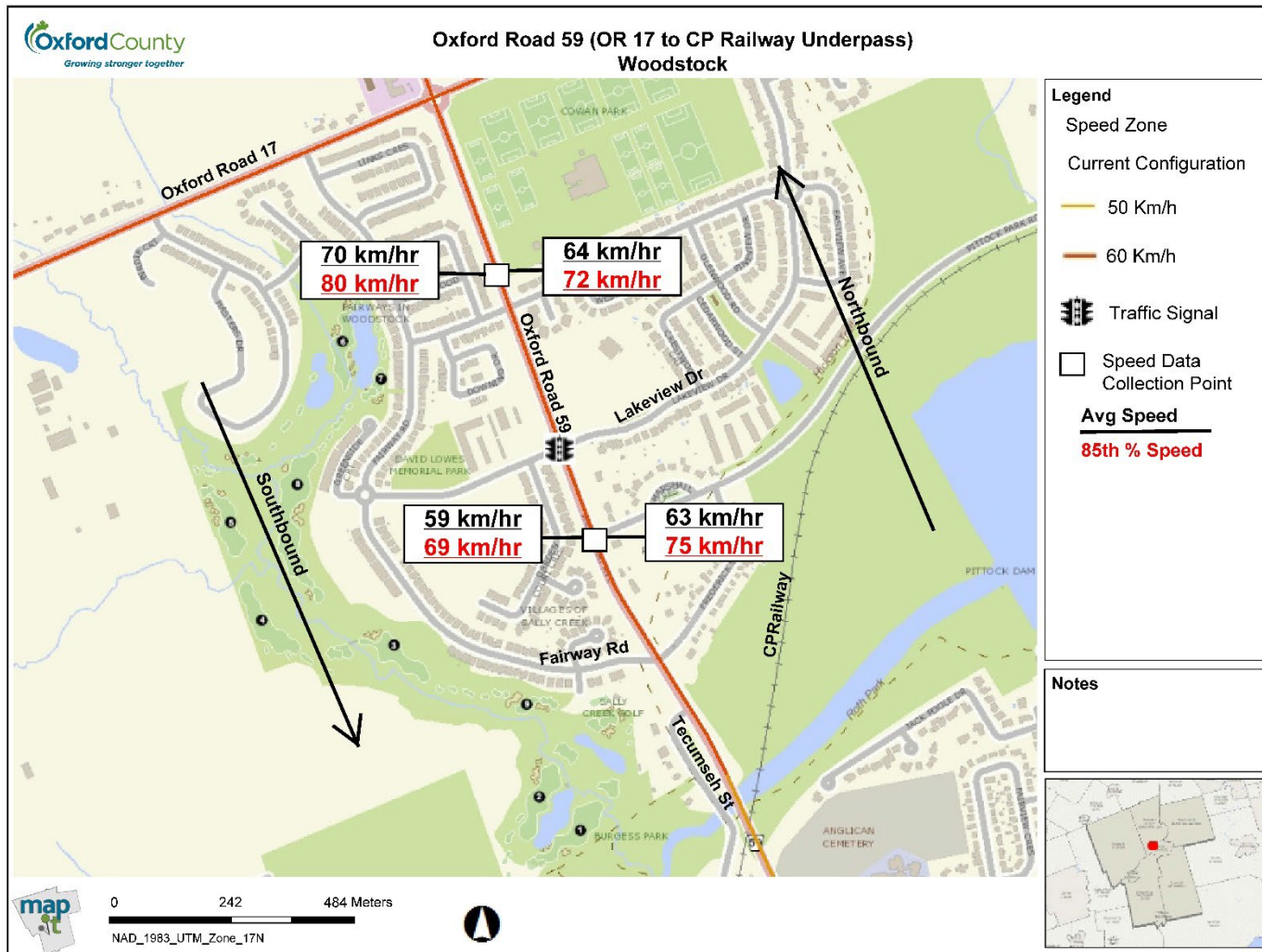
OR 59 (Vansittart Ave) Existing Conditions

- **Urban x-sec from CPR Underpass to Lakeview Dr**
- **Rural x-sec from Lakeview Dr to OR 17**
- **Signalized intersection at Lakeview Dr**
- **Street lights and sidewalks from CPR Underpass to Ridgewood Dr**
- **Limited entrances throughout corridor**

OR 59 Speed Zones



Speed Data – OR 59



Collision History OR 59 Study Limits

Year	2013	2014	2015	2016	2017	2018	2019	2020	2021
Property Damage Only	2	7	4	5	0	6	3	5	2
Non-Fatal Injury	1	0	0	1	0	0	0	0	1
Fatal Injury	0	0	0	0	0	0	0	0	0
Total	3	7	4	6	0	6	3	5	3
Total Collisions 2013 – 2021: 37									

- **Historical collision data from 2013 to 2021:**
 - ▶ **37 total collisions; 3 non-fatal injuries & 34 property damage only**
 - ▶ **Avg 4.35 collisions/year**
 - ▶ **Collision rate = 0.87 per 1mil vehicle kms**
 – **Provincial Avg (2018) = 1.46 per 1mil vehicle kms**

Establishing Posted Speeds (TAC)

- **TAC Canadian Guideline – 2007**
- **Risk based analysis**
- **Physical and Road-User characteristics**
- **Systematic, consistent approach**
- **Site specific characteristics, engineering judgement**
- **Excludes school zones/playground areas**
- **Local, Provincial policies**

Appropriate Posted Speeds and Speed Variation/Differential

- Reduces speed variation/differential
- Reduces risk of collisions
- Enhances road safety
- Risk of collision is lower with uniform traffic flow
- Improves enforcement effectiveness
- Promotes uniform traffic flow
- Collision rate is more directly affected by speed variation than absolute speed
- Posted speeds lower than design/operating speeds result in:
 - ▶ Tailgating
 - ▶ Impatient Drivers
 - ▶ Passing
 - ▶ Greater collision risk

Posted Speed Limits – OR 59

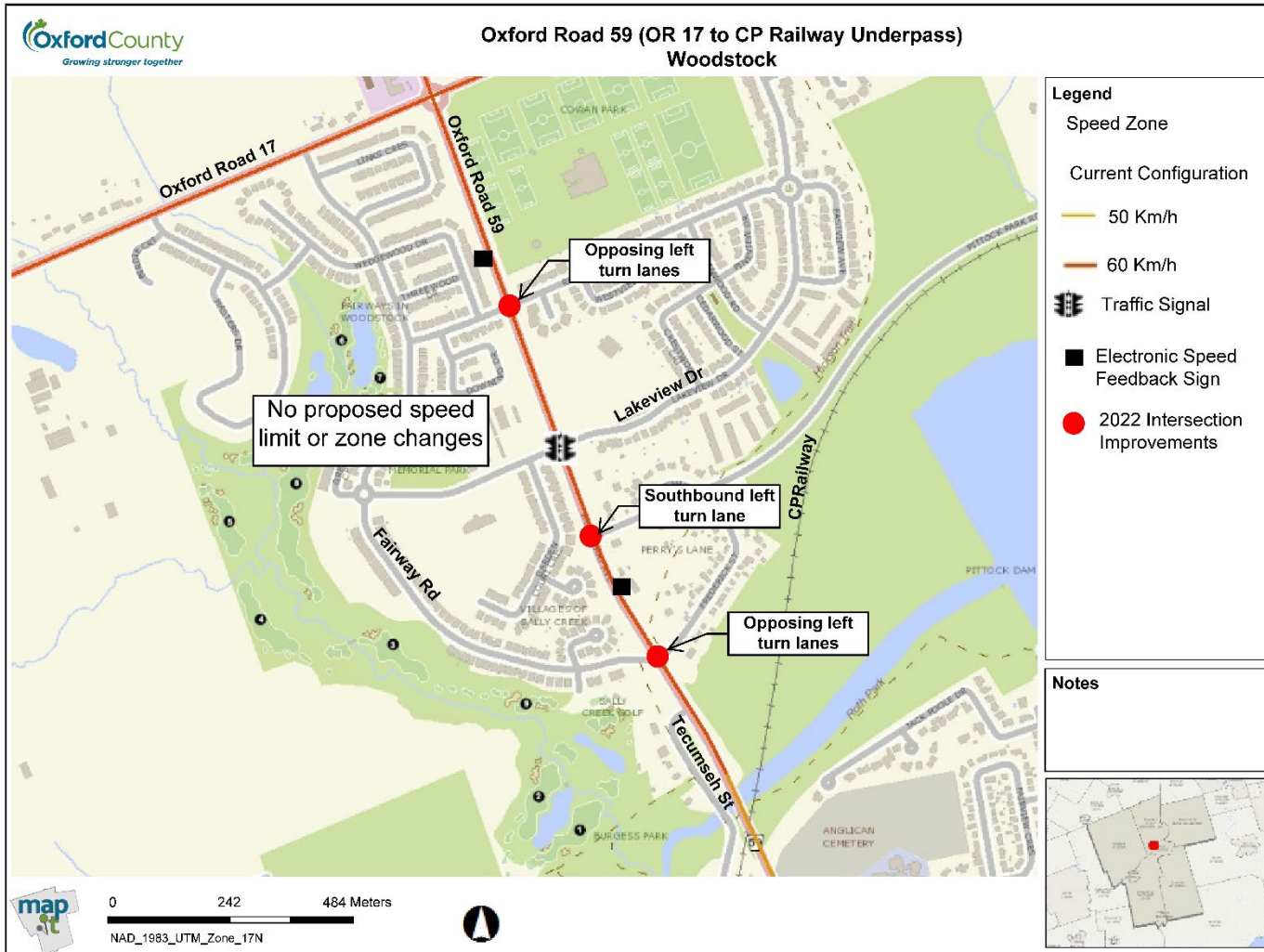
SEGMENT (SOUTH TO NORTH)	POSTED SPEED (KM/H)	TAC RECOMMENDED POSTED SPEED* (KM/H)	DIFFERENCE (KM/H)	OXFORD COUNTY RECOMMENDED POSTED SPEED (KM/H)
CPR Underpass to Lakeview Drive - Urban	60	70	+10	60
Lakeview Drive to Oxford Road 17 - Urban	60	70	+10	60

* TAC Canadian Guideline for Establishing Posted Speed Limits (2009)

Speed and Road Safety Review Findings

- **Northbound operating speeds marginally excessive from CPR Underpass to Lakeview Dr**
- **Southbound operating speeds excessive from Lakeview Dr to OR 17**
- **Posted speed is 10km/h less than TAC recommended speed**
- **Historical collision data identified a number of rear end intersection related collisions**

Recommendations – Immediate OR 59



Future Considerations OR 59

- **Urbanize road x-sec Lakeview Dr to OR 17**
 - ▶ Barrier curb & gutter, bicycle lanes, sidewalks & street lights
- **Ongoing Police enforcement and speed data sharing**
- **Automated speed enforcement/CSZ designation**
- **Community Watch Program (City)**

Proposed County-wide CSZ Designation Criteria

- **Areas of special safety concern**
 - ▶ Schools, community centres, recreational areas, hospitals, senior centers/residences, high pedestrian volumes
- **Safety risk analysis for areas of special concern**
 - ▶ Collision ratio, traffic volumes, pedestrian volumes, operating speeds, % sidewalks, # of entrances/km
- **CSZ designation would support potential implementation of Automated Speed Enforcement (ASE)**
- **Segment north of Lakeview Dr would meet area of special safety concern**

Next Steps

- **Public consultation**
- **County Council Authorization/By-law**
- **Implementation of immediate measures**
 - ▶ Installation of electronic speed feedback signs
 - ▶ Intersection improvements at Fairway Rd, Pittock Park Rd and Ridgewood Dr (2022 construction)
- **Post Monitoring**

Speed & Road Safety Concerns

THANK YOU

Speed & Road Safety Concerns

Oxford Road 7, Zorra

Presentation to Township of Zorra Council

April 6, 2022

Shawn Vanacker, Oxford County
Supervisor of Transportation

County-wide Traffic Calming Approach

- **Ongoing speed monitoring in communities**
- **Information sharing and collaboration with OPP, municipal partners and community**
- **Adoption of posted speeds which are consistent with driving environment**
- **Prioritization and monitoring of traffic calming measures**
- **Consideration of traffic calming measures as part of road design**

OR 7 Speed and Road Safety Review Work Plan

- **24hr/7day speed data collection and analysis**
- **Review existing conditions and collision data**
- **Determine appropriate posted speed limit (TAC)**
- **Consult with Municipal Representatives and Police**
- **Present findings and recommendations to Zorra Council**
- **Public consultation**
- **County Council approval**

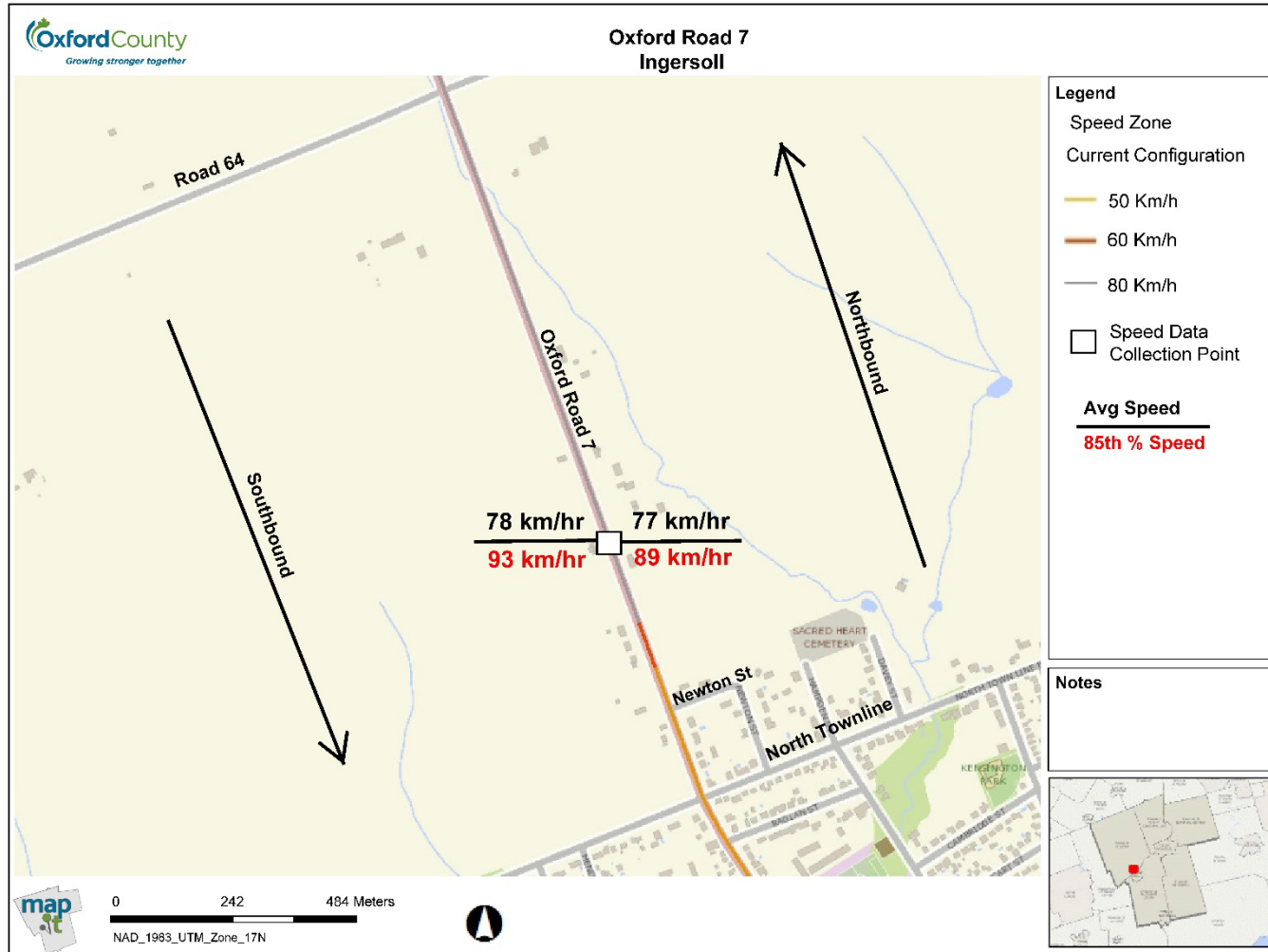
OR 7 Existing Conditions

- **Agricultural lands and residential lots on both sides of roadway**
- **Rural road x-sec**
- **Cluster of homes beyond urban limit**

OR 7 Existing Speed Zones



Speed Data – OR 7



Collision History OR 7 Study Limits

Year	2013	2014	2015	2016	2017	2018	2019	2020
Property Damage Only	0	0	0	1	0	0	1	1
Non-Fatal Injury	0	0	0	0	0	0	0	0
Fatal Injury	0	0	0	0	0	0	0	0
Total	0	0	0	1	0	0	1	1

Total Collisions 2013 – 2020: 3

- **Historical collision data from 2013 to 2020:**
 - ▶ **3 total collisions; property damage only**
 - ▶ **Avg 0.38 collisions/year**
 - ▶ **Collision Rate**
 - **OR 7 = 0.47 per 1mil vehicle kms**
 - **Provincial Avg (2018) = 1.46 per 1mil vehicle kms**

Establishing Posted Speeds (TAC)

- **TAC Guidelines – 2009**
- **Risk based analysis**
- **Physical and Road-User characteristics**
- **Systematic, consistent approach**
- **Site specific characteristics, engineering judgement**
- **Excludes school zones/playground areas**
- **Local, Provincial policies**

Appropriate Posted Speeds and Speed Variation/Differential

- Reduces speed variation/differential
- Reduces risk of collisions
- Enhances road safety
- Risk of collision is lower with uniform traffic flow
- Improves enforcement effectiveness
- Promotes uniform traffic flow
- Collision rate is more directly affected by speed variation than absolute speed
- Posted speeds lower than design/operating speeds result in:
 - ▶ Tailgating
 - ▶ Impatient Drivers
 - ▶ Passing
 - ▶ Greater collision risk

Posted Speed Limits – OR 7

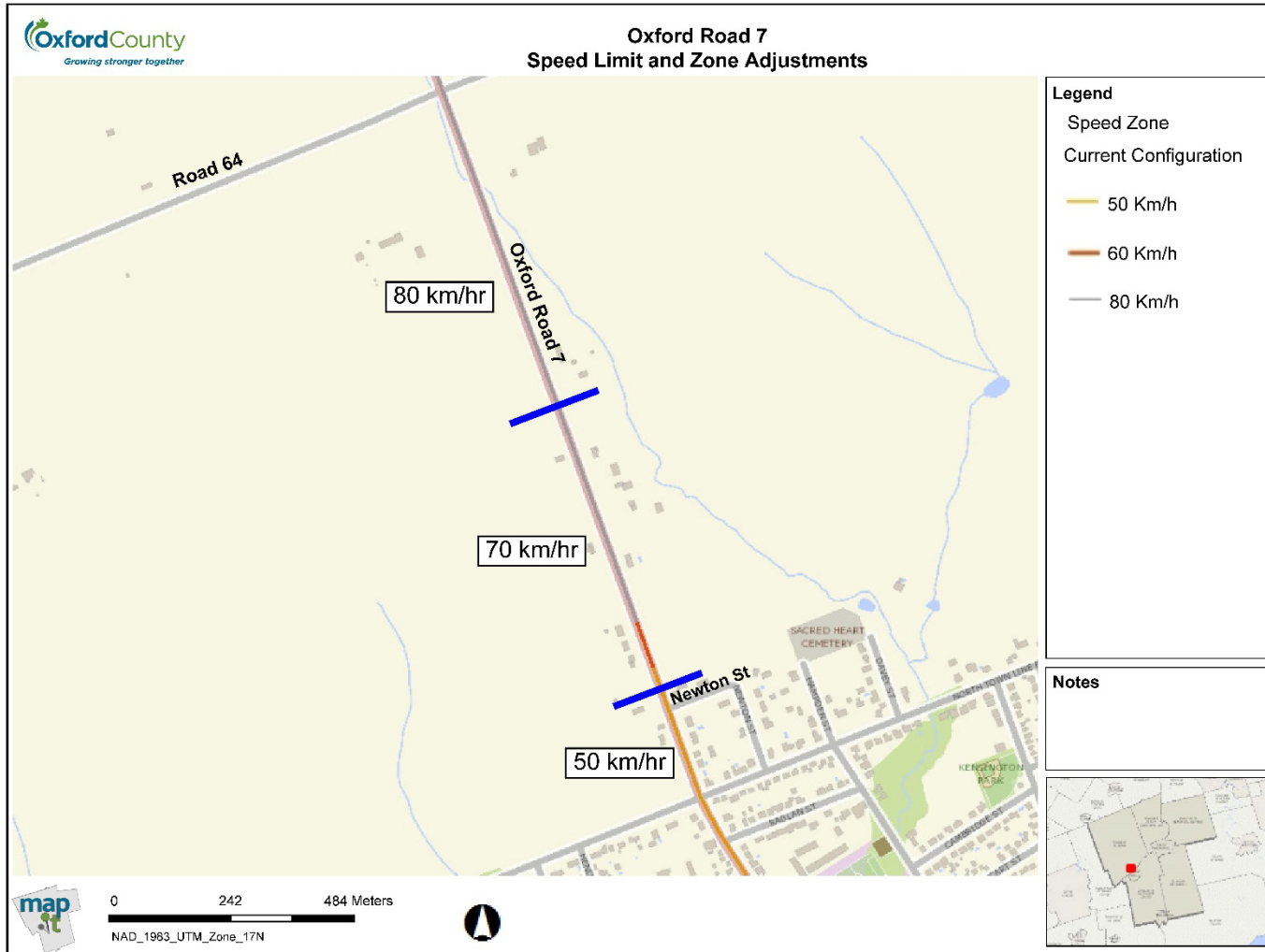
SEGMENT (SOUTH TO NORTH)	POSTED SPEED (KM/H)	TAC RECOMMENDED POSTED SPEED* (KM/H)	DIFFERENCE (KM/H)	OXFORD COUNTY RECOMMENDED POSTED SPEED (KM/H)
Newton Street to 590 metres north of Newton Street - Rural	50/60/80	70	+20/+10/-10	70
590 metres north of Newton Street to Road 64 - Rural	80	80	0	80

*TAC Canadian Guideline for Establishing Posted Speed Limits (2009)

Speed and Road Safety Review Findings OR 7

- **Operating speeds are marginally excessive**
- **Posted speed does not align with TAC recommended posted speed**
- **Historical collision data did not show apparent speed related trends**

Recommendations – Immediate OR 7 Speed Limit and Zone Adjustments



Future Considerations OR 7

- **Ongoing Police enforcement and speed data collection & sharing**

Next Steps

- **Public consultation**
 - ▶ www.speakup.oxfordcounty.ca/road-safety
- **County Council Authorization/By-law**
- **Implementation of immediate measures**
 - ▶ Speed limit and zone adjustments
- **Post Monitoring**

Speed & Road Safety Concerns

THANK YOU

Township of Blandford-Blenheim - Council Resolution

Agenda Item 12

Resolution No. (12)21

April 6, 2022

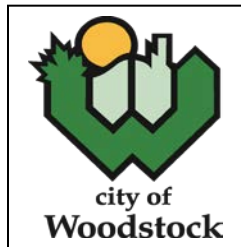
Moved by Nancy Demarest

Seconded by Bruce Baubling

Be it hereby resolved that Whereas at the March 16, 2022 meeting of Council the presentation from the County of Oxford regarding Speed Management & Road Safety on Oxford Road 2 & Oxford Road 3 Princeton and Oxford Road 8, Plattsville was received;

Be It Resolved that Council concurs with the recommendations as presented regarding Oxford Road 3 Princeton and Oxford Road 8 Plattsville; and,

That Council supports the installation of electronic speed feedback signs on Oxford Road 2 Princeton but does not support the recommendations for speed limit and zone adjustments on Oxford Road 2 Princeton.



March 18, 2022

Oxford County Council
Shawn Vanacker
Supervisor of Transportation
County of Oxford
P.O. Box 1614
21 Reeve St.
Woodstock, ON N4S 7Y3

Via e-mail – svanacker@oxfordcounty.ca

Re: Recommendations for speed management and road safety in the section of Oxford Road 59 (Vansittart Ave), from Oxford Road 17 to the CP Railway Underpass. Immediate recommendations include three left turn lanes.

At the electronic Council meeting held on Thursday, March 17, 2022 the following resolution was passed:

“That Woodstock City Council supports the recommendations presented by the Oxford County Public Works Department regarding Speed & Road Safety Concerns on Oxford Road 59 from Oxford Road 17 to the CP Railway Underpass.”

Yours Truly,

A handwritten signature in blue ink, appearing to read 'A. Humphries', is written over a light blue horizontal line.

Amelia Humphries, City Clerk



CORPORATION OF THE TOWNSHIP OF ZORRA

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520

Item 7(b)

Date: April 6, 2022

04-04-2022

Moved by Steve MacDonald

Seconded by Paul Mitchell

THAT item 7(b) delegation from Shawn Vanacker, Frank Gross, and David Simpson (Oxford County) be received and filed for information purposes;

AND THAT the Township of Zorra approve of the recommendations for Oxford Road 7.

Carried Defeated Recorded Vote Deferred

Recorded Vote:

	Yea	Nay
Mayor Ryan		
Councillor Forbes		
Councillor Davies		
Councillor Mitchell		
Councillor MacDonald		

Mayor

To: Warden and Members of County Council

From: Director of Public Works

CN Cayuga Subdivision Short Line Rail Review

RECOMMENDATION

1. That Oxford County Council receive Report No. PW 2022-28 entitled “CN Cayuga Subdivision Short Line Rail Review” as information.

REPORT HIGHLIGHTS

- The purpose of this report is to provide Oxford County Council with an overview of the CN Cayuga Subdivision Short Line Rail (SLR) project and its alignment with County transportation and environmental strategic initiatives.
- In January 2022, a rail operator (GIO Rail) reinstated SLR service for freight goods on the CN Cayuga Subdivision from St. Thomas to Tillsonburg (Phase 1). A number of required rail infrastructure upgrades (bridge repairs, cross tie replacements, road crossing upgrades) are required on the rail line over the next three years in order to ensure it is maintained in a state of good repair.
- GIO Rail advises that it plans to invest approximately 43% of the required funding to undertake the required SLR upgrades. SLR infrastructure investment funding support is also being sought through the National Trade Corridor Fund and potential contributions from the province and benefitting municipalities (Elgin County, Norfolk County, Oxford County).
- The positive economic, social and environmental impacts of SLR are substantial and well documented.

Implementation Points

Should application funding be successfully received through the National Trade Corridor Fund (NTCF), it is staff's understanding that the South Central Ontario Regional Economic Development Corporation (SCOR EDC), in concert with the Town of Tillsonburg and the current SLR operator (GIO Rail), will be pursuing additional financial assistance (funding grants) from the province and other benefitting municipalities (including Oxford County) to support infrastructure investments to the CN Cayuga Subdivision line.

Report No: PW 2022-28
PUBLIC WORKS
Council Date: May 25, 2022

Financial Impact

Since GIO Rail re-instated service along the line in January 2022, the number of train cars has been relatively low. Following the previous 2-year gap in operations on the CN Cayuga Subdivision line, it is recognized that it will take some time for GIO Rail to leverage new trade flows which result in increased annual SLR train car volumes. It is currently estimated that the rail line will grow operations to approximately 300, 1,500 and 3,000 train cars in Years 1, 2 and 3 respectively.

The value of goods per train car will vary widely from business to business, with the lowest train car value estimated at \$70,000 and the highest train car value estimated at \$1.4 million. Approximately 26% of train volumes are anticipated to be valued at over \$1 million, with the remainder having a value of approximately \$70,000.

GIO Rail is believed to be contributing approximately 43% of the funding required to undertake the necessary SLR capital infrastructure upgrades to CN Cayuga Subdivision line. Infrastructure investment funding support is also being sought through the NTCF and potential contributions from the province and benefitting municipalities (Elgin County, Norfolk County, Oxford County).

No financial impacts are associated with the information contained in this report; however, a funding request letter (\$150,000 over 3 years - 2023 to 2025) has been received from SCOR EDC and will be circulated to County Council.







Communications

As noted in Report No. [CAO 2017-02](#), Oxford County initiated its advocacy effort with the Federal Minister of Transport and the Ontario Minister of Transportation to implement the reforms necessary to ensure the long-term viability of Ontario's short line railways as outlined in the Canadian Transportation Act Review and Canada's Transportation 2030 policy. As well, SCOR has also specifically advocated to the Ontario Ministry of Transportation with respect to the importance of shortline rail and the Cayuga Subdivision to the region.

Since 2018, County staff have been in liaison with the Ontario Ministry of Transportation, Transport Canada, Western Ontario Wardens' Caucus (WOWC), SCOR EDC and Transport Action Ontario to explore future opportunities related to the expansion of freight and passenger rail across Southwestern Ontario, including advocacy for continued investment into short line rail.

Report No. PW 2022-28 will be circulated to SCOR EDC, the Town of Tillsonburg, Transport Action Ontario and WOWC, upon endorsement by County Council.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.i	2.ii	3.i	4.i.		

DISCUSSION

Background

As established in Oxford County's 2019 Transportation Master Plan, a vibrant economy requires a sustainable multi-modal transportation system which can effectively and efficiently move people and freight goods. Freight movements rely on efficient highway and freight railway systems. Freight rail effectively serves haul distances in excess of 800 km and typically can do so at 75% less fuel/tonne than transport trucking and with substantively lower greenhouse gas emissions.

Trade corridor freight railway systems are comprised of both main line or Class 1 railways (CN and CP) as well as regional / SLR that often provides the "first and last mile" feeder connections at either end of the mainline freight trips. Oxford County and surrounding areas are serviced by two SLR operators - Ontario Southland Railway and GIO Rail.

While still active in many areas of Southwestern Ontario (including Oxford County), Ontario Southland Railway discontinued operation on the CN Cayuga Subdivision SLR (between St. Thomas and Courtland) since April, 2020. In January 2022, GIO Rail reinstated SLR service on the CN Cayuga Subdivision from St. Thomas to Tillsonburg (Phase 1) as part of an initial ten year lease term. A Phase 2 may include expansion into Norfolk County pending business case viability. The CN Cayuga Subdivision is in close proximity to the CP Galt and CN Dundas Subdivision main lines, providing customers with access to the larger Class 1 rail network across North America.

At the March 9, 2022 Oxford County Council meeting, SCOR EDC and Town of Tillsonburg provided a delegation to Council on the progress of the CN Cayuga Subdivision SLR project, status of current GIO Rail operations and an overview of the potential economic and business development opportunities. Of note, there is over 1,000 acres of industrial zoned property along the CN Cayuga Subdivision SLR within Elgin, Norfolk, and Oxford Counties. There are currently approximately four major regional employers along the rail line, collectively representing over 400 regional jobs.

Following the above noted delegation, staff received Council direction to review the CN Cayuga Subdivision SLR project and report back to Council regarding the SLR project alignment with Oxford County's transportation network strategies.

Comments

SLR supports the People and Goods Movement Strategy as detailed in the 2019 Transportation Master Plan and recognizes freight railways as vital components of Oxford County's multi-modal goods transportation system. SLR plays a highly-specialized role in the functioning of the economies of Canada and Ontario, particularly in rural regions. Operating on light density lines that once belonged to the main line or Class I railways (CP and CN), they provide cost-effective, self-supporting freight service on lines that the major railways could no longer serve under their higher cost structure and less flexible labour agreements.

The majority of the SLR have been established within the last 25 years and have preserved service to many industries that cannot be served physically or economically by transport trucks for a variety of reasons. SLR also provides a competitive business alternative to high-cost, high-carbon highway transport. Further, without SLR service, thousands of carloads of freight would be transferred to local, regional and provincial roads. Without the cost-effective and customer-driven service provided by SLR, several Ontario industries would not be viable.

Short Line Rail Infrastructure Sustainability

The potential of SLR in Ontario is detailed in Oxford County's "Empowering Ontario's Short Line Railways" and "Steel Corridors of Opportunity" reports published in Report [CAO 2017-02](#) and Report [CAO 2018-13](#) respectively.

With only marginal profitability, SLR operators have struggled to overcome the deferred rail infrastructure required maintenance inherited from previous rail owners and operators. Adding to this cost pressure are new safety requirements, a lack of access to federal funding for safety upgrades and a need to improve their infrastructure to handle larger and heavier (130,000 kg) cars which are now standard on the main line Class 1 railways.

Due to lighter rail line car traffic volume and revenues, as well as large operating expenditures, Ontario's SLR operators typically have operating ratios of 92%, leaving only 8% of revenues for capital replacement and the generation of a return on investment. As noted in Report CAO 2017-02, this is less than one-third of the 25% required to ideally meet the entire rail industry's normal level of capital expenditures.

For the CN Cayuga Subdivision line, GIO Rail faces a number of required SLR infrastructure upgrades over the next three years (first phase), including bridge repairs, cross tie replacements, rail spurs/sidings and road crossing upgrades across approximately 37 km of rail line. In doing so, the SLR infrastructure will be upgraded to a higher rail car weight limit which will meet Class 1 rail line weight requirements and serve to enhance the overall speed, capacity, reliability and efficiency of train traffic.

The long term sustainability for this SLR operation will be partially dependent on the ability to fund and undertake these required infrastructure improvements. It can be reasonably expected that continued capital investment (beyond initial Phase 1 contributions) will be required in the future in order to maintain the rail line in a state of good repair. Such capital undertakings serve as a means to optimize the appropriate utilization of existing rail infrastructure.

Short Line Rail and Main Line Rail Integration

Supporting reinvestment in the CN Cayuga Subdivision will provide an east/west connection along the southern part of Oxford County from Tillsonburg to St Thomas. The SLR interchanges with the CN line in St. Thomas which runs north to London where it interchanges with the CN Class 1 main line (Windsor to the Greater Toronto Area).

The CN Cayuga Subdivision SLR also physically interchanges with the north/south CP line at the Tillsonburg Junction which runs north to Ingersoll (Tillsonburg to Ingersoll SLR). SLR (CP line) from Ingersoll then extends both to the west with terminus in St. Thomas (Pere Marquette Junction) and east to Woodstock where it interchanges with the CP Class 1 main line (Windsor to the Greater Toronto Area). These SLR segments (CP line) are currently operated by Ontario Southland Railway (OSR) and responsible for a significant number of railcar movements into Tillsonburg and St. Thomas.

The re-instatement of rail service on the CN Cayuga Subdivision has the potential to support the increased viability of the OSR SLR operations (CP line); however, the CP line section that runs from Tillson Avenue in Tillsonburg to the CN Cayuga Subdivision line interchange is not currently in operation due to required rehabilitation needs. Should OSR undertake potential upgrades to the above noted section of the SLR (CP line), GIO Rail freight transport on the CN Cayuga Subdivision SLR may be further integrated with OSR SLR (CP line) at the Tillsonburg Junction where it could be transported from Tillsonburg through Ingersoll (in close proximity to another transportation hub – the Tillsonburg Regional Airport).

The benefits of an interconnected system that offers service by two Class 1 railways cannot be understated as this offers the opportunity for efficient and cost effective service, i.e. use of only one Class 1 railway from the point of origin to the local SLR operator instead of two Class 1 operators (which adds delays and cost to the shipment of goods).

Report No: PW 2022-28
PUBLIC WORKS
Council Date: May 25, 2022

Conclusions

Ontario's private and municipal SLR owners and operators are at a critical junction. They play a significant role within the multi-modal freight transportation system and have demonstrated a willingness to invest their own funds to provide service to many businesses that cannot be served physically or economically by transport trucks for a variety of reasons.

As well, freight rail continues to play an important role in any effective action to address climate change and aligns closely with Oxford County's environmental sustainability initiatives by serving to reduce high-carbon fossil fuel consumption and greenhouse gas emissions.

SLR owners and operators remain considerably constrained by their marginal profitability and limited financial capacity. In this regard, staff encourage municipal support and investment in to SLR, and continued advocacy for similarly appropriate provincial and federal funding contributions to the same.

SIGNATURES

Report Author:

Original signed by:

Frank Gross, C. Tech
Manager of Transportation and Waste Management Services

Departmental Approval:

Original signed by:

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by:

Michael Duben, B.A., LL.B.
Chief Administrative Officer

To: Warden and Members of County Council

From: Director of Public Works

Contract Funding – George Johnson Boulevard Storage Building, Ingersoll

RECOMMENDATION

1. That Oxford County Council authorize additional funding in the amount of \$107,000 to address the budget shortfall for the George Johnson Boulevard Storage Building contract, to be funded from the Water – Ingersoll Reserve.

