

## AGENDA

### COUNTY OF OXFORD COUNCIL

Wednesday, April 24, 2024, 9:30 a.m.  
21 Reeve Street, Woodstock and online  
[www.oxfordcounty.ca/livestream](http://www.oxfordcounty.ca/livestream)

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
4. **ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING**
  - 4.1 April 10, 2024
  - 4.2 April 10, 2024 Workshop
5. **PUBLIC MEETINGS**
  - 5.1 Resolution to go into a Public Meeting pursuant to the Planning Act
    - 5.1.1 Application for Official Plan Amendment OP 23-01-6 - Town of Ingersoll  
To consider amending the policies of the Official Plan to incorporate provisions respecting additional residential units within the Town of Ingersoll, in accordance with provincial direction.  
  
\* See Report CP 2024-130
    - 5.1.2 Application for Official Plan Amendment South-West Ingersoll Secondary Plan OP 24-03-6 - Town of Ingersoll  
To consider adoption of the South-West Ingersoll Secondary Plan, prepared by Dillon Consulting Group, dated January 2024, with minor edits to the proposed boundary, as recommended by the Town of Ingersoll.  
  
\* See Report CP 2024-131
  - 5.2 Resolution to adjourn the Public Meeting
  - 5.3 Consideration of Report CP 2024-130 - Application for Official Plan Amendment OP 23-01-6 - Town of Ingersoll
  - 5.4 Consideration of Report CP 2024-131 - Application for Official Plan Amendment South-West Ingersoll Secondary Plan OP 24-03-6 – Town of Ingersoll

**6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**

- 6.1 Ducks Unlimited Canada  
Philip Holst  
Re: Conservation Projects on County Lands
- 6.2 Transportation Action Ontario  
Ken Westcar, Secretary  
Re: Request for a letter
- 6.3 Indigenous Solidarity and Awareness Network of Oxford County  
Patricia Marshal-DeSutter - Director and Founder  
Re: Update and Request
- 6.4 Oxford County Pride Committee  
Tami Murray - President  
Re: Request for a Safe, Well and Inclusion By-law

**7. CONSIDERATION OF CORRESPONDENCE**

- 7.1 Treasury Board Secretariat  
April 9, 2024  
Re: Annual Report on Provincial Emergency Management Strategy and Action Plan
- 7.2 Housing Strategic Steering Committee  
April 9, 2024  
Re: Interruption in National Housing Strategy funding for Ontario

**8. REPORTS FROM DEPARTMENTS****8.1 COMMUNITY PLANNING**

- 8.1.1 CP 2024-130 - Application for Official Plan Amendment OP 23-01-6 – Town of Ingersoll

**RECOMMENDATIONS**

1. That Oxford County Council approve Application OP 23-01-6, initiated by the Town of Ingersoll, to amend the policies of the Official Plan to incorporate provisions respecting additional residential units within the Town of Ingersoll, in accordance with provincial direction;
2. And further, that Council approve amendment No. 315 to the County of Oxford Official Plan and the necessary by-law be raised.

\* See Item 5.3

- 8.1.2 CP 2024-131 - Application for Official Plan Amendment South-West Ingersoll Secondary Plan OP 24-03-6 – Town of Ingersoll

**RECOMMENDATIONS**

1. That Oxford County Council adopt the South-West Ingersoll Secondary

Plan, prepared by Dillon Consulting Group, dated January 2024, with minor edits to the proposed boundary, as recommended by the Town of Ingersoll;

2. And further, that Oxford County Council approve application OP 24-03-6, as submitted by the Town of Ingersoll, to amend the Official Plan with respect to the South-West Ingersoll Secondary Area to redesignate the subject lands to facilitate a range of new land uses, including 'Low Density Residential', 'Medium Density Residential', 'Service Commercial', 'Industrial' and 'Prime Industrial' and that the necessary by-law to approve the required Official Plan amendment be raised.

\* See Item 5.4

- 8.1.3 CP 2024-133 - Initial Review of Bill 185 (the Cutting Red Tape to Build More Homes Act) and Draft Provincial Planning Statement 2024

#### RECOMMENDATIONS

1. That the Director of Community Planning, in consultation with other County staff and stakeholders as required, prepare and submit preliminary comments and undertake early advocacy on key areas of concern in response to the Provincial consultations on Bill 185 (the Cutting Red Tape to Build More Homes Act) and proposed Provincial Planning Statement, as generally outlined in Report CP 2024-133;
2. And further, that Report CP 2024-133 be circulated to the Area Municipalities for information.

## 8.2 PUBLIC WORKS

- 8.2.1 PW 2024-19 - Contract Award – 2024 Road Resurfacing

#### RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, Brantco Construction, in the amount of \$4,501,576 (excluding HST), for 2024 Road Resurfacing;
2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

- 8.2.2 PW 2024-20 - Mower Tractor Early Procurement Advancement

#### RECOMMENDATIONS

1. That Council authorize staff to purchase a Mower Tractor in 2024, and advance funding in account 220425 of \$200,000 from 2025 to 2024, to assist with this purchase;
2. And further, that County Council authorize the transfer of \$20,000 from the Fleet Reserve to fund the budget shortfall to award the contract for the procurement of one Mower Tractor.

- 8.2.3 PW 2024-21 - Thames River Wetland Conservation Agreement

#### RECOMMENDATION

1. That By-law 6629-2024, being a by-law to authorize staff to enter into a 20

year agreement with Ducks Unlimited Canada to maintain the naturalized property known as the Thames River Wetland, be presented to Council for enactment.

### 8.3 CORPORATE SERVICES

#### 8.3.1 CS 2024-13 - Development Charges Annual Report - 2023

##### RECOMMENDATION

1. That County Council receive Report CS 2024-13, prepared in accordance with Section 12 of O.Reg.82/98 of the *Development Charges Act*, 1997, and authorize posting the report for public information.

### 9. UNFINISHED BUSINESS

#### 9.1 Pending Items

#### 9.2 Follow up regarding Delegation 6.1 - March 27, 2024

### 10. MOTIONS

### 11. NOTICE OF MOTIONS

### 12. ENQUIRIES

### 13. CLOSED SESSION

### 14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

### 15. BY-LAWS

#### 15.1 By-law No. 6627-2024

Being a By-Law to adopt Amendment Number 314 to the County of Oxford Official Plan.

#### 15.2 By-law No. 6628-2024

Being a By-Law to adopt Amendment Number 315 to the County of Oxford Official Plan.

#### 15.3 By-law No. 6629-2024

Being a By-law to authorize the execution of an agreement between the County of Oxford and Ducks Unlimited Canada, which includes the properties legal described as Part of Lot 23-27, Concession 1 North Oxford; East Zorra-Tavistock, and Part of Lot 4-6 Concession Broken Front West Oxford; South-West Oxford.

#### 15.4 By-law No. 6630-2024

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.

### 16. ADJOURNMENT



## OXFORD COUNTY COUNCIL MINUTES

**April 10, 2024**

Council Present      Warden Marcus Ryan  
Deputy Warden Mark Peterson  
Councillor Jerry Acchione  
Councillor Deb Gilvesy  
Councillor Bernia Martin  
Councillor David Mayberry  
Councillor Jim Palmer  
Councillor Brian Petrie  
Councillor Phil Schaefer  
Councillor Deborah Tait

Council Absent      N/A

Staff Present      B. Addley, Chief Administrative Officer  
K. Black, Director of Human Services  
L. Buchner, Director of Corporate Services  
M. Dager, Director of Woodingford Lodge  
F. Gross, Manager of Transportation and Waste Management  
R. Hall, Director of Paramedic Services  
G. Hough, Director of Community Planning  
K. Scott, Information Services  
C. Senior, Clerk  
A. Smith, Director of Human Resources

### 1. **CALL TO ORDER**

Oxford County Council meets in regular session this tenth day of April, 2024, in the Council Chamber, County Administration Building, Woodstock at 9:30 a.m. with Warden Ryan in the chair.

### 2. **APPROVAL OF AGENDA**

#### RESOLUTION NO. 1

Moved By:      David Mayberry

Seconded By: Mark Peterson

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 March 27, 2024

RESOLUTION NO. 2

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the Council minutes of March 27, 2024, be adopted.

DISPOSITION: Motion Carried

**5. PUBLIC MEETINGS**

NIL

**6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**

6.1 Oxford County Federation of Agriculture

Davina Garner, Vice-President

Re: Agricultural Hall of Fame Award

Davina Garner, Vice-President of the Oxford County Federation of Agriculture joins the meeting in the Council Chamber and honours Marian Sterk with the 2023 Hall of Fame Award. D. Garner indicates that M. Sterk is known for her dedication to her family and the agricultural community as well. Warden Ryan welcomes M. Sterk to the podium and extends congratulations. M. Sterk provides comments and expresses gratitude for the award. M. Sterk's name and photo will be added to the Agricultural Hall of Fame in the Oxford County Administration Building.

6.2 Southwestern Public Health

David Smith, Director

Monica Nusink, Chief Financial Officer

Grant Jones, Vice-Chair, Board of Health

Re: 2024 Board of Health Budget

Grant Jones, Vice-Chair, Board of Health, Cynthia St. John, Chief Executive Officer and Monica Nusink, Chief Financial Officer join the meeting in the Council Chamber and proceed through a presentation which formed part of the agenda. The presenters respond to comments and questions from Deputy Warden Peterson and Councillors Acchione, Gilvesy, Mayberry, Palmer and Schaefer.

- 6.3 Communities Building Youth Futures Oxford (Social Planning Council Oxford)  
Jodie Konior, Project Lead of Communities Building Youth Futures Oxford  
Stephanie Ellens-Clark, Convenor of Communities Building Youth Futures Oxford  
(Social Planning Council Oxford)  
Re: Update on Communities Building Youth Futures Oxford

Stephanie Ellens-Clark and Jodie Konior join the meeting in the Council Chamber and proceed through a presentation which formed part of Council's agenda. The presenters respond to comments and questions from Warden Ryan and Councillors Acchione and Martin.

RESOLUTION NO. 3

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the information provided in Delegations 6.1 to 6.3 inclusive on the Open meeting agenda of April 10, 2024, be received.

DISPOSITION: See Action of Council following Resolution No. 5

RESOLUTION NO. 4

Moved By: Brian Petrie

Seconded By: David Mayberry

Amendment: And further, that the Warden be directed to write a letter to the province requesting them to provide the proper amount of funding to the Southwestern Public Health unit to fulfill the requirement to achieving the strengthening of public health standards as outlined by the province to avoid the burden being placed on local ratepayers.

DISPOSITION: Motion Carried

RESOLUTION NO. 5

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the information provided in Delegations 6.1 to 6.3 inclusive on the Open meeting agenda of April 10, 2024, be received;

And further, that the Warden be directed to write a letter to the province requesting them to provide the proper amount of funding to the Southwestern Public Health unit to fulfill the requirement to achieving the strengthening of public health standards as outlined by the province to avoid the burden being placed on local ratepayers.