REPORT HIGHLIGHTS

- The purpose of this report is to obtain \$107,000 in additional funds to proceed with the design and construction to replace the existing materials storage building at 59 George Johnson Boulevard in Ingersoll.
- The construction of a replacement materials storage building will allow current operational needs to be met and add necessary features like improved organization and material security to the facility, which is not available within the current storage area.
- Construction is anticipated to begin in September 2022 and be completed by the end of December 2022. Demolition of the existing storage building will follow construction and will be completed in early 2023.

Implementation Points

Upon Council approval, a design-build contract will be executed with the low bidder, Reid and Deleye Contractors Ltd., prior to proceeding with the work. At this time, based on estimated Site Plan Approval timelines, it is anticipated that construction work will begin in September and be complete by the end of December 2022.

Financial Impact

This work was planned for and approved as part of the *2022 Business Plan and Budget*; however, the bid exceeds the approved project budget. The construction costs and funding source for the project are summarized in Table 1 below.

Report No: PW 2022-29
PUBLIC WORKS
Council Date: May 25, 2022

Table 1: Funding Summary for 59 George Johnson Blvd. Storage Building

2022 Budget Summary Account / Description	Bid Amount (excluding HST)
911272 – 59 George Johnson Blvd Storage Building Design and Construction	\$532,602
Non-Refundable HST (1.76%)	9,374
Demolition of Existing Storage Building	20,000
Project Contingency	20,000
TOTAL ESTIMATED EXPENDITURES	\$581,976
Available 2022 Budget	475,000
BUDGET SHORTFALL	\$106,976







The anticipated project costs exceed the approved budget by approximately \$107,000. The budgeted 2022 closing balance of the Water – Ingersoll Reserve is \$5,059,249, which is sufficient to fund the additional amount required.

Communications

The project was publicly tendered through *Bids&Tenders* and closed on Thursday, April 28, 2022. Upon Council approval, an award letter will be sent to the successful bidder and contract execution will commence.

Once the design has been finalized, an application for Site Plan Approval through the Town of Ingersoll will be completed. Through this process, applicable stakeholders will be engaged prior to final approval and issuance of a building permit. The work will be contained within the County site, with minimal external impacts, so no public notices will be required.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
				5.ii.	

DISCUSSION

Background

The facility at 59 George Johnson Boulevard serves as the main operational and storage area which supports a number of surrounding water and wastewater sites and systems. The existing site includes an eight-bay maintenance facility, with office, lunchroom and washroom facilities, a small green storage building, as well as exterior storage.

The storage building has reached the end of its useful service life and currently is in a state of disrepair. The long standing building structure is no longer conducive to existing operations as it is too small to properly store material, such as pipe and large valves. Based on the current state, it is not cost effective to complete maintenance repairs and upgrades on a building that is not adequately sized to properly support the ongoing site activities.

As approved through the 2022 Business Plan and Budget, a new building was warranted to replace the existing facility (which is in poor asset condition) and store additional operational materials indoors in a weather-tight environment in order to minimize material exposure to the weather elements and improve material security.

Upon completion of the construction work and transition of all materials into the new building, the existing storage building will be demolished to provide more staging room on the south-east side of the site. The demolition scope will be awarded once construction of the new building is nearing completion.

Comments

The 2022 budget included \$475,000 for the construction of a new material storage building that replaces the existing storage building.

A public tender through *Bids&Tenders* was posted on April 6, 2022 and closed on April 28, 2022. Upon tender closing, County staff received the following bid outlined in Table 2.

Table 2: Summary of Bid Submission

Contractor	Bid Amount (excluding HST)
1. Reid & Deleye Contractors Limited	\$532,602

Staff have reviewed the submissions and confirmed that the bid received from Reid and Deleye Contractors Limited, in the amount of \$532,602 (excluding HST), represents good value for the work in the current construction market. Should the contract not be awarded and the work does not proceed, staff at this site will continue to struggle with material storage and security.

As this project has the possible risks that would be associated with any construction project of this scale and scope, the successful contractor is also required to secure construction bonds and insurance to mitigate risks related to the exposure of financial loss.

Report No: PW 2022-29
PUBLIC WORKS
Council Date: May 25, 2022

Conclusions

It is recommended that Council approve the above-noted funding allocation in order to advance the George Johnson Boulevard Storage Building project to alleviate the ongoing material storage concerns and improve overall operations.

SIGNATURES

Report Author:

Original signed by

Mike Amy, FMP, SFP
Supervisor of Facilities

Departmental Approval:

Original signed by

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by

Michael Duben, B.A., LL.B.
Chief Administrative Officer

To: Warden and Members of County Council

From: Chief Administrative Officer

Affordable Housing Project at 738 Parkinson Road, Woodstock

RECOMMENDATIONS

1. That County Council authorize the transfer of up to \$250,000 (excluding HST) from the Affordable Housing Reserve, to address a budget shortfall for the 8-unit affordable housing project on County owned lands located at 738 Parkinson Road, Woodstock;
2. And further, that Council authorize the Chief Administrative Officer and the Director of Human Services to sign all contract documents and agreements related to the proposed affordable housing development.

REPORT HIGHLIGHTS

- The purpose of this report is to obtain Council's approval to allocate additional funds from the Affordable Housing Reserve to address a budget shortfall for the 8-unit housing project on County owned lands located at 738 Parkinson Road, Woodstock.
- The additional costs are a result of existing soil conditions, stormwater management requirements, foundation upgrades and servicing, and are necessary to ensure compliance with the approved site plan drawings.
- Construction has commenced both on and off-site (modular units), and occupancy is anticipated by July 2022. As a result of material and trade shortages, the previously expected occupancy date has been extended.

Implementation Points

Upon Council's approval, staff will issue a letter to Becc Construction indicating the amended contract amount.

Report No. CAO 2022-05
CHIEF ADMINISTRATIVE OFFICER
Council Date: May 25, 2022

Financial Impact

On April 14, 2021, following consideration of [Report No. HS 2021-07](#), Council approved the allocation of up to \$1,122,834 from the Social Service Relief Fund (SSRF), \$391,267 from the Canada-Ontario Community Housing Initiative (COCHI) and \$37,199 from the Affordable Housing Reserve, for a total of \$1,551,300 in support of the proposed project. For Council's information, a contingency of 5% was included in the original scope of the project, which was not sufficient.







In light of the additional costs that are to be incurred, staff are requesting Council's approval to transfer an extra \$250,000 from the Affordable Housing Reserve to facilitate completion of the project. Should Council be supportive of the additional expenditure, the total project costs will equate to \$1,801,300.

Subject to Council's approval of the recommendations contained in this report, the unallocated 2022 year-end forecast for the Affordable Housing reserve is approximately \$0.6 million.

Communications

This report deals with a previously approved affordable housing project on an existing County owned property. In light of this, details of the project have already been shared with the Ministry of Municipal Affairs and Housing (MMAH), City of Woodstock and County staff (Planning/Public Works), as well as the existing tenants on the property.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.i. 1.ii.		3.iii.			

DISCUSSION

Background

In April 2021, Council approved an allocation of up to \$1,551,300 in support of the proposed 8-unit affordable housing project at 738 Parkinson Road, Woodstock. The total allocation primarily consisted of Federal/Provincial, with a small municipal contribution. Council also awarded the construction contract for the proposed development to Becc Construction, after receiving two qualified proposals in response to an RFP.

Since the contract was awarded, a number of plans/reports have been completed in support of the development, resulting in various amendments to the original design of the project and

Report No. CAO 2022-05
CHIEF ADMINISTRATIVE OFFICER
Council Date: May 25, 2022

additional costs in the amount of \$250,000. For Council's information, the additional costs primarily relate to existing soil conditions, stormwater management requirements, foundation upgrades, and servicing, and are necessary to ensure compliance with the approved site plan drawings.

It should also be noted that the pandemic had an influence on the anticipated costs of the project, with a number of material shortages and cost increases that were not contemplated in the original contingency amount.

Comments

The additional costs associated with the project are summarized as follows:

- Soil Conditions & Foundation Upgrades – according to the geotechnical study that was completed for the site, the existing soils are not favourable for a slab on grade foundation, which was originally contemplated in the construction contract. As a result, a more traditional crawlspace foundation, with larger footings and helical piers, is required to support the proposed modular building.
- Stormwater Management – due to the increased hard surfaces on the property (additional parking and building), a stormwater chamber is required to be installed under the proposed new parking area, to accommodate additional storm drainage. While alternatives were considered by the consultant's engineer (i.e. roof storage), it was determined that the stormwater chamber is the most economical to capture the additional drainage.
- Sanitary Service Location – the location of the sanitary service line on Parkinson Road was not in line with the existing servicing plans for the area. As such, upon site excavation, it was determined that the proposed sanitary connection had to be relocated and extended.

For Council information, while staff originally contemplated project completion by the end of 2021, due to a number of material and trade shortages, the project timeline has been extended. That said, construction has commenced on site and the modular units are nearing completion at the proponent's factory (see attachment 1). The modular units are expected to be delivered to the site by mid-June, with exterior finishes to follow and occupancy proposed for early July.

Conclusions

The need to develop additional affordable rental housing is identified as a goal in the Oxford County Strategic Plan, County Official Plan, Future Oxford Community Sustainability Plan, County's 10 Year Shelter Plan and the Zero Poverty Action Plan.

The proposed project will have a positive impact on the community and will assist to address the County's growing waitlist and the existing housing supply shortage.

Report No. CAO 2022-05
CHIEF ADMINISTRATIVE OFFICER
Council Date: May 25, 2022

SIGNATURES

Report Author:

Original signed by

Rebecca Smith, MCIP, RPP
Manager of Housing Development

Approved for submission:

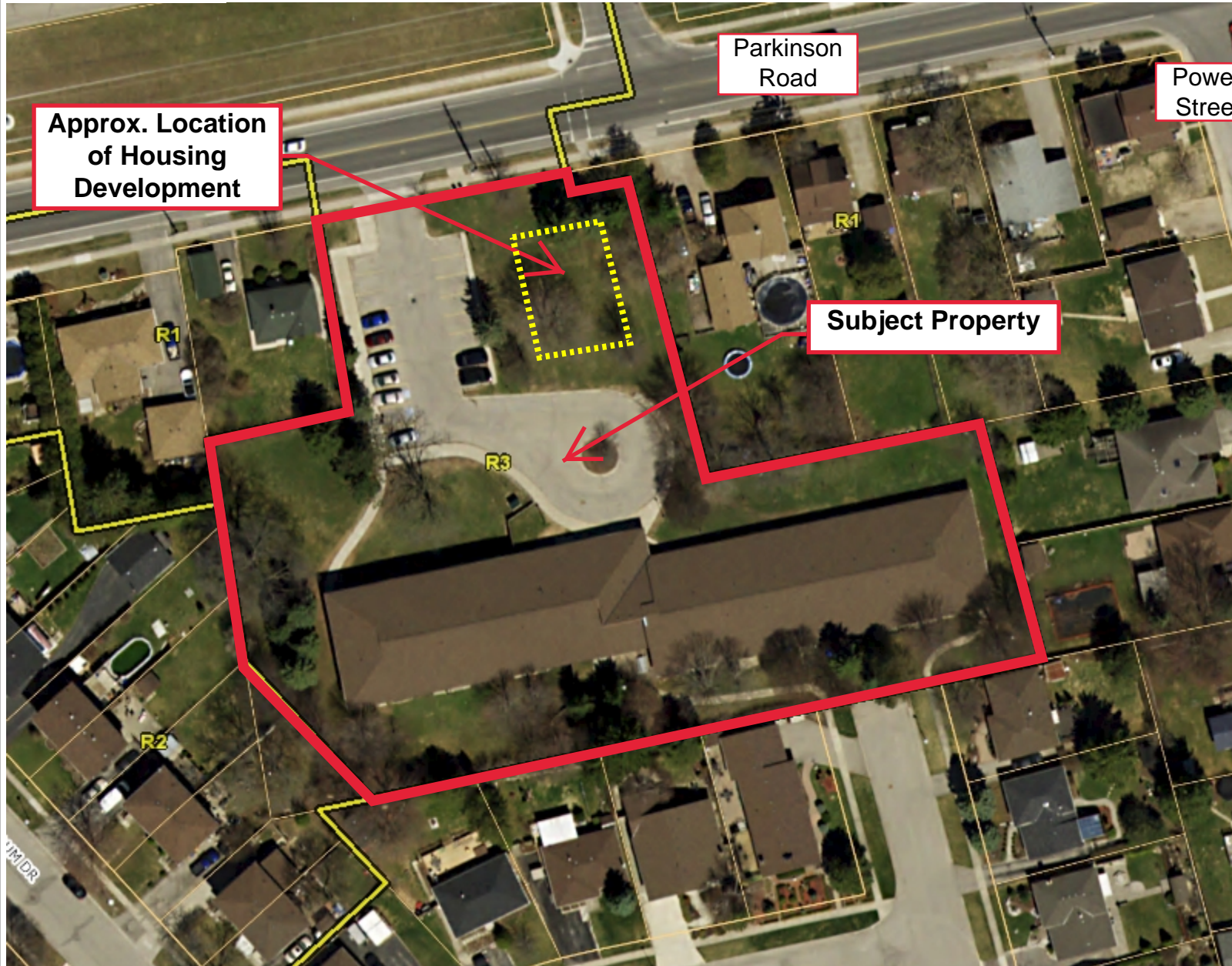
Original signed by

Michael Duben, B.A., LL.B.
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Aerial Map - 738 Parkinson Road, May 25, 2022
Attachment 2 – Modular Unit Construction - 738 Parkinson Road, May 25, 2022

CAO 2022-05
Attachment No.1 - Aerial Map



Legend

- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

Notes



0 23 47 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

January 29, 2021

Interior of completed modular unit:



Exterior of modular unit under construction:



To: Warden and Members of County Council

From: Director of Human Resources

Disconnecting From Work Policy

RECOMMENDATION

1. That the Disconnecting From Work Policy No. 5.48 be approved as presented in Attachment No. 1 to Report No. HR 2022-02 entitled “Disconnecting From Work Policy”, effective June 2, 2022.

REPORT HIGHLIGHTS

- On December 2, 2021, the *Employment Standards Act, 2000* (ESA) was amended to include the requirement for employers with 25 or more employees to have a written policy on disconnecting from work, which must be in place by June 2, 2022.
- The ESA outlines that “disconnecting from work” is defined as not engaging in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work.
- The proposed policy meets our obligations under the ESA and contributes to a workplace that values employee health and well-being, while outlining exceptions to disconnecting from work to maintain optimal service delivery.

Implementation Points

Upon approval of this policy, Human Resources will ensure that staff is aware of the revised policy through established communication mechanisms.

Financial Impact







The recommendation contained in this report has no financial impact

Communications

The policy will be posted on our employee intranet, highlighted in Connections This Week, and provided to new employees upon hire, in accordance with the ESA.

Report No: HR 2022-02
HUMAN RESOURCES
Council Date: May 25, 2022

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
					6.i.

DISCUSSION

Background

On December 2, 2021, the *Employment Standards Act, 2000* (ESA) was amended to include the requirement for employers with 25 or more employees to implement a written policy on disconnecting from work. The ESA stipulates that this policy must be in place by June 2, 2022, and reviewed on an annual basis thereafter.

Comments

The world of work has changed significantly for many positions across organizations, and Oxford County is no exception. The COVID-19 pandemic forced us to rapidly change how many positions work, including the increased frequency of electronic communication. While this has proven to be beneficial, increased electronic communications has also had the potential to infringe on personal or non-work time, as some employees can complete part or all of their work from any location (typically a home office) and during non-traditional work hours. Across many workplaces, this has resulted in blurred lines between personal/non-paid time and scheduled/paid work time.

As an employer, we recognize that flexibility in where and when employees complete their work is beneficial to both staff and the County; however, we also recognize that to maintain work-life balance and optimal overall well-being, employees should have the ability to disconnect from work during their non-working hours.

Exceptions

Oxford County delivers 24/7 essential public services and there can be tight deadlines, emergencies and on-call work that all contribute to our high level of service delivery. For this reason, the proposed policy outlines exceptions to disconnecting from work, such as responding to emergencies and participating in on-call rotations, assuring Council and the public that this policy will have no impact on our current levels of service. The proposed policy also references our current policies and Collective Agreements that outline how employees are compensated if they are required to work outside of their regularly scheduled hours.

Report No: HR 2022-02
HUMAN RESOURCES
Council Date: May 25, 2022

Conclusions

Oxford County recognizes the importance of disconnecting from work during non-working hours and maintaining a healthy work-life balance, while also recognizing that there are times that disconnecting from work is not possible and addresses those exceptions.

SIGNATURES

Departmental Approval:


Amy Smith
Director of Human Resources

Approved for submission:

Michael Duben, B.A., LL.B.
Chief Administrative Officer

ATTACHMENT

Attachment 1 Disconnecting From Work Policy

		GENERAL POLICY MANUAL	
SECTION:	Personnel	APPROVED BY:	County Council
NUMBER:	5.48	SIGNATURE:	Original signed by Michael Duben, CAO
PAGE:	1 of 4	DATE:	June 2, 2022
REFERENCE POLICY:	5.28, 5.30	REVISED:	

Disconnecting From Work

POLICY

Work-related pressure and the inability to disconnect from work can lead to stress and deterioration of mental health and overall well-being. Oxford County understands that due to work-related pressures, the current landscape of work, or an employee's work environment or location, employees may feel obligated or choose to continue to perform their job duties outside their normal working hours.


Employee health and well-being are priorities while working and away from work. Oxford County is committed to increasing overall employee health and wellness and providing employees with a better work–life balance. This policy has been established to support employee wellness, minimize excessive sources of stress related to work or workload, and ensure that employees have the ability to disconnect from their work outside their normal work day or hours, while outlining exceptions to disconnecting from work to maintain optimal service delivery.

DEFINITIONS


<i>Disconnecting From work</i>	Not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from performing work.
<i>Normal work day</i>	<p>The typical number of hours an employee is scheduled for in a work day. A normal work day varies by employee, position and/or department.</p> <p>Due to the nature of their position, some employees are afforded flexibility in working hours and location, which may occasionally affect their normal work hours in a day. For example, an employee attends a personal appointment during their regular work day, but subsequently works past their normal end time to account for time spent at the personal appointment. For the purposes of this policy, the employee's normal work day would be considered extended accordingly.</p>

PROCEDURE

- 1.0 Employees should disconnect from their work outside of their normal working day without fear of reprisal. Employees are encouraged to set clear boundaries between their work and personal lives.

		GENERAL POLICY MANUAL	
SECTION:	Personnel	APPROVED BY:	County Council
NUMBER:	5.48	SIGNATURE:	Original signed by Michael Duben, CAO
PAGE:	2 of 4	DATE:	June 2, 2022
REFERENCE POLICY:	5.28, 5.30	REVISED:	

- 2.0 Disconnecting from work means that employees:
- 2.1 Can and should stop performing their job duties and work-related tasks when they are not expected to work;
 - 2.2 Are not expected or required to respond to work-related communication outside their regular working hours, while on break, or during any paid or unpaid time off;
 - 2.3 Are encouraged to utilize their scheduled breaks and time off entitlements for non-work related activities; and
 - 2.4 Will not face repercussion or be penalized for not communicating or continuing to work outside of their regular working hours.
- 3.0 Employees must also be respectful of others' right to disconnect and should not expect others to respond, communicate, or complete work outside of their normal work day.
- 4.0 Where employees are required to work outside of their normal work day, they will be entitled to banked lieu time or overtime in accordance with their Collective Agreement or Policy 5.30 Overtime – Non-Union Employees.
- 5.0 Employees who, on a regular basis, cannot manage their workload during their normal work day should meet with their direct supervisor/manager to evaluate their current workload, priorities, and due dates. Managers/supervisors will work with employees to come up with a solution to ensure regular job duties can be completed during their normal work day.
- 6.0 **Communication**
- 6.1 Oxford County maintains "Service Excellence Standards", which outline expectations regarding response times to phone, email and written communication. Employees should recognize that there is no organizational expectation of immediate response outside of their normal work day, and they can disconnect at the end of their normal work day. The standards can be found here - <http://intranet4.oxfordcounty.local/Corporate%20Communication%20Guidelines/Customer%20Service%20Communication%20Guidelines.pdf>
 - 6.2 Employees may feel obligated to send or respond to messages when not working. On occasion communication may be sent to employees when they are not working, such as on an employee's day off or scheduled vacation. Employees are not expected to read or respond to any organizational communication when not at work, with the exception of unforeseen

		GENERAL POLICY MANUAL	
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NUMBER:	5.48	SIGNATURE:	Original signed by Michael Duben, CAO
PAGE:	3 of 4	DATE:	June 2, 2022
REFERENCE POLICY:	5.28, 5.30	REVISED:	

circumstances, such as an emergency, or in relation to reasons outlined in section 7.0.


- 6.3 It may be necessary to communicate with or forward important information to an employee who is not working. If employees do send communications to others who are not at work, they should not expect a response until the other employee returns. If the matter is urgent or an emergency and requires an immediate response from a colleague, employees must reach out to their manager/supervisor, or other management designate, if their manager/supervisor is also away from work.

7.0 Exceptions

- 7.1 Oxford County understands that employees may want or need to work outside their normal work day to meet a time-sensitive deadline, to attend to an urgent or emergency matter, or due to unforeseen circumstances; however, employees are not required to regularly or frequently work outside their scheduled hours to complete or catch up on work.
- 7.2 Some employees are required to participate in an on-call/standby rotation in accordance with Policy 5.28 or their Collective Agreement. For the purposes of this policy, an employee being compensated to be on stand-by/on-call does not have the right to disconnect from work related to the reasons for being on-call (communication unrelated to being on-call may be addressed during normal working hours).
- 7.3 Work-related communications that employees are expected to respond to outside of normal working hours include those related to shift scheduling, arrangements for off-shift meetings or arranging a return to work if employees have been out of the workplace for a period of time.

8.0 Time Away From Work

- 8.1 Oxford County understands the importance for employees to have time off away from work. Employees should use their annual vacation time in accordance with their Collective Agreement, Non-Union Manual, and any other applicable County policy for rest, relaxation, and personal pursuits.
- 8.2 At least one week in advance of a scheduled vacation, employees should discuss

		GENERAL POLICY MANUAL	
SECTION:	Personnel	APPROVED BY:	County Council
NUMBER:	5.48	SIGNATURE:	Original signed by Michael Duben, CAO
PAGE:	4 of 4	DATE:	June 2, 2022
REFERENCE POLICY:	5.28, 5.30	REVISED:	

with their supervisor any job duties that need to be completed while the employee is on vacation. Managers/supervisors will work with employees to delegate job-specific duties that must be completed maintain workflow and productivity. Employees should not be reluctant to take vacation due to workload, unless there are limitations or restrictions because of a due date, project priority, scheduling conflict, unforeseen circumstance or other urgent operational need that prevent an employee from taking a vacation at a specific time requested.

9.0 **Productivity**

Working additional hours does not always equate to higher productivity. Employees can maximize their productivity during their work day by using time management tactics, such as:

- 9.1 Blocking off periods in their schedule and calendar to complete specific tasks or address communication;
- 9.2 Working with their manager to organize work in order of priority or importance;
- 9.3 Breaking down projects and tasks into manageable chunks;
- 9.4 Setting goals to work continuously for a specified period before taking a break or responding to communication.

- 10.0 If an employee believes they are being subject to reprisal for disconnecting from work in accordance with this policy, they should contact Human Resources.

To: Warden and Members of County Council

From: Director of Corporate Services

Ontario Works and Housing Services Administrator Appointment

RECOMMENDATION

- 1. That Kelly Black, the Director of Human Services be appointed the Administrator of Ontario Works for the County of Oxford Service Delivery Area.**

REPORT HIGHLIGHTS

- To ensure compliance with the Ontario Works Act with respect to the Administrator's position.

Implementation Points

Upon adoption of Report No. CS 2022-18, staff will forward a resolution formally appointing Kelly Black, Director of Human Services as the Administrator of Ontario Works for the County of Oxford Service Delivery Area to the Ministry of Children, Community and Social Services.







Financial Impact

The approval of this report will have no financial impacts beyond what has been approved in the current year's budget.

Communications

As indicated in Implementation Points, staff will forward a resolution of County Council formally appointing Kelly Black, Director of Human Services as the Administrator of Ontario Works for the County of Oxford Service Delivery Area to the Ministry of Children, Community and Social Services.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
			4.ii.		

DISCUSSION

Background

As a result of the retirement of the previous Director of Human Services and the recruitment of Kelly Black as the new Director of Human Services, the Ministry of Children, Community and Social Services has requested that the Administrator role be confirmed by resolution of County Council. Subsequent to said confirmation, the Director of the Ontario Works Branch will approve the appointment.

As provided in Section 43 of the *Ontario Works Act, 1997*, S.O. 1997, c.25, Schedule. A (the Act), each delivery agent shall, with the approval of the Director, appoint an administrator to oversee the administration of this Act and the provision of assistance in the delivery agent's geographic area. 1997, c. 25, Sched. A, s. 43.

Section 44 of the Act provides for the Powers and duties of administrator:

Each administrator shall carry out the following duties:

1. Receive applications for basic financial assistance from persons residing in his or her geographic area.
2. Determine the eligibility of each applicant for basic financial assistance.
3. If an applicant is found eligible for basic financial assistance, determine the amount of the assistance and direct its provision.
4. Determine eligibility for employment assistance and direct its provision.
5. Carry out the prescribed duties. 1997, c. 25, Sched. A, s. 44.

Ontario Regulation 136/98 of the Ontario Works Act at Schedule I provides for the designation of geographic areas and delivery agents

Comments

It is recommended that County Council designate Kelly Black, Director of Human Services as the Administrator of Ontario Works for the County of Oxford Service Delivery area.

Report No: CS 2022-18
CORPORATE SERVICES
May 25, 2022

Conclusions

Upon adoption of Report No. CS 2022-18, staff will forward a resolution formally appointing Kelly Black, Director of Human Services as the Administrator of Ontario Works for the County of Oxford Service Delivery Area to the Ministry of Children, Community and Social Services.

SIGNATURES

Report Author:

Original signed by

Chloé J. Senior
Clerk

Departmental Approval:

Original signed by

Lynn S. Buchner, CPA, CGA
Director of Corporate Services

Approved for submission:

Original signed by

Michael Duben, B.A., LL.B.
Chief Administrative Officer

To: Warden and Members of County Council

From: Director of Community Planning

Phase 1 Official Plan Update - Agricultural Policies – Amended OPA 269

RECOMMENDATIONS

1. That Oxford County Council adopt application OP 22-01-9 to amend Chapter 3, Section 3.1 – Agricultural Land Resource, of the County Official Plan, and Chapter 1 Section 1.6, to update the corresponding definitions;
2. And further, that County Council declare that Amendment No. 269 conforms with provincial plans, has regard to matters of provincial interest, and is consistent with the Provincial Policy Statement, 2020;
3. And further, that Council adopt the attached Amendment No. 269 to the County of Oxford Official Plan;
4. And further, that the necessary by-law to adopt Amendment No. 269 be raised;
5. And further, that staff be directed to prepare and submit Amendment No. 269 to the Ministry of Municipal Affairs and Housing for final approval in accordance with the requirements under the Planning Act.

REPORT HIGHLIGHTS

- The purpose of this report is to bring forward a revised version OPA 269, which incorporates the changes based on County Council direction received at the meeting on May 11, 2022.
- Specifically the policies contained within the amendment has been revised to incorporate changes to the undersized agricultural policies to permit a dwelling on vacant undersized agricultural lots, subject to a rezoning, development criteria and site plan control.

Implementation Points

The adoption of the recommendations contained in this report will endorse and adopt the changes to amend the policies of the County Official Plan as they pertain to the agricultural policies. Final approval of the amendment from the Province is required, as they are the approval authority for Official Plan updates under Section 26 of the Planning Act.

Financial Impact







No immediate financial implications beyond this year's approved budget. Any additional funding that may be required for future phases will be considered as part of the annual budget process.

Communications

A combination of an open house, public meetings, and online participation opportunities have been provided and were advertised as part of the consultation on the October 27, 2021 draft of the agricultural policies, as detailed in Report [CP 2021-337](#). In addition, a public meeting was held regarding the revised policies on March 23, 2022, as detailed in Report [CP 2022-98](#).

The [agricultural policy updates webpage](#) on Speak Up Oxford has been updated to include the outcomes of the May 11, 2022 County Council meeting and will be further updated to reflect Council's decision on this report. Notifications were provided to those members of the public that have requested to be kept informed regarding the agricultural updates and/or the OP review as a whole. Based on Council's direction, no further consultation is proposed with respect to amendments to the agricultural policies requested by Council at their May 11, 2022 meeting.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
		3.ii. 3.iii.	4.i. 4.ii.		

DISCUSSION

Background

County Council commenced a review of the County Official Plan on October 13, 2021 by holding a special meeting of Council, as required under Section 26 of the Planning Act, and as detailed in Report [CP 2021-336](#). The first phase of that review, consisting of proposed updates to the agricultural policies, was released for public input on October 27, 2021 as detailed in Report [CP 2021-337](#). The feedback received resulted in the revised policies, as detailed in Report [CP 2022-98](#). A statutory public meeting was held March 23, 2022 regarding the revised policies to provide a further opportunity for feedback and input. County Council considered the resulting

Report No: CP 2022-210
COMMUNITY PLANNING
Council Date: May 25, 2022

Official Plan amendment (OPA 269) at their meeting of May 11, 2022 and directed staff to make further changes, as outlined in the comments section of this report.

Comments

At their meeting of May 11, 2022 County Council deferred their decision on application OP 22-01-9 and directed that staff amend the policies with respect to existing undersized agricultural parcels to remove the requirement for excess agricultural lands to be severed and added to an abutting agricultural lot as a condition for allowing a dwelling to be constructed on such lots, provided certain zoning and site plan requirements are met.

Further to this direction, planning staff have revised the policies for existing undersized agricultural lots, as contained in Section 3.1.4.2.3 of OPA 269, to allow for the establishment of a dwelling, subject to a zone change and associated development criteria to guide the location of the dwelling, and limit the land area that can be utilized for residential purposes, to minimize the impacts on agricultural lands and natural heritage features. Such development would also be subject to site plan control.

These specific changes are shown in Attachment 2 and have been incorporated into the OPA 269, which forms Attachment 1 to this report. Subsequently dates included in the amendment, intended to reflect the date of County adoption have also been revised to reflect May 25, 2022.

In staff's opinion, these policy updates, as included in the recommended policies in the Amendment in Attachment 1:

- Conform, or do not conflict with, any applicable provincial plan or plans;
- Have regard to matters of provincial interest; and
- Are consistent with the Provincial Policy Statement, 2020.

Next Steps

Unlike other Official Plan amendments for which the County is the approval authority, the County is required to submit the amendment for Provincial approval within 15 days of County Council adopting the amendment. Under the Planning Act, the Province is required to make a decision regarding the amendment within 120 days from the date the complete application is received. Based on this, staff anticipate a decision from the Province regarding the agricultural policies sometime in the fall. However, it is currently unclear whether recent amendments to Provincial authorities with respect to the approval of municipal Official Plan amendments, incorporated into the Planning Act through Bill 109, may impact that timing.

Conclusions

The purpose of this report is to present Council with the recommended official plan amendment for updating the agricultural policies to support the long-term protection of the County's prime agricultural area, as included in Attachment 1. This amendment updates the County's Agricultural Policies as contained in Section 3.1 of the Official Plan, together with associated terms and definitions to be updated and included within Section 1.6.

Report No: CP 2022-210
COMMUNITY PLANNING
Council Date: May 25, 2022

The policy updates have been prepared based on extensive background research, consideration of applicable Provincial legislation, policies, guidelines and input, detailed analysis of spatial (i.e. GIS) and non-spatial data and extensive community engagement and input as described in Reports [CP 2021-337](#) and [CP 2022-98](#).

The agricultural policies, as included in the Amendment within Attachment 1, are consistent with current Provincial legislation, plans, policies, and guidelines, and also improve the overall intent, clarity and implementation of the policies and ensure they continue to reflect local planning goals and objectives.

SIGNATURES

Report Author:

Original signed by _____
April Nix
Development Planner – Policy Focus

Report Author:

Original signed by _____
Paul Michiels
Manager of Planning Policy

Departmental Approval:

Original signed by _____
Gordon K. Hough
Director

Approved for submission:

Original signed by _____
Michael Duben, B.A., LL.B.
Chief Administrative Officer

ATTACHMENTS

Attachment 1 - Official Plan Amendment 269
Attachment 2 - Changes to undersized agricultural policies

Report No. CP 2022-210 - Attachment No. 1

AMENDMENT NUMBER 269
TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following Plan attached hereto as explanatory text,
constitutes Amendment Number 269 to the County of Oxford Official Plan.

THE COUNTY OF OXFORD

BY-LAW NO. 6437-2022

BEING a By-Law to adopt Amendment Number 269 to the County of Oxford Official Plan.

WHEREAS, the County of Oxford has held an open house, public hearing, and has recommended Amendment Number 269 to the County of Oxford Official Plan for adoption, and,

WHEREAS, pursuant to Section 26 of the Planning Act, the Province is the approval authority for Amendment Number 269 to the County of Oxford Official Plan.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 269 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 25th day of May, 2022.

READ a third time and finally passed this 25th day of May, 2022.

LARRY G. MARTIN, WARDEN

CHLOÉ J. SENIOR, CLERK

1.0 PURPOSE OF THE AMENDMENT

The purpose of the Amendment is primarily to update Section 3.1 *Agriculture Land Resource* of the Official Plan, with a new set of policies that will apply primarily to the existing “Agriculture Reserve” designation, along with affiliated changes to section cross references and definitions to support and implement the agricultural policies. These changes comprehensively update the County’s agricultural land use policies and have been informed by extensive consultation with stakeholders, Provincial Ministries, and the public. This amendment seeks to ensure that the County’s prime agricultural area is protected for long term agriculture by avoiding further fragmentation of the land base, minimizing conflict between agricultural and non-agricultural uses; and supporting the needs of the agricultural community by permitting certain uses that are directly related to and supportive of agricultural uses in the area, where appropriate

Section 1.6, *Definitions*, will also be updated by this amendment to ensure the definitions for a number of terms referred to in the amended text of Section 3.1 appropriately reflect their intended meaning and/or are consistent with the definitions in the 2020 Provincial Policy Statement. Existing cross references to Section 3.1 in the rest of the Official Plan will also be updated to reflect changes in numbering.

2.0 LOCATION OF LANDS AFFECTED

This Amendment applies to all lands located within the corporate boundary of the County of Oxford that are outside of a designated settlement.

3.0 BASIS FOR THE AMENDMENT

3.1 SUMMARY OF CHANGES TO THE PLAN

Chapter 1 – Introduction, Section 1.6, *Definitions*, of the Official Plan is amended to ensure the definitions for various italicized terms in the amended text of Section 3.4.1 appropriately reflect their intended meaning and/or are consistent with the definitions in the 2020 Provincial Policy Statement. The amendments consist of a number of new and/or revised definitions and the deletion of existing definitions to ensure the italicised terms in the policies simply reference the corresponding definition in the 2020 Provincial Policy Statement.

Chapter 3 – Natural Resource Management Policies, Section 3.1, *Agriculture Land Resource*, of the Official Plan sets out the policies for the protection of the County’s agricultural lands for long term agricultural use. These policies also reflect the importance of agriculture and related uses, including on-farm diversified uses and agriculture-related uses.

The key updates to the policies of this Section include:

- ensuring continued protection of the County’s prime agricultural areas for long-term agricultural use, while recognising changing crops, commodities, markets and technologies;
- ensuring consistency with Provincial direction and, wherever possible, reflective of local goals and objectives;

- providing increased flexibility for the establishment of certain uses (e.g., value retaining facilities, on-farm diversified uses, agriculture-related uses), and support for small business (e.g., home occupations, rural entrepreneurial uses) within the rural area;
- including provisions to ensure that uses are permitted at appropriate scales, are compatible with surrounding land uses, and are appropriately sited;
- incorporation of a number of new/updated terms to reflect current terms and definitions from the PPS, 2020; and,
- improving the readability and clarity of the policies and reducing repetition overall.

3.2 PUBLIC PARTICIPATION AND INPUT

SPECIAL MEETING OF COUNCIL TO COMMENCE OFFICIAL PLAN UPDATE

Pursuant to the requirements under Section 26 of the Planning Act a ‘special public meeting’ of Council’ was held on October 13, 2021 to formally commence the review and update of the County’s Official Plan.