DISPOSITION: Motion Carried

## 7. CONSIDERATION OF CORRESPONDENCE

- 7.1 Safe and Well Oxford  
March 26, 2024  
Re: Current Priorities, Initiatives and Minutes of December 2023, January 2024 and February 2024
- 7.2 Upper Thames River Conservation Authority  
March 28, 2024  
Re: 2024 Approved Budget

### RESOLUTION NO. 6

Moved By: Mark Peterson  
Seconded By: Deborah Tait

Resolved that Correspondence items 7.1 and 7.2 on the Open meeting agenda of April 10, 2024, be received.

DISPOSITION: Motion Carried

## 8. REPORTS FROM DEPARTMENTS

### 8.1 PUBLIC WORKS

- 8.1.1 PW 2024-18 - Contract Award – County-Wide Culvert Replacements on Parts of Oxford Road 8, 18, 19 and 37

#### RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, Cassidy Construction London Ltd., in the amount of \$1,249,168 (excluding HST), for the 2024 County-Wide Culvert Replacements on Parts of Oxford Road 8, 18, 19 and 37;
2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

### RESOLUTION NO. 7

Moved By: Deborah Tait  
Seconded By: Deb Gilvesy

Resolved that the recommendations contained in Report PW 2024-18, titled "Contract Award – County-Wide Culvert Replacements on Parts of Oxford Road 8, 18, 19 and 37", be adopted.

DISPOSITION: Motion Carried

## 8.2 HUMAN SERVICES

### 8.2.1 HS 2024-03 - Homelessness Prevention Program 2024-2025 Investment Plan

#### RECOMMENDATION

1. That County Council receive Report HS 2024-03, entitled "Homelessness Prevention Program 2024-2025 Investment Plan", and approve the 2024-2025 Homelessness Prevention Plan funding allocations as set out herein.

#### RESOLUTION NO. 8

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report HS 2024-03, titled "Homelessness Prevention Program 2024-2025 Investment Plan", be adopted.

DISPOSITION: Motion Carried

### 8.2.2 HS 2024-04 - Homelessness Response Strategy Award

#### RECOMMENDATION

1. That County Council receive Report HS 2024-04, entitled, "Homelessness Response Strategy Award" as information.

#### RESOLUTION NO. 9

Moved By: Deb Gilvesy

Seconded By: Bernia Martin

Resolved that the recommendation contained in Report HS 2024-04, titled "Homelessness Response Strategy Award", be adopted.

DISPOSITION: Motion Carried

## 8.3 CORPORATE SERVICES

### 8.3.1 CS 2024-11 - 2024 Tax Policy By-law

#### RECOMMENDATION

1. That By-law No. 6624-2024, being a to establish tax ratios and levy tax rates for upper-tier purposes for the year 2024, be presented to Council for enactment.

**RESOLUTION NO. 10**

Moved By: David Mayberry  
Seconded By: Bernia Martin

Resolved that the recommendation contained in Report CS 2024-11, titled "2024 Tax Policy By-law", be adopted.

**DISPOSITION:** Motion Carried

**9. UNFINISHED BUSINESS**

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

NIL

**12. ENQUIRIES**

Councillor Mayberry enquires as to whether or not there will be any implications for Oxford County following Middlesex County's recent decision to withdraw from the South Central Ontario Region Economic Development Corporation (SCOR EDC). Chief Administrative Officer Addley indicates that Oxford has not received any formal notification of partners withdrawing from SCOR EDC at this time and that should such notification be received, the information will be shared with Oxford County Council.

**13. CLOSED SESSION**

**RESOLUTION NO. 11**

Moved By: Bernia Martin  
Seconded By: Phil Schaefer

Resolved that Council rise and go into a Closed Session to consider Reports CS (CS) 2024-12 and WDFL (CS) 2024-02 regarding personal matters about an identifiable individual, including County or local board employees and a position, plan, procedure, criteria or instruction to be carried on by or on behalf of the municipality or local board.

**DISPOSITION:** Motion Carried at 11:04 a.m.

Oxford County Council meets in Closed Session in Room 129 as part of a regular meeting, this tenth day of April, 2024.

11:06 a.m. with Warden Ryan in the chair.

All members of Council in attendance.

Staff Present	B. Addley, Chief Administrative Officer
	K. Black, Director of Human Services
	L. Buchner, Director of Corporate Services
	M. Dager, Director of Woodingford Lodge
	G. Hough, Director of Community Planning
	R. Hall, Director of Paramedic Services
	C. Senior, Clerk
	A. Smith, Director of Human Resources

**DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:**

NIL

**CONSIDERATION OF CORRESPONDENCE:**

NIL

**DELEGATIONS AND PRESENTATIONS:**

NIL

**UNFINISHED BUSINESS:**

NIL

**REPORTS FROM DEPARTMENTS:**

13.1 CS (CS) 2024-12

13.2 WDFL (CS) 2024-02

**RESOLUTION NO. 12**

Moved By: Bernia Martin

Seconded By: Phil Schaefer

Resolved that Council reconvene in Open session.

**DISPOSITION:** Motion Carried at 12:25 p.m.

Members of Council and staff return to the Council Chamber at 12:27 p.m.

All members of Council in attendance

**14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION**

14.1 CS (CS) 2024-12

RESOLUTION NO. 13

Moved By: Phil Schaefer  
Seconded By: Jerry Acchione

Resolved that Tina Young be appointed as a lay member to the Oxford County Accessibility Advisory Committee;

And further, that Report CS (CS) 2024-12 be publicly released.

DISPOSITION: Motion Carried

14.2 WDFL (CS) 2024-02

RESOLUTION NO. 14

Moved By: Phil Schaefer  
Seconded By: Jerry Acchione

Resolved that the recommendations contained in Report WDFL (CS) 2024-02 be adopted as amended.

DISPOSITION: Motion Carried

**15. BY-LAWS**

15.1 By-law No. 6624-2024

Being a By-Law to Establish Tax Ratios and Levy Tax Rates for Upper-Tier Purposes for the Year 2024.

15.2 By-law No. 6625-2024

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. 15

Moved By: Jerry Acchione  
Seconded By: Jim Palmer

Resolved that the following by-laws be read a first and second time: 6624-2024 and 6625-2024.

DISPOSITION: Motion Carried

RESOLUTION NO. 16

Moved By: Jerry Acchione  
Seconded By: Jim Palmer



Resolved that the following by-laws be given a third and final reading: 6624-2024 and 6625-2024.

DISPOSITION: Motion Carried

**16. ADJOURNMENT**

RESOLUTION NO. 17

Moved By: Mark Peterson

Seconded By: David Mayberry

Resolved that the Council meeting of April 10, 2024, be adjourned until the April 10, 2024, Special Meeting of Council at 1:30 p.m.

DISPOSITION: Motion Carried at 12:29 p.m.

Minutes adopted on \_\_\_\_\_ by Resolution No. \_\_\_\_\_.

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK

## **OXFORD COUNTY COUNCIL MINUTES**

**April 10, 2024**

Council Present	Warden Marcus Ryan
	Deputy Warden Mark Peterson
	Councillor Jerry Acchione
	Councillor Deb Gilvesy
	Councillor Bernia Martin
	Councillor David Mayberry
	Councillor Jim Palmer
	Councillor Brian Petrie
	Councillor Phil Schaefer
Council Absent	Councillor Deborah Tait
Staff Present	B. Addley, Chief Administrative Officer
	K. Black, Director of Human Services
	G. Hough, Director of Community Planning
	K. Scott, Information Services
	C. Senior, Clerk
	R. Smith, Manager of Housing Development

### **1. CALL TO ORDER**

Oxford County Council meets in Special session this tenth day of April, 2024, in the Council Chamber, County Administration Building, Woodstock at 1:30 p.m. with Warden Ryan in the chair.

### **2. APPROVAL OF AGENDA**

#### RESOLUTION NO. 1

Moved By: Jim Palmer

Seconded By: Brian Petrie

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**

NIL

**5. PUBLIC MEETINGS**

NIL

**6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF**

**6.1 10-Year Shelter Plan - Update and Service Manager Obligations**

Kerry Hobbs, Director of Sector Services, Housing Services Corporation  
Rebecca Smith, Manager of Housing Development, Oxford County  
Re: 10-Year Housing and Homelessness Plan Renewal and Housing Needs Assessment

Rebecca Smith, Oxford County's Manager of Housing Development, introduces Kerry Hobbs, Director of Sector Services, Housing Services Corporation, who both proceed through a presentation which formed part of Council's agenda.

Following the presentation, R. Smith and K. Hobbs respond to comments and questions from members of Council.

**7. CONSIDERATION OF CORRESPONDENCE**

NIL

**8. REPORTS FROM DEPARTMENTS**

NIL

**9. UNFINISHED BUSINESS**

NIL

**10. MOTIONS**

NIL

**11. NOTICE OF MOTIONS**

NIL

**12. ENQUIRIES**

NIL

**13. CLOSED SESSION**

NIL

**14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION**

NIL

**15. BY-LAWS**

**15.1 By-law No. 6626-2024**

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. 2**

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that By-law No. 6626-2024 be given a first and second reading.

**DISPOSITION:** Motion Carried

**RESOLUTION NO. 3**

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that By-law No. 6626-2024 be given a third and final reading.

**DISPOSITION:** Motion Carried

**16. ADJOURNMENT**

**RESOLUTION NO. 4**

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that the Special Meeting of April 10, 2024 be adjourned until the next meeting scheduled for April 24, 2024 at 9:30 a.m.

**DISPOSITION:** Motion Carried at 2:29 p.m.

Minutes adopted on \_\_\_\_\_ by Resolution No. \_\_\_\_\_.

\_\_\_\_\_  
WARDEN

\_\_\_\_\_  
CLERK

**From:** [noreply@esolutionsgroup.ca](mailto:noreply@esolutionsgroup.ca)  
**To:** [Clerks Office](#)  
**Subject:** New Response Completed for Council Delegation Request Form  
**Date:** Thursday, February 15, 2024 1:56:55 PM

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

Hello,

Please note the following response to Council Delegation Request Form has been submitted at Thursday February 15th 2024 1:54 PM with reference number 2024-02-15-003.

- **Organization's Name (if applicable)**  
Ducks Unlimited Canada
- **Name and Title of Primary Contact / Main Presenter**  
Philip Holst
- **Street Address**  
[REDACTED]
- **Daytime Contact Number**  
[REDACTED]
- **Email address**  
[REDACTED]
- **Name and Title of Other Presenter (if applicable)**  
N/A
- **Date you wish to present to Council**  
4/24/2024
- **How would you like to attend the Council meeting?**  
In-person
- **If attending an in-person council meeting , do you or any members of your party require accessibility accommodations?**  
No
- **Use the space below to clearly outline the purpose for your**

**presentation to council. Provide a brief outline of your subject matter including your suggested outcome**

Reporting to County Council about past Ducks Unlimited Canada wetland conservation projects on county lands, partners (Stewardship Oxford, UTRCA), funding partners, design and implementation.