PUBLIC ENGAGEMENT ON THE CONSULTATION DRAFT

A draft of the agricultural policies was released by County Council on October 27, 2021. This draft was released for public review and input and was advertised in area newspapers and through social media and digital advertising. All materials were made available on the County’s website and included an online survey for feedback.

Pursuant to the requirements under Section 17(16) of the Planning Act, an open house was held virtually on November 9, 2021. A video recording was also released of the open house and posted to the [Official Plan update webpage](#) and the County’s YouTube page for public viewing, following the open house.

An additional series of public consultation sessions were held at a meeting of each of the five rural area municipal councils (South-West Oxford on November 16, 2021, East Zorra-Tavistock on November 17, 2021, Norwich on November 23, 2021, Blandford-Blenheim on December 1, 2021 and Zorra on December 15, 2021). These meetings were open to the public and used the various meeting formats (virtual, in person, hybrid, and teleconference) of each of the area municipalities, at the time the meetings were held, due to the ongoing COVID pandemic.

STATUTORY PUBLIC MEETING

A statutory public meeting was held on March 23, 2022 pursuant to the requirements of Section 17 of the Planning Act. A revised draft of the agricultural policies was considered at the public meeting which incorporated changes based on feedback from the consultation draft.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by deleting the defined terms for “Alternative And/ Or Renewable Energy Systems”, “Biomass Energy Systems”, “Renewable Energy System” and, “Solar energy System”
- 4.2 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by deleting the defined term for “Farm Unit” and replacing it with the following:

FARM UNIT

Farm unit means the composite of all lots operated as an agricultural operation, the principal farm residence, any accessory residences, *woodlands*, barns and other structures necessary to support *agricultural uses* and associated ancillary uses.

- 4.3 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by adding defined terms for “Agriculture-Related Use”, “Farm-Related Tourism Use”, “Farm Owner”, “Farm Vacation Rental”, “Farm Winery”, “On-Farm Diversified Use”, “Rural Entrepreneurial Use”, “Rural Home Industry”, “Rural Home Occupation”, “Value Added Agricultural Facility”, and “Value Retaining Facility”

AGRICULTURE-RELATED USE

Agriculture-related uses: means those farm related commercial and farm related industrial uses, including *value retaining* and *value added agricultural facilities*, that are directly related to farm operations in the area and are required in close proximity to farm operations, support agriculture, and provide direct products and/or services to farm operations as a primary activity.

FARM-RELATED TOURISM USE

Farm-related tourism use means small scale tourism uses that are secondary to the farm operation and are focused on promoting the enjoyment, education or activities directly related to the farm operation. These uses may include short term limited accommodation, such as a bed and breakfast or *farm vacation rental*.

FARM OWNER

Farm owner means an individual, partnership, or corporation which:

- a) Owns, is employed on, and manages an agricultural operation consisting of one or more agricultural lots;
- b) Earns a majority of their income from farming (the scale of the agricultural operation should be capable of generating reasonable operating profit under "normal" economic conditions);
- c) Spends a majority of their work day in the day-to-day operation of the farm on a full-time, year-round or extended seasonal basis;
- d) Demonstrates a continuing commitment to the farm operation and long term farming, such as through sustainable farming practices, on-going farm maintenance and improvement (i.e., drainage, erosion control, soil improvement, fencing etc.), and direct investment in equipment, buildings, and crops; and,
- e) Must have a valid Farm Business Registration Number.

The principal operator together with their spouse, or other owners that normally reside in the same household, may be considered as one individual owner, partner or member of a corporation.

FARM VACATION RENTAL

Farm vacation rental means a rental for the temporary, short-term accommodation of guests as a *farm-related tourism use*. This may include the rental of a farm dwelling or accessory unit.

FARM WINERY

Farm winery includes any farm based use which produces alcohol through fermentation or distillation, including wineries, cideries, breweries and distilleries.

ON-FARM DIVERSIFIED USE

On-farm diversified use means uses that are small scale, secondary to the principal agricultural use of the property, and limited in area. Such uses include *rural home industries*, *farm-related tourism uses*, *value added agricultural facilities*, *value retaining facilities*, smaller scale *agriculture-related uses*, and the seasonal storage of boats, recreational vehicles or automobiles within an existing building.

RURAL ENTREPRENEURIAL USE

Rural entrepreneurial use means a small scale, business or industry, including:

- Home occupations, that exceed the permitted size and/or scale of a *rural home occupation* as set out in Section 3.1.4.3.1, and,
- *Rural home industries*.

Such uses shall be secondary to the rural residential use of the property and comply with the use, scale, and design criteria for a *rural entrepreneurial use*, as contained in this Plan.

**RURAL HOME
INDUSTRY**

Rural home industry means a small-scale business or industry that is secondary to the agricultural or residential use on the lot. Typical examples of such uses include:

- Small equipment repair;
- Small scale veterinary clinic;
- A workshop for a building contractor, trade occupation or, welder;
- A studio space for a woodworker, craftsperson or artist; or,
- Other similar use.

**RURAL HOME
OCCUPATION**

Rural home occupation means a small-scale occupation or business that is clearly secondary to the residential use on the lot. Typical examples of such uses include:

- A home office for a professional, agent or contractor;
- A personal service, such as: hair styling, aesthetics or massage therapy;
- A small scale catering operation;
- A home day care;
- A bed and breakfast establishment; or,
- Other similar use.

**VALUE ADDED
AGRICULTURAL
FACILITY**

Value added agricultural facility means uses, typically located on a farm, that process agricultural commodities into new forms that enhance their value and may include/ add off-farm inputs. Typical examples of such facilities include:

- Pressing apples and bottling cider;
- Small scale winery;
- Grain milling;
- Cherry pitting and preserving;
- Chopping and canning vegetables;
- Grain roasting for livestock feed; or,
- Retail-oriented packaging.

**VALUE RETAINING
FACILITY**

Value retaining facility means a use, typically located on a farm, that serves to maintain the quality of agricultural commodities produced on that farm (i.e., prevent spoilage) to ensure they remain saleable, or that provides a minimum amount of processing to make the agricultural commodities produced on that farm saleable. Typical examples of such facilities include:

- Refrigeration, controlled-atmosphere storage;
- Commodity cleaning, grading, drying, sorting;
- Evaporating maple sap into syrup;
- Honey extraction; or,
- Simple (bulk) packaging.

- 4.4 That Chapter 3 – Natural and Cultural Resource Management Policies, Section 3.1 (including, subsections 3.1.1 to 3.1.6) of the Official Plan entitled, 'Agricultural Land Resource' as amended, is hereby amended by deleting and replacing it with the following:

3.1 Agricultural Land Resource

INTRODUCTION

Agriculture in Oxford County has maintained its position as an extensive user of land and an industry of significant importance to the local economy. Over 90 percent of agricultural land in the County is within Classes I, II and III agricultural land capability. In, 2016 87 percent of the total County land base was devoted to agricultural production and the agricultural industry was the fourth most important employer in the County. Further, there were over 1875 farms in the County reporting total annual gross farm receipts of over \$709 million, with a continued trend toward fewer, but larger and more intensive farming operations. Based on the total value of products sold, Oxford County farms were, on average, the third most productive in Ontario.

Agriculture in Oxford is a key contributor to both the local and Provincial economies. Further, given the quality and extent of the agricultural land base, level of capital investment in agriculture and geographic location, the County will continue to be one of the most important agricultural areas in the Province. However it is also recognized that the agriculture industry in Oxford will need to continue to evolve and adapt in order to remain competitive and address on-going challenges, such as declining farm populations, fluctuating commodity prices, increasing competition, changing consumer preferences, and increasing environmental requirements and issues, including the impacts of a changing climate.

In order to ensure Oxford's agricultural industry remains healthy and sustainable for the long term and maintains the flexibility to respond to these challenges, County Council and Area Councils are committed to protecting and preserving the *prime agricultural area* of the County for *agricultural uses* for the long term. This is to be accomplished by designating all lands that are located outside of *settlements* in Oxford County as a *prime agricultural area* and establishing clear local policy direction with respect to permitted uses and lot creation in such areas. In general, the County policies will support agriculture by recognizing the value of the agricultural land base for current and future food and fibre production, minimizing the potential for conflict and land competition from non-agricultural uses, and by providing clear guidance that the County's *prime agricultural area* is to be preserved for *agriculture use*. The policies also support the promotion of local food and agri-business opportunities through the recognition of *agriculture-related* and *on-farm diversified uses*, as well as the promotion of the rural economy and tourism opportunities through the incorporation of *farm-related tourism uses*, *rural home occupations*, and *rural entrepreneurial uses*. All of these uses contribute to the agricultural system within Oxford County.

3.1.1 Goal for Agricultural Policies

County Council shall ensure that the County's *prime agricultural area* is preserved for food and fiber production by avoiding further fragmentation of the land base, minimizing conflict between *agricultural uses* and non-agricultural uses, and supporting the needs of the agricultural community by permitting land uses which are directly related to and supportive of agricultural uses in the area, where appropriate.

3.1.2 Strategic Approach

In order to manage *development* in the *prime agricultural area* of the County in a manner that is supportive of a strong agriculture industry, it is the strategic aim of County Council and the Area Councils to:

<p>DESIGNATE THE PRIME AGRICULTURAL AREA</p>	<p>Designate all lands in the County that are located outside of a <i>settlement</i>, as identified on Schedule C-3 and the Land Use Plan Schedules as a <i>prime agricultural area</i>.</p>
<p>PROTECT THE PRIME AGRICULTURAL AREA</p>	<p>Protect and preserve the County's <i>prime agricultural area</i> (i.e., not just the <i>prime agricultural lands</i>) for long-term <i>agricultural use</i>.</p>
<p>MINIMIZE CONFLICT WITH FARM OPERATIONS</p>	<p>Prevent situations of land use conflict in the <i>prime agricultural area</i> through careful management of non-agricultural uses, including rural residential, recreational, commercial, industrial, and aggregate resource extraction.</p>
<p>PROMOTE ALL TYPES, SIZES, AND INTENSITIES</p>	<p>In the <i>prime agricultural area</i>, all types, sizes and intensities of <i>agricultural uses</i> and normal farm practices shall be promoted and protected, where appropriate. However, any new and/or reconfigured agricultural lots shall remain sufficiently large to provide flexibility for future changes in the type, size and/or intensity of <i>agriculture uses</i>, limit land fragmentation, and minimize potential negative impacts on agriculture;</p>
<p>AGRICULTURE- RELATED USES</p>	<p>Allow for the establishment of <i>agricultural-related</i> uses that require a location in an agricultural area, are compatible with and do not hinder surrounding agricultural operations, and do not undermine or conflict with the planned function of settlements, to provide opportunities to establish agricultural services that support or improve agriculture in the area.</p>
<p>ON-FARM DIVERSIFIED USES</p>	<p>Allow for the establishment of <i>on-farm diversified uses</i> that are limited in scale, compatible with and do not hinder surrounding <i>agricultural uses</i>, and do not undermine or conflict with the planned function of settlements, to provide opportunities for farmers to establish a <i>value added agricultural facility</i>, <i>farm-related tourism use</i> or other appropriate small business use on their farm to supplement their income from farming.</p>
<p>PROTECTION OF THE ENVIRONMENT</p>	<p>Ensure that land uses within the <i>prime agricultural area</i> conform with the applicable policies of Section 3.2, Environmental Resource Policies.</p>

MONITORING

Monitor provincial and national agricultural related legislation, regulations, policies, and guidelines in order to determine whether the land use policies affecting agriculture in this Official Plan are consistent with efforts at other levels of government to provide for a sustainable agriculture industry.

3.1.3 Land Use Designation and Mapping

The agricultural policies apply to the policy area identified as Agricultural Reserve on all Land Use Plan Schedules.

AGRICULTURAL
RESERVE AND
PRIME
AGRICULTURAL
DESIGNATION

The Agricultural Reserve designation on the Land Use Schedules identifies the *rural area* of the County which is intended for long term *agricultural use*. The Agricultural Reserve designation, together with the other land use designations that apply to lands located outside of *settlements*, comprise the *prime agricultural area* of the County.

The policies of this Section may also be considered in the evaluation of *development* proposals in the following land use designations and overlays: Environmental Protection Area, Open Space, Future Urban Growth and Quarry Area.

Agricultural uses shall be the priority use within the Agricultural Reserve designation. *Agricultural-related uses* and secondary uses, including *on-farm diversified uses*, may also be permitted, in accordance with the applicable policies of this Section. The development of *non-agricultural uses* shall not be permitted, except in the limited circumstances set out in this Plan.

SUBMISSION OF
INFORMATION AS
PART OF AN
APPLICATION

Where additional information or studies are required for a proposed *development*, in accordance with the policies of this plan, this information will be prepared by qualified individuals and submitted in a form satisfactory to the County or Area Municipality as applicable.

Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as the costs associated with any additional review resulting from revisions to the original materials that may be required as a result of the third party review.

Submission of planning and technical studies as applicable is required, prior to consideration of the development application by the County or Area Municipality as applicable.

3.1.4 Agricultural Uses in the Agricultural Reserve Designation

The policies in this Section apply to agricultural and other associated uses in the Agricultural Reserve designation in the County of Oxford. The policies for certain other land use designations and overlays, such as Quarry Area, Future Urban Growth, Open Space and Environmental Protection Area may also refer to these policies for direction on permitted agricultural uses.

3.1.4.1 Permitted Uses

The following land uses are permitted in the Agricultural Reserve designation as identified on the Land Use Plan Schedules in this Plan, subject to the policies of this Section.

AGRICULTURAL USES

The primary uses permitted in the Agricultural Reserve designation are *agricultural uses*.

All livestock and poultry farms will be subject to the policies of Section 3.1.4.2.1 pertaining to *Minimum Distance Separation Formula (MDS) II* and nutrient management.

SECONDARY USES

Secondary uses that may be permitted on a farm in the Agricultural Reserve designation include *rural home occupations* and *on-farm diversified uses*, in accordance with the policies of Section 3.1.4.3.

All secondary uses are subject to the specific policies for such uses as contained in this Plan.

AGRICULTURE-RELATED USES

Agriculture-related uses may be permitted in the Agricultural Reserve designation, in accordance with the policies of Section 3.1.4.3 of this Plan.

NON-AGRICULTURAL USES

In order to protect and preserve the County's *prime agricultural area* for long-term *agricultural use*, non-agricultural uses will only be permitted in the limited circumstances set out in the policies of Section 3.1.5 and 3.1.7 of this Plan.

RENEWABLE ENERGY FACILITIES

Renewable Energy Facilities, may be permitted in the Agricultural Reserve, in accordance with the policies of Section 3.1.5.4 of the Plan.

INFRASTRUCTURE

Infrastructure shall be permitted in the Agricultural Reserve, in accordance with the policies of Section 3.1.5.5 of the Plan.

INTERIM USES

Sand and gravel, oil, gas and gypsum extraction and ancillary uses are permitted in the Agricultural Reserve as interim uses, in accordance with the policies in Section 3.4, Resource Extraction Policies.

NATURAL HERITAGE FEATURES AND/OR SYSTEMS

Natural heritage features and areas and other *natural heritage system* components are located throughout the *prime agricultural area* of the County and form part of the *prime agricultural area*. Uses proposed within and adjacent to the various *natural features and areas* that comprise the *natural*

heritage system shall be in accordance with the applicable policies of this Section and Section 3.2, Environmental Resource Policies.

ALL USES

In addition to the policies of this Section, all permitted uses shall comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2 Agricultural Uses

AGRICULTURAL USE

All types, sizes and intensity of *agricultural uses* shall generally be permitted within the Agricultural Reserve designation, in accordance with the following policies and the applicable agricultural zoning provisions in the applicable Area Municipal zoning by-law.

The following policies apply to the development of *agricultural uses* in the Agricultural Reserve designation.

VALUE RETAINING FACILITY

An *agricultural use* may include *value retaining facilities* that exclusively serve that *agricultural use*.

Where *value retaining facilities* serve more than one farm, they shall only be permitted, in accordance with the policies pertaining to *on-farm diversified uses* or *agriculture-related uses*.

CANNABIS

While the growing of cannabis is considered an *agricultural use*, related production uses, such as: laboratories, processing, packaging, and shipping, may only be considered as *on-farm diversified uses* or *agriculture-related uses* and are subject to the applicable policies for such uses, in addition to Provincial and Federal requirements.

ANAEROBIC DIGESTERS

Anaerobic digesters, as a *renewable energy facility*, may be permitted as an *agricultural use*, in accordance with the requirements of 3.1.5.4.

LIVESTOCK FARMING

Agricultural uses which include new or expanding livestock and poultry operations are permitted, subject to the requirements of 3.1.4.2.1.

DWELLINGS

Residential uses, including accommodation for farm labour, may be permitted on an agricultural lot as an accessory use, subject to the requirements of 3.1.4.2.2.

AGRICULTURAL LOT SIZE

Agricultural lots shall be sufficiently large to provide the flexibility to accommodate a range of viable *agricultural uses* over the long term, limit land fragmentation, and minimize potential negative impacts on agriculture. As such, the minimum size of agricultural lots shall be 30 hectares (74.1 acres).

Development on *existing* undersized agricultural lots, including the establishment of a new residential use, is subject to the requirements of 3.1.4.2.3.

3.1.4.2.1 New or Expanding Livestock or Poultry Operations

LIVESTOCK AND POULTRY

The County of Oxford recognizes the importance of livestock and poultry operations for food production and the economy. In addition to the protection of agricultural lands and operations, the County also recognizes the importance of minimizing conflicts between livestock facilities and non-*agricultural uses* and protecting environmental resources, including water resources.

MDS AND NUTRIENT MANAGEMENT

New livestock or poultry housing facilities, anaerobic digesters and/or manure storages, and modifications for enlargement of an existing livestock or poultry housing facility or manure storage, shall generally comply with the *MDS* and the requirements of the Nutrient Management Act.

Area Municipalities may enact Zoning and/or other municipal by-laws to ensure that new livestock or poultry operations, that are below the minimum size subject to the *MDS* and/or regulated by the Nutrient Management Act, are appropriately located and can adequately manage the manure they generate.

EXISTING LIVESTOCK FARMS

In the interests of proactive ground and surface water protection, existing livestock or poultry farms that are not currently subject to the Nutrient Management Act are encouraged to prepare a nutrient management plan and ensure that they have adequate and appropriately designed and located manure storage.

OTHER APPLICABLE POLICIES

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2.2 Residential Uses on Agricultural Lots

OBJECTIVES

The following objectives apply to proposals to establish one or more dwellings on an agricultural lot:

- To preserve and protect the *prime agricultural area* for viable agriculture and avoid or minimize potential impacts on agricultural operations;
- To permit the *development* of dwellings on agricultural lots as an accessory use only where required to accommodate full-time farm labour, when the size and nature of the agricultural operation requires additional employment, or, in accordance with the policies for converted dwellings or *garden suites*;
- To ensure that new dwellings on agricultural lots are located to minimize potential impacts on *agricultural uses* and the loss of *prime agricultural land*;

- To ensure that new second or additional permanent dwellings are only permitted where they are required to accommodate full-time labour necessary for the day-to-day operation of the farm over the long term; and,
- To ensure that farm dwellings are not permitted to be severed from the *farm unit*, except through farm consolidation, in accordance with the policies of Section 3.1.5.3.

POLICIES

RESIDENCES ONLY ACCESSORY TO THE FARM

Within the County's *prime agricultural area*, residential uses on an agricultural lot will only be permitted where they are accessory to the agricultural operation.

ACCESS

Area Zoning By-Laws shall prohibit the establishment of accessory residential dwellings on agricultural lots with no frontage on a public road that is maintained year-round at a reasonable level of construction.

DWELLING LOCATION

Area Zoning By-laws will regulate the location of new accessory residential dwellings on agricultural lots to ensure such dwellings are located to minimize impacts on *agricultural uses* and the loss of *prime agricultural land*.

ADDITIONAL DWELLING

Additional dwelling units may be permitted on an agricultural lot in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this Section.

A converted dwelling and/or *garden suite* may be permitted on an agricultural lot in the County's *prime agricultural area*, in accordance with the policies of Sections 4.2.2.1 and 10.3.9, respectively.

SURPLUS RESIDENCE

On-farm dwellings are to be considered as part of the *agricultural use* and consent to sever any surplus farm dwellings will not be permitted by the Oxford County Land Division Committee, unless the proposal involves the severance of a dwelling that is rendered surplus as a result of a farm consolidation, in accordance with the policies of Section 3.1.5.3

3.1.4.2.2.1 Development Criteria for Residential uses on Agricultural Lots

CRITERIA FOR ADDITIONAL ON- FARM RESIDENCES

With the exception of a *garden suite* or converted dwelling, all applications for additional dwelling units shall satisfy the following criteria:

- The size and nature of the farm operation requires an additional dwelling unit to house farm labour needed for the day-to-day operation of the farm on a full-time year-round basis, or full-time seasonal basis over an extended growing season, and such labour needs to be located in close proximity to the farm operation;.

- The size of the agricultural lot is in keeping with the policies of Section 3.1.4.2 of the Official Plan and complies with the provisions of the Zoning By-Law of the Area Municipality.
- The number of existing dwellings already located on the *farm unit* cannot adequately serve the labour needs of the agricultural operation.
- The principal dwelling on the lot is occupied by the farmer, or a retired farmer.
- The additional dwelling unit is demonstrated to be necessary for accommodating farm labor directly involved with the farming operation on a full-time, year-round or extended seasonal basis.
- The additional dwelling is located so as to:
 - i) Be in close proximity to the principal farm dwelling;
 - ii) Minimize the area of agricultural land used or occupied by the dwelling and associated outdoor amenity areas and *individual on-site sewage services*; and,
 - iii) Utilize lands with existing constraints for agriculture, where they exist.
- *Individual on-site water services and individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed use, in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

**REQUIREMENTS
FOR PERMANENT
DWELLINGS**

Additional dwellings shall generally be in the form of temporary dwellings. Permanent dwellings will only be considered where it has been demonstrated, to the satisfaction of the Area Council, that the following additional criteria have been addressed:

- The type, size and scale of the farm operation clearly justifies the continued need for an additional dwelling to house farm labour required on a full-time, year round or extended seasonal basis, over the long term;
- There are no other agricultural lots in the area that are part of the *farm unit* and would already permit the construction of a dwelling;
- The dwelling will be located in close proximity to the existing dwelling on the lot, so as to form a single site for on-farm residential uses that does not exceed 0.8 hectares (2 acres) in total area, including the area used for the dwellings and accessory residential buildings, driveways, outdoor amenity areas and *individual on-site sewage services*;
- The dwelling will use the existing driveway serving the principal farm dwelling for vehicular access to a public road; and,
- The dwelling will satisfy *MDS I*, or not further reduce an existing insufficient *MDS I* setback.

Where a minor variance to establish a second permanent dwelling is approved, it shall include conditions of approval to ensure the dwelling is located, in accordance with the locational criteria of this Section.

**REQUIREMENTS
FOR TEMPORARY
DWELLINGS**

Where the proposed additional farm dwelling is intended to be a temporary dwelling, such as a mobile dwelling unit or a modular dwelling unit, the conditions of approval shall require the applicant to enter into an agreement with the municipality to address issues, such as installation, maintenance, removal, period of occupancy, and other matters deemed appropriate to ensure the dwelling is, and remains, necessary to support the agricultural operation and temporary in nature. The conditions of approval shall also ensure the dwelling is located, in accordance with the location criteria of this Section.

*MINIMUM
DISTANCE
SEPARATION*

Temporary dwellings must also satisfy the requirements of *MDS I* or not further reduce an existing insufficient *MDS I* setback.

3.1.4.2.3 Existing Undersized Agricultural Lots

INTENT AND OBJECTIVES

It is recognized that there are numerous existing smaller agricultural lots within the *prime agricultural area* of the County. It is the intent of this Plan that such lots continue to be utilized for *agricultural use* over the long term and do not simply become development sites for residential and other non-*agricultural uses*.

The following key objectives apply to existing undersized agricultural lots:

- To ensure that the primary function of existing undersized agricultural lots is for agricultural purposes;
- To encourage the consolidation of existing undersized agricultural lots with abutting agricultural lots to form one larger agricultural lot under identical ownership; and,
- To ensure the manure generated by smaller livestock and/or poultry operations that are not regulated by the Nutrient Management Act is appropriately managed.

POLICIES

PARCEL SIZE

The policies of this Section shall apply to all existing agricultural lots that are smaller than 16 ha (39.5 acres) in area. These agricultural lots are referred to as “existing undersized agricultural lots” in this Plan.

Existing agricultural lots that are 16 ha (39.5 acres) or larger in area shall be subject to the general agricultural use policies of this Plan and the applicable provisions of the Area Municipal Zoning By-Law.

PERMITTED USES

Existing undersized agricultural lots may be used for a primary use permitted in Section 3.1.4.1, however the *development* of a residential dwelling and/or other buildings and structures shall not be permitted, except, in accordance with the policies of 3.1.4.2.3.1.

Notwithstanding the permitted uses above, existing undersized agricultural lots that are greater than 1 ha (2.5 acres) in area and contain an existing permanent residential dwelling, or have existing zoning that allows for a permanent residential dwelling, shall be identified through an appropriate agricultural zoning category in the Area Municipal Zoning By-law. Such zoning shall recognize the existing lot area and permit the primary agricultural uses in Section 3.1.4.1, as well as a dwelling and/or necessary farm buildings.

Where livestock or poultry facilities and/or manure storages may be proposed, including expansions to existing facilities. They shall also be subject to the requirements of Section 3.1.4.2.1.

3.1.4.2.3.1 Development of an Existing Undersized Agricultural Lot

DEVELOPMENT CRITERIA

The Area Municipality may permit the establishment of a dwelling, and/or agricultural buildings and structures on an existing undersized such lot through a site specific amendment to the Area Municipal Zoning By-law, where it has been demonstrated that the proposed building envelope satisfies the following criteria:

- i) Has frontage on, or direct vehicular access to, a public road, maintained year round, at a reasonable standard of construction;
- ii) Is the minimum size required to accommodate the dwelling and associated outdoor amenity areas, driveway and *individual on-site water services and individual on-site sewage services* and shall not exceed 0.4 ha (1 acres);
- iii) Is located so as to minimize the loss of tillable agricultural land and potential impacts on existing and future agricultural uses on surrounding lots (e.g., *MDS II* setback requirements) and to maximize the continued and/or potential future use of the lot for agricultural purposes (e.g., by locating on lands with existing constraints for agriculture, wherever possible, and not creating small or irregularly shaped areas for tillage and cropping);
- iv) Complies with *MDS I* requirements;
- v) Where *development or site alteration* is proposed within or adjacent to *natural heritage features and areas*, it is supported by an Environmental Impact Study, in accordance with the requirements of Section 3.2; and,
- vi) Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

Site plan approval shall generally be required for such development. The site specific zoning provisions and, where required, site plan approval, shall incorporate any restrictions or requirements that may be necessary to ensure the above noted policy criteria and any other development and site design related matters are addressed. The Area Municipality may also utilize any other tools or measures (i.e., conservation easements, development agreements etc.) deemed necessary or advisable to assist in implementing and ensuring continued compliance with the above noted policies.

3.1.4.2.4 Creation of Agricultural Lots and Agricultural Lot Additions

OBJECTIVES

The following key objectives have been established for severances for agricultural purposes:

PARCEL SIZE

- To provide for agricultural lot sizes and configurations that are suitable for the type of agricultural uses common to the area and ensure flexibility for farm operators to engage in differing types of viable agricultural operations now and in the future;

<i>VIABILITY</i>	<ul style="list-style-type: none"> • To ensure that where agricultural lots are created, they are capable of sustaining a broad range of viable agricultural operations that are common to the area;
<i>MINIMIZE FRAGMENTATION</i>	<ul style="list-style-type: none"> • To minimize farmland fragmentation and avoid the creation of irregularly shaped agricultural lots and tillable land areas;
<i>COMPATIBILITY</i>	<ul style="list-style-type: none"> • To ensure that <i>MDS Formulae</i> are satisfied; and,
<i>EVALUATION CRITERIA</i>	<ul style="list-style-type: none"> • To establish appropriate land use planning criteria for evaluating agricultural severance proposals.
POLICIES	<p>The following policy criteria will be used to evaluate proposals to sever agricultural land for:</p> <ul style="list-style-type: none"> • Agricultural lot additions and farm consolidations, where the land being severed is to be legally consolidated with an abutting existing agricultural lot, to form one lot under identical ownership; and, • The creation of new agricultural lots.
<i>AGRICULTURAL PURPOSES</i>	<p><i>Agricultural use</i> must be the intended use of the land being severed and/or the lot being enlarged, and the lot being retained, except in the case of a retained lot containing a dwelling rendered surplus as a result of farm consolidation in accordance with the policies of Section 3.1.5.3.</p>
<i>FLEXIBILITY</i>	<p>The severed, retained and enlarged agricultural lots shall remain sufficiently large to provide the flexibility for existing and future agricultural operations on those lots to respond to changing market conditions and trends in agriculture, such as by:</p> <ul style="list-style-type: none"> • Changing the commodity produced; • Increasing the scale of operation; and, • Diversifying and/or intensifying production of agricultural commodities.
<i>SUITABILITY</i>	<p>The agricultural lot size and configuration shall be suitable for the types of agriculture common in the area as well as the type of <i>agriculture use</i> being proposed.</p>
<i>FRAGMENTATION</i>	<p>Agricultural severances should avoid further fragmentation of agricultural land.</p>
<i>MINIMUM LOT SIZE</i>	<p>Agricultural lots shall be sufficiently large to provide the flexibility to accommodate a range a viable <i>agricultural uses</i> and operations over the long term, limit land fragmentation, and minimize potential negative impacts on agriculture. As such, the minimum size of agricultural lots shall be 30 hectares (74.1 acres).</p>
<i>COMPATIBILITY</i>	<p>Consents for farm severance or consolidation purposes must satisfy <i>MDS Formulae</i>.</p>

MINISTRY OF
AGRICULTURE AND
FOOD

The Ministry of Agriculture, Food and Rural Affairs may be consulted to assist in the evaluation of the farm severance criteria.

SITE SPECIFIC
CRITERIA

In considering the land use planning merits of the proposed consent, regard shall also be had for the following site specific criteria:

- The amount of tillable land in comparison to total lot size (i.e., lots should be substantially comprised of tillable agricultural land);
- The size and configuration of the proposed lots and tillable areas for cropping and/or livestock purposes; and,
- The presence of farm buildings or structures to support the proposed use.

SEVERANCE OF
NATURAL
HERITAGE
FEATURES

Woodlands and other *natural heritage features and areas* should not be severed from an agricultural lot unless the *woodland* and/or other *natural heritage features and areas* are to be conveyed to the County of Oxford or another public authority or conservation land trust approved of by the County, for natural heritage conservation purposes. Consents for such purposes may be permitted, provided that no new buildable lot would be created, and any retained agricultural lot would comply with the applicable policies of 3.1.4.2.

The proposed configuration of agricultural lots shall not result in further fragmentation of *natural heritage features and areas* and/or the broader *natural heritage system*. Compliance with this policy shall be determined by the County, in consultation with the Conservation Authority with jurisdiction and/or any other agencies or qualified professionals that the County may deem necessary.

OTHER
APPLICABLE
POLICIES

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2.4.1 Consent Conditions

CONDITIONS

The Land Division Committee may impose reasonable and appropriate conditions on the granting of a consent to sever a lot for agricultural purposes in order to ensure the legitimacy of the agricultural component of the consent and achieve other planning objectives. Such conditions may include, but are not limited to, the following:

PROHIBIT
STRUCTURES

- The prohibition of residential structures on the proposed agricultural lot through a site specific zoning.

DWELLING
LOCATION

- Requiring site specific zoning to ensure that any residential dwelling and associated *individual on-site water services and individual on-site sewage services*, outdoor amenity areas and driveways on the proposed agricultural lot will be situated and designed so as to:
 - i) Minimize the area of agricultural land used or occupied to the greatest extent possible, and shall not exceed 0.4 ha (1 acre);
 - ii) Be situated in close proximity to any farm buildings and utilize the same driveway;
 - iii) Maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not creating small or irregularly shaped areas for tillage and cropping; and,
 - iv) Minimize the impact on the continued agricultural use of the lot and on surrounding agricultural operations. (e.g., area restricted for future livestock facilities due to *Minimum Distance Separation Formula II* setback requirements).

REQUIREMENT
FOR FARM
STRUCTURES

- A severance agreement requiring the construction of proposed farm buildings or structures prior to the construction of any residential buildings.

NATURAL
HERITAGE AND
WATER QUALITY
MEASURES

- The County shall consult with the Conservation Authority with jurisdiction, and/or any other agencies or qualified professionals that the County may deem necessary, to identify opportunities and measures on the lots to be severed, retained, and/or enlarged for restoring and/or enhancing the components of the *natural heritage system* and protecting and/or improving quality of *surface water features*. Such measures may include, but are not limited to:
 - i) Requiring fencing around *surface water features* to prevent livestock access;
 - ii) Establishing buffer or filter strips adjacent to *surface water features* and drainage systems; and/or,
 - iii) Establishing appropriate setbacks for buildings, structures, wells or wastewater disposal facilities from lot lines, municipal and private wells, *natural heritage features and areas*, and *surface water features*.

Where deemed reasonable and appropriate, the County may impose conditions on the granting of the consent to ensure such measures are implemented and maintained.

ENVIRONMENTAL
PROTECTION
MEASURES

- The implementation of measures to assist in environmental protection, mitigation and enhancements, including topsoil preservation, *natural heritage system* enhancement, and water quality maintenance, as set out in Sections 3.1.4.2.4 and 3.2, Environmental Resource Policies.

3.1.4.3 Secondary Uses and Agriculture-Related Uses

INTENT

Secondary uses, which are comprised of *on-farm diversified uses* and *rural home occupations*, together with *agriculture-related uses*, are intended to provide opportunities to strengthen and diversify the rural economy, by allowing for the establishment of businesses and services that support or improve agriculture in the area, supplement and diversify farm incomes, and/or provide home based employment opportunities for farmers and other rural residents.

Such uses must be compatible with and not hinder agricultural operations, be appropriate for rural services, and not undermine or conflict with the planned function of rural settlements and meet various other development criteria.

3.1.4.3.1 Rural Home Occupations

OBJECTIVE

Rural home occupations are intended to provide opportunities for those living in the *rural area* to establish a small, home-based business as a secondary use in a portion of their dwelling and/or accessory residential structure.

DEVELOPMENT
CRITERIA

Within the Agricultural Reserve designation, a portion of a residential dwelling, or a structure accessory to a residential dwelling, may be used for the purpose of a *rural home occupation* provided that:

- Such *rural home occupation* is small scale and clearly secondary to the residential use on the lot.
- The gross floor area of all structures, or portions thereof, used and/or occupied by the *rural home occupation* shall generally not exceed 40 m² (431 ft²), or 25% of the gross floor area of the dwelling, whichever is the lesser.
- The *rural home occupation* is carried on by one or more residents of the dwelling on the lot and up to one non-resident employee.
- The *rural home occupation* does not generate noise, odour, traffic, visual, or other impacts that may have an adverse impact on adjacent properties.
- Any associated goods, materials and/or equipment are stored within a fully enclosed building and there is no other visible evidence of the business activity, other than a small sign.

- Where more than one dwelling exists on an agricultural lot, a *rural home occupation* may only occupy one dwelling or accessory residential structure on that lot.

SERVICING

- Existing or proposed services, including *individual on-site water services and individual on-site sewage services* and/or road access are demonstrated to be adequate to serve the proposed development, to the satisfaction of the Area Municipality and/or County, as applicable.

SUBJECT TO ZONING

- The Zoning By-Law will permit *rural home occupations* within the implementing zone category and contain provisions necessary to address the above policy criteria, including restrictions on permitted uses, maximum floor area, open storage, number of employees, and sale of goods and materials, and to ensure other evidence of the business activities, such as parking and signage, is appropriately regulated.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *rural home occupations* than permitted by the policies of this Plan. Where stricter requirements have been established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

3.1.4.3.2 On-Farm Diversified Uses

OBJECTIVE

On-farm diversified uses are intended to provide reasonable opportunities for *farmers* to diversify their farming operation and/or supplement their income from farming, by allowing for certain small scale business activities to be established as a secondary use on their farm.

ON-FARM DIVERSIFIED USES

On-farm diversified uses may be permitted on an agricultural lot in accordance with the policies of this section.

Limitations on the type, size, scale and area of *on-farm diversified uses* are primarily to ensure that such uses:

- Are clearly secondary to the principal agricultural operation on the lot and limited in area;
- Are compatible with, and do not hinder, surrounding agricultural operations;
- Protect *prime agricultural areas* for the long term;
- Are appropriate for rural *infrastructure* and public services; and,
- Do not undermine, or conflict with, the planned function of *settlements*.

PERMITTED USES

On-farm diversified uses shall include the following uses, provided they comply with all the applicable policies of this section:

- *A rural home industry;*
- *A value added agricultural facility* serving a number of local area farms;
- *A value retaining facility;*
- *A farm-related tourism use;*
- *A smaller scale agriculture-related use;*
- *A farm winery; or,*

USES NOT
PERMITTED

- A ground-mounted solar facility.

For greater clarity, the following uses shall not be permitted as an *on-farm diversified use*:

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this section;
- Residential uses or accommodation, except for limited, short-term accommodation, including a *farm vacation rental* or bed and breakfast;
- Institutional uses;
- Recreational uses and special event facilities;
- Large scale commercial and industrial uses; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

WHOLESALE
AND/OR RETAILING

Wholesaling or retailing shall not be permitted, except where:

- It is clearly ancillary to a permitted *on-farm diversified use* and limited to a small proportion of the total gross floor area of the *on-farm diversified use*;
- The goods, wares or merchandise offered for sale are produced, processed or fabricated on the farm lot upon which the *on-farm diversified use* is located; or,
- It is restricted to the sale of farm inputs (e.g., feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

OFFICE AND
RESTAURANT
USES

Business offices and/or small restaurants (e.g., café, tea room) may only be permitted, where they are clearly ancillary to a permitted *on-farm diversified use*.

Small scale office uses may also be permitted on an agricultural lot in accordance with the requirements for a *rural home occupation* in Section 3.1.4.3.1.

DEVELOPMENT
CRITERIA

On-farm diversified uses shall comply with the following criteria:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of an *on-farm diversified use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *on-farm diversified use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. Only proposals for a specific *on-farm diversified use* will be considered by the Area Municipal Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *on-farm diversified uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

ROADSIDE
PRODUCE STANDS

- Small roadside farm produce stands, which exclusively sell produce grown on the agricultural lot on which they are located, may be permitted as an *on-farm diversified use*, as of right, so long as the use meets any other requirements of the Area Municipal zoning by-law.

SECONDARY TO
THE FARM
OPERATION

- An *on-farm diversified use* will only be permitted on an agricultural lot that is being actively farmed and must be clearly secondary to the agricultural operation on the lot in terms of size, scale and importance.

In addition to compliance with the use, size and scale related policies of this section, it must be demonstrated that the owner of the farm will reside on the agricultural lot on which the *on-farm diversified use* is to be established.

On-farm diversified uses shall generally not be permitted on agricultural lots that are less than 16 ha (39.5 acres) in area.

CONCEPT PLAN
AND SITE PLAN
APPROVAL

- To ensure that the land area to be used and/or occupied by the proposed *on-farm diversified use* is the minimum required to accommodate the use and that the other location, scale and compatibility criteria of this section will be appropriately addressed, all development proposals for an *on-farm diversified use* shall include a detailed description of the proposed use and be accompanied by a detailed site plan, which:
 - i) Shows the location of all buildings and structures and related facilities, wells and septic beds, driveways, parking and loading areas, storage and display areas, landscaping and outdoor public areas, lot grading and drainage, and,
 - ii) Includes any other information deemed necessary for the proper review of the proposal;

On-farm diversified uses shall generally be subject to site plan control to ensure, compliance with the applicable policies of this section, that the use is appropriately located and restricted in area, and that any other site design related matters are addressed. Area Municipalities may also utilize business licensing or other measures to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

LOCATION

- The *on-farm diversified use* shall be undertaken as part of the agricultural operation and, as such, any buildings, structures, or facilities associated with the *on-farm diversified use* shall be located within and/or integrated with the principal farm building cluster on the lot and use the existing driveway, unless it can be demonstrated that it is clearly not feasible and/or appropriate for the proposed use.

Where, in the opinion of Area Council, the need for an alternative location is justified, it must be further demonstrated that the proposed location minimizes disruption to, and loss of, agricultural land and the potential for conflict with existing and/or future agricultural operations in the area, including on the subject property.

In addition to the requirements for *on-farm diversified uses*, *farm vacation rentals* shall only be permitted where the use is located within the principal farm building cluster, or an existing dwelling, and shall not impact the enjoyment or privacy of neighboring properties.

MORE THAN ONE
ON-FARM
DIVERSIFIED USE

- More than one *on-farm diversified use* may be permitted on a lot, however the cumulative gross floor area, land area, and number of employees of all such uses on the lot shall not exceed the limitations set out in this section.

LIMITATIONS ON
LAND AREA

- The total land area used and/or occupied by an *on-farm diversified use* and related facilities (e.g., buildings, parking, landscaped areas, berms, outdoor storage, new driveways, *individual on-site sewage services*) shall:
 - i) Be limited to the minimum area required for the proposed *on-farm diversified use*;
 - ii) Not exceed 2% of the total lot area or 0.8 ha (2.0 acres), whichever is the lesser; and,
 - iii) Avoid locating on productive agricultural land to the greatest extent possible, with the first priority being re-use of agricultural buildings existing as of May 25, 2022.

LIMITATIONS ON
BUILDING SIZE

- The maximum gross floor area of all buildings and/or structures used for the purposes of an *on-farm diversified use* or *agriculture-related use* shall be regulated through the provisions of the Area Municipal Zoning By-Law.

However, in no case shall the cumulative gross floor area of all buildings and/or structures, or portions thereof, used or occupied by an *on-farm diversified use* exceed 557 m² (6,000 ft²), except in accordance with the minor exception policies of this section.

WINERIES,
BREWERIES,
CIDERIES AND
DISTILLERIES

- In addition to the general requirements for an *on-farm diversified use*, a *farm winery* shall only be permitted where:
 - i) The *farm winery* uses crops (i.e., fruit/grains) grown on site to produce the majority of the wine/cider/beer/spirits, and all alcoholic commodities produced by the *farm winery* shall be processed, fermented, and bottled on site;
 - ii) An on-site tasting room and retail floor space shall not exceed the lesser of 75 m² or 25% of the total winery floor area, provided that it does not conflict with any minimum floor area requirement for licensing approval; and,
 - iii) All provincial regulations, including licensing requirements of the Alcohol and Gaming Commission of Ontario, are met.

EMPLOYEES

- The *on-farm diversified use* shall directly involve the farmer living on the same lot as the *on-farm diversified use* and may also involve any other permanent residents on the lot and up to two employees who do not reside on the lot. A limited number of additional seasonal employees may be permitted for a *farm-related tourism use*.

MINOR
EXCEPTIONS TO
SCALE OF USE

- Reasonable exceptions to the maximum gross floor area and/or number of employees for an *on-farm diversified use* may be considered on a site specific basis for a *value retaining facility*, *value added agricultural facility*, and/or smaller *agriculture-related use*, where Area Council is satisfied that such use could not reasonably be located within a rural *settlement*. A minor exception to the maximum gross floor area cap may also be permitted for the seasonal storage of boats, recreational vehicles and/or automobiles in existing, as of May 25, 2022, farm buildings or structures.

Minor exceptions to the total site area restrictions and locational criteria for *on-farm diversified uses* may be considered for temporary areas or facilities associated with short term seasonal activities that are part of a *farm-related tourism use* (e.g., corn maze) or onetime special event (e.g., ploughing match), provided such areas or facilities do not interfere with the primary farming activity (e.g., area used will continue to produce a harvestable crop), or negatively impact the ability of the lands to continue to be used for agriculture (e.g., no site alteration or soil compaction).

RESTRICTIONS ON
SCALE AND
EXPANSIONS

- Development proposals for new or expanding *on-farm diversified uses* which would exceed the number of employees, gross floor area or site area restrictions in this section will not be permitted, unless they comply with the *agriculture-related use* policies in Section 3.1.4.3.3.
- Proposals that cannot comply with the policies of Section 3.1.4.3.3 for an *agriculture-related use* shall be directed to locate, or relocate, in a *settlement* or must comply with the applicable policies for non-agricultural uses in Section 3.1.5 and 3.1.7.

OPEN STORAGE

- A limited amount of open storage may be permitted for an *on-farm diversified use*, provided that such storage is appropriately screened from public view, neighboring properties and residential dwellings on adjacent lots.

DESIGN OF
BUILDINGS AND
STRUCTURES

- All new buildings and/or structures used or occupied by the *on-farm diversified use* shall be designed and constructed so as to maintain the agricultural character of the property/area and be easily removed without negatively impacting the agricultural capability of the land, or easily converted to *agriculture use* should the *on-farm diversified use* on the lot cease (e.g., be moved to a *settlement* to facilitate the expansion).

COMPATIBILITY

- *On-farm diversified uses* shall be compatible with, and not hinder, surrounding agricultural operations, or other nearby land uses.

The proposed use, scale and location of the *on-farm diversified use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, an *on-farm diversified use* shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent, or acceptably mitigate, potential impacts and to minimize risk to public health and safety.

The *on-farm diversified use* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

The site specific zoning provisions and, where required, the site plan approval for the proposed *on-farm diversified use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

MINIMUM
DISTANCE
SEPARATION

- *On-farm diversified uses*, with the exception of a *value added agricultural facility* and/or *value retaining facility*, shall be located in conformity with *MDS I*. However, site specific exceptions may be considered where:
 - i) an existing insufficient *MDS I* setback will not be further reduced and the use is unlikely to create greater compatibility issues; or,
 - ii) the Area Municipality is satisfied that the level of human occupancy and/or activity associated with the *on-farm diversified use* does not warrant full compliance with *MDS I*;

The application of the *MDS I* setback to *on-farm diversified uses* will be identified through the provisions of the Area Municipal Zoning By-law, with any site specific exceptions identified through the implementing zoning by-law amendment.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed *on-farm diversified use*, and shall be in accordance with the requirements of the County, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- *On-farm diversified uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not generally be permitted. Site specific exceptions may be considered for *on-farm diversified uses* consisting exclusively of *value retaining facilities, value added agricultural facilities and/or agriculture-related uses*, where the County and Area Municipality are satisfied that:
 - i) Such use could not reasonably be located within a fully serviced *settlement*;
 - ii) It has been demonstrated site conditions are suitable for the long-term provision of such services with no *negative impacts*; and,
 - iii) All other requirements, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy have been addressed.

On-farm diversified uses must also be appropriate for other rural *infrastructure* and public services.

TRAFFIC AND
ACCESS

- Vehicular access for an *on-farm diversified use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

On-farm diversified uses shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and be in accordance with the applicable policies of Section 5.1, County Transportation Policy.

RESTRICTIONS ON
SEVERANCE

- The severance of an *on-farm diversified use* from the agricultural lot upon which it is located shall not be permitted.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.3.3 Agriculture-Related Uses

OBJECTIVES

The following objectives apply to development proposals for *agriculture-related uses*:

RELATED TO FARM OPERATIONS

- To ensure that *agriculture-related uses* are directly related to farm operations in the area, require a location in close proximity to those farm operations, support agriculture, and provide direct products and/or services to farm operations as their primary activity;

MINIMIZE LOSS OF AGRICULTURAL LAND

- To minimize the amount of agricultural land which is developed for *agriculture-related uses*;

PROTECT EMPLOYMENT FUNCTION OF SETTLEMENTS

- To ensure that new *agriculture-related uses* are directed to rural settlements wherever feasible to support the planned employment and/or service function of the settlements in the County; and,

MINIMIZE LAND USE CONFLICT

- To ensure that *agriculture-related uses* are compatible with and do not hinder surrounding agricultural operations and other nearby land uses.

AGRICULTURE-RELATED USES

Agriculture-related uses may be permitted in the Agricultural Reserve designation, where the policies of this section can be satisfied. Smaller scale *agriculture-related uses* may also be permitted as an *on-farm diversified use*, in accordance with the policies of Section 3.1.4.3.2

USES NOT PERMITTED

For greater clarity, the following uses shall not be permitted as *agriculture-related uses*:

- Retail uses, offices and restaurants, except where explicitly permitted by the policies of this section;
- Residential uses or accommodation, with the exception of an existing accessory dwelling;
- Institutional uses;
- Recreational uses;
- Banquet halls and special event facilities;
- Mechanics shops, automobile and recreational vehicle dealerships, distilleries, trucking operations; wrecking yards, contractor's yards, landscaper business, well drillers, excavators, building suppliers and other general commercial and/or industrial uses; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

WHOLESALE
AND/OR RETAILING

Wholesaling or retailing shall not be permitted, except where it is clearly ancillary to the primary *agriculture-related use* and is limited to a small proportion of the total gross floor area, and:

- i) The goods, wares or merchandise offered for sale are produced, processed, or fabricated on the lot as the primary function of the *agriculture-related use* (e.g., cheese, canned produce); or,
- ii) It is restricted to the sale of farm inputs (e.g., feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

OFFICE AND
RESTAURANT
USES

Business offices and/or small restaurants (e.g., café, tea room) may only be permitted where they are clearly accessory and ancillary to the primary *agriculture-related use* on the lot.

DEVELOPMENT
CRITERIA

Agriculture-related uses shall comply with the following criteria:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of an *agriculture-related use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *agriculture-related use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. Only proposals for a specific *agriculture-related use* will be considered by Area Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *agriculture-related uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

DETAILED SITE
PLAN

- To ensure that the land area to be used and/or occupied by the proposed *agriculture-related use* is the minimum required to accommodate the use and that the other location, scale and compatibility criteria of this section will be appropriately addressed, all development proposals for an *agriculture-related use* shall include a detailed description of the proposed use and be accompanied by a detailed site plan, which provides:
 - i) The location of all buildings and structures and related facilities, wells and septic beds, driveways, parking and loading areas, storage and display areas, landscaping and outdoor public areas and shows lot grading and drainage; and,
 - ii) Any other information deemed necessary for the proper review of the proposal.

Agriculture-related uses shall be subject to site plan control to ensure compliance with the applicable policies of this section, that the use is appropriately located and restricted in area, and that any other site design related matters are addressed. Area Municipalities may also utilize business licensing or other measures to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

LOCATION

- *Agriculture-related uses* shall not undermine or conflict with the planned employment and/or service functions of settlements in the County. As such, the proponent will be required to demonstrate that the proposed *agriculture-related use* is clearly not suitable for, and/or cannot reasonably be accommodated within, a settlement before a location in the County's *prime agricultural area* will be considered.

Agriculture-related uses which satisfy the above policy criteria shall be directed to the following locations, in this order of priority:

- i) Existing agribusiness, non-farm rural residential, commercial, industrial (except aggregate or quarry industrial), or institutional zoned lots;
- ii) Existing undersized agricultural lots that are less than 2 ha (5 acres) in area and that contain, or are zoned to permit, a dwelling. Such lots shall not exceed the minimum area required for the proposed *agriculture-related use*, unless any excess land is severed and legally merged with an abutting agricultural lot, under identical ownership; or,
- iii) A portion of an agricultural lot that is a minimum of 16ha (39.5 acres) in area, but only where it has been demonstrated that the proposed *agriculture-related use* is directly related to the farm operation on that lot, and requires a location in immediate proximity to that farm operation.

Proposals to develop an *agriculture-related use* shall generally be required to demonstrate, to the satisfaction of Area Council, that the higher priority locational options have been considered and are clearly

not suitable or feasible for the proposed use before a lower priority option will be considered.

USE ON A
PORTION OF
AGRICULTURAL
PARCEL

- Where an *agriculture-related use* is to be developed on a portion of an agricultural lot, the following additional criteria shall also be satisfied:
 - i) Any new buildings, structures or facilities for the *agriculture-related use* shall be located in close proximity to the dwelling and/or principal farm building complex on the property, unless it can be demonstrated that there are specific health, safety and/or other operational requirements that would preclude such a location; and,
 - ii) Where the proposed *agriculture-related use* cannot be located in close proximity to the dwelling and/or principal farm building complex on the property, it shall be demonstrated that the proposed location, site layout and configuration, building design, and associated services and facilities will:
 - a) Minimize disruption to and loss of *prime agricultural lands* and potential compatibility issues with existing and future agricultural operations in the vicinity to the extent possible;
 - b) Not negatively impact the flexibility or suitability of the parcel to be used exclusively for agriculture in the future, should the *agriculture-related use* cease; and,
 - c) Maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not create small or irregularly shaped areas for tillage and cropping.

OPEN STORAGE

- A limited amount of open storage may be permitted for an *agriculture-related use*, provided that such storage is appropriately screened from public view, neighboring properties and residential dwellings on adjacent lots.

DESIGN OF
BUILDINGS AND
STRUCTURES

- All new buildings and/or structures used or occupied by the *agriculture-related use* shall be designed and constructed so as to maintain the agricultural character of the property/area and be easily removed without negatively impacting the agricultural capability of the land, or easily converted to *agriculture use* should the *agriculture-related use* on the lot cease (e.g., be moved to a *settlement* to facilitate the expansion).

COMPATIBILITY

- *Agriculture-related uses* shall be compatible with, and not hinder, surrounding agricultural operations, or other nearby land uses.

The proposed use, scale, and location of the *agriculture-related use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying, and other agricultural activities and normal farm practices can be prevented, or effectively mitigated. Further, an *agriculture-related use* shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent, or acceptably mitigate, potential impacts and to minimize risk to public health and safety.

The *agriculture-related use* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

The site specific zoning provisions and site plan approval for the proposed *agriculture-related use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

MINIMUM
DISTANCE
SEPARATION

- *Agriculture-related uses* shall be located in conformity with *MDS I*. However, site specific exceptions may be considered where:
 - i) An existing insufficient *MDS I* setback will not be further reduced, and the use is unlikely to create greater compatibility issues; or,
 - ii) The Area Municipality is satisfied that the level of human occupancy and/or activity associated with the *agriculture-related use* does not warrant full compliance with *MDS I*;

Enlargements to existing *agriculture-related uses* shall not further reduce an existing insufficient *MDS I* setback.

The application of the *MDS I* setback to *agriculture-related uses* will be identified through the provisions of the Area Municipal Zoning By-law, with any site specific exceptions identified through the implementing zoning by-law amendment.

SERVICING

- *Agriculture-related uses* which, in the opinion of the County, would use significant amounts of water or produce significant amounts of effluent, shall be directed to *settlements* serviced by *municipal water supply* and *municipal sewage services*.

Existing or proposed *individual on-site water services* and *individual on-site sewage services* are demonstrated to be adequate to serve the proposed *agriculture-related use* and shall be, in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

- *Agriculture-related uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 liters per day shall not generally be permitted. Site specific exceptions may be considered where the County and Area Municipality are satisfied that:
 - i) The only reasonable locational option for the *agriculture-related use* is in an area not served by *municipal sewage services*;
 - ii) It has been demonstrated that site conditions are suitable for the long-term provision of such services with no *negative impacts*; and,
 - iii) Shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

Agriculture-related uses shall also be appropriate for other rural *infrastructure* and public services.

TRAFFIC AND
ACCESS

- Vehicular access for an *agriculture-related use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

Agriculture-related uses shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and comply with the applicable policies of Section 5.1 County Transportation Policy.

RESTRICTIONS ON
SEVERANCE

- The severance of an *agriculture-related use* shall only be permitted in accordance with the requirements of Section 3.1.4.3.4.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.3.4 Creation of Lots for Agriculture-Related Uses

CREATION OF NEW AGRICULTURE- RELATED LOTS

An *agriculture-related use* developed on a portion of an agricultural lot shall not be severed from the agricultural lot upon which it is located. Notwithstanding this policy, Land Division Committee may consider the granting of consents to allow for the severance of an existing *agriculture-related use* established on a portion of an agricultural lot prior to January 14th, 2009, provided that it has been demonstrated the use was legally established and severance is necessary for the successful continuation of the use.

For *agriculture-related uses* located, or proposed to be located, on an existing non-agriculturally zoned lot, the Land Division Committee may consider the granting of consents to permit minor expansion of the lot, or minor re-adjustment of the lot boundaries, to accommodate the immediate needs of a new or expanding *agriculture-related use*.

Severances for *agriculture-related uses* shall comply with all the applicable policies under Section 3.1.4.3.3 and 3.1.4.3.4. Any retained agricultural lot resulting from a consent to sever for *agriculture-related use* purposes shall comply with the applicable policies of Section 3.1.4.2.4.

3.1.5 Non-Agricultural Uses in the Agricultural Reserve

OBJECTIVES

The policies in this section apply to non-agricultural uses in the Agricultural Reserve land use designation in the County of Oxford.

The following objectives apply to non-agricultural uses:

NO CONFLICT WITH AGRICULTURAL GOAL

- To permit new or expanded non-agricultural uses only where such uses do not conflict with the "Goal for Agricultural Policies", as set out in Section 3.1.1;

SECONDARY IMPORTANCE

- To preserve and protect the *prime agricultural area* for long term, viable *agriculture use* and avoid or minimize potential impacts on agricultural operations; and,

DIRECT TO SETTLEMENTS

- To direct non-agricultural uses to *settlements* wherever possible.

POLICIES

For the purposes of this section, "Non-Agricultural Uses" include commercial, industrial, institutional, recreational and non-farm rural residential uses, as well as *renewable energy facilities* and *alternative energy facilities* and *infrastructure*. These uses may only be permitted subject to the applicable policies of this plan, including 3.1.4, 3.1.5, and 3.1.7.

GENERAL INTENT

It is the intent of this Plan that, within the Agricultural Reserve designation, the use of *prime agricultural land* for agricultural, mineral, petroleum, and environmental resources will be given a higher priority in land use decision making than its use for non-agricultural uses.

3.1.5.1 **Redevelopment of Non-Agricultural Uses for Agricultural Use**

DEVELOPMENT CRITERIA

Existing non-agricultural lots that:

- Contain an existing dwelling;
- Are located outside of a designated *settlement*;
- Are greater than 1.0 ha (2.5 acres) in area; and,
- Are zoned for residential, commercial, industrial or institutional use,

may be rezoned to allow *agricultural uses*, in accordance with the following policies.

PERMITTED USES

Where such existing parcels are proposed to be used for a primary *agricultural use* permitted in Section 3.1.4.1, the *development* of farm buildings or structures or the keeping of livestock or poultry may be permitted, if the following criteria are satisfied:

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed agricultural use and any accessory residential use to the satisfaction of the County, and shall be in accordance with the requirements of the County, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

NUTRIENT MANAGEMENT AND MDS II

- Proposals to create new livestock or poultry farms will be evaluated to determine their compatibility with neighboring land uses. Proposals involving the construction of new livestock buildings or structures shall comply with the policies of Section 3.1.4.2.1.

SUITABILITY

- The type of agricultural use proposed is compatible with the type of *agricultural uses* in the area, and the agricultural lot size and configuration are suitable for the type of agricultural use proposed.

OTHER APPLICABLE POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.5.2 **Rural Residential Uses**

POLICY INTENT

Non-farm rural residential *development* is considered to be incompatible with agriculture as it can create conflicts with farming activities and remove land from agriculture use. As such, this Plan will limit residential development to where it is the result of a farm consolidation, in accordance within the requirements of this section. In keeping with the Goal for the Agricultural Policies, existing non-farm rural residential uses will be encouraged to re-develop for *agricultural uses* and *agriculture-related uses*, subject to the policies of Section 3.1.4.3.3 and Section 3.1.5.1.

**CONVERTED
DWELLINGS AND
GARDEN SUITES**

A converted dwelling, or *garden suite*, may be permitted on an existing rural residential lot, in accordance with the applicable policies in Section 4.2.2.1 and 10.3.9 respectively.

3.1.5.2.1 Secondary Uses on Rural Residential Lots

POLICY INTENT

To allow for certain business uses to be established on existing rural residentially zoned lots, where they are small scale and secondary to the residential use on the lot.

Such business uses are intended to complement the planned employment and service function of designated rural *settlements*, by providing additional live-work opportunities for non-farmers in *rural areas*. However, such uses are not to detract from the residential character of the lot upon which they are located, and shall be compatible with surrounding land uses, including *agricultural uses*.

PERMITTED USES

The following secondary uses may be permitted on an existing residentially zoned lot that is located outside of a *settlement*:

- *Rural home occupation*, in accordance with the requirements of Section 3.1.4.3.1; and,
- *Rural entrepreneurial use*

**RURAL
ENTREPRENEURIAL
USE POLICIES**

The following policies apply to the establishment of a *rural entrepreneurial use* on an existing residentially zoned lot.

PERMITTED USE

The specific uses that may be permitted as a *rural entrepreneurial use* in each Area Municipality shall be set out in the Area Municipal Zoning By-law and be in accordance with the applicable policies of this section.

*USES NOT
PERMITTED*

For greater clarity, the following uses shall not be permitted as a *rural entrepreneurial use*;

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this section;
- Institutional uses;
- Restaurants;
- Residential uses or accommodation; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

WHOLESALING,
RETAILING AND/OR
OFFICE USES

Wholesaling, retail uses and/or offices shall only be permitted where such uses are accessory and ancillary to a permitted *rural entrepreneurial use*.

Any goods, wares, and/or merchandise offered for sale shall be contained within a fully enclosed building, with the exception of a small outdoor display area for goods, wares, or merchandise produced, processed, or fabricated on the lot.

DEVELOPMENT
CRITERIA

Rural entrepreneurial uses may be permitted subject to the following:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of a *rural entrepreneurial use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *rural entrepreneurial use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed, including but not necessarily limited to:
 - i) The location of the use on the lot;
 - ii) Restrictions on sale of goods or materials, maximum floor area, and number of employees;
 - iii) Parking and loading requirements; and,
 - iv) Appropriate restrictions on signage, outdoor storage and/or display, and other evidence of the business activity.

Only proposals for a specific *rural entrepreneurial use* will be considered by the Area Municipality.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for a *rural entrepreneurial use* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law, they shall take precedence over these policies.

SITE PLAN
APPROVAL

- To ensure compliance with the above noted policies, all applications for a *rural entrepreneurial use* shall be accompanied by a detailed description of the proposed use and a detailed site plan showing: all buildings and structures, wells and septic systems, driveways, parking and loading areas, outdoor display areas, landscaping and buffering; and, any other information deemed to be necessary for the proper review of the proposal by the Area Municipality.

Rural entrepreneurial uses shall be subject to site plan control to ensure that compatibility and site design related matters are appropriately addressed. Area Municipalities may also require other measures, such as business licensing, to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

SITE AREA,
BUILDING SIZE AND
CHARACTER

- A *rural entrepreneurial use* shall be small scale and not detract from the residential character of the property.

The maximum gross floor area of all buildings and/or structures permitted to be used for the purposes of a *rural entrepreneurial use* shall be regulated through the Area Municipal Zoning By-Law. However, the cumulative gross floor area of all buildings and structures, or portions thereof, used or occupied by a rural entrepreneurial use shall not exceed 280 m² (3,014 ft²), or 10% of the total lot area, whichever is the lesser.

All new buildings and/or structures used or occupied by a *rural entrepreneurial use* shall be designed and constructed so as to maintain or complement the residential character of the property and be sited on the lot so as to be visually secondary to the residential use.

COMPATIBILITY
AND SITE LAYOUT

- The *rural entrepreneurial use* and any associated structures and facilities shall be sufficiently separated from nearby residential uses and other *sensitive land uses* and appropriately designed and/or buffered to: prevent, or acceptably mitigate, impacts on neighbouring properties from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts; minimize risk to public health and safety; and meet all applicable provincial and municipal requirements and approvals. *Rural entrepreneurial uses* shall also be compatible with and not hinder surrounding *agricultural uses*.

Rural entrepreneurial uses shall generally be recognized as a Type A use for the purposes of determining the application of *MDS I*.

LOT SIZE

- The lot shall be of sufficient size to accommodate the required *individual on-site water services and individual on-site sewage services*, parking and on-site loading requirements and vehicular movements, and to ensure that any buildings, structures, or facilities associated with the *rural entrepreneurial use* can be appropriately sited on the lot to ensure compliance with the compatibility policies.

OPEN STORAGE

- The storage of goods, materials and/or equipment shall only be permitted within a fully enclosed building, unless otherwise stated in the Area Municipal Zoning by-law.

EMPLOYEES

- One or more of the occupants of the dwelling on the lot must be directly involved in the operation of the *rural entrepreneurial use*. The rural entrepreneurial use may involve up to two additional employees who do not reside on the lot.

- SERVICING*
- *Rural entrepreneurial uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not be permitted.
- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate \ to serve the proposed *rural entrepreneurial use*, as well as the primary residential use on the lot, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- TRAFFIC AND ACCESS*
- The vehicular access for a *rural entrepreneurial use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades, or any other potential traffic hazard. *Rural entrepreneurial uses* shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road.
- Rural entrepreneurial* shall also be in accordance with the applicable policies of Section 5.1 County Transportation Policy.
- RESTRICTIONS ON SEVERANCE*
- The severance of a *rural entrepreneurial use* from the residential lot upon which it is located is prohibited.
- RESTRICTIONS ON EXPANSION*
- New or expanding *rural entrepreneurial uses* that would exceed the size, scale, or use limitations in this section shall not be permitted. Such uses shall be directed to locate or relocate in a *settlement*, or must comply with the policies for establishing a non-agricultural use as contained in Section 3.1.7.
- OTHER APPLICABLE POLICIES*
- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.5.3 Creation of Rural Residential Lots

NON-FARM RURAL RESIDENTIAL DEVELOPMENT

The policies of this section shall apply to the evaluation of non-farm rural residential *development* proposals in the following land use designations and overlays: Agricultural Reserve, Environmental Protection Area, Open Space, Future Urban Growth, and Quarry Area.

Non-farm rural residential *development* shall be considered to include both the severed and retained lots, in the case of consent, and lands subject to rezoning for residential purposes, in the case of zoning by-law amendment applications. The enlarged agricultural lot that would result from a proposed non-farm rural residential *development* through farm consolidation shall comply with the applicable policies of Section 3.1.4.2.

Notwithstanding the policies of Section 1.5, Interpretation, for the purposes of the application of the policies in Section 3.1.5.3, the numerical references and measurements are intended to be absolute.

DEVELOPMENT
CRITERIA

Non-farm rural residential *development* outside of a *settlement* shall be prohibited, except in accordance with the following:

NATURE OF THE
PROPOSAL

- The proposed non-farm rural residential *development* consists of one of the following:
 - i) A proposal to rezone an existing industrial (with the exception of aggregate or limestone industrial), commercial, or institutionally zoned lot to a residential use, provided such lot does not exceed 1 ha (2.5 acre) in area. Where such lot is larger than 1 ha (2.5 acre) in area, consideration may only be given to rezoning for *agricultural use*, in accordance with the policies of Section 3.1.5.1; or,
 - ii) A proposal to create a lot for a *residence surplus to a farming operation* as a result of farm consolidation, provided that:
 - a) The proposal is to retain an existing permanent, habitable dwelling that was constructed prior to December 13, 1995, where such dwelling is contained on an agricultural lot that is to be legally consolidated with an abutting agricultural lot, to form one larger agricultural lot under identical ownership;

or,
 - b) The proposal is to retain an existing permanent, habitable dwelling, where the *farm owner* owns multiple agricultural lots which may or may not abut, and providing:
 - The lot containing the surplus dwelling proposed to be severed contains a minimum of 2 existing dwellings, and all such dwellings were constructed prior to December 13, 1995;
 - The resulting agricultural lot is owned by the *farm owner*; and,
 - The resulting agricultural lot is rezoned to prohibit the future construction of a new residential dwelling of any type and an agreement for such prohibition is also registered on the property title. The requirement for the Zoning By-law amendment and agreement, as noted above, shall be implemented through conditions imposed by the County's Land Division Committee at the time that provisional consent approval is given.

The resulting agricultural lot shall also comply with the applicable policies of Section 3.1.4.2.4.

ONLY DWELLING

- The proposal shall not result in the severance of the only dwelling from an agricultural lot, except in the case of a farm consolidation involving the merger of abutting agricultural lots as one larger lot under identical ownership, where one of the agricultural lots to be consolidated is vacant, but the existing zoning would permit the construction of an accessory dwelling on that lot.

ONLY
AGRICULTURAL
LOTS

- The lands subject to the application must be zoned for *agricultural use*.

IN QUARRY OR
LIMESTONE/SAND
AND GRAVEL
RESOURCE AREA

- The proposed rural residential lot shall not be located within the Quarry Area designation, or an area identified as a Limestone Resource or Sand and Gravel Resource Area on Appendix 2-1.

IN FUTURE URBAN
GROWTH AREAS

- The proposed residential lot shall not be located within a Future Urban Growth Area designation as identified on Schedule C-3, and referred to in Chapter 4.0, Growth Management Policies.

MAXIMUM LOT SIZE

- Non-farm rural residential lots shall be as small as is practical in order to preserve the County's agricultural land base. Severance proposals to create new or expanded lots for non-farm rural residential development will generally not exceed 0.8 ha (2 acres). Proposals seeking to create lots larger than this area limit will only be considered where it can be demonstrated that the additional area is required to accommodate *individual on-site water services and individual on-site sewage services*, the lands have topographic limitations for *agricultural use* or are physically separated from the remainder of the farm by *significant natural heritage features and areas* and/or watercourses, or to conserve cultural *heritage resources*. In no case shall a new or expanded non-farm rural residential lot exceed 1 ha (2.5 acres) in area.

Notwithstanding the above, a larger minimum size for the proposed residential lot may be considered where:

- i) It is solely for the protection and, wherever possible, enhancement of *natural heritage features and areas*, avoids and/or mitigates the impacts of development within such features and areas, and does not result in a greater loss of *prime agricultural land*, and,
It is supported through an Environmental Impact Study, in accordance with the requirements of Section 3.2, and,
- ii) The recommendations of the Environmental Impact Study are implemented through the use of such measures as site specific zoning, site plan control, conservation easements, development agreements, and any other implementation tools deemed necessary and/or appropriate to ensure the objective of protecting and/or enhancing *natural heritage features and areas* and protecting agricultural land for long term agriculture.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed non-farm rural residential use, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

MINIMUM
DISTANCE
SEPARATION
FORMULA

- A Proposal for non-farm rural residential development shall satisfy the requirements of *MDS I*, or not further reduce an existing insufficient setback.

Notwithstanding the above policy, in the case of a farm consolidation, a lot proposed to contain an existing surplus farm dwelling shall only be required to comply with the requirements of *MDS I* from a livestock and/or manure storage facility located on the severed lot.

ACCESS AND
TRAFFIC SAFETY

- The proposed rural residential *development* shall have direct frontage on a permanent public road maintained year-round at a reasonable standard of construction.

New vehicular access to any road shall be in accordance with the requirements of authority having jurisdiction over the road, including the applicable policies of Section 5.1 County Transportation Policy. The authority having jurisdiction over the road from which vehicular access is to be obtained shall be satisfied that there are no traffic safety concerns.

HERITAGE

- To recognize and conserve *heritage resources* in the agricultural areas of the County in accordance with the policies in Section 3.3.2 of this Plan.

Proposals involving the creation or rezoning of a lot for non-farm residential purposes in accordance with the policies of this section will be encouraged where:

- i) Such lot contains buildings or other *built heritage* resources that have been protected pursuant to the Ontario Heritage Act; and,
- ii) The proposed severance or rezoning will allow the County and/or Area Municipality to implement requirements or measures to ensure that such *heritage resources* will be *conserved*.

AGRICULTURAL
SEVERANCE
POLICIES

- Any enlarged agricultural lot that would result from a proposal for non-farm rural residential *development* through farm consolidation shall comply with the applicable policies of Section 3.1.4.2.4.

AGRICULTURAL
STRUCTURES

- The proposed non-farm rural residential lot may only contain an existing barn or other farm structures where they are suitable to be used as accessory structures to a residential use and have been formally converted such that they are no longer suitable for the housing of livestock or poultry or storage/handling of manure, and/or are protected pursuant to the Ontario Heritage Act.

Further, where a barn or other farm structure exists within the immediate vicinity of a non-farm rural residential lot to be created through a farm consolidation, the demolition or formal conversion of such structure shall be required, to ensure it cannot be used for the housing of livestock or poultry or storage/handling of manure in the future.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

CONDITIONS OF
APPROVAL

The County Land Division Committee or Area Councils may impose conditions of approval or may restrict land uses pertaining to a non-farm rural residential *development* proposal in accordance with the policies of this Plan to ensure that all necessary works or facilities required to achieve conformity are incorporated into the *development*.

3.1.5.4 Renewable Energy Facilities

RENEWABLE
ENERGY FACILITIES

Renewable energy facilities and *alternative energy facilities* may be permitted within the Agricultural Reserve designation to support long term energy supply, and to accommodate current and projected needs.