Propose next projects to present to Oxford County Council and staff for consideration and continue to expand the conservation action into the future.

Answer questions from council and thank council for the continued funding contributions.

NOTE: I will be providing my electronic information well prior to the one week deadline of April 3rd.

- **Will you be providing any electronic information (i.e. a presentation) beyond your summary above?**

Yes

- **Have you appeared before council to discuss the same topic in the past?**

Yes

[This is an automated email notification -- please do not respond]

**From:** [noreply@esolutionsgroup.ca](mailto:noreply@esolutionsgroup.ca)  
**To:** [Clerks Office](#)  
**Subject:** New Response Completed for Council Delegation Request Form  
**Date:** Tuesday, March 26, 2024 10:37:19 AM

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

Hello,

Please note the following response to Council Delegation Request Form has been submitted at Tuesday March 26th 2024 10:31 AM with reference number 2024-03-26-006.

- **Organization's Name (if applicable)**

Transport Action Ontario

- **Name and Title of Primary Contact / Main Presenter**

Ken Westcar, TAO Secretary

- **Street Address**

[REDACTED]

- **Daytime Contact Number**

[REDACTED]

- **Email address**

[REDACTED]

- **Date you wish to present to Council**

4/24/2024

- **How would you like to attend the Council meeting?**

In-person

- **Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome**

To request a letter, signed by all Oxford County mayors, addressed to Mr. Mario Peloquin, CEO, VIA Rail Canada requesting that VIA train #76, from London stops at Woodstock station at approximately 4.30pm instead of operating non-stop from London to Brantford. This will partially fill the current 9- hour service gap for afternoon, Toronto-bound VIA trains from Woodstock.

Additionally, that Oxford County mayors work with the mayors of London and Brantford to request full reinstatement of VIA train #74 (suspended at the outset of the Covid pandemic) to further eliminate the VIA service schedule inadequacies through Ingersoll, Woodstock and other affected communities in southwestern Ontario.

This proactivity is recommended to ensure that the current federal and provincial rail and general transportation studies underway for southwestern Ontario meet the expectations and requirements of the County of Oxford to properly address current service inadequacies.

The outcome is to provide a more convenient passenger rail service for Oxford County residents and visitors reflecting population and economic growth, the urgent need for low-carbon transportation options and an alternative to increasingly unreliable Highway 401.

- **Will you be providing any electronic information (i.e. a presentation) beyond your summary above?**

Yes

- **Have you appeared before council to discuss the same topic in the past?**

No

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# WOODSTOCK VIA RAIL SERVICE IMPROVEMENTS

Delegation to Oxford County

April 24<sup>th</sup> 2024

Ken Westcar, Transport Action Ontario



# What's happening in Southwestern Ontario (1)

- **Southwestern Ontario Transportation Plan (MTO)**
  - Report from mayors and other stakeholders submitted to MTO in August 2022.
  - Embargoed by MTO.
  - Can now be reviewed here: <https://www.ontario.ca/page/southwestern-ontario-transportation-task-force-final-report>
  - Is foundation for subsequent Arcadis/IBI report: now passed Technical Advisory Committee stage (stakeholder input) and currently subject to public MTO on-line survey and EBR input with May 27<sup>th</sup> 2024 closing: [Planning transportation for Southwestern Ontario | ontario.ca](#)
  - Final SWO Transportation Network Plan release will be after a provincial policy alignment review; no guarantee that plan recommendations and priorities will be implemented by the province.

# What's happening in Southwestern Ontario (2)

- CPCS rail infrastructure capacity and utilization study (Transport Canada).
  - Study scope excludes the North Main Line (assumed MTO territory by T.C.).
  - Primary focus on CN and CPKC assets in SWO and capacity constraints.
  - Very selective stakeholder consultations.
  - Submitted to Transport Canada for review.
  - Unsure if VIA Rail are part of the review process.
  - Transport Action Ontario has requested preview from Transport Canada and a public release date. No commitment so far.
  - CN conducting own capacity study – suggested CPKC should host some passenger traffic at federal hearings.

# Oxford County impacts and actions

- Current VIA train schedules are not attractive to many potential users due to service gaps.
- Afternoon services to Toronto have demand suppressive approx. 9hr gap (11.23am – 20.10pm).
- Inhibits use of VIA services for business travelers – negative to regional economic activity and sustainability.
- Service levels not reflective of Oxford County and SWO population growth and demographics.
- Induces highway usage for personal and business travel.
- **Short-term** fix is to have **VIA Train #76** (London to Toronto) stop in Woodstock (approx. 16.30 departure). Minimal cost impact for VIA Rail.
- **Longer-term** solution is **Train #76** plus a **reintroduced Train #74** with approx. 12.30pm departure from London (approx. 13.10pm from Woodstock). Additional VIA investment required – may fit VIA schedule improvement plans.

# Near optimized Woodstock eastbound departure schedule.

Train #	Departure	Notes
82	0655	Existing
70	0817	Existing
72	1123	Existing
74	1310	Reintroduced train
76	1620	Existing train – new stop*
78	2010	Existing*

\*International, Chicago-Toronto service not identified in this schedule. Could be Train 76 (most likely) or 78.

2hr service interval would be ideal but dependent on longer-term modal shift from highways and appropriate provincial mobility policies.

# Recommended actions.

1. Link actions to Oxford County Transportation Master Plan (rail mode expansion).
2. Train #76 stop in Woodstock: Letter to Mario Pélouin, VIA President and CEO with a qualified request (MP Arpan Khanna may assist). This train may be part of the Chicago to Toronto service.
3. Full participation in MTO on-line survey and EBR input (closes May 27<sup>th</sup>).
4. Engage with MTO on possibility of provincially-supported VIA schedule improvements in SWO.
5. Reintroduced Train #74 needs consultations with and support of mayors on Dundas subdivision plus Windsor, Sarnia and **Stratford\***. All 3 cities are possible departure/arrival points.
6. Full support for **SWO passenger rail summit** ahead of provincial and federal study releases to proactively influence outcome. Needs organizing and funding. (TAO and TAC could partner).
7. Ensure municipal requests are substantiated with details on local transit integration.
8. Make Woodstock train station into an attractive Oxford County “portal” in cooperation with VIA.
9. Be cautious on future VIA HFR commitment for SWO. Entire project remains highly aspirational.



## 4. Highlights of Financial Results and Major Key Operating Statistics (cont'd)

	Quarters ended December 31				Years ended December 31			
	2022	2021	Var \$	Var %	2022	2021	Var \$	Var %
<i>(in millions of Canadian dollars)</i>								
<b>Financial Position and Cash Flows</b>								
Total assets <i>(section 5.4)</i>	2,591.3	2,177.5	413.8	19.0%	2,591.3	2,177.5	413.8	19.0%
Total liabilities and deferred capital funding <i>(section 5.4)</i>	2,356.1	2,023.5	332.6	16.4%	2,356.1	2,023.5	332.6	16.4%
Cash <i>(section 5.5)</i>	9.8	4.4	5.4	122.7%	9.8	4.4	5.4	122.7%
Net cash (used in) provided by operating activities <i>(section 5.5)</i>	(24.1)	(31.1)	7.0	22.5%	8.3	15.3	(7.0)	(45.8%)
Net cash provided by (used in) investing activities <i>(section 5.5)</i>	14.0	8.4	5.6	66.7%	1.4	(20.5)	21.9	106.8%
Net cash (used in) financing activities <i>(section 5.5)</i>	(1.0)	(0.6)	(0.4)	(66.7%)	(4.3)	(2.6)	(1.7)	(65.4%)
<b>Government Funding</b>								
Operating <i>(section 6)</i>	87.1	88.0	(0.9)	(1.0%)	354.3	370.5	(16.2)	(4.4%)
Capital <i>(section 6)</i>	114.0	72.1	41.9	58.1%	318.2	226.4	91.8	40.5%
<b>Total Government funding</b>	<b>201.1</b>	<b>160.1</b>	<b>41.0</b>	<b>25.6%</b>	<b>672.5</b>	<b>596.9</b>	<b>75.6</b>	<b>12.7%</b>
<b>Key Operating Statistics</b>								
Train miles operated <i>(in thousands)</i>	1,560	1,281	279	21.8%	5,382	3,647	1,735	47.6%
Seat miles <i>(in millions)</i>	351	288	63	21.9%	1,226	668	558	83.5%
Passenger miles <i>(in millions)</i>	224	144	80	55.6%	749	327	422	129.0%
Passengers <i>(in thousands)</i>	1,031.2	677.0	354.2	52.3%	3,301.7	1,512.0	1,789.7	118.4%
Average passenger load factor (%)	64	51	13	25.5%	61	49	12	24.5%
RASM (revenue per available seat mile) <i>(in cents) – Note 1</i>	29.44	20.17	9.27	46.0%	27.33	19.99	7.34	36.7%
CASM (cost per available seat mile) <i>(in cents) – Note 1</i>	54.26	50.73	3.53	7.0%	56.23	75.45	(19.22)	(25.5%)
Cost recovery ratio (%) – Note 1	54.3	39.8	14.5	36.4%	48.6	26.5	22.1	83.4%
Operating deficit per passenger mile <i>(in cents) – Note 1</i>	38.9	61.1	(22.2)	(36.3%)	47.3	113.3	(66.0)	(58.3%)
On-time performance (%)	59	68	(9)	(13.2%)	57	72	(15)	(20.8%)

*(Amounts in bracket represent decreases)*

**From:** [noreply@esolutionsgroup.ca](mailto:noreply@esolutionsgroup.ca)  
**To:** [Clerks Office](#)  
**Subject:** New Response Completed for Council Delegation Request Form  
**Date:** Friday, March 15, 2024 1:31:58 PM

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

Hello,

Please note the following response to Council Delegation Request Form has been submitted at Friday March 15th 2024 1:31 PM with reference number 2024-03-15-003.

- **Organization's Name (if applicable)**  
Indigenous Solidarity & Awareness Network of Oxford County
- **Name and Title of Primary Contact / Main Presenter**  
Patricia Marshal-DeSutter- Direcotr and Founder of ISAN- Oxford
- **Street Address**  
[REDACTED]
- **Daytime Contact Number**  
[REDACTED]
- **Email address**  
[REDACTED]
- **Date you wish to present to Council**  
4/24/2024 (per email 4/4/24)
- **How would you like to attend the Council meeting?**  
In-person
- **Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome**  
wishing to update county council about isan happenings of this year and to ask Oxford County Councils support for ISAN-Oxford in working with local municipalities and county to designate accessible locations for Indigenous cultural practice - ie sacred fire, sweat lodge, sunrise ceremony, moon ceremony etc.



Indigenous people of Oxford County currently must leave community to engage in cultural practice and ceremony, taking with them their families, money, and community investment.