DEVELOPMENT
CRITERIA

Renewable energy facilities and *alternative energy facilities* are generally considered to be non-agricultural uses, except for:

- Class 1 anaerobic digesters, as prescribed under the Renewable Energy Approvals Regulation (359/09) under the Environmental Protection Act, or any successor thereof, shall be permitted as an *agricultural use*, subject to the requirements of Section 3.1.4.2.1;
- Ground mounted solar facilities on an agricultural zoned lot shall only be permitted as an *on-farm diversified use*, and must meet all applicable requirements of Section 3.1.4.3.2;
- Ground mounted solar facilities may be permitted on a lot zoned as rural residential where the facility does not generally exceed 10% of the lot coverage, to a maximum of 100 m² (1,076 ft²); or,
- Roof and wall mounted solar facilities may be permitted on existing buildings and structures, subject to any Area Municipal zoning requirements.

All other *renewable energy facilities* and *alternative energy facilities* shall:

- Be subject to a zoning by-law amendment and site plan approval;
- Prepare and submit planning and technical studies addressing these, and any other applicable policies;
- Demonstrate how all other Provincial and/or Federal are being addressed.
- Prepare an Agricultural Impact Assessment in accordance with Section 3.1.7.3 to demonstrate that the proposed *development*:
 - Is clearly secondary to the principal use on the lot and limited in area;
 - Is compatible with, and does not hinder, surrounding agricultural operations or other sensitive adjacent land uses;
 - Is located on lower priority agricultural lands and/or within close proximity to the farm building cluster;

- iv) Is appropriate for rural *infrastructure* and public services; and does not undermine, or conflict with, the planned function of *settlements*; and,
- v) Has identified and mitigated any potential impacts.

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

The Area Municipality may impose limits on the scale, height, and location of any proposed *renewable energy facility* through the Area Municipal zoning by-law.

3.1.5.5 Infrastructure and Public Works Yards

INFRASTRUCTURE

Infrastructure, including public works yards, will be permitted in the Agricultural Reserve designation.

Infrastructure will make efforts to avoid, minimize, and mitigate impacts in the *prime agricultural area*. Mitigation of impacts may pertain to the *prime agricultural lands* and/or *agricultural uses* in the area, to the extent feasible, and shall be in accordance with the requirements of Section 5.2, Public Services, Utilities, and Infrastructure.

3.1.5.6 Other Non-Agricultural Uses

NEW USES

In order to maintain the agricultural land resource for *agricultural use* and ensure that new non-agricultural uses, , develop on an appropriate level of services and are directed to settlements to support their planned service and/or employment functions, new non-agricultural uses that are not specifically addressed elsewhere in Section 3.1.5, including commercial, industrial (not including aggregate industrial), institutional, and recreational uses, will not be permitted within the Agricultural Reserve designation, except in accordance with the policies of Section 3.1.7.

EXISTING USES

For the purposes of this section, existing non-agricultural uses shall include the following:

COMMERICAL, INDUSTRIAL AND INSTITUTIONAL USES

- Non-agricultural commercial, industrial, or institutional uses located in the County's *prime agricultural area* that are recognized by existing zoning as of May 25, 2022 will be considered as permitted uses. For these existing uses, Area Municipal Councils may permit a minor expansion or minor change in use and the Land Division Committee may consider the granting of consents to permit the minor expansion of the use, or the minor adjustment of existing lot boundaries, subject to the policies of Section 3.1.5.6.1.

RECREATIONAL
USES

- Recreational uses located in the County's *prime agricultural area* that are recognized by existing zoning as of January 14, 2009, will be considered as existing non-agricultural uses. However, where an existing recreational use has ceased operation and the site is suitable for restoration to *agricultural use*, the Area Council shall consider rezoning the site back to agriculture as part of their next comprehensive Zoning By-Law update.

Minor changes in use to existing campgrounds or seasonal trailer parks may be considered in accordance with the existing use policies of this section. However, changes to allow for year-round occupancy or permanent residential uses will not be permitted.

With the exception of campgrounds and/or seasonal trailer parks, Area Councils may permit minor expansion or minor change to the existing use, and the Land Division Committee may consider the granting of consents, to permit the minor expansion of the existing use, or the minor adjustment of existing lot boundaries (excluding lot creation) without amendment to this Plan, subject to the policies of Section 3.1.5.6.1.

3.1.5.6.1 Development Criteria for Minor Expansion or Minor Change of an Existing Non-Agricultural Use

DEVELOPMENT
CRITERIA

All applications for minor expansion or minor change of an existing non-agricultural use shall satisfy the following criteria:

NEED FOR
EXPANSION

- The applicant has demonstrated that any proposed lot addition is required for the continued operation of the use and is limited to the minimum area required to accommodate the immediate needs of the use and required *individual on-site water services and individual on-site sewage services*. The proposed expansion area shall be located and configured so as to avoid, or mitigate to the extent feasible, impacts on surrounding agricultural lands and/or operations.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed development and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

TRANSPORTATION,
ACCESS, AND
DRAINAGE

- Other existing or proposed infrastructure, including stormwater management and road access are demonstrated to be adequate to serve the proposed *development* to the satisfaction of the Area Municipality and/or County, as applicable, and shall be in accordance with the applicable policies of Sections 3.2.7.2 Water Quality and Quantity and Section 5.1, County Transportation Policy.

COMPATIBILITY

- The proposed development shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent or mitigate adverse impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and minimize risk to public health and safety.

Further, impacts from any proposed change in use or expansion on surrounding agricultural operations and lands shall be avoided, or mitigated to the extent feasible. Any proposed change in use shall be similar to, or more compatible with surrounding agricultural operations, than the existing use. Any proposed change in use or expansion shall comply with *MDS I*, or not further reduce an existing insufficient *MDS I* setback or increase the potential for odour complaints.

The site specific zoning provisions and site plan approval required for the proposed expansion or change in use shall incorporate any restrictions or requirements that may be necessary to implement this policy.

SITE PLAN

- Proposals shall be accompanied by a detailed site plan showing the location of buildings and structures, septic beds, areas for parking, storage and landscaping, lot grading and drainage, points of access, and any other information deemed to be relevant to review of the proposal.

Proposals shall be subject to site plan approval to address site design and land use compatibility related considerations.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.6 Consents for Legal or Technical Reasons

CONSENTS FOR
LEGAL OR
TECHNICAL
REASONS

Consents for severance involving *agricultural uses* and non-agricultural uses, including rural residential uses, may be considered for the following legal or technical reasons:

- To create or alter any private easement or right-of-way;
- To correct or confirm valid title for an agricultural lot which is held in distinct and separate ownership;
- To make minor adjustments to the boundaries between abutting lots to conform to existing patterns of exclusive use and occupancy, or to rectify problems created by the encroachment of buildings, structures, *individual on-site water services and individual on-site sewage services* on abutting lots; or,

- To permit the severance of non-farm rural residential zoned lands, where they will be legally consolidated with an abutting agricultural lot to form one lot under identical ownership and rezoned for agricultural purposes.

NO NEW LOT

Consents granted for the above purposes shall not result in the creation of a new lot. Notwithstanding this restriction, a consent to allow for the re-establishment of a previously existing rural residential lot may be considered, provided that the lot was previously held in distinct and separate ownership, but has since legally merged with an adjacent parcel and remained residentially zoned in the Area Municipal Zoning By-Law.

Proposals which have the effect of adding agricultural land to an existing residentially zoned lot will satisfy the policies relating to maximum lot size in Section 3.1.5.3.

3.1.7 Official Plan Amendments for Settlement Expansions and Non-Agricultural Uses

OFFICIAL PLAN AMENDMENTS

Proposals for *settlement* expansions, or to establish a new non-agricultural use in the *prime agricultural area*, will only be considered through an Official Plan Amendment, in accordance with the following requirements. Such proposals shall prepare and submit planning and technical studies addressing these requirements.

3.1.7.1 Settlement Area Expansions

EXPANSION OF SETTLEMENTS

Settlement expansions shall only be considered through a *comprehensive review*.

Proposals for *settlement* expansion shall be consistent with the policies of Chapter 4, Growth Management Policies, including the requirement to undertake secondary planning and servicing strategies in accordance with 4.2.2.4.1 and 4.2.2.6.1, and the following policies.

REQUIREMENTS

JUSTIFICATION ANALYSIS

Compelling evidence shall be required to demonstrate whether a proposed *settlement* expansion is justified in accordance with the applicable policies of the Provincial Policy Statement and this Plan. This will include, but is not limited to, and studies and information required to address the above noted *comprehensive review*, secondary planning and servicing strategy requirements and the following:

AGRICULTURAL IMPACT ASSESSMENT

- As part of the *comprehensive review* for a *settlement* expansion, the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.7.3; and,

OTHER APPLICABLE POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.7.2 Non-Agricultural Uses

PROHIBITED USES

New or expanded campgrounds and/or seasonal trailer parks are prohibited.

SCOPE OF PROPOSAL AND CONCEPT PLAN

For new non-agricultural uses, the proposal shall state the specific use and contain a detailed site plan showing the location of buildings and structures, *individual on-site water services and individual on-site sewage services*, areas for parking, storage and landscaping, lot grading and drainage, road access, and any other information deemed to be relevant to the proposal.

REQUIREMENTS

Compelling evidence shall be provided to demonstrate, to the satisfaction of the County and the Area Municipality, that the proposed *non-agricultural use* cannot be located within a *settlement* and that the following considerations have been addressed:

JUSTIFICATION
ANALYSIS

- There is a demonstrated need within the planning period for additional land to be removed from agricultural production and re-designated for the proposed use, given the nature and capacity of undeveloped lands within nearby *settlements* and/or within other appropriate land use designations.

The nature of the proposal and whether the use requires special locational requirements or physical features that are only available in the *prime agricultural area*.

The amount of land proposed for the new *development* is the minimum required for the immediate needs of the proposed use.

SERVICING

- The level of servicing planned or available for the proposed *development* is consistent with the servicing hierarchy established in Section 5.5.3 of this Plan for *individual on-site water services and individual on-site sewage services*. *Infrastructure and public services* which are planned or available are suitable for the proposed *development* over the long term and protect public health and safety.

COMPATIBILITY

- The proposed use shall be compatible with and not hinder surrounding agricultural operations or other nearby land uses.

The proposed use, scale and location shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying, and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, the proposed shall be appropriately designed, buffered, and/or separated from nearby residential and other sensitive land uses to prevent or mitigate potential impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and to minimize risk to public health and safety.

All applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, public health and safety and wastewater standards shall be addressed, including receipt of all applicable environmental approvals.

The site specific zoning provisions and site plan approval for the proposed *use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

TRAFFIC AND
ACCESS

- The proposed use shall not create traffic hazards and the road infrastructure shall be capable of accommodating the use, in accordance with the requirements of the authority with jurisdiction over the road, and shall comply with the applicable policies of Section 5.1 County Transportation Policy.

MINERAL AND
PETROLEUM
RESOURCES

- The proposal will not conflict with the policies of Section 3.4, Resource Extraction Policies.

AGRICULTURAL
IMPACT
ASSESSMENT

- As part of the application for a new non-agricultural use, the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.7.3.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.7.3 Agricultural Impact Assessment

AGRICULTURAL
IMPACT
ASSESSMENT

An Agricultural Impact Assessment is a study which:

- Characterizes *agricultural uses* and the *prime agricultural area*;
- Evaluates the potential impacts of a proposed *settlement* expansion or non-agricultural development on surrounding *prime agricultural areas* and associated *agricultural uses*;
- Identifies opportunities and provides recommendations for the proposed *development* to avoid, minimize and mitigate impacts, including for site rehabilitation or restoration for an *agricultural use* or to an *agricultural condition* where applicable; and,
- Is prepared by a qualified individual, familiar with agricultural land use planning, soil science or agricultural engineering and demonstrated experience in characterizing, evaluating, and assessing agricultural impacts, relative to the use and location, being proposed.

SCOPE OF STUDY

The scope of the Agricultural Impact Assessment (AIA) will be based on the proposed *settlement* expansion or non-agricultural use. A terms of reference may be required by the County to confirm the scope and level of detail required for the AIA.

At minimum the AIA shall characterize the surrounding *prime agricultural area*, including existing *agricultural uses*, evaluate the potential impacts of the proposed *development* on *agricultural uses* and the *prime agricultural area*, and demonstrate that:

- The lands do not comprise specialty crop areas;
- There are no reasonable alternatives which avoid *prime agricultural areas*;
- There are no reasonable alternatives on lands with lesser agricultural capability or on lands left less suitable for agriculture by existing or past *development*;
- *MDS I* is satisfied; and,
- Impacts from the *settlement* expansion or non-agricultural uses on nearby agricultural operations and *prime agricultural lands* are avoided or mitigated to the extent feasible.

POLICY
IMPLICATIONS

The proposal is acceptable regarding the ability to achieve the Goal for Agricultural Policies as set out in Section 3.1.1, the precedent to be established for other sites within the County and the ability to implement planned land uses in the vicinity.

THIRD PARTY
REVIEW

Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as for the costs associated with any additional review resulting from revisions to any original materials that may be required as a result of the third party review.

3.1.8 Special Agricultural Policies

The following site specific policies apply in addition to the relevant policies of Section 3.1. These policies provide more specific direction for the *development* of each site.

3.1.8.1 Part Lot 28, Conc. 10 (East Nissouri) Township of Zorra

A 2 ha (5 acres) parcel of land, forming part of Lot 28, Concession 10 (East Nissouri) in the Township of Zorra, located on the west side of County Road 119 between Road 92 and Road 96 be exempt from the *Minimum Distance Separation Formula I* requirements of Section 3.1.4.2.1 of the County Official Plan for the purpose of establishing a farm implement dealership on the subject property.

AMENDMENT NO. 20

3.1.8.2 Part Lots 25 & 26, Conc. 2, (West Oxford) Township Of South-West Oxford

A 24.3 hectare (60 acre) parcel of land lying in part of Lots 25 and 26, Concession 2 (West Oxford) which is located south of Robinson Road, west of Wallace Line and north of Wilson Line in the Township of South-West Oxford may be used for a truck transport terminal.

Servicing

It is intended that *development* on the property shall take place on full municipal services (municipal *centralized water supply and waste water treatment systems*).

Performance Standards

The following performance standards shall govern the *development* of the subject property:

- The access points to the subject property shall be designed in a manner which will minimize the danger to vehicular traffic;
- *Development* of the subject lands shall be subject to site plan control in accordance with the provisions of the Planning Act and shall deal with such matters, but not be restricted to, lighting, landscaping and fencing, disposal of storm water and location and surfacing of parking facilities. A storm water management plan shall be prepared by the proponent and be acceptable to the Upper Thames River Conservation Authority, the Ministry of Transportation and the Township of South-West Oxford;
- A wellhead protection plan for Well No. 11 of the Ingersoll Public Utility Commission outlining protection measures, construction techniques and on-going monitoring shall be prepared by the proponent and be acceptable to the County of Oxford and the Ingersoll Public Utility Commission;
- A waste water collection and treatment system employed by the truck washing facility shall be prepared by the proponent and be acceptable to the County of Oxford.

AMENDMENT NO. 7

3.1.8.3 Lot 18, Concession 3 (East Oxford) Township Of Norwich

Notwithstanding the policies of Section 3.3.1.4, two parcels of land totaling 12.75 hectares (31.5 acres) situated in part of Lot 18, Concession 3 (East Oxford), Township of Norwich with frontage on the east side of Highway No. 59 may be used for aggregate and construction related processing, manufacturing and distribution in addition to uses permitted on the subject property by this Plan. Permitted activities include but are not limited to crushing, screening, washing, asphalt batching and concrete ready-mix and associated business office and maintenance activities.

3.1.8.4 Lot 11 And Part Lot 10, Conc. 11 (Blenheim) Township Of Blandford-Blenheim

A parcel of land consisting of Lot 11 and the northwest quadrant of Lot 10, Concession 11 (Blenheim), Township of Blandford-Blenheim, may be used for the following specific uses to accommodate the use of the lands by a religious order, or orders, that function as a single entity on said property. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit* which comprises approximately 5.6 hectares (13.8 acres) which fronts on Concession Road No. 12 and is located in the north half of Lot 11, Concession 11 (Blenheim). The *farm unit* shall generally be operated as a single entity by a religious order, or orders that reside on the lands. It is also intended that the policies of Section 3.2.8, shall apply, where applicable.

AMENDMENT NO. 170

Land Use

A maximum of 20 dwelling units will be permitted. New dwelling units will be located in the existing developed area of the *farm unit* and will be of the modular home type. The modular dwellings shall be removed from the site at such time as the *farm unit* ceases to be operated as a single entity by a religious order, or orders.

AMENDMENT NO. 170

In addition to those agricultural uses permitted on the subject property, additional farm related commercial and industrial services, school, nursery school, limited manufacturing and a business office, as specified in the site specific zoning by-law may be allowed. Manufacturing shall be limited to those uses permitted through the implementing Zoning By-Law and shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water.

AMENDMENT NO. 170

Servicing

Notwithstanding the policies of Section 5.5.3 to the contrary, *development* on the property shall take place on a private well and a private *communal waste water treatment* plant as approved by the County of Oxford and the Ministry of the Environment. The owner will enter into an appropriate agreement with the Township of Blandford-Blenheim which shall address the operation and maintenance of the private *communal waste water treatment* plant and the decommissioning and/or removal of the plant in the event that the religious order vacates the subject property.

AMENDMENT NO. 170

Performance Standards

The following performance standards shall govern the *development* of this special agricultural area:

AMENDMENT NO. 170

- The residential dwellings and non-agricultural related uses along with agricultural related uses will be considered to be part of the *farm unit* and consent to sever such uses from the *farm unit* will not be permitted;
- AMENDMENT NO. 170
- Adequate off-street vehicle parking areas shall be provided which will permit the parking of vehicles clear of any road allowance and permit adequate manoeuvring of vehicles within such parking areas;
- AMENDMENT NO. 170
- The access points to such parking areas shall be designed in a manner which will minimize the danger to vehicle and pedestrian traffic;
- AMENDMENT NO. 170
- Open storage areas shall be effectively screened from adjacent land uses and from Concession Road 12;
- AMENDMENT NO. 170
- The residential dwellings and non-agricultural related uses shall be clearly secondary to the existing farm operation and shall not change the agricultural character of the *farm unit* nor create a public nuisance in particular regard to noise, traffic and/or parking;
- AMENDMENT NO. 170
- The residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the owner ;
- AMENDMENT NO. 170
- The residential dwellings and non-agricultural related uses shall be limited to the existing developed area along Concession Road No. 12 to an area of approximately 5.6 hectares (13.8 acres);
- AMENDMENT NO. 170
- New residential dwellings shall be of a modular type which will be removed at such time as the farm unit ceases to be operated as a single entity by the religious order, or orders;
- AMENDMENT NO. 170
- It is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.
- AMENDMENT NO. 170

3.1.8.5 Part Lots 13, 14 & 15 Conc. 11 (Blenheim) Township Of Blandford-Blenheim

A 238.8 hectare (590 acre) parcel of land consisting of Part Lots 13, 14 and 15, Concession 11 (Blenheim) in the Township of Blandford-Blenheim, may be used for the following specific on-farm diversified uses to accommodate the Community Farm of the Brethren. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit*.

- A maximum of 20 dwelling units within one or more buildings will be permitted to accommodate members of the Community Farm of the Brethren.
- In addition to those agricultural uses already permitted on the subject property, additional on-farm diversified uses, including the manufacturing of down bedding and accessory retail outlet, an egg noodle processing plant, a construction business and a gear cutting business may be allowed in the site specific zoning by-law. The on-farm diversified uses shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water. Each on-farm diversified use shall directly involve the farm operators and resident on-farm family members and each use shall be limited to one additional full-time employee.
- The residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the Community Farm.
- It is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.

AMENDMENT NO. 38

3.1.8.6 Part Lot 19, Concession 3 (East Oxford) Township Of Norwich

A 28.3 hectare (70 acre) parcel of land consisting of Part Lot 19, Concession 3 (East Oxford), Township of Norwich, which is located immediately west of County Road 59 and consists of the non-developed lands between Pattullo Avenue and Old Stage Road, may be used for an active recreational use, specifically a golf course, within the area identified as a Sand and Gravel Resource Area in Appendix 2-1. All other criteria in the County of Oxford Official Plan to assess an application to permit an active recreational use shall be complied with. In addition, *development* of a golf course shall follow the environmental guidelines established by the Royal Canadian Golf Association.

4.5 That all other Chapters, Sections or Subsections of the Official Plan which include cross references to Section 3.1 (including subsections 3.1.1 to 3.1.8) entitled, 'Agricultural Land Resource' as amended, are hereby amended by deleting and replacing them with the revised cross reference and numbering as included within this amendment.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

This amendment should be read in conjunction with the current Official Plan, as amended.

3.1.4.2.3 Existing Undersized Agricultural Lots

INTENT AND OBJECTIVES

It is recognized that there are numerous existing smaller agricultural lots within the *prime agricultural area* of the County. It is the intent of this Plan that such lots continue to be utilized for *agricultural use* over the long term and do not simply become development sites for residential and other non-*agricultural uses*.

The following key objectives apply to existing undersized agricultural lots:

- To ensure that the primary function of existing undersized agricultural lots is for agricultural purposes;
- To encourage the consolidation of existing undersized agricultural lots with abutting agricultural lots to form one larger agricultural lot under identical ownership and only permit the construction of a residential dwelling where the principal agricultural function of the undersized lot is not compromised; and,
- To ensure the manure generated by smaller livestock and/or poultry operations that are not regulated by the Nutrient Management Act is appropriately managed.

POLICIES

PARCEL SIZE

The policies of this Section shall apply to all existing agricultural lots that are smaller than 16 ha (39.5 acres) in area. These agricultural lots are referred to as “existing undersized agricultural lots” in this Plan.

Existing agricultural lots that are 16 ha (39.5 acres) or larger in area shall be subject to the general agricultural use policies of this Plan and the applicable provisions of the Area Municipal Zoning By-Law.

PERMITTED USES

Existing undersized agricultural lots may be used for a primary use permitted in Section 3.1.4.1, however the *development* of a residential dwelling and/or other buildings and structures shall not be permitted, except, in accordance with the policies of 3.1.4.2.3.1.

Notwithstanding the permitted uses above, existing undersized agricultural lots that are greater than 1 ha (2.5 acres) in area and contain an existing permanent residential dwelling, or have existing zoning that allows for a permanent residential dwelling, shall be identified through an appropriate agricultural zoning category in the Area Municipal Zoning By-law. Such zoning shall recognize the existing lot area and permit the primary agricultural uses in Section 3.1.4.1, as well as a dwelling and/or necessary farm buildings.

Where livestock or poultry facilities and/or manure storages may be proposed, including expansions to existing facilities. They shall also be subject to the requirements of Section 3.1.4.2.1.

3.1.4.2.3.1 Development of an Existing Undersized Agricultural Lot

DEVELOPMENT CRITERIA

*LOTS WITH LESS
THAN ONE
HECTARE OF
TILLABLE LAND*

~~The development of a residential dwelling on an existing undersized agricultural lot may only be permitted in accordance with one of the following:~~

~~• Where an existing undersized agricultural lot is:~~

- ~~i) Less than 1 ha (2.5 acres) in area; or,~~
- ~~ii) Larger than 1 ha (2.5 acres), but contains less than 1 ha (2.5 acres) that is suitable for agriculture/tillable due to the remainder of the lot area being covered by existing significant natural heritage features and areas that have not been used for agricultural use in the past 10 years.~~

The Area Municipality may permit the establishment of a dwelling, and/or agricultural buildings and structures on an existing undersized agricultural ~~such~~ lot through a site specific amendment to the Area Municipal Zoning By-law, where it has been demonstrated that the proposed lot contains a building envelope ~~that~~ satisfies the following criteria:

- i) Has frontage on, or direct vehicular access to, a public road, maintained year round, at a reasonable standard of construction;
- ii) Is the minimum size required to accommodate the dwelling and associated outdoor amenity areas, driveway and *individual on-site water services and individual on-site sewage services* and shall not exceed 0.4 ha (1 acres);
- iii) Is located so as to minimize the loss of tillable agricultural land and potential impacts on existing and future agricultural uses on surrounding lots (e.g., *MDS II* setback requirements) and to maximize the continued and/or potential future use of the lot for agricultural purposes (e.g., by locating on lands with existing constraints for agriculture, wherever possible, and not creating small or irregularly shaped areas for tillage and cropping);
- iv) ~~Shall~~ Comply with *MDS I* requirements;
- v) Where *development or site alteration* is proposed within or adjacent to *natural heritage features and areas*, it is supported by an Environmental Impact Study, in accordance with the requirements of Section 3.2; and,
- vi) Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

Site plan approval shall generally be required for such development. The site specific zoning provisions and, where required, site plan approval, shall incorporate any restrictions or requirements that may be necessary to ensure the above noted policy criteria and any other development and site design related matters are addressed. The Area Municipality may also utilize any other tools or measures (i.e., conservation easements, development agreements etc.) deemed necessary or advisable to assist

in implementing and ensuring continued compliance with the above noted policies.

~~LOT LINE
ADJUSTMENTS~~

- ~~• A boundary adjustment proposal that will result in the addition of agricultural lands from the existing undersized agricultural lot to an abutting agricultural lot, provided that all of the following criteria are addressed to the satisfaction of the County:~~
 - ~~i) The proposal will result in a substantial amount of tillable agricultural land being added to the agricultural lot that is to be enlarged. Further, the enlarged agricultural lot to be created by the boundary adjustment shall comply with the policies of Section 3.1.4.2.4 pertaining to agricultural lot additions;~~
 - ~~ii) The lot to be retained shall be rezoned to allow for the development of a residential dwelling, and shall be sized and located so as to:~~
 - ~~a) Have frontage on a public road, maintained year round, at a reasonable standard of construction;~~
 - ~~b) Be the minimum size required to accommodate the dwelling and associated *individual on-site water services and individual on-site sewage services* and shall not exceed 0.4 ha (1 acres);~~
 - ~~c) Satisfy *MDS I* requirements;~~
 - ~~d) Preserve agricultural land by locating on lands with existing constraints for agriculture, wherever possible, and not create small or irregularly shaped areas for tillage and cropping; and,~~
 - ~~e) Minimize potential impacts on existing and future agricultural uses on surrounding lots (e.g., *MDS II* setback requirements), including the lot to be enlarged;~~
- ~~• Notwithstanding ii. above, a larger minimum size for the retained lot may be considered where:~~
 - ~~i) It is solely for the protection and, wherever possible, enhancement of *natural heritage features and areas*, avoids and/or mitigates the impacts of development within such features and areas and does not result in their further fragmentation, and does not result in a greater loss of *prime agricultural land*;~~
 - ~~ii) It is supported through an Environmental Impact Study, in accordance with the requirements of Section 3.2; and,~~
 - ~~iii) Implementation of the recommendations of the Environmental Impact Study is to be achieved through the use of such measures as site specific zoning, site plan control, conservation easements, development agreements and any other implementation tools deemed necessary and/or appropriate to ensure the objective of protecting and/or enhancing *natural heritage features and areas* and protecting agricultural land for long term agriculture.~~

- ~~Individual on-site water services and individual on-site sewage services are demonstrated to be adequate or will be made adequate to serve the proposed use and be in accordance with the applicable policies contained in Section 3.2.7.2, Water Quality and Quantity, and Section 5.5, County Servicing Policy.~~
- ~~Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.~~

PENDING ITEMS

Copied for Council Meeting of May 25, 2022

Council Meeting Date	Issue	Pending Action	Lead Dept.	Time Frame
12-Feb-20	"Resolved that Council adopt in principle CAO 2020-01 and that the plan be circulated to all Oxford Area Municipalities for input before adoption.	CAO 2020-01 - Leading Oxford County to "100% Housed" Future	CAO	22-Apr
14-Jul-21	Community Safety and Well-being Plan Coordinating Committee delegation	Staff report regarding resolution adopted by Council on July 14/21	CAO	TBA
22-Sep-21	COVID-19 Workplace Vaccination Policy	Policy to be circulated to Area Municipalities	CAO	TBA
13-Oct-21	Correspondence from Blandford-Blenheim re Medical Tiered Response	Paramedic Services to prepare a follow up report	PS	TBA
8-Dec-21	"Whereas in the County of Oxford, housing is an upper tier responsibility; And whereas with approximately 2,400 people on the County's waiting list for housing assistance, there is clear need for more housing across the housing continuum; Therefore be it resolved that the housing portion of the Human Services budget be increased by \$1.5 million with 50% coming from Landfill Reserves and 50% coming from Reserves and/or the sale of surplus county lands; And further, that staff bring forward a report on how this additional funding could be maximized across the housing continuum in the first quarter of 2022; And further, that the area municipalities be asked to re-examine any available municipally-owned land for potential housing sites; And further, that the Warden and Council advocate to both the Provincial and Federal governments for matching partnership funding to maximize the County's commitment to addressing our housing and homelessness situation."	- Staff report on how additional housing funding could be maximized across the housing continuum in Q1 of 2022; - Ask AM's to re-examine any available municipally owned land for potential housing sites; - Advocate Provincial and Federal governments for matching partnership funding to maximize the County's commitment to addressing our housing and homelessness situation.	HS	Q1 2022
9-Feb-22	Resolved that Section 9.1.2 of the Procedure By-law be amended as follows: 9.1.2 Notwithstanding Section 9.1.1, during Council's review and consideration of annual business plans and budgets, amending motions may be tabled in writing and debated without previous notice at the Budget meeting specifically identified for budget debate. The Clerk will ensure that any budget motions received in advance as Notices of Motion are printed in full on the Agenda for the meeting when debate is scheduled to occur.	Resolved that the proposed amendment to Section 9.1.2 of the Procedure By-law be tabled.	Council	TBA
9-Mar-22	SCOR delegation re update on the future of shortline rail project	Resolved that the information contained in the presentation from the South Central Ontario Region Economic Development Corporation (SCOR EDC) be received as information;; And further, that PW staff prepare a report prior to providing a letter of support	PW	TBA
23-Mar-22	PW 2022-19 - 2018-2020 Water Distribution and Wastewater Collection Service Delivery Review - Overview	Resolved that the recommendations contained in Report No. PW 2022-19, titled "2018-2020 Water Distribution and Wastewater Collection Service Delivery Review – Overview", be adopted; And further, that a subsequent staff report be presented to County Council once the lower tier municipalities have had the opportunity to review and respond by the end of May, 2022.	PW	May, 2022
27-Apr	Correspondence from SWOX regarding Broadband Internet Funding	Resolved that the correspondence from the Township of South-West Oxford dated April 20, 2022 regarding Broadband Internet Funding be received and referred to 2023 Budget and Business Plan Deliberations.	CS	Q4 2022
11-May	CP 2022-162 - Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment	Resolved that Report No. CP 2022-162, titled "Phase 1 Official Plan Update - Agricultural Policies - Recommended Amendment", be deferred and direct that planning staff amend the draft agricultural policies to remove the requirement for undersized agricultural parcels to sever excess productive farmland from the lot as a condition for allowing residential development on undersized parcels; And further, that through zoning requirements, any residential development on undersized parcels must meet MDS requirements, and strive to minimize impacts on agriculture and natural features and reduce the footprint of the residential area to preserve as much productive land as possible; And further, that the area municipal council require site plans for any residential development on undersized agricultural parcels.	CP	TBA
11-May	Motion by Councillor Ryan re increased density	Whereas Oxford County recognizes that there is a need for increased quantity, variety, and attainability of housing, and; Whereas Oxford County is a prudent manager of its finances and intends to make the most effective and efficient use of municipal infrastructure in the long term, and; Whereas Oxford County values its prime agricultural land and its natural spaces, and; Whereas Oxford County values sustainability in the delivery of all services, and; Whereas Oxford County strives to create complete communities providing opportunities for all to work, live, play, and learn; Therefore be it resolved that staff be directed to bring a report to County Council to provide further information and options that could be considered by the County and Area Municipalities to better accommodate their projected residential growth through increased density within fully serviced settlement areas and minimize the need for settlement area boundary expansions.	CP	TBA

Public Works MEMORANDUM

TO: Oxford County Council

FROM: David Simpson, Director of Public Works

DATE: May 25, 2022

RE: **Oxford Road 19 Corridor Improvements
Municipal Class Environmental Assessment Study
Notice of Public Consultation Centre #1,
Township of Norwich and Township of South-West Oxford**

Further to Public Works Memorandum to Oxford County Council dated March 9, 2022, Oxford County is undertaking a Municipal Class Environmental Assessment (EA) Study to support the safe and efficient movement of people and goods along approximately 16 km of Oxford Road 19, between Highway 19 (Plank Line) and the boundary of Norfolk County (Windham Road 19). The Study Area is shown in the attached Notice of Public Consultation Centre (PCC) #1.

The subject PCC will be a drop-in format to provide residents / interested parties with an opportunity to review and comment on the recommended preferred alternative solution for the Oxford Road 19 Study Area. Representatives from the County and its Consultant (R.J. Burnside & Associates Limited) will be present to answer questions and discuss next steps in the study. The date and location of the PCC are as follows:

Date: Thursday, June 9, 2022
Time: 5:00 p.m. - 7:00 p.m.
Location: Springford Community Hall
 429 Main St. W, Springford, Ontario

Public and review agency consultation is a key element of the Class EA process and input is being sought as part of the study process. The Notice of Public Consultation Centre will appear in the Oxford Review on May 26, 2022 and June 2, 2022. A letter has also been sent to potential stakeholders and all property owners within the project's study area.

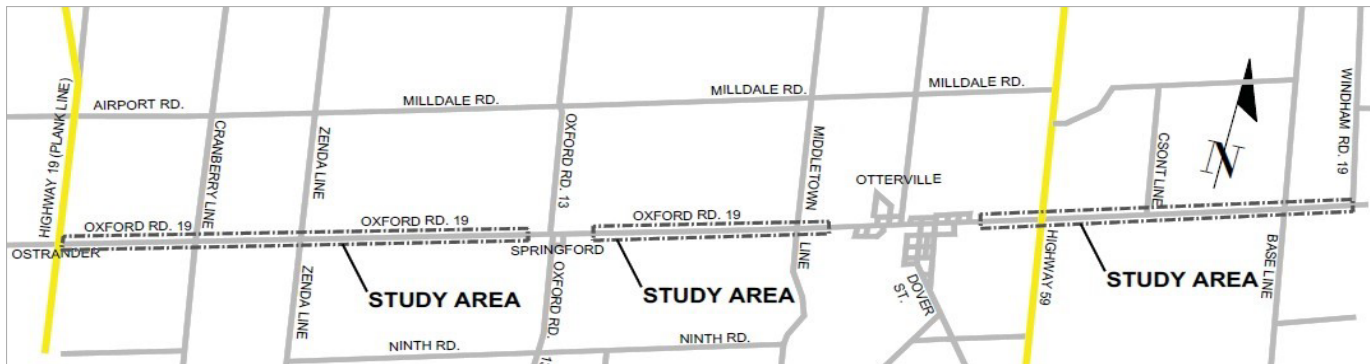


David Simpson, P.Eng., PMP
 Director of Public Works

Encl. Notice of Public Consultation Centre #1

Notice of Public Consultation Centre - Municipal Class Environmental Assessment Study Oxford Road 19 Corridor Improvement

Oxford County has identified the need to improve Oxford Road 19 to support the safe and efficient movement of goods and people.



About the Study

Following completion of Oxford County's 2019 Transportation Master Plan, the County has identified the need to improve Oxford Road 19 to support the safe and efficient movement of people and goods.

Accordingly, the County is undertaking a Municipal Class Environmental Assessment (Class EA) Study to consider improvement options for the Oxford Road 19 corridor to suit anticipated transportation demands for the 25-year horizon and beyond. The Study area includes approximately 16 kilometres of Oxford Road 19, between Highway 19 (Plank Line) and the boundary of Norfolk County (Windham Road 19), which excludes the Settlements of Springford and Otterville - refer to the map herein.

The Study is being carried out in accordance with the planning and design process for Schedule C projects as outlined in the Municipal Class Environmental Assessment (2000, as amended in 2007, 2011 & 2015), approved under the Ontario Environmental Assessment Act.

We want to hear from you

Consultation with stakeholders is a key component of the Study process. As part of the Class EA Study, a Public Consultation Centre (PCC) is being held to present the planning level alternative solutions that are being considered and evaluated for improvements to the Oxford Road 19 Study Area.

Public Consultation Centre

The PCC will be a drop-in format to provide residents/interested parties with an opportunity to review and comment on the recommended preferred alternative solution. Representatives from the County and its Consultant (R.J. Burnside & Associates Limited) will be present to answer questions and discuss next steps in the study. The date and location of the PCC are as follows:

Date: Thursday, June 9, 2022
Time: 5:00 p.m. - 7:00 p.m.
Location: Springford Community Hall
 429 Main St. W, Springford, Ontario

Contacts for information

If you have questions or comments, please contact either of the following project team members:

Jesse Keith, P.Eng., Project Manager
 Oxford County Public Works
 519-539-9800 ext.3194 | jkeith@oxfordcounty.ca

Henry Centen, P.Eng., Project Manager
 R.J. Burnside & Associates Limited
 519-340-2003 | henry.centen@rjburnside.com

Comments received during the Study will be considered and documented in the Environmental Study Report.

Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

This notice first issued on May 19, 2022

THE COUNTY OF OXFORD

BY-LAW NO. 6437-2022

BEING a By-Law to adopt Amendment Number 269 to the County of Oxford Official Plan.

WHEREAS, the County of Oxford has held an open house, public hearing, and has recommended Amendment Number 269 to the County of Oxford Official Plan for adoption, and,

WHEREAS, pursuant to Section 26 of the Planning Act, the Province is the approval authority for Amendment Number 269 to the County of Oxford Official Plan.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 269 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 25th day of May, 2022.

READ a third time and finally passed this 25th day of May, 2022.

LARRY G. MARTIN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 269
TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following Plan attached hereto as explanatory text,
constitutes Amendment Number 269 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The purpose of the Amendment is primarily to update Section 3.1 *Agriculture Land Resource* of the Official Plan, with a new set of policies that will apply primarily to the existing “Agriculture Reserve” designation, along with affiliated changes to section cross references and definitions to support and implement the agricultural policies. These changes comprehensively update the County’s agricultural land use policies and have been informed by extensive consultation with stakeholders, Provincial Ministries, and the public. This amendment seeks to ensure that the County’s prime agricultural area is protected for long term agriculture by avoiding further fragmentation of the land base, minimizing conflict between agricultural and non-agricultural uses; and supporting the needs of the agricultural community by permitting certain uses that are directly related to and supportive of agricultural uses in the area, where appropriate

Section 1.6, *Definitions*, will also be updated by this amendment to ensure the definitions for a number of terms referred to in the amended text of Section 3.1 appropriately reflect their intended meaning and/or are consistent with the definitions in the 2020 Provincial Policy Statement. Existing cross references to Section 3.1 in the rest of the Official Plan will also be updated to reflect changes in numbering.

2.0 LOCATION OF LANDS AFFECTED

This Amendment applies to all lands located within the corporate boundary of the County of Oxford that are outside of a designated settlement.

3.0 BASIS FOR THE AMENDMENT

3.1 SUMMARY OF CHANGES TO THE PLAN

Chapter 1 – Introduction, Section 1.6, *Definitions*, of the Official Plan is amended to ensure the definitions for various italicized terms in the amended text of Section 3.4.1 appropriately reflect their intended meaning and/or are consistent with the definitions in the 2020 Provincial Policy Statement. The amendments consist of a number of new and/or revised definitions and the deletion of existing definitions to ensure the italicised terms in the policies simply reference the corresponding definition in the 2020 Provincial Policy Statement.

Chapter 3 – Natural Resource Management Policies, Section 3.1, *Agricultural Land Resource*, of the Official Plan sets out the policies for the protection of the County’s agricultural lands for long term agricultural use. These policies also reflect the importance of agriculture and related uses, including on-farm diversified uses and agriculture-related uses.

The key updates to the policies of this Section include:

- ensuring continued protection of the County’s prime agricultural areas for long-term agricultural use, while recognising changing crops, commodities, markets and technologies;
- ensuring consistency with Provincial direction and, wherever possible, reflective of local goals and objectives;

- providing increased flexibility for the establishment of certain uses (e.g., value retaining facilities, on-farm diversified uses, agriculture-related uses), and support for small business (e.g., home occupations, rural entrepreneurial uses) within the rural area;
- including provisions to ensure that uses are permitted at appropriate scales, are compatible with surrounding land uses, and are appropriately sited;
- incorporation of a number of new/updated terms to reflect current terms and definitions from the PPS, 2020; and,
- improving the readability and clarity of the policies and reducing repetition overall.

3.2 PUBLIC PARTICIPATION AND INPUT

SPECIAL MEETING OF COUNCIL TO COMMENCE OFFICIAL PLAN UPDATE

Pursuant to the requirements under Section 26 of the Planning Act a ‘special public meeting’ of Council’ was held on October 13, 2021 to formally commence the review and update of the County’s Official Plan.

PUBLIC ENGAGEMENT ON THE CONSULTATION DRAFT

A draft of the agricultural policies was released by County Council on October 27, 2021. This draft was released for public review and input and was advertised in area newspapers and through social media and digital advertising. All materials were made available on the County’s website and included an online survey for feedback.

Pursuant to the requirements under Section 17(16) of the Planning Act, an open house was held virtually on November 9, 2021. A video recording was also released of the open house and posted to the [Official Plan update webpage](#) and the County’s YouTube page for public viewing, following the open house.

An additional series of public consultation sessions were held at a meeting of each of the five rural area municipal councils (South-West Oxford on November 16, 2021, East Zorra-Tavistock on November 17, 2021, Norwich on November 23, 2021, Blandford-Blenheim on December 1, 2021 and Zorra on December 15, 2021). These meetings were open to the public and used the various meeting formats (virtual, in person, hybrid, and teleconference) of each of the area municipalities, at the time the meetings were held, due to the ongoing COVID pandemic.

STATUTORY PUBLIC MEETING

A statutory public meeting was held on March 23, 2022 pursuant to the requirements of Section 17 of the Planning Act. A revised draft of the agricultural policies was considered at the public meeting which incorporated changes based on feedback from the consultation draft.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by deleting the defined terms for “Alternative And/ Or Renewable Energy Systems”, “Biomass Energy Systems”, “Renewable Energy System” and, “Solar energy System”
- 4.2 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by deleting the defined term for “Farm Unit” and replacing it with the following:

FARM UNIT

Farm unit means the composite of all lots operated as an agricultural operation, the principal farm residence, any accessory residences, *woodlands*, barns and other structures necessary to support *agricultural uses* and associated ancillary uses.

- 4.3 That Chapter 1 – INTRODUCTION, Section 1.6, *Definitions*, as amended, is hereby amended by adding defined terms for “Agriculture-Related Use”, “Farm-Related Tourism Use”, “Farm Owner”, “Farm Vacation Rental”, “Farm Winery”, “On-Farm Diversified Use”, “Rural Entrepreneurial Use”, “Rural Home Industry”, “Rural Home Occupation”, “Value Added Agricultural Facility”, and “Value Retaining Facility”

AGRICULTURE-RELATED USE

Agriculture-related uses: means those farm related commercial and farm related industrial uses, including *value retaining* and *value added agricultural facilities*, that are directly related to farm operations in the area and are required in close proximity to farm operations, support agriculture, and provide direct products and/or services to farm operations as a primary activity.

FARM-RELATED TOURISM USE

Farm-related tourism use means small scale tourism uses that are secondary to the farm operation and are focused on promoting the enjoyment, education or activities directly related to the farm operation. These uses may include short term limited accommodation, such as a bed and breakfast or *farm vacation rental*.

FARM OWNER

Farm owner means an individual, partnership, or corporation which:

- a) Owns, is employed on, and manages an agricultural operation consisting of one or more agricultural lots;
- b) Earns a majority of their income from farming (the scale of the agricultural operation should be capable of generating reasonable operating profit under "normal" economic conditions);
- c) Spends a majority of their work day in the day-to-day operation of the farm on a full-time, year-round or extended seasonal basis;
- d) Demonstrates a continuing commitment to the farm operation and long term farming, such as through sustainable farming practices, on-going farm maintenance and improvement (i.e., drainage, erosion control, soil improvement, fencing etc.), and direct investment in equipment, buildings, and crops; and,
- e) Must have a valid Farm Business Registration Number.

The principal operator together with their spouse, or other owners that normally reside in the same household, may be considered as one individual owner, partner or member of a corporation.

FARM VACATION RENTAL

Farm vacation rental means a rental for the temporary, short-term accommodation of guests as a *farm-related tourism use*. This may include the rental of a farm dwelling or accessory unit.

FARM WINERY

Farm winery includes any farm based use which produces alcohol through fermentation or distillation, including wineries, cideries, breweries and distilleries.

ON-FARM DIVERSIFIED USE

On-farm diversified use means uses that are small scale, secondary to the principal agricultural use of the property, and limited in area. Such uses include *rural home industries, farm-related tourism uses, value added agricultural facilities, value retaining facilities, smaller scale agriculture-related uses*, and the seasonal storage of boats, recreational vehicles or automobiles within an existing building.

RURAL ENTREPRENEURIAL USE

Rural entrepreneurial use means a small scale, business or industry, including:

- Home occupations, that exceed the permitted size and/or scale of a *rural home occupation* as set out in Section 3.1.4.3.1, and,
- *Rural home industries*.

Such uses shall be secondary to the rural residential use of the property and comply with the use, scale, and design criteria for a *rural entrepreneurial use*, as contained in this Plan.

**RURAL HOME
INDUSTRY**

Rural home industry means a small-scale business or industry that is secondary to the agricultural or residential use on the lot. Typical examples of such uses include:

- Small equipment repair;
- Small scale veterinary clinic;
- A workshop for a building contractor, trade occupation or, welder;
- A studio space for a woodworker, craftsperson or artist; or,
- Other similar use.

**RURAL HOME
OCCUPATION**

Rural home occupation means a small-scale occupation or business that is clearly secondary to the residential use on the lot. Typical examples of such uses include:

- A home office for a professional, agent or contractor;
- A personal service, such as: hair styling, aesthetics or massage therapy;
- A small scale catering operation;
- A home day care;
- A bed and breakfast establishment; or,
- Other similar use.

**VALUE ADDED
AGRICULTURAL
FACILITY**

Value added agricultural facility means uses, typically located on a farm, that process agricultural commodities into new forms that enhance their value and may include/ add off-farm inputs. Typical examples of such facilities include:

- Pressing apples and bottling cider;
- Small scale winery;
- Grain milling;
- Cherry pitting and preserving;
- Chopping and canning vegetables;
- Grain roasting for livestock feed; or,
- Retail-oriented packaging.

**VALUE RETAINING
FACILITY**

Value retaining facility means a use, typically located on a farm, that serves to maintain the quality of agricultural commodities produced on that farm (i.e., prevent spoilage) to ensure they remain saleable, or that provides a minimum amount of processing to make the agricultural commodities produced on that farm saleable. Typical examples of such facilities include:

- Refrigeration, controlled-atmosphere storage;
- Commodity cleaning, grading, drying, sorting;
- Evaporating maple sap into syrup;
- Honey extraction; or,
- Simple (bulk) packaging.

- 4.4 That Chapter 3 – Natural and Cultural Resource Management Policies, Section 3.1 (including, subsections 3.1.1 to 3.1.6) of the Official Plan entitled, 'Agricultural Land Resource' as amended, is hereby amended by deleting and replacing it with the following:

3.1 Agricultural Land Resource

INTRODUCTION

Agriculture in Oxford County has maintained its position as an extensive user of land and an industry of significant importance to the local economy. Over 90 percent of agricultural land in the County is within Classes I, II and III agricultural land capability. In, 2016 87 percent of the total County land base was devoted to agricultural production and the agricultural industry was the fourth most important employer in the County. Further, there were over 1875 farms in the County reporting total annual gross farm receipts of over \$709 million, with a continued trend toward fewer, but larger and more intensive farming operations. Based on the total value of products sold, Oxford County farms were, on average, the third most productive in Ontario.

Agriculture in Oxford is a key contributor to both the local and Provincial economies. Further, given the quality and extent of the agricultural land base, level of capital investment in agriculture and geographic location, the County will continue to be one of the most important agricultural areas in the Province. However it is also recognized that the agriculture industry in Oxford will need to continue to evolve and adapt in order to remain competitive and address on-going challenges, such as declining farm populations, fluctuating commodity prices, increasing competition, changing consumer preferences, and increasing environmental requirements and issues, including the impacts of a changing climate.

In order to ensure Oxford's agricultural industry remains healthy and sustainable for the long term and maintains the flexibility to respond to these challenges, County Council and Area Councils are committed to protecting and preserving the *prime agricultural area* of the County for *agricultural uses* for the long term. This is to be accomplished by designating all lands that are located outside of *settlements* in Oxford County as a *prime agricultural area* and establishing clear local policy direction with respect to permitted uses and lot creation in such areas. In general, the County policies will support agriculture by recognizing the value of the agricultural land base for current and future food and fibre production, minimizing the potential for conflict and land competition from non-agricultural uses, and by providing clear guidance that the County's *prime agricultural area* is to be preserved for *agriculture use*. The policies also support the promotion of local food and agri-business opportunities through the recognition of *agriculture-related* and *on-farm diversified uses*, as well as the promotion of the rural economy and tourism opportunities through the incorporation of *farm-related tourism uses*, *rural home occupations*, and *rural entrepreneurial uses*. All of these uses contribute to the agricultural system within Oxford County.

3.1.1 Goal for Agricultural Policies

County Council shall ensure that the County's *prime agricultural area* is preserved for food and fiber production by avoiding further fragmentation of the land base, minimizing conflict between *agricultural uses* and non-agricultural uses, and supporting the needs of the agricultural community by permitting land uses which are directly related to and supportive of agricultural uses in the area, where appropriate.

3.1.2 Strategic Approach

In order to manage *development* in the *prime agricultural area* of the County in a manner that is supportive of a strong agriculture industry, it is the strategic aim of County Council and the Area Councils to:

<p>DESIGNATE THE PRIME AGRICULTURAL AREA</p>	<p>Designate all lands in the County that are located outside of a <i>settlement</i>, as identified on Schedule C-3 and the Land Use Plan Schedules as a <i>prime agricultural area</i>.</p>
<p>PROTECT THE PRIME AGRICULTURAL AREA</p>	<p>Protect and preserve the County's <i>prime agricultural area</i> (i.e., not just the <i>prime agricultural lands</i>) for long-term <i>agricultural use</i>.</p>
<p>MINIMIZE CONFLICT WITH FARM OPERATIONS</p>	<p>Prevent situations of land use conflict in the <i>prime agricultural area</i> through careful management of non-agricultural uses, including rural residential, recreational, commercial, industrial, and aggregate resource extraction.</p>
<p>PROMOTE ALL TYPES, SIZES, AND INTENSITIES</p>	<p>In the <i>prime agricultural area</i>, all types, sizes and intensities of <i>agricultural uses</i> and normal farm practices shall be promoted and protected, where appropriate. However, any new and/or reconfigured agricultural lots shall remain sufficiently large to provide flexibility for future changes in the type, size and/or intensity of <i>agriculture uses</i>, limit land fragmentation, and minimize potential negative impacts on agriculture;</p>
<p>AGRICULTURE- RELATED USES</p>	<p>Allow for the establishment of <i>agricultural-related</i> uses that require a location in an agricultural area, are compatible with and do not hinder surrounding agricultural operations, and do not undermine or conflict with the planned function of settlements, to provide opportunities to establish agricultural services that support or improve agriculture in the area.</p>
<p>ON-FARM DIVERSIFIED USES</p>	<p>Allow for the establishment of <i>on-farm diversified uses</i> that are limited in scale, compatible with and do not hinder surrounding <i>agricultural uses</i>, and do not undermine or conflict with the planned function of settlements, to provide opportunities for farmers to establish a <i>value added agricultural facility</i>, <i>farm-related tourism use</i> or other appropriate small business use on their farm to supplement their income from farming.</p>
<p>PROTECTION OF THE ENVIRONMENT</p>	<p>Ensure that land uses within the <i>prime agricultural area</i> conform with the applicable policies of Section 3.2, Environmental Resource Policies.</p>

MONITORING

Monitor provincial and national agricultural related legislation, regulations, policies, and guidelines in order to determine whether the land use policies affecting agriculture in this Official Plan are consistent with efforts at other levels of government to provide for a sustainable agriculture industry.

3.1.3 Land Use Designation and Mapping

The agricultural policies apply to the policy area identified as Agricultural Reserve on all Land Use Plan Schedules.

AGRICULTURAL
RESERVE AND
PRIME
AGRICULTURAL
DESIGNATION

The Agricultural Reserve designation on the Land Use Schedules identifies the *rural area* of the County which is intended for long term *agricultural use*. The Agricultural Reserve designation, together with the other land use designations that apply to lands located outside of *settlements*, comprise the *prime agricultural area* of the County.

The policies of this Section may also be considered in the evaluation of *development* proposals in the following land use designations and overlays: Environmental Protection Area, Open Space, Future Urban Growth and Quarry Area.

Agricultural uses shall be the priority use within the Agricultural Reserve designation. *Agricultural-related uses* and secondary uses, including *on-farm diversified uses*, may also be permitted, in accordance with the applicable policies of this Section. The development of *non-agricultural uses* shall not be permitted, except in the limited circumstances set out in this Plan.

SUBMISSION OF
INFORMATION AS
PART OF AN
APPLICATION

Where additional information or studies are required for a proposed *development*, in accordance with the policies of this plan, this information will be prepared by qualified individuals and submitted in a form satisfactory to the County or Area Municipality as applicable.

Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as the costs associated with any additional review resulting from revisions to the original materials that may be required as a result of the third party review.

Submission of planning and technical studies as applicable is required, prior to consideration of the development application by the County or Area Municipality as applicable.

3.1.4 Agricultural Uses in the Agricultural Reserve Designation

The policies in this Section apply to agricultural and other associated uses in the Agricultural Reserve designation in the County of Oxford. The policies for certain other land use designations and overlays, such as Quarry Area, Future Urban Growth, Open Space and Environmental Protection Area may also refer to these policies for direction on permitted agricultural uses.

3.1.4.1 Permitted Uses

The following land uses are permitted in the Agricultural Reserve designation as identified on the Land Use Plan Schedules in this Plan, subject to the policies of this Section.

AGRICULTURAL USES

The primary uses permitted in the Agricultural Reserve designation are *agricultural uses*.

All livestock and poultry farms will be subject to the policies of Section 3.1.4.2.1 pertaining to *Minimum Distance Separation Formula (MDS) II* and nutrient management.

SECONDARY USES

Secondary uses that may be permitted on a farm in the Agricultural Reserve designation include *rural home occupations* and *on-farm diversified uses*, in accordance with the policies of Section 3.1.4.3.

All secondary uses are subject to the specific policies for such uses as contained in this Plan.

AGRICULTURE-RELATED USES

Agriculture-related uses may be permitted in the Agricultural Reserve designation, in accordance with the policies of Section 3.1.4.3 of this Plan.

NON-AGRICULTURAL USES

In order to protect and preserve the County's *prime agricultural area* for long-term *agricultural use*, non-agricultural uses will only be permitted in the limited circumstances set out in the policies of Section 3.1.5 and 3.1.7 of this Plan.

RENEWABLE ENERGY FACILITIES

Renewable Energy Facilities, may be permitted in the Agricultural Reserve, in accordance with the policies of Section 3.1.5.4 of the Plan.

INFRASTRUCTURE

Infrastructure shall be permitted in the Agricultural Reserve, in accordance with the policies of Section 3.1.5.5 of the Plan.

INTERIM USES

Sand and gravel, oil, gas and gypsum extraction and ancillary uses are permitted in the Agricultural Reserve as interim uses, in accordance with the policies in Section 3.4, Resource Extraction Policies.

NATURAL HERITAGE FEATURES AND/OR SYSTEMS

Natural heritage features and areas and other *natural heritage system* components are located throughout the *prime agricultural area* of the County and form part of the *prime agricultural area*. Uses proposed within and adjacent to the various *natural features and areas* that comprise the *natural*

heritage system shall be in accordance with the applicable policies of this Section and Section 3.2, Environmental Resource Policies.

ALL USES

In addition to the policies of this Section, all permitted uses shall comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2 Agricultural Uses

**AGRICULTURAL
USE**

All types, sizes and intensity of *agricultural uses* shall generally be permitted within the Agricultural Reserve designation, in accordance with the following policies and the applicable agricultural zoning provisions in the applicable Area Municipal zoning by-law.

The following policies apply to the development of *agricultural uses* in the Agricultural Reserve designation.

**VALUE RETAINING
FACILITY**

An *agricultural use* may include *value retaining facilities* that exclusively serve that *agricultural use*.

Where *value retaining facilities* serve more than one farm, they shall only be permitted, in accordance with the policies pertaining to *on-farm diversified uses* or *agriculture-related uses*.

CANNABIS

While the growing of cannabis is considered an *agricultural use*, related production uses, such as: laboratories, processing, packaging, and shipping, may only be considered as *on-farm diversified uses* or *agriculture-related uses* and are subject to the applicable policies for such uses, in addition to Provincial and Federal requirements.

**ANAEROBIC
DIGESTERS**

Anaerobic digesters, as a *renewable energy facility*, may be permitted as an *agricultural use*, in accordance with the requirements of 3.1.5.4.

**LIVESTOCK
FARMING**

Agricultural uses which include new or expanding livestock and poultry operations are permitted, subject to the requirements of 3.1.4.2.1.

DWELLINGS

Residential uses, including accommodation for farm labour, may be permitted on an agricultural lot as an accessory use, subject to the requirements of 3.1.4.2.2.

**AGRICULTURAL
LOT SIZE**

Agricultural lots shall be sufficiently large to provide the flexibility to accommodate a range of viable *agricultural uses* over the long term, limit land fragmentation, and minimize potential negative impacts on agriculture. As such, the minimum size of agricultural lots shall be 30 hectares (74.1 acres).

Development on *existing* undersized agricultural lots, including the establishment of a new residential use, is subject to the requirements of 3.1.4.2.3.

3.1.4.2.1 New or Expanding Livestock or Poultry Operations

LIVESTOCK AND POULTRY

The County of Oxford recognizes the importance of livestock and poultry operations for food production and the economy. In addition to the protection of agricultural lands and operations, the County also recognizes the importance of minimizing conflicts between livestock facilities and non-*agricultural uses* and protecting environmental resources, including water resources.

MDS AND NUTRIENT MANAGEMENT

New livestock or poultry housing facilities, anaerobic digesters and/or manure storages, and modifications for enlargement of an existing livestock or poultry housing facility or manure storage, shall generally comply with the *MDS* and the requirements of the Nutrient Management Act.

Area Municipalities may enact Zoning and/or other municipal by-laws to ensure that new livestock or poultry operations, that are below the minimum size subject to the *MDS* and/or regulated by the Nutrient Management Act, are appropriately located and can adequately manage the manure they generate.

EXISTING LIVESTOCK FARMS

In the interests of proactive ground and surface water protection, existing livestock or poultry farms that are not currently subject to the Nutrient Management Act are encouraged to prepare a nutrient management plan and ensure that they have adequate and appropriately designed and located manure storage.

OTHER APPLICABLE POLICIES

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2.2 Residential Uses on Agricultural Lots

OBJECTIVES

The following objectives apply to proposals to establish one or more dwellings on an agricultural lot:

- To preserve and protect the *prime agricultural area* for viable agriculture and avoid or minimize potential impacts on agricultural operations;
- To permit the *development* of dwellings on agricultural lots as an accessory use only where required to accommodate full-time farm labour, when the size and nature of the agricultural operation requires additional employment, or, in accordance with the policies for converted dwellings or *garden suites*;
- To ensure that new dwellings on agricultural lots are located to minimize potential impacts on *agricultural uses* and the loss of *prime agricultural land*;

- To ensure that new second or additional permanent dwellings are only permitted where they are required to accommodate full-time labour necessary for the day-to-day operation of the farm over the long term; and,
- To ensure that farm dwellings are not permitted to be severed from the *farm unit*, except through farm consolidation, in accordance with the policies of Section 3.1.5.3.

POLICIES

RESIDENCES ONLY ACCESSORY TO THE FARM

Within the County's *prime agricultural area*, residential uses on an agricultural lot will only be permitted where they are accessory to the agricultural operation.

ACCESS

Area Zoning By-Laws shall prohibit the establishment of accessory residential dwellings on agricultural lots with no frontage on a public road that is maintained year-round at a reasonable level of construction.

DWELLING LOCATION

Area Zoning By-laws will regulate the location of new accessory residential dwellings on agricultural lots to ensure such dwellings are located to minimize impacts on *agricultural uses* and the loss of *prime agricultural land*.

ADDITIONAL DWELLING

Additional dwelling units may be permitted on an agricultural lot in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this Section.

A converted dwelling and/or *garden suite* may be permitted on an agricultural lot in the County's *prime agricultural area*, in accordance with the policies of Sections 4.2.2.1 and 10.3.9, respectively.

SURPLUS RESIDENCE

On-farm dwellings are to be considered as part of the *agricultural use* and consent to sever any surplus farm dwellings will not be permitted by the Oxford County Land Division Committee, unless the proposal involves the severance of a dwelling that is rendered surplus as a result of a farm consolidation, in accordance with the policies of Section 3.1.5.3

3.1.4.2.2.1 Development Criteria for Residential uses on Agricultural Lots

CRITERIA FOR ADDITIONAL ON- FARM RESIDENCES

With the exception of a *garden suite* or converted dwelling, all applications for additional dwelling units shall satisfy the following criteria:

- The size and nature of the farm operation requires an additional dwelling unit to house farm labour needed for the day-to-day operation of the farm on a full-time year-round basis, or full-time seasonal basis over an extended growing season, and such labour needs to be located in close proximity to the farm operation;.

- The size of the agricultural lot is in keeping with the policies of Section 3.1.4.2 of the Official Plan and complies with the provisions of the Zoning By-Law of the Area Municipality.
- The number of existing dwellings already located on the *farm unit* cannot adequately serve the labour needs of the agricultural operation.
- The principal dwelling on the lot is occupied by the farmer, or a retired farmer.
- The additional dwelling unit is demonstrated to be necessary for accommodating farm labor directly involved with the farming operation on a full-time, year-round or extended seasonal basis.
- The additional dwelling is located so as to:
 - i) Be in close proximity to the principal farm dwelling;
 - ii) Minimize the area of agricultural land used or occupied by the dwelling and associated outdoor amenity areas and *individual on-site sewage services*; and,
 - iii) Utilize lands with existing constraints for agriculture, where they exist.
- *Individual on-site water services and individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed use, in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

**REQUIREMENTS
FOR PERMANENT
DWELLINGS**

Additional dwellings shall generally be in the form of temporary dwellings. Permanent dwellings will only be considered where it has been demonstrated, to the satisfaction of the Area Council, that the following additional criteria have been addressed:

- The type, size and scale of the farm operation clearly justifies the continued need for an additional dwelling to house farm labour required on a full-time, year round or extended seasonal basis, over the long term;
- There are no other agricultural lots in the area that are part of the *farm unit* and would already permit the construction of a dwelling;
- The dwelling will be located in close proximity to the existing dwelling on the lot, so as to form a single site for on-farm residential uses that does not exceed 0.8 hectares (2 acres) in total area, including the area used for the dwellings and accessory residential buildings, driveways, outdoor amenity areas and *individual on-site sewage services*;
- The dwelling will use the existing driveway serving the principal farm dwelling for vehicular access to a public road; and,
- The dwelling will satisfy *MDS I*, or not further reduce an existing insufficient *MDS I* setback.

Where a minor variance to establish a second permanent dwelling is approved, it shall include conditions of approval to ensure the dwelling is located, in accordance with the locational criteria of this Section.

**REQUIREMENTS
FOR TEMPORARY
DWELLINGS**

Where the proposed additional farm dwelling is intended to be a temporary dwelling, such as a mobile dwelling unit or a modular dwelling unit, the conditions of approval shall require the applicant to enter into an agreement with the municipality to address issues, such as installation, maintenance, removal, period of occupancy, and other matters deemed appropriate to ensure the dwelling is, and remains, necessary to support the agricultural operation and temporary in nature. The conditions of approval shall also ensure the dwelling is located, in accordance with the location criteria of this Section.

*MINIMUM
DISTANCE
SEPARATION*

Temporary dwellings must also satisfy the requirements of *MDS I* or not further reduce an existing insufficient *MDS I* setback.

3.1.4.2.3 Existing Undersized Agricultural Lots

INTENT AND OBJECTIVES

It is recognized that there are numerous existing smaller agricultural lots within the *prime agricultural area* of the County. It is the intent of this Plan that such lots continue to be utilized for *agricultural use* over the long term and do not simply become development sites for residential and other non-*agricultural uses*.

The following key objectives apply to existing undersized agricultural lots:

- To ensure that the primary function of existing undersized agricultural lots is for agricultural purposes;
- To encourage the consolidation of existing undersized agricultural lots with abutting agricultural lots to form one larger agricultural lot under identical ownership; and,
- To ensure the manure generated by smaller livestock and/or poultry operations that are not regulated by the Nutrient Management Act is appropriately managed.

POLICIES

PARCEL SIZE

The policies of this Section shall apply to all existing agricultural lots that are smaller than 16 ha (39.5 acres) in area. These agricultural lots are referred to as “existing undersized agricultural lots” in this Plan.

Existing agricultural lots that are 16 ha (39.5 acres) or larger in area shall be subject to the general agricultural use policies of this Plan and the applicable provisions of the Area Municipal Zoning By-Law.

PERMITTED USES

Existing undersized agricultural lots may be used for a primary use permitted in Section 3.1.4.1, however the *development* of a residential dwelling and/or other buildings and structures shall not be permitted, except, in accordance with the policies of 3.1.4.2.3.1.

Notwithstanding the permitted uses above, existing undersized agricultural lots that are greater than 1 ha (2.5 acres) in area and contain an existing permanent residential dwelling, or have existing zoning that allows for a permanent residential dwelling, shall be identified through an appropriate agricultural zoning category in the Area Municipal Zoning By-law. Such zoning shall recognize the existing lot area and permit the primary agricultural uses in Section 3.1.4.1, as well as a dwelling and/or necessary farm buildings.

Where livestock or poultry facilities and/or manure storages may be proposed, including expansions to existing facilities. They shall also be subject to the requirements of Section 3.1.4.2.1.

3.1.4.2.3.1 Development of an Existing Undersized Agricultural Lot

DEVELOPMENT CRITERIA

The Area Municipality may permit the establishment of a dwelling, and/or agricultural buildings and structures on an existing undersized such lot through a site specific amendment to the Area Municipal Zoning By-law, where it has been demonstrated that the proposed building envelope satisfies the following criteria:

- i) Has frontage on, or direct vehicular access to, a public road, maintained year round, at a reasonable standard of construction;
- ii) Is the minimum size required to accommodate the dwelling and associated outdoor amenity areas, driveway and *individual on-site water services and individual on-site sewage services* and shall not exceed 0.4 ha (1 acres);
- iii) Is located so as to minimize the loss of tillable agricultural land and potential impacts on existing and future agricultural uses on surrounding lots (e.g., *MDS II* setback requirements) and to maximize the continued and/or potential future use of the lot for agricultural purposes (e.g., by locating on lands with existing constraints for agriculture, wherever possible, and not creating small or irregularly shaped areas for tillage and cropping);
- iv) Complies with *MDS I* requirements;
- v) Where *development or site alteration* is proposed within or adjacent to *natural heritage features and areas*, it is supported by an Environmental Impact Study, in accordance with the requirements of Section 3.2; and,
- vi) Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

Site plan approval shall generally be required for such development. The site specific zoning provisions and, where required, site plan approval, shall incorporate any restrictions or requirements that may be necessary to ensure the above noted policy criteria and any other development and site design related matters are addressed. The Area Municipality may also utilize any other tools or measures (i.e., conservation easements, development agreements etc.) deemed necessary or advisable to assist in implementing and ensuring continued compliance with the above noted policies.

3.1.4.2.4 Creation of Agricultural Lots and Agricultural Lot Additions

OBJECTIVES

The following key objectives have been established for severances for agricultural purposes:

PARCEL SIZE

- To provide for agricultural lot sizes and configurations that are suitable for the type of agricultural uses common to the area and ensure flexibility for farm operators to engage in differing types of viable agricultural operations now and in the future;

<i>VIABILITY</i>	<ul style="list-style-type: none"> • To ensure that where agricultural lots are created, they are capable of sustaining a broad range of viable agricultural operations that are common to the area;
<i>MINIMIZE FRAGMENTATION</i>	<ul style="list-style-type: none"> • To minimize farmland fragmentation and avoid the creation of irregularly shaped agricultural lots and tillable land areas;
<i>COMPATIBILITY</i>	<ul style="list-style-type: none"> • To ensure that <i>MDS Formulae</i> are satisfied; and,
<i>EVALUATION CRITERIA</i>	<ul style="list-style-type: none"> • To establish appropriate land use planning criteria for evaluating agricultural severance proposals.
POLICIES	<p>The following policy criteria will be used to evaluate proposals to sever agricultural land for:</p> <ul style="list-style-type: none"> • Agricultural lot additions and farm consolidations, where the land being severed is to be legally consolidated with an abutting existing agricultural lot, to form one lot under identical ownership; and, • The creation of new agricultural lots.
<i>AGRICULTURAL PURPOSES</i>	<p><i>Agricultural use</i> must be the intended use of the land being severed and/or the lot being enlarged, and the lot being retained, except in the case of a retained lot containing a dwelling rendered surplus as a result of farm consolidation in accordance with the policies of Section 3.1.5.3.</p>
<i>FLEXIBILITY</i>	<p>The severed, retained and enlarged agricultural lots shall remain sufficiently large to provide the flexibility for existing and future agricultural operations on those lots to respond to changing market conditions and trends in agriculture, such as by:</p> <ul style="list-style-type: none"> • Changing the commodity produced; • Increasing the scale of operation; and, • Diversifying and/or intensifying production of agricultural commodities.
<i>SUITABILITY</i>	<p>The agricultural lot size and configuration shall be suitable for the types of agriculture common in the area as well as the type of <i>agriculture use</i> being proposed.</p>
<i>FRAGMENTATION</i>	<p>Agricultural severances should avoid further fragmentation of agricultural land.</p>
<i>MINIMUM LOT SIZE</i>	<p>Agricultural lots shall be sufficiently large to provide the flexibility to accommodate a range a viable <i>agricultural uses</i> and operations over the long term, limit land fragmentation, and minimize potential negative impacts on agriculture. As such, the minimum size of agricultural lots shall be 30 hectares (74.1 acres).</p>
<i>COMPATIBILITY</i>	<p>Consents for farm severance or consolidation purposes must satisfy <i>MDS Formulae</i>.</p>

MINISTRY OF
AGRICULTURE AND
FOOD

The Ministry of Agriculture, Food and Rural Affairs may be consulted to assist in the evaluation of the farm severance criteria.

SITE SPECIFIC
CRITERIA

In considering the land use planning merits of the proposed consent, regard shall also be had for the following site specific criteria:

- The amount of tillable land in comparison to total lot size (i.e., lots should be substantially comprised of tillable agricultural land);
- The size and configuration of the proposed lots and tillable areas for cropping and/or livestock purposes; and,
- The presence of farm buildings or structures to support the proposed use.

SEVERANCE OF
NATURAL
HERITAGE
FEATURES

Woodlands and other *natural heritage features and areas* should not be severed from an agricultural lot unless the *woodland* and/or other *natural heritage features and areas* are to be conveyed to the County of Oxford or another public authority or conservation land trust approved of by the County, for natural heritage conservation purposes. Consents for such purposes may be permitted, provided that no new buildable lot would be created, and any retained agricultural lot would comply with the applicable policies of 3.1.4.2.

The proposed configuration of agricultural lots shall not result in further fragmentation of *natural heritage features and areas* and/or the broader *natural heritage system*. Compliance with this policy shall be determined by the County, in consultation with the Conservation Authority with jurisdiction and/or any other agencies or qualified professionals that the County may deem necessary.

OTHER
APPLICABLE
POLICIES

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.2.4.1 Consent Conditions

CONDITIONS

The Land Division Committee may impose reasonable and appropriate conditions on the granting of a consent to sever a lot for agricultural purposes in order to ensure the legitimacy of the agricultural component of the consent and achieve other planning objectives. Such conditions may include, but are not limited to, the following:

PROHIBIT
STRUCTURES

- The prohibition of residential structures on the proposed agricultural lot through a site specific zoning.