In fact, Indigenous people are one of the only groups who can not practice their belief systems locally. Christians have church, Muslims have mosque, our Jewish relations have synagogue, our Buddhist have temple etc. however, there is nowhere for Indigenous people to gather and practice their spiritual teachings. in a day and age where we are looking for ways to acknowledge this country's true history and find a path to reconciliation it seems that the promotion of language and cultural practice would be truly meaningful ways to accomplish this.

In order to be able to say we truly have a safe and well Oxford, which all municipalities already endorse, that is working towards the number one goal of belonging, then ensuring we are creating equity where we can for Indigenous people is a crucial and imperative part of the puzzle, this means finding ways to empower Indigenous identity. Creating a way to have legal local access to Indigenous cultural practice is a major step towards honoring that goal as well as the commitments made in Oxford County's strategic plan regarding Indigenous relations and reconciliation.

This would also support the pillar that the Ingersoll DEI committee has chosen to focus on from the Inclusive Municipalities Coalition 3. Promoting the respect, knowledge and appreciation of cultural diversity and the inclusion of Indigenous and racialized communities in the cultural fabric of the municipality.

Cultural practice and Ceremony are directly tied to and essential to Indigenous well being. Participating in Ceremony is considered self care, showing up for yourself and your ancestors. Therefore, the lack of access to ceremony locally is perpetuating Indigenous disconnection, colonization of Indigenous belief systems and disempowering our Indigenous relations from sharing their ways of knowing.

my ask is the formal endorsement and support of establishing Indigenous places of cultural practice within Oxford County. We hope that Oxford County and individual Municipalities can work with us and local fire departments to ensure this is done in a timely, safe and ethical manner.

the Ontario human rights code protects many factors of identity, including creed which Indigenous cultural practice falls under. we wish to lean on a human rights and reconciliation-based approach to establish holistic healing within the community of oxford county. ISAN will be working with Willow Feather Conversations and Atlosa Family Healing Centre to establish these cultural resources.

- **Will you be providing any electronic information (i.e. a presentation) beyond your summary above?**

Yes

- **Have you appeared before council to discuss the same topic in the past?**

No

[This is an automated email notification -- please do not respond]



# ISAN-Oxford Update and Request

# Introduction

## Overview of Presentation

- Overview & Land Acknowledgement
- Treaties
- ISAN History
- Background Information
- Upcoming Local Education
- Indigenous Ceremony
- Sacred Fire
- Conclusion and Formal Request
- Q&A



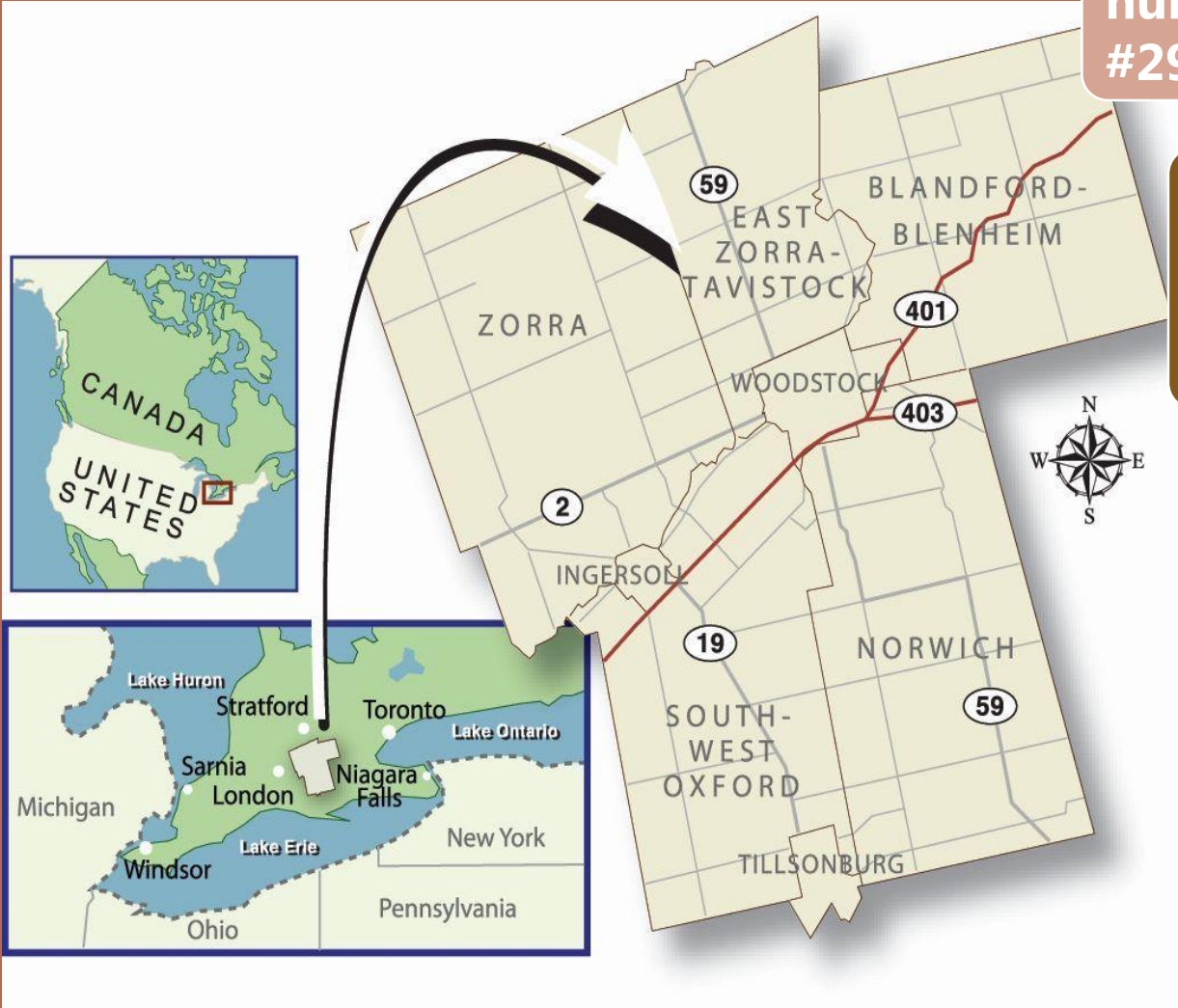
# Land Acknowledgement

Niizh Manidoowag Iki-doo-an Ogichidaa Kwe niindishnikaz. Binesi ndoodem, Anishinaabe, Celtic German ndaa. Mishkagoman, Zhiiabasing, Ulster nnjabo. Oxford county is the ancestral and current homeland of the Anishinaabe, Haudenosaunee and Attawandaron peoples under the Dish with One spoon treaty between the peoples who tended to this land and creation itself. Despite the devastating effects of colonization, Indigenous people are reclaiming ancestral knowledge and ways of being. To this day this region is home to a multitude of diverse people including many First Nations, Metis and Inuit among other nationalities. All people have the ability to honor this treaty and care for the creation around them, accepting your unique role and obligations to the land which we each call home. Miigwech and miikwendan.

## ISAN Oxford Overview

ISAN Oxford stands for Indigenous Solidarity & Awareness Network of Oxford County, a grassroots collaborative network, comprised of Indigenous people and Allies. ISAN members share the common goal of raising Awareness of the TRUTH and showing Solidarity with RECONCILIATION in the community of Oxford County, recognizing the rippling effects into neighbouring communities, both Indigenous and otherwise. Our prime objective is to aid the citizens, leaders, social service agencies, clubs, groups and businesses of Oxford County to become active participants on the path to T&R on Turtle Island.

## Modern/ Post Contact Treaties



**Oxford County falls under the territory of three numbered treaties, #3, #6 & #29**

**Treaty #29 is The Huron Tract purchase**, signed on August 13<sup>th</sup> 1833 between the crown and some Anishinaabe peoples, encompasses parts of Woodstock, Zorra and East Zora-Tavistock

**Treaty #6 is The London Township purchase**, signed September 7<sup>th</sup> 1796 between the crown and the Chippewa peoples which covers the north half of town

**Treaty #3 is The Between the lakes purchase**, signed December 7<sup>th</sup> 1792 between the crown and Mississauga peoples covering the south side of town, Southwest Oxford, Norwich and parts of Woodstock

# ISAN History

1 <sup>st</sup> Event	2 <sup>nd</sup> Event	3 <sup>rd</sup> Event	4 <sup>th</sup> Event	5 <sup>th</sup> Event	6 <sup>th</sup> Event	7 <sup>th</sup> Event	8 <sup>th</sup> event	9 <sup>th</sup> Event
June 2021	Sept 2021	Sept 2022	March 2023	April 2023	May 2023	June 2023	Sept 2023	March 2024
215 memorial, Orange Heart Campaign and Indigenous Peoples Day March (Ingersoll)	First Annual IISAN March for Truth & Reconciliation	Second Annual March for Truth & Reconciliation , Indigenous Art Exhibit at the ICAC	Launch of IndigiKNOW youth program in partnership with CBYF Oxford and BBBS of Oxford County	Ingersoll commitment to table and present an annual report of how they have or have not addressed the municipal calls to action in the TRC, Community Clean up and Taking a Stand with Oxford Pride in Norwich	MMIWG2S+ Memorial walk in Tillsonburg, ISAN rebranding, dropped the second I to become more inclusive of the whole county and adopted the progressive pride strip to show that we are a safe and decolonizing environment!	Installation of Indigenous Awareness Crosswalk in Ingersoll on King st. Hosted Indigenous feast in Collaboration with STICH supper club, Attended Indigenous led and Pride Events	Third Annual ISAN March for Truth and Reconciliation , IndigiKNOW art Exhibit, DART Collaboration, STICH Reconciliation Dinner	. Year 2 of IndigiKNOW began on March 18 <sup>th</sup> , rotating between Ingersoll, Woodstock and Tillsonburg this year.



# Interesting facts

- ISAN Oxford was founded out of an 8-year-olds obvious grief and a mother's desire to make a better world for her children.
- ISAN acts as a community champion at all levels within the County of Oxford and connected communities for Indigenous people and issues.
- ISAN handles Community Events/Engagement such as the Annual March for truth and Reconciliation, A night for Truth , Conversation and ReconciliACTION series and IndigiKNOW, along with Advocacy work in both the political and social atmospheres of Oxford County such as participating in community tables like the Anti-Human Trafficking Network, Climate Change and Health Vulnerability Assessment for SWPH, DART etc.
- Although the TRC asks municipal governments to do their part to work towards reconciliation, ISAN operates completely on donations from community members and organizations and some grant funding and has yet to be successful in attaining financial aid from our local municipal government.