DWELLING
LOCATION

- Requiring site specific zoning to ensure that any residential dwelling and associated *individual on-site water services and individual on-site sewage services*, outdoor amenity areas and driveways on the proposed agricultural lot will be situated and designed so as to:
 - i) Minimize the area of agricultural land used or occupied to the greatest extent possible, and shall not exceed 0.4 ha (1 acre);
 - ii) Be situated in close proximity to any farm buildings and utilize the same driveway;
 - iii) Maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not creating small or irregularly shaped areas for tillage and cropping; and,
 - iv) Minimize the impact on the continued agricultural use of the lot and on surrounding agricultural operations. (e.g., area restricted for future livestock facilities due to *Minimum Distance Separation Formula II* setback requirements).

REQUIREMENT
FOR FARM
STRUCTURES

- A severance agreement requiring the construction of proposed farm buildings or structures prior to the construction of any residential buildings.

NATURAL
HERITAGE AND
WATER QUALITY
MEASURES

- The County shall consult with the Conservation Authority with jurisdiction, and/or any other agencies or qualified professionals that the County may deem necessary, to identify opportunities and measures on the lots to be severed, retained, and/or enlarged for restoring and/or enhancing the components of the *natural heritage system* and protecting and/or improving quality of *surface water features*. Such measures may include, but are not limited to:
 - i) Requiring fencing around *surface water features* to prevent livestock access;
 - ii) Establishing buffer or filter strips adjacent to *surface water features* and drainage systems; and/or,
 - iii) Establishing appropriate setbacks for buildings, structures, wells or wastewater disposal facilities from lot lines, municipal and private wells, *natural heritage features and areas*, and *surface water features*.

Where deemed reasonable and appropriate, the County may impose conditions on the granting of the consent to ensure such measures are implemented and maintained.

ENVIRONMENTAL
PROTECTION
MEASURES

- The implementation of measures to assist in environmental protection, mitigation and enhancements, including topsoil preservation, *natural heritage system* enhancement, and water quality maintenance, as set out in Sections 3.1.4.2.4 and 3.2, Environmental Resource Policies.

3.1.4.3 Secondary Uses and Agriculture-Related Uses

INTENT

Secondary uses, which are comprised of *on-farm diversified uses* and *rural home occupations*, together with *agriculture-related uses*, are intended to provide opportunities to strengthen and diversify the rural economy, by allowing for the establishment of businesses and services that support or improve agriculture in the area, supplement and diversify farm incomes, and/or provide home based employment opportunities for farmers and other rural residents.

Such uses must be compatible with and not hinder agricultural operations, be appropriate for rural services, and not undermine or conflict with the planned function of rural settlements and meet various other development criteria.

3.1.4.3.1 Rural Home Occupations

OBJECTIVE

Rural home occupations are intended to provide opportunities for those living in the *rural area* to establish a small, home-based business as a secondary use in a portion of their dwelling and/or accessory residential structure.

DEVELOPMENT
CRITERIA

Within the Agricultural Reserve designation, a portion of a residential dwelling, or a structure accessory to a residential dwelling, may be used for the purpose of a *rural home occupation* provided that:

- Such *rural home occupation* is small scale and clearly secondary to the residential use on the lot.
- The gross floor area of all structures, or portions thereof, used and/or occupied by the *rural home occupation* shall generally not exceed 40 m² (431 ft²), or 25% of the gross floor area of the dwelling, whichever is the lesser.
- The *rural home occupation* is carried on by one or more residents of the dwelling on the lot and up to one non-resident employee.
- The *rural home occupation* does not generate noise, odour, traffic, visual, or other impacts that may have an adverse impact on adjacent properties.
- Any associated goods, materials and/or equipment are stored within a fully enclosed building and there is no other visible evidence of the business activity, other than a small sign.

- Where more than one dwelling exists on an agricultural lot, a *rural home occupation* may only occupy one dwelling or accessory residential structure on that lot.
- SERVICING
- Existing or proposed services, including *individual on-site water services and individual on-site sewage services* and/or road access are demonstrated to be adequate to serve the proposed development, to the satisfaction of the Area Municipality and/or County, as applicable.
- SUBJECT TO ZONING
- The Zoning By-Law will permit *rural home occupations* within the implementing zone category and contain provisions necessary to address the above policy criteria, including restrictions on permitted uses, maximum floor area, open storage, number of employees, and sale of goods and materials, and to ensure other evidence of the business activities, such as parking and signage, is appropriately regulated.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *rural home occupations* than permitted by the policies of this Plan. Where stricter requirements have been established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

3.1.4.3.2 On-Farm Diversified Uses

OBJECTIVE *On-farm diversified uses* are intended to provide reasonable opportunities for *farmers* to diversify their farming operation and/or supplement their income from farming, by allowing for certain small scale business activities to be established as a secondary use on their farm.

ON-FARM DIVERSIFIED USES *On-farm diversified uses* may be permitted on an agricultural lot in accordance with the policies of this section.

Limitations on the type, size, scale and area of *on-farm diversified uses* are primarily to ensure that such uses:

- Are clearly secondary to the principal agricultural operation on the lot and limited in area;
- Are compatible with, and do not hinder, surrounding agricultural operations;
- Protect *prime agricultural areas* for the long term;
- Are appropriate for rural *infrastructure* and public services; and,
- Do not undermine, or conflict with, the planned function of *settlements*.

PERMITTED USES *On-farm diversified uses* shall include the following uses, provided they comply with all the applicable policies of this section:

- *A rural home industry;*
- *A value added agricultural facility* serving a number of local area farms;
- *A value retaining facility;*
- *A farm-related tourism use;*
- *A smaller scale agriculture-related use;*
- *A farm winery; or,*

- A ground-mounted solar facility.

**USES NOT
PERMITTED**

For greater clarity, the following uses shall not be permitted as an *on-farm diversified use*:

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this section;
- Residential uses or accommodation, except for limited, short-term accommodation, including a *farm vacation rental* or bed and breakfast;
- Institutional uses;
- Recreational uses and special event facilities;
- Large scale commercial and industrial uses; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

*WHOLESALE
AND/OR RETAILING*

Wholesaling or retailing shall not be permitted, except where:

- It is clearly ancillary to a permitted *on-farm diversified use* and limited to a small proportion of the total gross floor area of the *on-farm diversified use*;
- The goods, wares or merchandise offered for sale are produced, processed or fabricated on the farm lot upon which the *on-farm diversified use* is located; or,
- It is restricted to the sale of farm inputs (e.g., feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

*OFFICE AND
RESTAURANT
USES*

Business offices and/or small restaurants (e.g., café, tea room) may only be permitted, where they are clearly ancillary to a permitted *on-farm diversified use*.

Small scale office uses may also be permitted on an agricultural lot in accordance with the requirements for a *rural home occupation* in Section 3.1.4.3.1.

**DEVELOPMENT
CRITERIA**

On-farm diversified uses shall comply with the following criteria:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of an *on-farm diversified use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *on-farm diversified use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. Only proposals for a specific *on-farm diversified use* will be considered by the Area Municipal Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *on-farm diversified uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

ROADSIDE
PRODUCE STANDS

- Small roadside farm produce stands, which exclusively sell produce grown on the agricultural lot on which they are located, may be permitted as an *on-farm diversified use*, as of right, so long as the use meets any other requirements of the Area Municipal zoning by-law.

SECONDARY TO
THE FARM
OPERATION

- An *on-farm diversified use* will only be permitted on an agricultural lot that is being actively farmed and must be clearly secondary to the agricultural operation on the lot in terms of size, scale and importance.

In addition to compliance with the use, size and scale related policies of this section, it must be demonstrated that the owner of the farm will reside on the agricultural lot on which the *on-farm diversified use* is to be established.

On-farm diversified uses shall generally not be permitted on agricultural lots that are less than 16 ha (39.5 acres) in area.

CONCEPT PLAN
AND SITE PLAN
APPROVAL

- To ensure that the land area to be used and/or occupied by the proposed *on-farm diversified use* is the minimum required to accommodate the use and that the other location, scale and compatibility criteria of this section will be appropriately addressed, all development proposals for an *on-farm diversified use* shall include a detailed description of the proposed use and be accompanied by a detailed site plan, which:
 - i) Shows the location of all buildings and structures and related facilities, wells and septic beds, driveways, parking and loading areas, storage and display areas, landscaping and outdoor public areas, lot grading and drainage, and,
 - ii) Includes any other information deemed necessary for the proper review of the proposal;

On-farm diversified uses shall generally be subject to site plan control to ensure, compliance with the applicable policies of this section, that the use is appropriately located and restricted in area, and that any other site design related matters are addressed. Area Municipalities may also utilize business licensing or other measures to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

LOCATION

- The *on-farm diversified use* shall be undertaken as part of the agricultural operation and, as such, any buildings, structures, or facilities associated with the *on-farm diversified use* shall be located within and/or integrated with the principal farm building cluster on the lot and use the existing driveway, unless it can be demonstrated that it is clearly not feasible and/or appropriate for the proposed use.

Where, in the opinion of Area Council, the need for an alternative location is justified, it must be further demonstrated that the proposed location minimizes disruption to, and loss of, agricultural land and the potential for conflict with existing and/or future agricultural operations in the area, including on the subject property.

In addition to the requirements for *on-farm diversified uses*, *farm vacation rentals* shall only be permitted where the use is located within the principal farm building cluster, or an existing dwelling, and shall not impact the enjoyment or privacy of neighboring properties.

MORE THAN ONE
ON-FARM
DIVERSIFIED USE

- More than one *on-farm diversified use* may be permitted on a lot, however the cumulative gross floor area, land area, and number of employees of all such uses on the lot shall not exceed the limitations set out in this section.

LIMITATIONS ON
LAND AREA

- The total land area used and/or occupied by an *on-farm diversified use* and related facilities (e.g., buildings, parking, landscaped areas, berms, outdoor storage, new driveways, *individual on-site sewage services*) shall:
 - i) Be limited to the minimum area required for the proposed *on-farm diversified use*;
 - ii) Not exceed 2% of the total lot area or 0.8 ha (2.0 acres), whichever is the lesser; and,
 - iii) Avoid locating on productive agricultural land to the greatest extent possible, with the first priority being re-use of agricultural buildings existing as of May 25, 2022.

LIMITATIONS ON
BUILDING SIZE

- The maximum gross floor area of all buildings and/or structures used for the purposes of an *on-farm diversified use* or *agriculture-related use* shall be regulated through the provisions of the Area Municipal Zoning By-Law.

However, in no case shall the cumulative gross floor area of all buildings and/or structures, or portions thereof, used or occupied by an *on-farm diversified use* exceed 557 m² (6,000 ft²), except in accordance with the minor exception policies of this section.

WINERIES,
BREWERIES,
CIDERIES AND
DISTILLERIES

- In addition to the general requirements for an *on-farm diversified use*, a *farm winery* shall only be permitted where:
 - i) The *farm winery* uses crops (i.e., fruit/grains) grown on site to produce the majority of the wine/cider/beer/spirits, and all alcoholic commodities produced by the *farm winery* shall be processed, fermented, and bottled on site;
 - ii) An on-site tasting room and retail floor space shall not exceed the lesser of 75 m² or 25% of the total winery floor area, provided that it does not conflict with any minimum floor area requirement for licensing approval; and,
 - iii) All provincial regulations, including licensing requirements of the Alcohol and Gaming Commission of Ontario, are met.

EMPLOYEES

- The *on-farm diversified use* shall directly involve the farmer living on the same lot as the *on-farm diversified use* and may also involve any other permanent residents on the lot and up to two employees who do not reside on the lot. A limited number of additional seasonal employees may be permitted for a *farm-related tourism use*.

MINOR
EXCEPTIONS TO
SCALE OF USE

- Reasonable exceptions to the maximum gross floor area and/or number of employees for an *on-farm diversified use* may be considered on a site specific basis for a *value retaining facility*, *value added agricultural facility*, and/or smaller *agriculture-related use*, where Area Council is satisfied that such use could not reasonably be located within a rural *settlement*. A minor exception to the maximum gross floor area cap may also be permitted for the seasonal storage of boats, recreational vehicles and/or automobiles in existing, as of May 25, 2022, farm buildings or structures.

Minor exceptions to the total site area restrictions and locational criteria for *on-farm diversified uses* may be considered for temporary areas or facilities associated with short term seasonal activities that are part of a *farm-related tourism use* (e.g., corn maze) or onetime special event (e.g., ploughing match), provided such areas or facilities do not interfere with the primary farming activity (e.g., area used will continue to produce a harvestable crop), or negatively impact the ability of the lands to continue to be used for agriculture (e.g., no site alteration or soil compaction).

RESTRICTIONS ON
SCALE AND
EXPANSIONS

- Development proposals for new or expanding *on-farm diversified uses* which would exceed the number of employees, gross floor area or site area restrictions in this section will not be permitted, unless they comply with the *agriculture-related use* policies in Section 3.1.4.3.3.
- Proposals that cannot comply with the policies of Section 3.1.4.3.3 for an *agriculture-related use* shall be directed to locate, or relocate, in a *settlement* or must comply with the applicable policies for non-agricultural uses in Section 3.1.5 and 3.1.7.

OPEN STORAGE

- A limited amount of open storage may be permitted for an *on-farm diversified use*, provided that such storage is appropriately screened from public view, neighboring properties and residential dwellings on adjacent lots.

DESIGN OF
BUILDINGS AND
STRUCTURES

- All new buildings and/or structures used or occupied by the *on-farm diversified use* shall be designed and constructed so as to maintain the agricultural character of the property/area and be easily removed without negatively impacting the agricultural capability of the land, or easily converted to *agriculture use* should the *on-farm diversified use* on the lot cease (e.g., be moved to a *settlement* to facilitate the expansion).

COMPATIBILITY

- *On-farm diversified uses* shall be compatible with, and not hinder, surrounding agricultural operations, or other nearby land uses.

The proposed use, scale and location of the *on-farm diversified use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, an *on-farm diversified use* shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent, or acceptably mitigate, potential impacts and to minimize risk to public health and safety.

The *on-farm diversified use* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

The site specific zoning provisions and, where required, the site plan approval for the proposed *on-farm diversified use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

MINIMUM
DISTANCE
SEPARATION

- *On-farm diversified uses*, with the exception of a *value added agricultural facility* and/or *value retaining facility*, shall be located in conformity with *MDS I*. However, site specific exceptions may be considered where:
 - i) an existing insufficient *MDS I* setback will not be further reduced and the use is unlikely to create greater compatibility issues; or,
 - ii) the Area Municipality is satisfied that the level of human occupancy and/or activity associated with the *on-farm diversified use* does not warrant full compliance with *MDS I*;

The application of the *MDS I* setback to *on-farm diversified uses* will be identified through the provisions of the Area Municipal Zoning By-law, with any site specific exceptions identified through the implementing zoning by-law amendment.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed *on-farm diversified use*, and shall be in accordance with the requirements of the County, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- *On-farm diversified uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not generally be permitted. Site specific exceptions may be considered for *on-farm diversified uses* consisting exclusively of *value retaining facilities, value added agricultural facilities and/or agriculture-related uses*, where the County and Area Municipality are satisfied that:
 - i) Such use could not reasonably be located within a fully serviced *settlement*;
 - ii) It has been demonstrated site conditions are suitable for the long-term provision of such services with no *negative impacts*; and,
 - iii) All other requirements, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy have been addressed.

On-farm diversified uses must also be appropriate for other rural *infrastructure* and public services.

TRAFFIC AND
ACCESS

- Vehicular access for an *on-farm diversified use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

On-farm diversified uses shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and be in accordance with the applicable policies of Section 5.1, County Transportation Policy.

RESTRICTIONS ON
SEVERANCE

- The severance of an *on-farm diversified use* from the agricultural lot upon which it is located shall not be permitted.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.3.3 Agriculture-Related Uses

OBJECTIVES

The following objectives apply to development proposals for *agriculture-related uses*:

RELATED TO FARM OPERATIONS

- To ensure that *agriculture-related uses* are directly related to farm operations in the area, require a location in close proximity to those farm operations, support agriculture, and provide direct products and/or services to farm operations as their primary activity;

MINIMIZE LOSS OF AGRICULTURAL LAND

- To minimize the amount of agricultural land which is developed for *agriculture-related uses*;

PROTECT EMPLOYMENT FUNCTION OF SETTLEMENTS

- To ensure that new *agriculture-related uses* are directed to rural settlements wherever feasible to support the planned employment and/or service function of the settlements in the County; and,

MINIMIZE LAND USE CONFLICT

- To ensure that *agriculture-related uses* are compatible with and do not hinder surrounding agricultural operations and other nearby land uses.

AGRICULTURE-RELATED USES

Agriculture-related uses may be permitted in the Agricultural Reserve designation, where the policies of this section can be satisfied. Smaller scale *agriculture-related uses* may also be permitted as an *on-farm diversified use*, in accordance with the policies of Section 3.1.4.3.2

USES NOT PERMITTED

For greater clarity, the following uses shall not be permitted as *agriculture-related uses*:

- Retail uses, offices and restaurants, except where explicitly permitted by the policies of this section;
- Residential uses or accommodation, with the exception of an existing accessory dwelling;
- Institutional uses;
- Recreational uses;
- Banquet halls and special event facilities;
- Mechanics shops, automobile and recreational vehicle dealerships, distilleries, trucking operations; wrecking yards, contractor's yards, landscaper business, well drillers, excavators, building suppliers and other general commercial and/or industrial uses; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

WHOLESALE
AND/OR RETAILING

Wholesaling or retailing shall not be permitted, except where it is clearly ancillary to the primary *agriculture-related use* and is limited to a small proportion of the total gross floor area, and:

- i) The goods, wares or merchandise offered for sale are produced, processed, or fabricated on the lot as the primary function of the *agriculture-related use* (e.g., cheese, canned produce); or,
- ii) It is restricted to the sale of farm inputs (e.g., feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

OFFICE AND
RESTAURANT
USES

Business offices and/or small restaurants (e.g., café, tea room) may only be permitted where they are clearly accessory and ancillary to the primary *agriculture-related use* on the lot.

DEVELOPMENT
CRITERIA

Agriculture-related uses shall comply with the following criteria:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of an *agriculture-related use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *agriculture-related use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. Only proposals for a specific *agriculture-related use* will be considered by Area Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *agriculture-related uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

DETAILED SITE
PLAN

- To ensure that the land area to be used and/or occupied by the proposed *agriculture-related use* is the minimum required to accommodate the use and that the other location, scale and compatibility criteria of this section will be appropriately addressed, all development proposals for an *agriculture-related use* shall include a detailed description of the proposed use and be accompanied by a detailed site plan, which provides:
 - i) The location of all buildings and structures and related facilities, wells and septic beds, driveways, parking and loading areas, storage and display areas, landscaping and outdoor public areas and shows lot grading and drainage; and,
 - ii) Any other information deemed necessary for the proper review of the proposal.

Agriculture-related uses shall be subject to site plan control to ensure compliance with the applicable policies of this section, that the use is appropriately located and restricted in area, and that any other site design related matters are addressed. Area Municipalities may also utilize business licensing or other measures to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

LOCATION

- *Agriculture-related uses* shall not undermine or conflict with the planned employment and/or service functions of settlements in the County. As such, the proponent will be required to demonstrate that the proposed *agriculture-related use* is clearly not suitable for, and/or cannot reasonably be accommodated within, a settlement before a location in the County's *prime agricultural area* will be considered.

Agriculture-related uses which satisfy the above policy criteria shall be directed to the following locations, in this order of priority:

- i) Existing agribusiness, non-farm rural residential, commercial, industrial (except aggregate or quarry industrial), or institutional zoned lots;
- ii) Existing undersized agricultural lots that are less than 2 ha (5 acres) in area and that contain, or are zoned to permit, a dwelling. Such lots shall not exceed the minimum area required for the proposed *agriculture-related use*, unless any excess land is severed and legally merged with an abutting agricultural lot, under identical ownership; or,
- iii) A portion of an agricultural lot that is a minimum of 16ha (39.5 acres) in area, but only where it has been demonstrated that the proposed *agriculture-related use* is directly related to the farm operation on that lot, and requires a location in immediate proximity to that farm operation.

Proposals to develop an *agriculture-related use* shall generally be required to demonstrate, to the satisfaction of Area Council, that the higher priority locational options have been considered and are clearly

not suitable or feasible for the proposed use before a lower priority option will be considered.

USE ON A
PORTION OF
AGRICULTURAL
PARCEL

- Where an *agriculture-related use* is to be developed on a portion of an agricultural lot, the following additional criteria shall also be satisfied:
 - i) Any new buildings, structures or facilities for the *agriculture-related use* shall be located in close proximity to the dwelling and/or principal farm building complex on the property, unless it can be demonstrated that there are specific health, safety and/or other operational requirements that would preclude such a location; and,
 - ii) Where the proposed *agriculture-related use* cannot be located in close proximity to the dwelling and/or principal farm building complex on the property, it shall be demonstrated that the proposed location, site layout and configuration, building design, and associated services and facilities will:
 - a) Minimize disruption to and loss of *prime agricultural lands* and potential compatibility issues with existing and future agricultural operations in the vicinity to the extent possible;
 - b) Not negatively impact the flexibility or suitability of the parcel to be used exclusively for agriculture in the future, should the *agriculture-related use* cease; and,
 - c) Maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not create small or irregularly shaped areas for tillage and cropping.

OPEN STORAGE

- A limited amount of open storage may be permitted for an *agriculture-related use*, provided that such storage is appropriately screened from public view, neighboring properties and residential dwellings on adjacent lots.

DESIGN OF
BUILDINGS AND
STRUCTURES

- All new buildings and/or structures used or occupied by the *agriculture-related use* shall be designed and constructed so as to maintain the agricultural character of the property/area and be easily removed without negatively impacting the agricultural capability of the land, or easily converted to *agriculture use* should the *agriculture-related use* on the lot cease (e.g., be moved to a *settlement* to facilitate the expansion).

COMPATIBILITY

- *Agriculture-related uses* shall be compatible with, and not hinder, surrounding agricultural operations, or other nearby land uses.

The proposed use, scale, and location of the *agriculture-related use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying, and other agricultural activities and normal farm practices can be prevented, or effectively mitigated. Further, an *agriculture-related use* shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent, or acceptably mitigate, potential impacts and to minimize risk to public health and safety.

The *agriculture-related use* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

The site specific zoning provisions and site plan approval for the proposed *agriculture-related use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

MINIMUM
DISTANCE
SEPARATION

- *Agriculture-related uses* shall be located in conformity with *MDS I*. However, site specific exceptions may be considered where:
 - i) An existing insufficient *MDS I* setback will not be further reduced, and the use is unlikely to create greater compatibility issues; or,
 - ii) The Area Municipality is satisfied that the level of human occupancy and/or activity associated with the *agriculture-related use* does not warrant full compliance with *MDS I*;

Enlargements to existing *agriculture-related uses* shall not further reduce an existing insufficient *MDS I* setback.

The application of the *MDS I* setback to *agriculture-related uses* will be identified through the provisions of the Area Municipal Zoning By-law, with any site specific exceptions identified through the implementing zoning by-law amendment.

SERVICING

- *Agriculture-related uses* which, in the opinion of the County, would use significant amounts of water or produce significant amounts of effluent, shall be directed to *settlements* serviced by *municipal water supply* and *municipal sewage services*.

Existing or proposed *individual on-site water services* and *individual on-site sewage services* are demonstrated to be adequate to serve the proposed *agriculture-related use* and shall be, in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

- *Agriculture-related uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 liters per day shall not generally be permitted. Site specific exceptions may be considered where the County and Area Municipality are satisfied that:
 - i) The only reasonable locational option for the *agriculture-related use* is in an area not served by *municipal sewage services*;
 - ii) It has been demonstrated that site conditions are suitable for the long-term provision of such services with no *negative impacts*; and,
 - iii) Shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

Agriculture-related uses shall also be appropriate for other rural *infrastructure* and public services.

TRAFFIC AND
ACCESS

- Vehicular access for an *agriculture-related use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

Agriculture-related uses shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and comply with the applicable policies of Section 5.1 County Transportation Policy.

RESTRICTIONS ON
SEVERANCE

- The severance of an *agriculture-related use* shall only be permitted in accordance with the requirements of Section 3.1.4.3.4.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.4.3.4 Creation of Lots for Agriculture-Related Uses

CREATION OF NEW AGRICULTURE- RELATED LOTS

An *agriculture-related use* developed on a portion of an agricultural lot shall not be severed from the agricultural lot upon which it is located. Notwithstanding this policy, Land Division Committee may consider the granting of consents to allow for the severance of an existing *agriculture-related use* established on a portion of an agricultural lot prior to January 14th, 2009, provided that it has been demonstrated the use was legally established and severance is necessary for the successful continuation of the use.

For *agriculture-related uses* located, or proposed to be located, on an existing non-agriculturally zoned lot, the Land Division Committee may consider the granting of consents to permit minor expansion of the lot, or minor re-adjustment of the lot boundaries, to accommodate the immediate needs of a new or expanding *agriculture-related use*.

Severances for *agriculture-related uses* shall comply with all the applicable policies under Section 3.1.4.3.3 and 3.1.4.3.4. Any retained agricultural lot resulting from a consent to sever for *agriculture-related use* purposes shall comply with the applicable policies of Section 3.1.4.2.4.

3.1.5 Non-Agricultural Uses in the Agricultural Reserve

OBJECTIVES

The policies in this section apply to non-agricultural uses in the Agricultural Reserve land use designation in the County of Oxford.

The following objectives apply to non-agricultural uses:

NO CONFLICT WITH AGRICULTURAL GOAL

- To permit new or expanded non-agricultural uses only where such uses do not conflict with the "Goal for Agricultural Policies", as set out in Section 3.1.1;

SECONDARY IMPORTANCE

- To preserve and protect the *prime agricultural area* for long term, viable *agriculture use* and avoid or minimize potential impacts on agricultural operations; and,

DIRECT TO SETTLEMENTS

- To direct non-agricultural uses to *settlements* wherever possible.

POLICIES

For the purposes of this section, "Non-Agricultural Uses" include commercial, industrial, institutional, recreational and non-farm rural residential uses, as well as *renewable energy facilities* and *alternative energy facilities* and *infrastructure*. These uses may only be permitted subject to the applicable policies of this plan, including 3.1.4, 3.1.5, and 3.1.7.

GENERAL INTENT

It is the intent of this Plan that, within the Agricultural Reserve designation, the use of *prime agricultural land* for agricultural, mineral, petroleum, and environmental resources will be given a higher priority in land use decision making than its use for non-agricultural uses.

3.1.5.1 **Redevelopment of Non-Agricultural Uses for Agricultural Use**

DEVELOPMENT CRITERIA

Existing non-agricultural lots that:

- Contain an existing dwelling;
- Are located outside of a designated *settlement*;
- Are greater than 1.0 ha (2.5 acres) in area; and,
- Are zoned for residential, commercial, industrial or institutional use,

may be rezoned to allow *agricultural uses*, in accordance with the following policies.

PERMITTED USES

Where such existing parcels are proposed to be used for a primary *agricultural use* permitted in Section 3.1.4.1, the *development* of farm buildings or structures or the keeping of livestock or poultry may be permitted, if the following criteria are satisfied:

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed agricultural use and any accessory residential use to the satisfaction of the County, and shall be in accordance with the requirements of the County, including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

NUTRIENT MANAGEMENT AND MDS II

- Proposals to create new livestock or poultry farms will be evaluated to determine their compatibility with neighboring land uses. Proposals involving the construction of new livestock buildings or structures shall comply with the policies of Section 3.1.4.2.1.

SUITABILITY

- The type of agricultural use proposed is compatible with the type of *agricultural uses* in the area, and the agricultural lot size and configuration are suitable for the type of agricultural use proposed.

OTHER APPLICABLE POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.5.2 **Rural Residential Uses**

POLICY INTENT

Non-farm rural residential *development* is considered to be incompatible with agriculture as it can create conflicts with farming activities and remove land from agriculture use. As such, this Plan will limit residential development to where it is the result of a farm consolidation, in accordance within the requirements of this section. In keeping with the Goal for the Agricultural Policies, existing non-farm rural residential uses will be encouraged to re-develop for *agricultural uses* and *agriculture-related uses*, subject to the policies of Section 3.1.4.3.3 and Section 3.1.5.1.

**CONVERTED
DWELLINGS AND
GARDEN SUITES**

A converted dwelling, or *garden suite*, may be permitted on an existing rural residential lot, in accordance with the applicable policies in Section 4.2.2.1 and 10.3.9 respectively.

3.1.5.2.1 Secondary Uses on Rural Residential Lots

POLICY INTENT

To allow for certain business uses to be established on existing rural residentially zoned lots, where they are small scale and secondary to the residential use on the lot.

Such business uses are intended to complement the planned employment and service function of designated rural *settlements*, by providing additional live-work opportunities for non-farmers in *rural areas*. However, such uses are not to detract from the residential character of the lot upon which they are located, and shall be compatible with surrounding land uses, including *agricultural uses*.

PERMITTED USES

The following secondary uses may be permitted on an existing residentially zoned lot that is located outside of a *settlement*:

- *Rural home occupation*, in accordance with the requirements of Section 3.1.4.3.1; and,
- *Rural entrepreneurial use*

**RURAL
ENTREPRENEURIAL
USE POLICIES**

The following policies apply to the establishment of a *rural entrepreneurial use* on an existing residentially zoned lot.

PERMITTED USE

The specific uses that may be permitted as a *rural entrepreneurial use* in each Area Municipality shall be set out in the Area Municipal Zoning By-law and be in accordance with the applicable policies of this section.

*USES NOT
PERMITTED*

For greater clarity, the following uses shall not be permitted as a *rural entrepreneurial use*;

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this section;
- Institutional uses;
- Restaurants;
- Residential uses or accommodation; and,
- Other uses that, in the opinion of the County and/or Area Municipality, may:
 - i) Attract large numbers of customers or other people;
 - ii) Generate significant traffic, or not otherwise be appropriate for rural *infrastructure* or public services;
 - iii) Create compatibility or enforcement issues;
 - iv) Undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this section; or,
 - v) Not otherwise be consistent with the applicable policies and objectives of this Plan.

WHOLESALING,
RETAILING AND/OR
OFFICE USES

Wholesaling, retail uses and/or offices shall only be permitted where such uses are accessory and ancillary to a permitted *rural entrepreneurial use*.

Any goods, wares, and/or merchandise offered for sale shall be contained within a fully enclosed building, with the exception of a small outdoor display area for goods, wares, or merchandise produced, processed, or fabricated on the lot.

DEVELOPMENT
CRITERIA

Rural entrepreneurial uses may be permitted subject to the following:

ZONE CHANGE
FOR SPECIFIC USE

- The establishment of a *rural entrepreneurial use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *rural entrepreneurial use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed, including but not necessarily limited to:
 - i) The location of the use on the lot;
 - ii) Restrictions on sale of goods or materials, maximum floor area, and number of employees;
 - iii) Parking and loading requirements; and,
 - iv) Appropriate restrictions on signage, outdoor storage and/or display, and other evidence of the business activity.

Only proposals for a specific *rural entrepreneurial use* will be considered by the Area Municipality.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for a *rural entrepreneurial use* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law, they shall take precedence over these policies.

SITE PLAN
APPROVAL

- To ensure compliance with the above noted policies, all applications for a *rural entrepreneurial use* shall be accompanied by a detailed description of the proposed use and a detailed site plan showing: all buildings and structures, wells and septic systems, driveways, parking and loading areas, outdoor display areas, landscaping and buffering; and, any other information deemed to be necessary for the proper review of the proposal by the Area Municipality.

Rural entrepreneurial uses shall be subject to site plan control to ensure that compatibility and site design related matters are appropriately addressed. Area Municipalities may also require other measures, such as business licensing, to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

SITE AREA,
BUILDING SIZE AND
CHARACTER

- A *rural entrepreneurial use* shall be small scale and not detract from the residential character of the property.

The maximum gross floor area of all buildings and/or structures permitted to be used for the purposes of a *rural entrepreneurial use* shall be regulated through the Area Municipal Zoning By-Law. However, the cumulative gross floor area of all buildings and structures, or portions thereof, used or occupied by a rural entrepreneurial use shall not exceed 280 m² (3,014 ft²), or 10% of the total lot area, whichever is the lesser.

All new buildings and/or structures used or occupied by a *rural entrepreneurial use* shall be designed and constructed so as to maintain or complement the residential character of the property and be sited on the lot so as to be visually secondary to the residential use.

COMPATIBILITY
AND SITE LAYOUT

- The *rural entrepreneurial use* and any associated structures and facilities shall be sufficiently separated from nearby residential uses and other *sensitive land uses* and appropriately designed and/or buffered to: prevent, or acceptably mitigate, impacts on neighbouring properties from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts; minimize risk to public health and safety; and meet all applicable provincial and municipal requirements and approvals. *Rural entrepreneurial uses* shall also be compatible with and not hinder surrounding *agricultural uses*.

Rural entrepreneurial uses shall generally be recognized as a Type A use for the purposes of determining the application of *MDS I*.

LOT SIZE

- The lot shall be of sufficient size to accommodate the required *individual on-site water services and individual on-site sewage services*, parking and on-site loading requirements and vehicular movements, and to ensure that any buildings, structures, or facilities associated with the *rural entrepreneurial use* can be appropriately sited on the lot to ensure compliance with the compatibility policies.

OPEN STORAGE

- The storage of goods, materials and/or equipment shall only be permitted within a fully enclosed building, unless otherwise stated in the Area Municipal Zoning by-law.

EMPLOYEES

- One or more of the occupants of the dwelling on the lot must be directly involved in the operation of the *rural entrepreneurial use*. The rural entrepreneurial use may involve up to two additional employees who do not reside on the lot.

- SERVICING*
- *Rural entrepreneurial uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not be permitted.
- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate \ to serve the proposed *rural entrepreneurial use*, as well as the primary residential use on the lot, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- TRAFFIC AND ACCESS*
- The vehicular access for a *rural entrepreneurial use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades, or any other potential traffic hazard. *Rural entrepreneurial uses* shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road.
- Rural entrepreneurial* shall also be in accordance with the applicable policies of Section 5.1 County Transportation Policy.
- RESTRICTIONS ON SEVERANCE*
- The severance of a *rural entrepreneurial use* from the residential lot upon which it is located is prohibited.
- RESTRICTIONS ON EXPANSION*
- New or expanding *rural entrepreneurial uses* that would exceed the size, scale, or use limitations in this section shall not be permitted. Such uses shall be directed to locate or relocate in a *settlement*, or must comply with the policies for establishing a non-agricultural use as contained in Section 3.1.7.
- OTHER APPLICABLE POLICIES*
- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.5.3 Creation of Rural Residential Lots

NON-FARM RURAL RESIDENTIAL DEVELOPMENT

The policies of this section shall apply to the evaluation of non-farm rural residential *development* proposals in the following land use designations and overlays: Agricultural Reserve, Environmental Protection Area, Open Space, Future Urban Growth, and Quarry Area.

Non-farm rural residential *development* shall be considered to include both the severed and retained lots, in the case of consent, and lands subject to rezoning for residential purposes, in the case of zoning by-law amendment applications. The enlarged agricultural lot that would result from a proposed non-farm rural residential *development* through farm consolidation shall comply with the applicable policies of Section 3.1.4.2.

Notwithstanding the policies of Section 1.5, Interpretation, for the purposes of the application of the policies in Section 3.1.5.3, the numerical references and measurements are intended to be absolute.

DEVELOPMENT
CRITERIA

Non-farm rural residential *development* outside of a *settlement* shall be prohibited, except in accordance with the following:

NATURE OF THE
PROPOSAL

- The proposed non-farm rural residential *development* consists of one of the following:
 - i) A proposal to rezone an existing industrial (with the exception of aggregate or limestone industrial), commercial, or institutionally zoned lot to a residential use, provided such lot does not exceed 1 ha (2.5 acre) in area. Where such lot is larger than 1 ha (2.5 acre) in area, consideration may only be given to rezoning for *agricultural use*, in accordance with the policies of Section 3.1.5.1; or,
 - ii) A proposal to create a lot for a *residence surplus to a farming operation* as a result of farm consolidation, provided that:
 - a) The proposal is to retain an existing permanent, habitable dwelling that was constructed prior to December 13, 1995, where such dwelling is contained on an agricultural lot that is to be legally consolidated with an abutting agricultural lot, to form one larger agricultural lot under identical ownership;

or,
 - b) The proposal is to retain an existing permanent, habitable dwelling, where the *farm owner* owns multiple agricultural lots which may or may not abut, and providing:
 - The lot containing the surplus dwelling proposed to be severed contains a minimum of 2 existing dwellings, and all such dwellings were constructed prior to December 13, 1995;
 - The resulting agricultural lot is owned by the *farm owner*; and,
 - The resulting agricultural lot is rezoned to prohibit the future construction of a new residential dwelling of any type and an agreement for such prohibition is also registered on the property title. The requirement for the Zoning By-law amendment and agreement, as noted above, shall be implemented through conditions imposed by the County's Land Division Committee at the time that provisional consent approval is given.