# Education got us into this mess and Education will get us out! – the Honorable Murry Sinclair

**The Mission was “to kill the Indian to save the man”:**

- Use of biological warfare
- Weaponizing religion and the Indian Act
- Over hunting and the use of starvation tactics to “purchase” land
- Criminalizing Indigenous Ceremony, Language and Hereditary Chieftainships
- IRSS, MMIWG2S+, lack of basic human resources in Indigenous communities



ISAN PRESENTS  
A NIGHT FOR

# Truth, Conversation & Reconcili-ACTION part 2

With Special Guest Speaker Gloria Thomson,  
Metis Elder, Community Helper

Ingersoll Public Library  
530-730pm

April 10th 2024

invites you to attend

# OPENING THE DOOR TO RECONCILIATION

**Date:** May 6th  
2024  
10am-4pm

**Location:** Ingersoll Fusion  
Youth Centre, 121 Thames st S  
Ingersoll Ontari

**In Collaboration with:**



Please join us for a daylong T&R workshop for service workers, leaders and organizations. This day will consist of oral storytelling, cultural experiences, Kairos Blanket exercise, IndigiKNOW information session, Key Note Speaker, and Sharing Circle  
Feast will be provided for attendees

## With Special Guests:

Keegan Marshal-DeSutter, Akwesasne FN  
Becca Neepin, Fox Lake FN  
Mary-Anne Kechego, Oneida FN  
Trissa M-D, Zhiibasing FN  
Elder Gloria Thomson, Metis Nation  
Atlosa Youth Drum

[www.willow-feather-conversations.squarespace.com](http://www.willow-feather-conversations.squarespace.com) 

## Upcoming Indigenous Led Learning Opportunities in Oxford County



# Indigenous Ceremony

Cultural practice and Ceremony are directly tied to and essential to Indigenous well being. Participating in Ceremony is considered self care, showing up for yourself and your ancestors. Common ceremonies include:

- ❖ Smudging
- ❖ Moon Ceremony
- ❖ Sunrise Ceremony
- ❖ Pipe Ceremony
- ❖ Sweatlodge Ceremony
- ❖ Solstice Celebration
- ❖ Fasting Ceremony
- ❖ Feasting Ceremony
- ❖ Powwow
- ❖ Sundance
- ❖ Raindance
- ❖ Etc.



The current lack of access to ceremony locally is perpetuating Indigenous disconnection, colonization of Indigenous belief systems and disempowering our Indigenous relations from sharing their ways of knowing.



# Sacred Fire

A sacred fire is an important part of Indigenous spirituality and Ceremony, communication with the spirit realm and our ancestors. It is a sacred practice meant to make individuals feel open, grounded, and connected with people on Earth and those who have moved on.

It is said that our ancestors can be found within the fire and the warmth we feel when around it is their loving embrace. Sacred Fires are a place for healing, communication, introspection and the commemoration of the passage of time and important events.

Sacred Fires are attended to by a Fire Keeper, this is someone who has taken the time to learn from Indigenous Knowledge Keepers and other Fire Keepers how to tend to and care for the spirits of the fire, and how to maintain a safe and respectful space. Fire Keepers are also responsible for making those attending ceremony feel welcome.



# Conclusion

Indigenous people of Oxford County currently must leave community to engage in cultural practice and ceremony, taking with them their families, money, and community investment.

In fact, Indigenous people are one of the only groups who can not practice their belief systems locally. Christians have church, Muslims have mosque, our Jewish relations have synagogue, our Buddhist have temple etc. however, there is nowhere for Indigenous people to gather and practice their spiritual teachings. In a day and age where we are looking for ways to acknowledge this country's true history and find a path to reconciliation it seems that the promotion of language and cultural practice would be truly meaningful ways to accomplish this.

In order to be able to say we truly have a safe and well Oxford, which all municipalities already endorse, that is working towards the number one goal priority goal of belonging, then ensuring we are creating equity where we can for Indigenous people is a crucial and imperative part of the puzzle, this means finding ways to empower Indigenous identity. Creating a way to have legal local access to Indigenous cultural practice is a major step towards honoring that goal as well as the commitments made in Oxford County's strategic plan regarding Indigenous relations and reconciliation.





#EVERYCHILDMATTERS

#MMIW2S+

#CLEANWATERFORINDIGENOUSCOMMUNITIES

#TRUTHANDRECONCILIATION

## FOR THOSE WHO ARE NOT INDIGENOUS...

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Page 42 of 280

DO THE WORK TO **UNLEARN** BIASES YOU HOLD ABOUT INDIGENOUS PEOPLE BY EXPANDING YOUR KNOWLEDGE OF INDIGENOUS CULTURE. THINK ABOUT WAYS TO **AMPLIFY** INDIGENOUS VOICES. **ADVOCATE** FOR THE RETURN OF INDIGENOUS LAND.

## FOR THOSE WHO ARE INDIGENOUS...

---

CELEBRATING INDIGENOUS CULTURE CAN BE **EMPOWERING** AND BOLSTER MENTAL WELLBEING. REMEMBER YOUR ANCESTRAL INSTRUCTIONS, LANGUAGE, AND WAYS OF **HEALING**. YOU CAN REVITALIZE AND RECREATE THESE PRACTICES WITH YOUR **COMMUNITY**.



# Questions & answers



**From:** [noreply@esolutionsgroup.ca](mailto:noreply@esolutionsgroup.ca)  
**To:** [Clerks Office](#)  
**Subject:** New Response Completed for Council Delegation Request Form  
**Date:** Wednesday, April 17, 2024 12:57:01 PM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Please note the following response to Council Delegation Request Form has been submitted at Wednesday April 17th 2024 12:52 PM with reference number 2024-04-17-004.

- **Organization's Name (if applicable)**  
Oxford County Pride Committee
- **Name and Title of Primary Contact / Main Presenter**  
Tami Murray President Oxford Pride Committee
- **Street Address**  
[REDACTED]
- **Daytime Contact Number**  
[REDACTED]
- **Email address**  
[REDACTED]
- **Name and Title of Other Presenter (if applicable)**  
Tami Murray
- **Date you wish to present to Council**  
4/24/2024
- **How would you like to attend the Council meeting?**  
In-person
- **If attending an in-person council meeting , do you or any members of your party require accessibility accommodations?**  
N?A



- **Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome**

The purpose of the delegation is a proposed safe, well and inclusion bylaw. This request is in response to the atrocities experienced by the 2slgbtqai+ community in June 2023. Particularly the Drag story times hosted by the County and Woodstock Libraries in conjunction with Oxford Pride. The trauma our families, children, library staff and the pride team experienced due to protestors who blocked library door entry ways, while shouting profanities, calling us groomers, signs that displayed kill pedophiles and ultimately these people barged into the library space took it over, sat in chairs intended for children and refused to leave the space, attempting to preach and indoctrinate us via bible verses and implications that we are going to hell and their mission is to save children. While they block doorways, yelled and screamed horrible things, and didn't allow children or young mothers safely in the space to sit down. Prior to each story time Library staff were faced with harassing's phone calls, threats with implications of hurting children. Many families and children were escorted out of the back doors of the Ingersoll Library as they were intimidate, fearful and frankly scared to death of the grown ups who were claiming to want to save the children. When in fact they traumatized many children and their families, including library staff. No child should ever fear walking into a public library space and promptly leave in tears due to fear! It took over 40 minutes for police to negotiate these people out of the library space as they refused to move, and when they did they literally circled the group of children holding bibles in one hand, a sign in another stating "save the children" while they murmured prayer that was not asked for, wanted or appropriate for the space. Just for one moment imagine your a 6 year old child excited to attend a fun, activity filled story time at the library, you arrive with your family you are met with a group of angry, volatile grown ups yelling and screaming, you finally get into the building then they force themselves into the space and then encircle you with bibles. This as organized, intentional and had the sole purpose of impeding, threatening, and destroying the event. Now imagine for one moment if I planned the same sort of protest outside of a church! The actions and behaviors of these grown adults was planned, targeted, with the intent to project hate harm. Moving forward it makes sense to ensure that all families and children are safe and secure when attending pride events. Therefore I am purposing the development of a safe, well and inclusion bylaw that ensures the safety and security of families and children entering County/municipal spaces. Please see attached which is similar to the bylaw developed in Calgary.

- **Will you be providing any electronic information (i.e. a**

**presentation) beyond your summary above?**

No

- **If YES, please upload here (Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif)**

1. [The Safe.docx \[13.7 KB\]](#)

- **Have you appeared before council to discuss the same topic in the past?**

No

[This is an automated email notification -- please do not respond]

## The Safe, Wellness and Inclusive Access Bylaw Draft

This bylaw purposes to ensure that protests/protestors that object to or disapprove of any race, religion, sexual orientation, gender identity, gender expression, disability, age, place of origin, marital or family status, cannot be within 150 metres of building or public space entrances this particularly includes County, City or Township public spaces such as libraries, schools and recreation facilities. (Specifically, those facilitating events for families and children under the age of 16 years of age)

The bylaw also prohibits similar protests inside those facilities. Protestors are prohibited to take over public spaces based on the above outlined (This may also include outdoor space as well). Thus 150 meters distancing.

Protesters are not allowed to impede someone from entering or exiting a County, City or Township recreation facility or library one hour before and one hour after an event.

The changes also included adding the word “intimidation” to the existing Public Behaviour Bylaw, which restricts harassment of another person in a public space.

Offenders could face fines of up to \$10,000 and/or a year in prison. Repeat offences would result in a doubling or tripling of minimum fines.

The bylaw does not ban protests, however. Provides safe public spaces that promote inclusion, diversity and equity for all.

Tami Murray, MSW, RSW.

President, Oxford Pride Committee

**Treasury Board Secretariat      Secrétariat du Conseil du Trésor**

Office of the President      Bureau de la présidente

Whitney Block, Room 4320      Édifice Whitney, bureau 4320  
 99 Wellesley Street West      99, rue Wellesley Ouest  
 Toronto ON M7A 1W3      Toronto ON M7A 1W3  
**Tel.:** 416 327-2333      **Tél. :** 416 327-2333



Received April 9, 2024

Dear Head of Council:

Today I am proud to release Ontario's [first annual report on the Provincial Emergency Management Strategy and Action Plan](#), reporting on progress made to move emergency management forward in collaboration with our partners.

The report highlights key actions the province is taking in collaboration with partners to ensure that communities across Ontario are as safe and prepared as possible before, during and after emergencies. It also sets out future priorities that will guide our work moving forward to keep Ontarians safe.

We have made substantial investments, created new grant programs and expanded training opportunities to ensure that emergency management partners across Ontario have the resources and tools necessary to prepare for, and respond to, emergencies such as floods, wildland fires and cyber attacks.

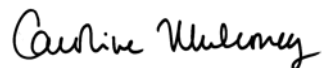
The province collaborated with municipal and Indigenous partners to highlight the progress we have made since releasing our plan in 2023. Those accomplishments include:

- Launching the [Community Emergency Preparedness Grant](#) to help communities and organizations purchase critical emergency equipment and supplies.
- Leading and participating in 85 emergency exercises and drills with government and non-governmental partners to strengthen emergency practice and preparedness.
- Launching the Provincial Exercise Program, a multi-year plan to exercise, test and strengthen multi-sector emergency plans and whole-of-government emergency response.
- Providing municipalities and provincial partners with resources to help them plan, set up and coordinate emergency exercises on their own.

The report demonstrates Ontario's leadership as the first jurisdiction in Canada to require annual and public reporting on progress made towards emergency management goals.

We are grateful for your valued partnership and look forward to continuing to work together to move emergency management forward.

Sincerely,

A handwritten signature in black ink, reading "Caroline Mulroney". The signature is written in a cursive, flowing style.

The Honourable Caroline Mulroney  
President of the Treasury Board  
Minister responsible for Emergency Management

c: Bernie Derible, Deputy Minister and Commissioner of Emergency Management,  
Treasury Board Secretariat

## Information Brief

### For the Housing Strategic Steering Committee

<b>Topic:</b>	Interruption in National Housing Strategy funding for Ontario
<b>Date:</b>	April 09, 2024
<b>To:</b>	Housing Service Managers of Ontario
<b>From:</b>	Housing Strategic Steering Committee (HSSC)

#### Issue

The federal government has paused approximately \$357 million in funding for social housing supports for Ontario, effective 1<sup>st</sup> April 2024, and by extension municipal Service Managers and District Social Services Administration Boards, under the National Housing Strategy (NHS).

The federal government is attributing this extraordinary decision to a lack of progress by the Government of Ontario in meeting the targets for building new affordable housing supply required under the CMHC-Ontario bilateral funding agreement.

The federal government asserts that Ontario has only met about 6% of the agreed upon supply expansion by year end of 2024-25, meaning 94% of the agreed upon supply, or over 18,000 new units of affordable housing supply, must be created over the next two years. The federal government does not believe this is possible.

The Government of Ontario disputes the federal government's assertion stating that the federal government does not recognize Ontario's calculation of how it is meeting the target for new affordable housing supply under the bilateral agreement.

The Government of Ontario appears to be sidestepping the specific issue of new affordable housing supply by pointing to exceeding the repair of existing affordable housing supply targets under the agreement.

For context, the Government of Ontario has revised its approach to calculating the creation of new market housing supply by including long-term care beds in addition to housing starts, and recently proposing to include retirement homes, student housing, and other institutional living arrangements in reaching its stated target of 1.5 million new homes over the next ten years. Utilizing alternative calculations to satisfy targets is not unprecedented practice.

In short, the Province of Ontario is claiming that the repair of existing affordable housing units is as, or more, important than creating new additional affordable

housing and should count towards the Federal government's new affordable housing supply target.

This interruption of funding under the bilateral agreement will result in disruptions to households and programs supported by Canada-Ontario Community Housing Initiative (COCHI), Ontario Priorities Housing Initiative (OPHI), and Canada-Ontario Housing Benefit (COHB).

Of particular concern is that households who are actively receiving COHB assistance are at risk of losing access to critical housing subsidy during this dispute and are at risk of homelessness: municipalities likely must prioritize backstopping these families. This must be addressed prior to the beginning of the new COHB reporting year (June 30, 2024), if not earlier. The Ministry has not yet confirmed if May payments will be impacted. During a housing and homelessness crisis, the impact of this funding loss will be thousands of households across Ontario at imminent risk of homelessness. This is unacceptable and should be rectified immediately by the federal and provincial government.

The Province of Ontario will continue to fund the Homelessness Prevention Program (HPP) and Indigenous Supportive Housing Program (ISHP) for 2024-25 which are independent of the bilateral agreement but has not committed to funding its share of the COCHI, OPHI, and COHB. It has also committed to providing regular updates to the 47 SMs/DSSABs on the status of funding under the Bilateral Agreement.

#### **Near-term Considerations for Service Managers and DSSABs:**

- Engage respective Councils and affordable housing sectors to advocate for the resolution of this conflict and timely continuation of funding.
- Advise respective Councils and affordable housing sectors of the overall situation and associated risks. In particular:
  - Determine the number of households at risk from the pause in funding, including COHB and OPHI Shared Delivery benefit recipients, and the required municipal investment to backstop these households to prevent homelessness;
  - Determine risks to projects and providers from the pause in COCHI and OPHI funding and the required municipal investment to backstop this loss and maintain progress on projects and support provider operations.

## **Medium to Long-term Considerations for Service Managers & DSSABs**

- Given the nationally unique arrangement of Service Managers and District Social Services Administration Boards responsible for the delivery of social services and supports in Ontario, should consider the merits and drawbacks of moving beyond bilateral funding arrangements in Ontario to direct funding agreements with the Federal government (consider Reaching Home or Rapid Housing Initiative), and/or trilateral funding agreements, to manage risks.

## **Background**

In 2017, the federal government announced Canada's 10-year National Housing Strategy to improve housing affordability outcomes for Canadians through the progressive realization of the right to housing.

In 2018, the federal and Ontario government signed a bilateral agreement under the National Housing Strategy that set out three cost-matched initiatives delivered by the Government of Ontario:

- Canada-Ontario Community Housing Initiative (COCHI) to support the repair and renewal of existing social housing.
- Ontario Priorities Housing Initiative (OPHI) prioritizing the development of new affordable rental.
- Canada-Ontario Housing Benefit (COHB) to provides households with a portable housing benefit for the private housing market.

According to the Financial Accountability Office of Ontario, the Province projects that 209,048 households will receive support from NHS programs by 2027-28. This includes 150,727 households supported by COCHI funding, 7,698 supported by OPHI funding and 50,623 supported by the COHB program.

The NHS agreement will also preserve federal funding for 131,067 social housing units in Ontario that was set to expire. In addition, the province must add 19,660 new rent-assisted units in social housing by 2027-28.



WHEREAS there is an unprecedented national housing affordability crisis nationally;

WHEREAS there is no for-profit supply-only trickle-down solution to ending the national housing affordability crisis;

WHEREAS substantial investments in ensuring the use of housing for homes are required to help end the national housing affordability crisis;

WHEREAS substantial investments in new affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in revitalizing existing affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in social support expansions are required to prevent families choosing between housing and other basic necessities of life to help end the national housing affordability crisis;

WHEREAS the national housing affordability crisis is most acute in Ontario;

WHEREAS unlike most Provinces and Territories in Canada, 47 Service Managers and District Social Service Administration Boards (SM/DSSAB) are responsible for delivering social supports, including housing affordability supports in Ontario;

WHEREAS many of these 47 SM/DSSABs in Ontario are larger than many provinces and territories in the country;

WHEREAS these 47 SM/DSSABs in Ontario lack the revenue and policy tools and powers of the Provincial and Federal governments to end the housing affordability crisis;

WHEREAS any reductions in funding from the Federal and Provincial governments risks the termination of critically needed housing and social supports for some of the most vulnerable across Ontario;

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments that the funding dispute must be resolved to limit mounting harms to some of Ontario's most vulnerable families;

BE IT RESOLVED that the Warden send urgent correspondence to the provincial and federal Ministers of Housing to confirm that financial support will continue for vulnerable households across Ontario currently in receipt of the Canada-Ontario Housing Benefit prior to May 31, 2024;

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments to continue to fund SMs/DSSABs an amount equivalent to the monies under the CMHC-Ontario Bilateral agreement in the National Housing Strategy until a new funding agreement can be reached.

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments to establish a trilateral table including the SMs/DSSABs, to negotiate the final 3 year tranche of funding under the National Housing Strategy.

## REPORT TO COUNTY COUNCIL

# Application for Official Plan Amendment OP 23-01-6 – Town of Ingersoll

**To:** Warden and Members of County Council

**From:** Director of Community Planning

## RECOMMENDATIONS

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1. That Oxford County Council approve Application OP 23-01-6, initiated by the Town of Ingersoll, to amend the policies of the Official Plan to incorporate provisions respecting additional residential units within the Town of Ingersoll, in accordance with provincial direction;
2. And further, that Council approve amendment No. 315 to the County of Oxford Official Plan and the necessary by-law be raised.

## REPORT HIGHLIGHTS

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- The proposed Official Plan Amendment would amend the policies of the Official Plan to facilitate additional residential units (ARUs) in the Low Density Residential Designation and Entrepreneurial Districts within the Town of Ingersoll where residential uses are already permitted, subject to meeting various criteria.
- Planning staff recommend that the application be approved to implement the changes introduced to the Planning Act through Bill 23 and Bill 97, and to provide an additional housing choice and opportunity for current and future residents in Ingersoll.

## IMPLEMENTATION POINTS

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

### Financial Impact

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

## Communications

The Town of Ingersoll has initiated an amendment to the Official Plan to implement policies to facilitate the development of additional residential units (ARUs).

A drop-in Open House was held on December 14, 2023, for members of the public to ask questions regarding ARUs. Thirteen people attended the session. There were several questions seeking clarification of the Planning Act requirements and the proposed regulations. Concerns that were raised focused on the requirement for a parking space to be provided and whether the provision of parking and other requirements would restrict properties from being eligible for additional units and/or impact the affordability of units.

Notice of Complete Application was published in the Oxford Review on March 2, 2023 and Notice of Public Meeting was published in the Oxford Review on March 7, 2024.

The Council of the Town of Ingersoll held public meetings on March 4, 2024 and April 8, 2024. Ingersoll Town Council recommended support of the Official Plan amendment at their meeting of April 8, 2024 and approved amendments to the Town's Zoning By-law, 'in-principle'.

As of the date of writing the report, Planning staff have received one email regarding the proposal. The email primarily comprised questions for clarification, but also appeared to indicate that the requirement for parking for each ARUs should be eliminated, particularly in the central area of the Town, to increase the number of lots that would be eligible for an ARU, decrease car usage, and improve the affordability of ARUs.




## 2023-2026 STRATEGIC PLAN

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Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report support the following strategic goals.

## Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
<p>Goal 1.1 – 100% Housed</p> <p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>	<p>Goal 2.2 – Preserve and enhance our natural environment</p>	<p>Goal 3.2 – Collaborate with our partners and communities</p> <p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

### Background

**Applicant:** Town of Ingersoll  
 130 Oxford Street (2<sup>nd</sup> Floor), Ingersoll ON N5C 2V5

**Location:**

The proposed Official Plan Amendment would apply broadly to all lands within the Town of Ingersoll.

**County of Oxford Official Plan:**

The proposed amendments to the Official Plan will modify the policies for Low Density Residential areas and the Entrepreneurial District designation to facilitate Additional Residential Units.

**Town of Ingersoll Zoning By-Law 04-4160:**

The proposed amendments to the Town's Zoning By-Law will amend the following sections of the Zoning by-law:

- Section 4 – Definitions – to add a definition of an ARU and Principal Dwelling, and amend the definitions of Converted Dwelling and Dwelling Unit Area;
- Section 5 – to add new General Provisions respecting ARUs and Converted Dwellings; and,

**Report CP 2024-130**  
**COMMUNITY PLANNING**  
**Council Date: April 24, 2024**

- Sections 6.1, 7.1, 8.1, and 11.1 – to add ARUs as a permitted use in various zones that permit residential uses.