The resulting agricultural lot shall also comply with the applicable policies of Section 3.1.4.2.4.

ONLY DWELLING

- The proposal shall not result in the severance of the only dwelling from an agricultural lot, except in the case of a farm consolidation involving the merger of abutting agricultural lots as one larger lot under identical ownership, where one of the agricultural lots to be consolidated is vacant, but the existing zoning would permit the construction of an accessory dwelling on that lot.

ONLY
AGRICULTURAL
LOTS

- The lands subject to the application must be zoned for *agricultural use*.

IN QUARRY OR
LIMESTONE/SAND
AND GRAVEL
RESOURCE AREA

- The proposed rural residential lot shall not be located within the Quarry Area designation, or an area identified as a Limestone Resource or Sand and Gravel Resource Area on Appendix 2-1.

IN FUTURE URBAN
GROWTH AREAS

- The proposed residential lot shall not be located within a Future Urban Growth Area designation as identified on Schedule C-3, and referred to in Chapter 4.0, Growth Management Policies.

MAXIMUM LOT SIZE

- Non-farm rural residential lots shall be as small as is practical in order to preserve the County's agricultural land base. Severance proposals to create new or expanded lots for non-farm rural residential development will generally not exceed 0.8 ha (2 acres). Proposals seeking to create lots larger than this area limit will only be considered where it can be demonstrated that the additional area is required to accommodate *individual on-site water services and individual on-site sewage services*, the lands have topographic limitations for *agricultural use* or are physically separated from the remainder of the farm by *significant natural heritage features and areas* and/or watercourses, or to conserve cultural *heritage resources*. In no case shall a new or expanded non-farm rural residential lot exceed 1 ha (2.5 acres) in area.

Notwithstanding the above, a larger minimum size for the proposed residential lot may be considered where:

- i) It is solely for the protection and, wherever possible, enhancement of *natural heritage features and areas*, avoids and/or mitigates the impacts of development within such features and areas, and does not result in a greater loss of *prime agricultural land*, and,
It is supported through an Environmental Impact Study, in accordance with the requirements of Section 3.2, and,
- ii) The recommendations of the Environmental Impact Study are implemented through the use of such measures as site specific zoning, site plan control, conservation easements, development agreements, and any other implementation tools deemed necessary and/or appropriate to ensure the objective of protecting and/or enhancing *natural heritage features and areas* and protecting agricultural land for long term agriculture.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed non-farm rural residential use, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

MINIMUM
DISTANCE
SEPARATION
FORMULA

- A Proposal for non-farm rural residential development shall satisfy the requirements of *MDS I*, or not further reduce an existing insufficient setback.

Notwithstanding the above policy, in the case of a farm consolidation, a lot proposed to contain an existing surplus farm dwelling shall only be required to comply with the requirements of *MDS I* from a livestock and/or manure storage facility located on the severed lot.

ACCESS AND
TRAFFIC SAFETY

- The proposed rural residential *development* shall have direct frontage on a permanent public road maintained year-round at a reasonable standard of construction.

New vehicular access to any road shall be in accordance with the requirements of authority having jurisdiction over the road, including the applicable policies of Section 5.1 County Transportation Policy. The authority having jurisdiction over the road from which vehicular access is to be obtained shall be satisfied that there are no traffic safety concerns.

HERITAGE

- To recognize and conserve *heritage resources* in the agricultural areas of the County in accordance with the policies in Section 3.3.2 of this Plan.

Proposals involving the creation or rezoning of a lot for non-farm residential purposes in accordance with the policies of this section will be encouraged where:

- i) Such lot contains buildings or other *built heritage* resources that have been protected pursuant to the Ontario Heritage Act; and,
- ii) The proposed severance or rezoning will allow the County and/or Area Municipality to implement requirements or measures to ensure that such *heritage resources* will be *conserved*.

AGRICULTURAL
SEVERANCE
POLICIES

- Any enlarged agricultural lot that would result from a proposal for non-farm rural residential *development* through farm consolidation shall comply with the applicable policies of Section 3.1.4.2.4.

AGRICULTURAL
STRUCTURES

- The proposed non-farm rural residential lot may only contain an existing barn or other farm structures where they are suitable to be used as accessory structures to a residential use and have been formally converted such that they are no longer suitable for the housing of livestock or poultry or storage/handling of manure, and/or are protected pursuant to the Ontario Heritage Act.

Further, where a barn or other farm structure exists within the immediate vicinity of a non-farm rural residential lot to be created through a farm consolidation, the demolition or formal conversion of such structure shall be required, to ensure it cannot be used for the housing of livestock or poultry or storage/handling of manure in the future.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

CONDITIONS OF
APPROVAL

The County Land Division Committee or Area Councils may impose conditions of approval or may restrict land uses pertaining to a non-farm rural residential *development* proposal in accordance with the policies of this Plan to ensure that all necessary works or facilities required to achieve conformity are incorporated into the *development*.

3.1.5.4 Renewable Energy Facilities

RENEWABLE
ENERGY FACILITIES

Renewable energy facilities and *alternative energy facilities* may be permitted within the Agricultural Reserve designation to support long term energy supply, and to accommodate current and projected needs.

DEVELOPMENT
CRITERIA

Renewable energy facilities and *alternative energy facilities* are generally considered to be non-agricultural uses, except for:

- Class 1 anaerobic digesters, as prescribed under the Renewable Energy Approvals Regulation (359/09) under the Environmental Protection Act, or any successor thereof, shall be permitted as an *agricultural use*, subject to the requirements of Section 3.1.4.2.1;
- Ground mounted solar facilities on an agricultural zoned lot shall only be permitted as an *on-farm diversified use*, and must meet all applicable requirements of Section 3.1.4.3.2;
- Ground mounted solar facilities may be permitted on a lot zoned as rural residential where the facility does not generally exceed 10% of the lot coverage, to a maximum of 100 m² (1,076 ft²); or,
- Roof and wall mounted solar facilities may be permitted on existing buildings and structures, subject to any Area Municipal zoning requirements.

All other *renewable energy facilities* and *alternative energy facilities* shall:

- Be subject to a zoning by-law amendment and site plan approval;
- Prepare and submit planning and technical studies addressing these, and any other applicable policies;
- Demonstrate how all other Provincial and/or Federal are being addressed.
- Prepare an Agricultural Impact Assessment in accordance with Section 3.1.7.3 to demonstrate that the proposed *development*:
 - Is clearly secondary to the principal use on the lot and limited in area;
 - Is compatible with, and does not hinder, surrounding agricultural operations or other sensitive adjacent land uses;
 - Is located on lower priority agricultural lands and/or within close proximity to the farm building cluster;

- iv) Is appropriate for rural *infrastructure* and public services; and does not undermine, or conflict with, the planned function of *settlements*; and,
- v) Has identified and mitigated any potential impacts.

Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

The Area Municipality may impose limits on the scale, height, and location of any proposed *renewable energy facility* through the Area Municipal zoning by-law.

3.1.5.5 Infrastructure and Public Works Yards

INFRASTRUCTURE

Infrastructure, including public works yards, will be permitted in the Agricultural Reserve designation.

Infrastructure will make efforts to avoid, minimize, and mitigate impacts in the *prime agricultural area*. Mitigation of impacts may pertain to the *prime agricultural lands* and/or *agricultural uses* in the area, to the extent feasible, and shall be in accordance with the requirements of Section 5.2, Public Services, Utilities, and Infrastructure.

3.1.5.6 Other Non-Agricultural Uses

NEW USES

In order to maintain the agricultural land resource for *agricultural use* and ensure that new non-agricultural uses, , develop on an appropriate level of services and are directed to settlements to support their planned service and/or employment functions, new non-agricultural uses that are not specifically addressed elsewhere in Section 3.1.5, including commercial, industrial (not including aggregate industrial), institutional, and recreational uses, will not be permitted within the Agricultural Reserve designation, except in accordance with the policies of Section 3.1.7.

EXISTING USES

For the purposes of this section, existing non-agricultural uses shall include the following:

COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL USES

- Non-agricultural commercial, industrial, or institutional uses located in the County's *prime agricultural area* that are recognized by existing zoning as of May 25, 2022 will be considered as permitted uses. For these existing uses, Area Municipal Councils may permit a minor expansion or minor change in use and the Land Division Committee may consider the granting of consents to permit the minor expansion of the use, or the minor adjustment of existing lot boundaries, subject to the policies of Section 3.1.5.6.1.

RECREATIONAL
USES

- Recreational uses located in the County's *prime agricultural area* that are recognized by existing zoning as of January 14, 2009, will be considered as existing non-agricultural uses. However, where an existing recreational use has ceased operation and the site is suitable for restoration to *agricultural use*, the Area Council shall consider rezoning the site back to agriculture as part of their next comprehensive Zoning By-Law update.

Minor changes in use to existing campgrounds or seasonal trailer parks may be considered in accordance with the existing use policies of this section. However, changes to allow for year-round occupancy or permanent residential uses will not be permitted.

With the exception of campgrounds and/or seasonal trailer parks, Area Councils may permit minor expansion or minor change to the existing use, and the Land Division Committee may consider the granting of consents, to permit the minor expansion of the existing use, or the minor adjustment of existing lot boundaries (excluding lot creation) without amendment to this Plan, subject to the policies of Section 3.1.5.6.1.

3.1.5.6.1 Development Criteria for Minor Expansion or Minor Change of an Existing Non-Agricultural Use

DEVELOPMENT
CRITERIA

All applications for minor expansion or minor change of an existing non-agricultural use shall satisfy the following criteria:

NEED FOR
EXPANSION

- The applicant has demonstrated that any proposed lot addition is required for the continued operation of the use and is limited to the minimum area required to accommodate the immediate needs of the use and required *individual on-site water services and individual on-site sewage services*. The proposed expansion area shall be located and configured so as to avoid, or mitigate to the extent feasible, impacts on surrounding agricultural lands and/or operations.

SERVICING

- Existing or proposed *individual on-site water services and individual on-site sewage services* are demonstrated to be adequate to serve the proposed development and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

TRANSPORTATION,
ACCESS, AND
DRAINAGE

- Other existing or proposed infrastructure, including stormwater management and road access are demonstrated to be adequate to serve the proposed *development* to the satisfaction of the Area Municipality and/or County, as applicable, and shall be in accordance with the applicable policies of Sections 3.2.7.2 Water Quality and Quantity and Section 5.1, County Transportation Policy.

COMPATIBILITY

- The proposed development shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent or mitigate adverse impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and minimize risk to public health and safety.

Further, impacts from any proposed change in use or expansion on surrounding agricultural operations and lands shall be avoided, or mitigated to the extent feasible. Any proposed change in use shall be similar to, or more compatible with surrounding agricultural operations, than the existing use. Any proposed change in use or expansion shall comply with *MDS I*, or not further reduce an existing insufficient *MDS I* setback or increase the potential for odour complaints.

The site specific zoning provisions and site plan approval required for the proposed expansion or change in use shall incorporate any restrictions or requirements that may be necessary to implement this policy.

SITE PLAN

- Proposals shall be accompanied by a detailed site plan showing the location of buildings and structures, septic beds, areas for parking, storage and landscaping, lot grading and drainage, points of access, and any other information deemed to be relevant to review of the proposal.

Proposals shall be subject to site plan approval to address site design and land use compatibility related considerations.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.6 Consents for Legal or Technical Reasons

CONSENTS FOR
LEGAL OR
TECHNICAL
REASONS

Consents for severance involving *agricultural uses* and non-agricultural uses, including rural residential uses, may be considered for the following legal or technical reasons:

- To create or alter any private easement or right-of-way;
- To correct or confirm valid title for an agricultural lot which is held in distinct and separate ownership;
- To make minor adjustments to the boundaries between abutting lots to conform to existing patterns of exclusive use and occupancy, or to rectify problems created by the encroachment of buildings, structures, *individual on-site water services and individual on-site sewage services* on abutting lots; or,

- To permit the severance of non-farm rural residential zoned lands, where they will be legally consolidated with an abutting agricultural lot to form one lot under identical ownership and rezoned for agricultural purposes.

NO NEW LOT

Consents granted for the above purposes shall not result in the creation of a new lot. Notwithstanding this restriction, a consent to allow for the re-establishment of a previously existing rural residential lot may be considered, provided that the lot was previously held in distinct and separate ownership, but has since legally merged with an adjacent parcel and remained residentially zoned in the Area Municipal Zoning By-Law.

Proposals which have the effect of adding agricultural land to an existing residentially zoned lot will satisfy the policies relating to maximum lot size in Section 3.1.5.3.

3.1.7 Official Plan Amendments for Settlement Expansions and Non-Agricultural Uses

OFFICIAL PLAN AMENDMENTS

Proposals for *settlement* expansions, or to establish a new non-agricultural use in the *prime agricultural area*, will only be considered through an Official Plan Amendment, in accordance with the following requirements. Such proposals shall prepare and submit planning and technical studies addressing these requirements.

3.1.7.1 Settlement Area Expansions

EXPANSION OF SETTLEMENTS

Settlement expansions shall only be considered through a *comprehensive review*.

Proposals for *settlement* expansion shall be consistent with the policies of Chapter 4, Growth Management Policies, including the requirement to undertake secondary planning and servicing strategies in accordance with 4.2.2.4.1 and 4.2.2.6.1, and the following policies.

REQUIREMENTS

JUSTIFICATION ANALYSIS

Compelling evidence shall be required to demonstrate whether a proposed *settlement* expansion is justified in accordance with the applicable policies of the Provincial Policy Statement and this Plan. This will include, but is not limited to, and studies and information required to address the above noted *comprehensive review*, secondary planning and servicing strategy requirements and the following:

AGRICULTURAL IMPACT ASSESSMENT

- As part of the *comprehensive review* for a *settlement* expansion, the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.7.3; and,

OTHER APPLICABLE POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.7.2 Non-Agricultural Uses

PROHIBITED USES

New or expanded campgrounds and/or seasonal trailer parks are prohibited.

SCOPE OF PROPOSAL AND CONCEPT PLAN

For new non-agricultural uses, the proposal shall state the specific use and contain a detailed site plan showing the location of buildings and structures, *individual on-site water services and individual on-site sewage services*, areas for parking, storage and landscaping, lot grading and drainage, road access, and any other information deemed to be relevant to the proposal.

REQUIREMENTS

Compelling evidence shall be provided to demonstrate, to the satisfaction of the County and the Area Municipality, that the proposed *non-agricultural use* cannot be located within a *settlement* and that the following considerations have been addressed:

JUSTIFICATION
ANALYSIS

- There is a demonstrated need within the planning period for additional land to be removed from agricultural production and re-designated for the proposed use, given the nature and capacity of undeveloped lands within nearby *settlements* and/or within other appropriate land use designations.

The nature of the proposal and whether the use requires special locational requirements or physical features that are only available in the *prime agricultural area*.

The amount of land proposed for the new *development* is the minimum required for the immediate needs of the proposed use.

SERVICING

- The level of servicing planned or available for the proposed *development* is consistent with the servicing hierarchy established in Section 5.5.3 of this Plan for *individual on-site water services and individual on-site sewage services*. *Infrastructure* and *public services* which are planned or available are suitable for the proposed *development* over the long term and protect public health and safety.

COMPATIBILITY

- The proposed use shall be compatible with and not hinder surrounding agricultural operations or other nearby land uses.

The proposed use, scale and location shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying, and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, the proposed shall be appropriately designed, buffered, and/or separated from nearby residential and other sensitive land uses to prevent or mitigate potential impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and to minimize risk to public health and safety.

All applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, public health and safety and wastewater standards shall be addressed, including receipt of all applicable environmental approvals.

The site specific zoning provisions and site plan approval for the proposed *use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

TRAFFIC AND
ACCESS

- The proposed use shall not create traffic hazards and the road infrastructure shall be capable of accommodating the use, in accordance with the requirements of the authority with jurisdiction over the road, and shall comply with the applicable policies of Section 5.1 County Transportation Policy.

MINERAL AND
PETROLEUM
RESOURCES

- The proposal will not conflict with the policies of Section 3.4, Resource Extraction Policies.

AGRICULTURAL
IMPACT
ASSESSMENT

- As part of the application for a new non-agricultural use, the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.7.3.

OTHER
APPLICABLE
POLICIES

- Proposals shall also comply with all other applicable policies of this Plan, including, but not limited to: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Chapter 10, Implementation Measures.

3.1.7.3 Agricultural Impact Assessment

AGRICULTURAL
IMPACT
ASSESSMENT

An Agricultural Impact Assessment is a study which:

- Characterizes *agricultural uses* and the *prime agricultural area*;
- Evaluates the potential impacts of a proposed *settlement* expansion or non-agricultural development on surrounding *prime agricultural areas* and associated *agricultural uses*;
- Identifies opportunities and provides recommendations for the proposed *development* to avoid, minimize and mitigate impacts, including for site rehabilitation or restoration for an *agricultural use* or to an *agricultural condition* where applicable; and,
- Is prepared by a qualified individual, familiar with agricultural land use planning, soil science or agricultural engineering and demonstrated experience in characterizing, evaluating, and assessing agricultural impacts, relative to the use and location, being proposed.

SCOPE OF STUDY

The scope of the Agricultural Impact Assessment (AIA) will be based on the proposed *settlement* expansion or non-agricultural use. A terms of reference may be required by the County to confirm the scope and level of detail required for the AIA.

At minimum the AIA shall characterize the surrounding *prime agricultural area*, including existing *agricultural uses*, evaluate the potential impacts of the proposed *development* on *agricultural uses* and the *prime agricultural area*, and demonstrate that:

- The lands do not comprise specialty crop areas;
- There are no reasonable alternatives which avoid *prime agricultural areas*;
- There are no reasonable alternatives on lands with lesser agricultural capability or on lands left less suitable for agriculture by existing or past *development*;
- *MDS I* is satisfied; and,
- Impacts from the *settlement* expansion or non-agricultural uses on nearby agricultural operations and *prime agricultural lands* are avoided or mitigated to the extent feasible.

POLICY
IMPLICATIONS

The proposal is acceptable regarding the ability to achieve the Goal for Agricultural Policies as set out in Section 3.1.1, the precedent to be established for other sites within the County and the ability to implement planned land uses in the vicinity.

THIRD PARTY
REVIEW

Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as for the costs associated with any additional review resulting from revisions to any original materials that may be required as a result of the third party review.

3.1.8 Special Agricultural Policies

The following site specific policies apply in addition to the relevant policies of Section 3.1. These policies provide more specific direction for the *development* of each site.

3.1.8.1 Part Lot 28, Conc. 10 (East Nissouri) Township of Zorra

A 2 ha (5 acres) parcel of land, forming part of Lot 28, Concession 10 (East Nissouri) in the Township of Zorra, located on the west side of County Road 119 between Road 92 and Road 96 be exempt from the *Minimum Distance Separation Formula I* requirements of Section 3.1.4.2.1 of the County Official Plan for the purpose of establishing a farm implement dealership on the subject property.

AMENDMENT NO. 20

3.1.8.2 Part Lots 25 & 26, Conc. 2, (West Oxford) Township Of South-West Oxford

A 24.3 hectare (60 acre) parcel of land lying in part of Lots 25 and 26, Concession 2 (West Oxford) which is located south of Robinson Road, west of Wallace Line and north of Wilson Line in the Township of South-West Oxford may be used for a truck transport terminal.

Servicing

It is intended that *development* on the property shall take place on full municipal services (municipal *centralized water supply and waste water treatment systems*).

Performance Standards

The following performance standards shall govern the *development* of the subject property:

- The access points to the subject property shall be designed in a manner which will minimize the danger to vehicular traffic;
- *Development* of the subject lands shall be subject to site plan control in accordance with the provisions of the Planning Act and shall deal with such matters, but not be restricted to, lighting, landscaping and fencing, disposal of storm water and location and surfacing of parking facilities. A storm water management plan shall be prepared by the proponent and be acceptable to the Upper Thames River Conservation Authority, the Ministry of Transportation and the Township of South-West Oxford;
- A wellhead protection plan for Well No. 11 of the Ingersoll Public Utility Commission outlining protection measures, construction techniques and on-going monitoring shall be prepared by the proponent and be acceptable to the County of Oxford and the Ingersoll Public Utility Commission;
- A waste water collection and treatment system employed by the truck washing facility shall be prepared by the proponent and be acceptable to the County of Oxford.

AMENDMENT NO. 7

3.1.8.3 Lot 18, Concession 3 (East Oxford) Township Of Norwich

Notwithstanding the policies of Section 3.3.1.4, two parcels of land totaling 12.75 hectares (31.5 acres) situated in part of Lot 18, Concession 3 (East Oxford), Township of Norwich with frontage on the east side of Highway No. 59 may be used for aggregate and construction related processing, manufacturing and distribution in addition to uses permitted on the subject property by this Plan. Permitted activities include but are not limited to crushing, screening, washing, asphalt batching and concrete ready-mix and associated business office and maintenance activities.

3.1.8.4 Lot 11 And Part Lot 10, Conc. 11 (Blenheim) Township Of Blandford-Blenheim

A parcel of land consisting of Lot 11 and the northwest quadrant of Lot 10, Concession 11 (Blenheim), Township of Blandford-Blenheim, may be used for the following specific uses to accommodate the use of the lands by a religious order, or orders, that function as a single entity on said property. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit* which comprises approximately 5.6 hectares (13.8 acres) which fronts on Concession Road No. 12 and is located in the north half of Lot 11, Concession 11 (Blenheim). The *farm unit* shall generally be operated as a single entity by a religious order, or orders that reside on the lands. It is also intended that the policies of Section 3.2.8, shall apply, where applicable.

AMENDMENT NO. 170

Land Use

A maximum of 20 dwelling units will be permitted. New dwelling units will be located in the existing developed area of the *farm unit* and will be of the modular home type. The modular dwellings shall be removed from the site at such time as the *farm unit* ceases to be operated as a single entity by a religious order, or orders.

AMENDMENT NO. 170

In addition to those agricultural uses permitted on the subject property, additional farm related commercial and industrial services, school, nursery school, limited manufacturing and a business office, as specified in the site specific zoning by-law may be allowed. Manufacturing shall be limited to those uses permitted through the implementing Zoning By-Law and shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water.

AMENDMENT NO. 170

Servicing

Notwithstanding the policies of Section 5.5.3 to the contrary, *development* on the property shall take place on a private well and a private *communal waste water treatment* plant as approved by the County of Oxford and the Ministry of the Environment. The owner will enter into an appropriate agreement with the Township of Blandford-Blenheim which shall address the operation and maintenance of the private *communal waste water treatment* plant and the decommissioning and/or removal of the plant in the event that the religious order vacates the subject property.

AMENDMENT NO. 170

Performance Standards

The following performance standards shall govern the *development* of this special agricultural area:

AMENDMENT NO. 170

- The residential dwellings and non-agricultural related uses along with agricultural related uses will be considered to be part of the *farm unit* and consent to sever such uses from the *farm unit* will not be permitted;
- AMENDMENT NO. 170
- Adequate off-street vehicle parking areas shall be provided which will permit the parking of vehicles clear of any road allowance and permit adequate manoeuvring of vehicles within such parking areas;
- AMENDMENT NO. 170
- The access points to such parking areas shall be designed in a manner which will minimize the danger to vehicle and pedestrian traffic;
- AMENDMENT NO. 170
- Open storage areas shall be effectively screened from adjacent land uses and from Concession Road 12;
- AMENDMENT NO. 170
- The residential dwellings and non-agricultural related uses shall be clearly secondary to the existing farm operation and shall not change the agricultural character of the *farm unit* nor create a public nuisance in particular regard to noise, traffic and/or parking;
- AMENDMENT NO. 170
- The residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the owner ;
- AMENDMENT NO. 170
- The residential dwellings and non-agricultural related uses shall be limited to the existing developed area along Concession Road No. 12 to an area of approximately 5.6 hectares (13.8 acres);
- AMENDMENT NO. 170
- New residential dwellings shall be of a modular type which will be removed at such time as the farm unit ceases to be operated as a single entity by the religious order, or orders;
- AMENDMENT NO. 170
- It is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.
- AMENDMENT NO. 170

3.1.8.5 Part Lots 13, 14 & 15 Conc. 11 (Blenheim) Township Of Blandford-Blenheim

A 238.8 hectare (590 acre) parcel of land consisting of Part Lots 13, 14 and 15, Concession 11 (Blenheim) in the Township of Blandford-Blenheim, may be used for the following specific on-farm diversified uses to accommodate the Community Farm of the Brethren. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit*.

- A maximum of 20 dwelling units within one or more buildings will be permitted to accommodate members of the Community Farm of the Brethren.
- In addition to those agricultural uses already permitted on the subject property, additional on-farm diversified uses, including the manufacturing of down bedding and accessory retail outlet, an egg noodle processing plant, a construction business and a gear cutting business may be allowed in the site specific zoning by-law. The on-farm diversified uses shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water. Each on-farm diversified use shall directly involve the farm operators and resident on-farm family members and each use shall be limited to one additional full-time employee.
- The residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the Community Farm.
- It is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.

AMENDMENT NO. 38

3.1.8.6 Part Lot 19, Concession 3 (East Oxford) Township Of Norwich

A 28.3 hectare (70 acre) parcel of land consisting of Part Lot 19, Concession 3 (East Oxford), Township of Norwich, which is located immediately west of County Road 59 and consists of the non-developed lands between Pattullo Avenue and Old Stage Road, may be used for an active recreational use, specifically a golf course, within the area identified as a Sand and Gravel Resource Area in Appendix 2-1. All other criteria in the County of Oxford Official Plan to assess an application to permit an active recreational use shall be complied with. In addition, *development* of a golf course shall follow the environmental guidelines established by the Royal Canadian Golf Association.

4.5 That all other Chapters, Sections or Subsections of the Official Plan which include cross references to Section 3.1 (including subsections 3.1.1 to 3.1.8) entitled, 'Agricultural Land Resource' as amended, are hereby amended by deleting and replacing them with the revised cross reference and numbering as included within this amendment.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

This amendment should be read in conjunction with the current Official Plan, as amended.

COUNTY OF OXFORD

BY-LAW NO. 6439-2022

BEING a By-law to provide for the dedication and naming of highways in the County of Oxford.

WHEREAS, Section 31 (2) of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that land may only become a highway by virtue of a by-law establishing the highway.

AND WHEREAS, Section 31 (6) of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening.

AND WHEREAS, the Council of the County of Oxford deems it advisable to name and dedicate the parts of highways as hereinafter described.

AND WHEREAS, Council has adopted Public Works Report No. D-1 2009-44, dated June 10, 2009, to provide for the dedication and naming of parts of highways in the County of Oxford.

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. That the following lands or parts of a highway be named as follows:

Highway	Name
PART OF LOTS 3-4, PLAN 80, BEING PART 1, 41R10267; EAST ZORRA-TAVISTOCK – PIN 00263-0995	Oxford Road 4
PART LOT 16 CON 12 (EAST NISSOURI) DESIGNATED AS PART 6, ON 41R-5788; ZORRA – PIN 00203-0117 PART LOT 16 CON 12 (EAST NISSOURI) DESIGNATED AS PARTS 8 AND 9 ON 41R-5788; ZORRA – PIN 00203-0118	Oxford Road 16
PT LT 11 PL 485 DESIGNATED AS PART 1 ON 41R-10176; WOODSTOCK – PIN 00132-0316	Oxford Road 54
PART OF LOT 9, BROKEN FRONT CONCESSION (WEST OXFORD), DESIGNATED AS PARTS 2, 4 AND 5, 41R-10231, TOWNSHIP OF SOUTH-WEST OXFORD, COUNTY OF OXFORD – PIN00141-0517	Oxford Road 9
PART OF LOT 35 PLAN 427 DESIGNATED AS PART 7 ON 41R-10176; WOODSTOCK – PIN 00129-0565	Oxford Road 54
PT LT 4 PL 453 DESIGNATED AS PART 3 ON 41R10176, CITY OF WOODSTOCK – PIN 00131-0398	Oxford Road 54
PART OF LOT 178 PLAN 465 DESIGNATED AS PART 2 ON 41R-10176; WOODSTOCK – PIN 00128-0353	Oxford Road 54
PT LT 1C PL 216 PART 4 ON 41R-10176; WOODSTOCK – PIN 00129-0562	Oxford Road 54
PT LT 1 BLK A PL 238 DESIGNATED AS PART 2 ON 41R-10185; WOODSTOCK – PIN 00121-0518	Oxford Road 54
PART OF LOT 1 PLAN 278 DESIGNATED AS PART 4 ON 41R-10185; T/W 370818 WOODSTOCK – PIN 00120-0324	Oxford Road 54
PT LT 16 CON 12 EAST NISSOURI DESIGNATED AS PART 7 ON 41R-5788; ZORRA – PIN 00203-0115	Oxford Road 16
PT LT 16 CON 12 EAST NISSOURI DESIGNATED AS PARTS 12, 13, AND 14 ON 41R-5788; ZORRA – PIN 00203-0112 PT LT 16 CONC 12 EAST NISSOURI DESIGNATED AS PART 16 ON 41R-5788; ZORRA – PIN 00203-0113	Oxford Road 16
PT LT 16 CON 13 EAST NISSOURI; DESIGNATED AS PART 19 ON 41R-5788; ZORRA – PIN 00203-0106	Oxford Road 16
PT LT 16 CON 12 EAST NISSOURI DESIGNATED AS PART 15 ON 41R-5788; ZORRA – PIN 00203-0110	Oxford Road 16
PART OF LOT 15 CONCESSION 13 (EAST NISSOURI) DESIGNATED AS PARTS 22 AND 23 ON 41R-5788 SAVE AND EXCEPT PART 1 ON 41R-10260; ZORRA –PART OF PIN 00202-0020	Oxford Road 16

2. That the aforementioned lands or parts of a highway described in paragraph 1 be dedicated as roads in the County of Oxford.

READ a first and second time this 25th day of May, 2022.

READ a third time and finally passed this 25th day of May, 2022.

LARRY MARTIN,

WARDEN

CHLOE SENIOR,

CLERK

COUNTY OF OXFORD

BY-LAW NO. **6440-2022**

BEING a By-Law to remove certain lands from Part Lot Control.

WHEREAS, CLAYSAM CUSTOM HOMES LTD., has applied to the County of Oxford to delete, by by-law, certain lands for eleven (11) residential lots in a registered subdivision from Part Lot Control.

AND WHEREAS pursuant to Subsection 77(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, the County of Oxford may pass a by-law under subsection 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended;

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Descriptions as shown in Schedule "A" forming part of this By-law.

2. Pursuant to subsection 50 (7.3) of the Planning Act, R.S.O. 1990, c. P.13, as amended, this By-Law shall expire on **May 25th, 2022**, unless it shall have prior to that date been repealed or extended by the Council of the County of Oxford.
3. That this By-Law shall become effective on the date of third and final reading.
4. That after the lots or any portion thereof have been conveyed to individual transferees this By-Law may be repealed by the Council of the County of Oxford.

READ a first and second time this 25th day of May, 2022.

READ a third time and finally passed this 25th day of May, 2022.

LARRY G. MARTIN, WARDEN

CHLOÉ J. SENIOR, CLERK

COUNTY OF OXFORD

BY-LAW NO. 6440-2022

SCHEDULE "A"

Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Blocks 45 & 46, Registered Plan 41M-319, being PARTS 1-26, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10289, Township of Blandford-Blenheim, County of Oxford, comprising a total of eleven (11) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- i. Part of Block 46, Registered Plan 41M-319, being PARTS 1 & 2, Plan 41R-10289 together; subject to an easement for pedestrian access purposes over PART 1 in favour of Part Block 46, Registered Plan 41M-319, PARTS 3 & 4, Plan 41R-10289, Part Block 46, Registered Plan 41M-319, PARTS 5 & 6, Plan 41R-10289 and Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 7 & 13, Plan 41R-10289;
- ii. Part of Block 46, Registered Plan 41M-319, being PARTS 3 & 4, Plan 41R-10289 together; subject to an easement for pedestrian access purposes over PART 4 in favour of Part Block 46, Registered Plan 41M-319, PARTS 5 & 6, Plan 41R-10289 and Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 7 & 13, Plan 41R-10289; together with an easement for pedestrian access purposes over Part of Block 46, Registered Plan 41M-319, being PART 1, Plan 41R-10289 in favour of PARTS 3 & 4;
- iii. Part of Block 46, Registered Plan 41M-319, being PARTS 5 & 6, Plan 41R-10289 together; subject to an easement for pedestrian access purposes over PART 5 in favour of Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 7 & 13 Plan 41R-10289; together with an easement for pedestrian access purposes over Part of Block 46, Registered Plan 41M-319, being PART 1 & PART 4, Plan 41R-10289 in favour of PARTS 5 & 6;
- iv. Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 7 & 13, Plan 41R-10289 together; together with an easement for pedestrian access purposes over Part of Block 46, Registered Plan 41M-319, PART 1, PART 4 & PART 5, Plan 41R-10289 in favour of PARTS 7 & 13;
- v. Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 8 & 12, Plan 41R-10289 together; together with an easement for pedestrian access purposes over Part of Block 45, Registered Plan 41M-319, being PART 11, Plan 41R-10289 in favour of PARTS 8 & 12;
- vi. Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 9, 10 & 11, Plan 41R-10289 together, subject to an easement for pedestrian access purposes over PART 11 in favour of Part of Blocks 45 & 46, Registered Plan 41M-319, being PARTS 8 & 12, Plan 41R-10289;

- vii. Part of Block 45, Registered Plan 41M-319, being PARTS 14 & 15, Plan 41R-10289 together, subject to an easement for pedestrian access purposes over PART 14 in favour of Part of Block 45, Registered Plan 41M-319, being PARTS 16 & 17, Plan 41R-10289, Part of Block 45, Registered Plan 41M-319, being PARTS 18 & 19, Plan 41R-10289, and Part of Block 45, Registered Plan 41M-319, being PART 20, Plan 41R-10289;
- viii. Part of Block 45, Registered Plan 41M-319, being PARTS 16 & 17, Plan 41R-10289 together, subject to an easement for pedestrian access purposes over PART 17 in favour of Part of Block 45, Registered Plan 41M-319, being PARTS 18 & 19, Plan 41R-10289 and Part of Block 45, Registered Plan 41M-319, being PART 20, Plan 41R-10289, together with an easement for pedestrian access purposes over Part of Block 45, Registered Plan 41M-319, being PART 14, Plan 41R-10289 in favour of PARTS 16 & 17;
- ix. Part of Block 45, Registered Plan 41M-319, being PARTS 18 & 19, Plan 41R-10289 together; subject to an easement for pedestrian access purposes over PART 18 in favour of Part of Block 45, Registered Plan 41M-319, being PART 20, Plan 41R-10289, together with an easement for pedestrian access purposes over Part of Block 45, Registered Plan 41M-319, being PART 14 & PART 17, Plan 41R-10289 in favour of PARTS 18 & 19;
- x. Part of Block 45, Registered Plan 41M-319, being PART 20, Plan 41R-10289 alone; together with an easement for pedestrian access purposes over Part of Block 45, Registered Plan 41M-319, being PART 14, PART 17 & PART 18, Plan 41R-10289 in favour of PART 20;
- xi. Part of Block 45, Registered Plan 41M-319, being PARTS 21, 22, 23, 24, 25 & 26, Plan 41R-10289 together, subject to an easement over PARTS 23 & 24 as in instrument number A-27252 and subject to an easement over PARTS 24, 25 & 26 as in instrument number CO159548.

COUNTY OF OXFORD

BY-LAW NO. 6441-2022

BEING a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

The Council of the County of Oxford enacts as follows:

1. That all decisions made by Council at the meeting at which this By-law is passed, in respect of each report, resolution or other action passed and taken by the Council at this meeting, are hereby adopted, ratified and confirmed.
2. That the Warden and/or the proper officers of the County are hereby authorized and directed to do all things necessary to give effect to the said decisions referred to in Section 1 of this By-law, to obtain approvals where required, and except where otherwise provided, to execute all necessary documents and the Clerk is hereby authorized and directed to affix the corporate seal where necessary.
3. That nothing in this By-law has the effect of giving to any decision the status of a By-law where any legal prerequisite to the enactment of a specific By-law has not been satisfied.
4. That all decisions, as referred to in Section 1 of this By-law, supersede any prior decisions of Council to the contrary.

READ a first and second time this 25th day of May, 2022.

READ a third time and finally passed this 25th day of May, 2022.

LARRY G. MARTIN, WARDEN

CHLOÉ J. SENIOR, CLERK