### Proposal:

Applications to amend the Official Plan and the Town of Ingersoll Zoning By-law have been initiated to facilitate the development of additional residential units (ARUs) throughout the Town of Ingersoll.

The Planning Act, as amended, requires municipalities to permit two ARUs on ‘any parcel of urban residential land’ (meaning a parcel of land within an area of settlement on which a residential use, other than an ancillary residential use, is permitted by by-law and that is served by municipal water and wastewater services) that contains a single detached, semi-detached or row house dwelling.

The Planning Act requires that up to two ARUs may be located within the principal dwelling on a lot, or one ARU could be located within the principal dwelling and/or one ARU within a detached accessory building.

The general intent of the proposed amendment to the Official Plan policies is to ensure consistency with the current Provincial direction on ARUs, while also establishing appropriate review criteria to inform and support the development of appropriate zoning provisions for the Town. The proposed approach will also allow the Town to utilize other local implementation measures, such as licensing, servicing standards, and property standards, where deemed to be appropriate.

### Comments

#### 2020 Provincial Policy Statement

The policies of Section 1.1 of the Provincial Policy Statement direct that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for the planning period. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.

The 2020 amendments to the PPS introduced a number of new and updated policies intended to increase the supply and mix of housing, including:

- Requiring that a range of housing options and densities be planned for in order to meet projected housing demand;
- Added references to the terms ‘affordable’ and ‘market-based’ in the policies pertaining to the determination of housing need;
- Requiring that planning decisions be aligned with local housing and homelessness plans; and,
- Adding specific references to the term ‘additional residential units’ in the housing policies.

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**COMMUNITY PLANNING**  
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The term 'additional residential units' is specifically referenced in two sections of the PPS (Sections 1.1 and 1.4). However, the following policies are the most relevant in terms of providing direction on Provincial expectations:

Section 1.4 – Housing, which states that Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by permitting and facilitating all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3.

The PPS does not include a definition of Additional Residential Unit, but includes reference to the term within the definitions of 'Housing Options' and 'Residential Intensification'.

The above noted PPS policies generally require that municipalities provide for a range and mix of housing options and densities to meet projected need in appropriate locations by permitting and facilitating all types of residential intensification, including additional residential units. However, this direction also needs to be balanced with various other PPS policies pertaining to such matters as the protection of prime agricultural areas and other natural resources, land use compatibility, consideration of natural and man-made hazards, ensuring development is appropriately serviced, and directing growth and development to settlement areas.

#### Official Plan

The policies of the Official Plan that are specifically related to Ingersoll do not currently contain policies that specifically address the current Provincial direction with respect to ARUs. However, the Plan does contain policies that permit Town Council to zone areas or properties to permit single detached, semi-detached and townhouse dwellings to be converted into two residential units and to be converted into more than two units, if a number of criteria can be met, including:

- that the area is characterized by a mixture of dwelling types;
- lot sizes are generally sufficient to accommodate the required parking without detracting from the visual character of the area; and
- the existing dwellings are generally of sufficient size to accommodate the creation of additional dwelling units.

The policies further state that the Zoning By-law may limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-law may also limit the extent of structural changes or additions that may be permitted. In addition, the policies state that converted dwellings with more than two dwelling units may be subject to site plan control.

The Plan also contains policies with respect to rear yard infilling in residential areas which allow for various forms of residential development in a rear yard including, but not limited to, the construction of a residential structure behind a building facing a street, the conversion of secondary structures for residential purposes and establishment of a granny flat or garden suite.

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**COMMUNITY PLANNING**  
**Council Date: April 24, 2024**

A number of criteria are provided for evaluating such forms of development, including:

- the nature of the proposed development will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- the exterior layout in terms of height, bulk, scale and layout of the proposed building is consistent with the present land uses in the area;
- the siting of any buildings and parking areas in relation to the size, configuration and topography of the lot is such that the effect on light, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street is required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide snow storage; and
- such development may be subject to site plan control.

These existing Official Plan policies currently allow Town Council to zone properties or areas to allow for the establishment of an additional residential unit in a single detached, semi-detached or townhouse dwelling and/or in an ancillary structure on a residential property, in a similar manner to the current Provincial direction on ARUs.

These policies provide the general framework for the incorporation of specific ARU policies into the Official Plan. However, they require further review and amendment to ensure they clearly reflect current Provincial direction on ARUs, including ensuring they specifically reference the term Additional Residential Units and direct that the Area Municipalities must establish Zoning to authorize the use of ARUs in accordance with the applicable Planning Act requirements and Official Plan policies.

### Agency Comments

The applications and draft amendments were circulated to agencies for comment on February 7, 2023 and recirculated to Town staff and County Public Works on January 17, 2024.

Upper Thames River Conservation Authority (UTRCA), Town of Ingersoll Engineering and Town of Ingersoll Building Services staff have indicated that they have no comments or concerns with the proposed policies and zoning provisions.

County of Oxford Public Works has indicated that they have no comments or concerns provided that a Form F060 for confirming adequate municipal water and wastewater servicing is submitted and signed off by County Public Works prior to the issuance of a Building Permit for an ARU. This requirement has been included in the proposed zoning provisions and would require Building Services to advise applicants of this requirement.

### Planning Analysis

As indicated, the purpose of the application for Official Plan amendment is to broadly permit ARUs in low density residential areas throughout the Town of Ingersoll, in-keeping with the recent legislative changes that have been enacted by the Provincial government.



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**COMMUNITY PLANNING**  
**Council Date: April 24, 2024**

The proposed amendments are consistent with the Provincial Policy Statement's direction to promote intensification within existing building stock, efficiently use land and resources, provide for an appropriate range and mix of housing types and densities to meet the requirements of current and future residents of the Town by permitting additional units.

The proposed amendments to the Official Plan would predominantly affect the Low Density Residential policies for the Town of Ingersoll as contained in Section 9.2, with some minor amendments to Section 9.3 also proposed to provide references to ARUs in the policies for the Entrepreneurial District. The key elements of the proposed policy amendments include:

- referencing the term 'additional residential units (ARUs)' as a permitted use throughout the relevant Low Density Residential, infill and intensification policies;
- requiring that the Town's Zoning By-law establish specific zoning provisions that must be met to allow ARUs to be established on a lot;
- establishing that ARUs are permitted in single detached, semi-detached and street townhouse dwellings where the Town is satisfied that various development review criteria can be met, such as:
  - maximum of two ARUs per lot (i.e. two ARUs within the principal dwelling or one ARU within the principal dwelling and one in a detached accessory building on the same property);
  - ARUs are to be clearly secondary and subordinate to the principal dwelling and limited in size to maintain affordability and minimize potential impacts on infrastructure and public service facilities;
  - the principal dwelling must have direct, individual vehicular access to a public street;
  - dwellings and lots are large enough to accommodate the ARU and provide for adequate parking, landscaping, and outdoor amenity areas;
  - the existing infrastructure and public service facilities servicing the area are adequate to accommodate the establishment of ARUs;
  - ARUs are not permitted where a lot or dwelling already contains other accessory residential units/uses (e.g. boarding/lodging house, garden suite, converted dwelling unit, bed and breakfast); and,
  - potential impacts on environmental and/or heritage resources and any environmental constraints (e.g. natural or man-made hazards, noise, vibration, emissions, etc.) can be adequately addressed.
- an ARU cannot be severed from the lot containing the principal dwelling; and,
- the Town may consider the use of other supplementary tools and measures to assist in ensuring ARUs are appropriately regulated, including registration and/or licensing, parking regulations, new/updated property standards by-laws, etc.

The proposed Official Plan Amendment can be considered appropriate as it will facilitate permissions for two ARUs per lot (excluding the principal dwelling) within a single detached dwelling, semi-detached dwelling, or townhouse dwelling (or a structure accessory thereto), subject to a number of review criteria to ensure that the ARUs remain appropriately sized, front on public streets and are not located in areas that are subject to natural hazards or servicing constraints.

## CONCLUSIONS

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Planning staff are of the opinion that the proposed Official Plan Amendment attached to and described in this report is appropriate, complies with and implements the Provincial direction respecting ARUs and Planning staff recommend that County Council approve the proposed revisions to the Official Plan policies that implement Provincial direction regarding ARUs.

## SIGNATURES

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### Report author:

Original signed by \_\_\_\_\_

Heather St. Clair, MCIP, RPP  
Senior Planner

### Departmental approval:

Original signed by \_\_\_\_\_

Gordon K. Hough, RPP  
Director

### Approved for submission:

Original signed by \_\_\_\_\_

Benjamin R. Addley  
Chief Administrative Officer

## ATTACHMENTS

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Attachment 1 – Proposed Policy Changes (track change version)  
Attachment 2 – Official Plan Amendment No. 315

**Excerpts from County of Oxford Official Plan, Chapter 9.0 Town of Ingersoll Land Use Policies  
Sections 9.2 Housing and Development and Residential Areas and 9.2.4 Low Density Residential Areas  
(Pages 9.2-13 - 9.2.15)**

**9.2.4 Low Density Residential Areas**

**DESCRIPTION**

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 dwellings, semi detached and duplex dwellings, additional residential units, converted dwellings, quadraplexes, townhouses, and low density cluster *development*.

In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not ~~intended~~ however intended, however, that the full range of housing will be permitted in every individual neighbourhood or *development* and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential areas are identified on Schedule I-2.

**DENSITY**

The maximum *net residential density* for an individual *development* in the Low Density Residential areas is 30 units per hectare (12 units per acre) and no building shall exceed three stories in height at grade.

Within areas of new Low Density Residential *development*, the minimum overall *net residential density* shall be 15 units per hectare (6 units per acre). Individual *development* proposals may be approved at lower *net residential densities* provided that opportunities are available to achieve the minimum overall density requirement through *development* elsewhere in the Low Density Residential areas. To achieve this density target, Town and County Councils may consider a variety of lot sizes and configurations, the development of low rise multiple units and may consider narrower road widths and private roads within multiple unit condominium developments in areas of new Low Density Residential *development*.

**CRITERIA FOR  
MULTIPLE UNITS**

Multiple unit dwellings, such as townhouse and cluster *developments* with internal roads in Low Density Residential areas, will generally be restricted to the following areas:

- sites which abut arterial or collector roads or are situated such that traffic impacts from the site create a minimum disturbance on local streets;
- sites where the topography or other natural features would be best preserved by fewer buildings;
- sites which are close to shopping, recreation, cultural and community facilities.

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Notwithstanding the above criteria, street-oriented multiples such as street townhouses, quadraplexes and converted dwellings may be permitted on local streets.

### 9.2.4.1 Infill Housing

For the purposes of this Plan, infill housing is defined as the placement of new residential *development* into established built-up areas on vacant or underutilized sites. In order to efficiently utilize the designated residential land and municipal servicing *infrastructure*, infill housing will be supported in Low Density Residential areas. The County Land Division Committee and Town Council will be guided by the following policies when considering proposals for infill *development* in Low Density Residential areas.

#### 9.2.4.1.1 Street Oriented Infill

The introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be consistent with the characteristics of existing *development* on both sides of the same street. In order that street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the Town Council and the County Land Division Committee will ensure that:

- the proposal is consistent-compatible with street frontage, lot area, setbacks and spacing of existing *development* within ~~the immediate residential area~~ area two block area of the same street;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area; and
- the proposal complies with Section 9.2.4.1.4.

#### 9.2.4.1.2 Backyard Infill

In Low Density Residential areas, backyard infill *development* may involve ~~the construction of a new residential dwelling unit behind a building facing a street, the conversion of a secondary structures for residential purposes and residential development~~ on lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized or obsolete industrial, commercial or institutional sites.

EVALUATION  
CRITERIA

Amendment No. 207

## County of Oxford Official Plan

Amendment No. 207

Backyard infill may involve the *development* of existing lots ~~of record and or~~ the creation of new lots by consent. *Additional residential units and garden suites may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Section 9.2.4.3 and Section 10.3.9, respectively.*

Notwithstanding Section 10.3.9, a temporary dwelling, including a garden suite shall not be permitted as a form of backyard infill housing.

EVALUATION  
CRITERIA

When considering such proposals, the Town Council and the County Land Division Committee will be guided by Section 9.2.4.1.4 and the following criteria:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;
- for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area;
- the siting of both buildings and parking areas in relation to the size, configuration and topography of the lot is such that effect on shadowing, view and privacy of adjacent yards is minimal;
- direct vehicular access to a public street will be required and driveways will have sufficient width to allow efficient vehicular use and turning of both private and emergency vehicles and to provide for snow storage;
- proposed multiple unit use is consistent with the multiple unit requirements for Low Density Residential areas.

### 9.2.4.1.3 Infill Subdivision

In addition to the policies of Sections 9.2.4.1.4 and 10.3.3, Subdivision of Land, where infill *development* is proposed on vacant or underutilized sites within established residential areas by plan of subdivision Town Council and County Council will ensure that:

- the nature of the proposed residential *development* will be evaluated having regard to the type of housing found in the surrounding residential neighbourhood;

PARKING

Adequate off-street parking and outdoor amenity areas will be provided;

HERITAGE

Conversions which result in the preservation and/or upgrading of buildings considered by Town Council to be of architectural or historical significance may be permitted to exceed the density limitations of Low Density Residential areas if the policies of Section 10.3.10 are satisfied;

ENVIRONMENT

The effect of the proposed development on environmental resources and the effect of environmental constraints on the proposed *development* will be addressed and mitigated in accordance with Section 3.2.

### **9.2.4.3 Additional Residential Units and Converted Dwellings**

**ADDITIONAL  
RESIDENTIAL  
UNITS**

#### **9.2.4.3.1 Additional Residential Units (ARUs)**

The development of *additional residential units* (ARUs) within the Low Density Residential Areas and the Entrepreneurial Districts, shall be encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the low density character of the housing and neighbourhoods comprising such areas.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Town has deemed it to be appropriate based on such considerations as the location, existing level of services and presence of natural hazards and/or other constraints.

To this end, Town Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or street townhouse dwelling or a structure ancillary to such a dwelling where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of up to two units in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- *additional residential unit(s)* shall not generally be permitted on a lot that contains a boarding/lodging house, converted dwelling, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;

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- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling, and, have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling. The Town may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- the principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general architectural character of the principle dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all additional residential units shall generally use the same driveway and parking area as the principal dwelling. New additional driveways will generally not be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupants use and emergency purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not be negatively affect adequate properties;
- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns will not be created or intensified (e.g. due to proximity to industrial areas or *major facilities*);

## County of Oxford Official Plan

- the location of the proposed *additional residential unit(s)* and related services and outdoor amenity areas shall comply with all other applicable policies including but not limited to: Section 3.2, Environmental Resources Policies, and, Section 3.3, Cultural Resources Policies; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

### ADDITIONAL RESIDENTIAL UNITS IN AN ANCILLARY BUILDING

The following additional criteria shall apply to the establishment of an additional residential unit in a structure ancillary to a single detached, semi-detached or street townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for privacy for the occupants of the additional residential unit, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

### SEVERANCE

Additional residential units must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.



## County of Oxford Official Plan

### ZONING

The Town's Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the Town including, but not limited to: lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; parking and access.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features that are permitted (e.g. building additions, doorways, windows, stairways, decks, etc.).

The zoning provisions for *additional residential units* will be implemented through a comprehensive, Town initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

### OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the Town may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

#### **9.2.4.3.2 Converted Dwellings**

### CONVERTED DWELLINGS

Within Low Density Residential areas, ~~Town Council may zone areas to permit detached, semi-detached and townhouse dwellings to be converted into two residential units.~~ Town Council may zone areas to permit the conversion of a principal dwelling into up to four dwelling units per lot in accordance with the following criteria:

### CRITERIA FOR MORE THAN TWO UNITS

In addition ~~Town Council may zone areas within the Town to permit the conversion of dwellings for up to four dwelling units per building. Areas may be zoned to permit converted dwellings with up to four units on the basis of the following criteria:~~

## County of Oxford Official Plan

- the area is characterized by a mixture of residential dwelling types including detached, semi detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are generally sufficient to accommodate the required provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas without detracting from the visual character of the area;
- existing dwellings s ~~units~~ are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

### NO FURTHER CONVERSION

Where an additional residential unit has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

### ZONING

The Zoning By-law will limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling, the Zoning By-law may also limit the extent of structural additions or changes that would be permitted.

### SITE PLAN CONTROL

Any converted dwelling with up to four units may be subject to site plan control.

### SITE DESIGN POLICIES

When considering a specific proposal for multiple unit *development* in the Low Density Residential area, Town Council will be satisfied that the policies of Section 9.2.7 are adequately addressed.

### **9.2.4.4 Specific Development Policies**

In specified areas, the nature, scale, location and design criteria may be varied to meet specific policy objectives or to accommodate the unique characteristics of the area. Low Density Residential area where specific policies apply, in addition to the relevant policies of this section are identified as follows:

#### 9.2.4.4.1 South Ingersoll Secondary Plan Residential Lands

Residential lands that are bounded by Holcroft Street to the north, the Town limits to the east, Highway 401 to the south, and Whiting Street to the west are subject to the following policies:

Amendment No. 64

SITE DESIGN  
POLICIES

In addition to the policies of Section 9.2.7, the following policies will apply. These policies will be referred to during the Site Plan Control process to ensure that new *development* and redevelopment are attractive and complement existing *development* in the Central Business District, respect existing *heritage resources* and promote a pedestrian environment.

Town Council will be satisfied that the following objective has been considered:

SPECIAL NEEDS

The needs of the elderly, persons with disabilities and other special needs groups will be adequately accommodated in the design of *development*.

SPECIFIC  
DEVELOPMENT  
POLICIES

The following policies, in addition to the relevant policies of this section, apply to specific areas within the Central Business District. These specific policies are required to provide guidance for further *development*.

9.3.2.3.1.1 West Side of John Street between Bell Street and Victoria Street

AMENDMENT No. 116

The lands designated Central Business District on the west side of John Street, between Bell Street and Victoria Street as shown on Schedule I-1 shall be developed to a maximum of 21 multiple dwelling units on those lands, being approximately 2,837 m<sup>2</sup> (30,538.2 ft<sup>2</sup>) in area.

9.3.2.3.1.2 50 Thames Street South

AMENDMENT No. 230

On those lands described as Lots 19-21, Part Lots 18, 22, & 127, Block 34, Plan 279, in the Town of Ingersoll and located on the west side of Thames St South, south of the Thames River, and municipally known as 50 Thames St South, an indoor self-storage facility may be permitted.

9.3.2.3.1.3 157 Thames Street North

AMENDMENT No. 276

Notwithstanding any policies of the Official Plan to the contrary, a triplex may be permitted on the subject lands without a ground floor commercial component.

9.3.2.3.2 Entrepreneurial District

LOCATION

The boundaries of the Entrepreneurial District are shown on Schedule I-1 and represent the area proposed for a range of commercial and business *development* opportunities through the

## County of Oxford Official Plan

conversion of existing residential dwellings and new *development* or redevelopment. Within the Entrepreneurial District the continuation of residential uses is also anticipated. It is intended that *development* in this District will result in a mixture of land uses. Reference should be made to Section 1.5 regarding the interpretation of the boundaries to the Entrepreneurial District on Schedule I-1.

### PERMITTED USES IN EXISTING BUILDINGS

Permitted uses in existing buildings within the Entrepreneurial District designation may include but will not be limited to the following:

- residential uses including single-detached dwellings, semi-detached dwellings, additional residential units, converted dwellings, and bed and breakfast establishments, in accordance with the policies of Section 9.2;
- rooming, boarding and lodging houses, converted dwellings and special needs housing in accordance with the policies of Section 9.2.2.4;
- commercial uses including offices, personal services, business supply and services, repair and service shops for, as an example, small appliances as well as clinics and commercial schools;
- small-scale industrial uses including traditional *cottage industry* and associated retail, studios and galleries, limited distribution, fabrication and assembly uses and computer and electronic data processing uses;
- minor institutional uses as provided for in Section 9.4.3;
- residential units in association with a commercial, institutional or business use are also permitted.

It is the intent of this Plan that such uses be located in the existing buildings of the Entrepreneurial District in order to preserve and maintain the character of this area through renovation and recycling of buildings.

The Zoning By-law may limit the range of uses on a particular site.

### PERMITTED USES FOR REDEVELOPMENT AND VACANT LANDS

Town Council may give consideration to the *development* of new Low, Medium and High Density Residential uses, business, professional and administrative offices and minor institutional uses in the Entrepreneurial District if they are satisfied that the existing building is not of any architectural significance to merit renovation.

## THE COUNTY OF OXFORD

BY-LAW NO. **6628-2024**

**BEING** a By-Law to adopt Amendment Number 315 to the County of Oxford Official Plan.

**WHEREAS**, Amendment Number 315 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Ingersoll and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

**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 315 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 24<sup>th</sup> day of April, 2024.

READ a third time and finally passed this 24<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN, WARDEN

\_\_\_\_\_  
CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 315  
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following Plan attached hereto as explanatory text, constitutes  
Amendment Number 315 to the County of Oxford Official Plan.

## 1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to amend the policies of Section 9.2.4 of the Official Plan respecting Low Density Residential Districts, and Section 9.3.2.3.2 respecting Entrepreneurial Areas to reflect legislative changes made to the Planning Act to permit Additional Residential Units broadly throughout residential areas of serviced settlements.

## 2.0 LOCATION OF LANDS AFFECTED

This Amendment will generally apply broadly to all areas within the Town of Ingersoll.

## 3.0 BASIS FOR THE AMENDMENT

Bill 23, *More Homes Built Faster Act* received Royal Assent on November 28, 2022 and made a number of amendments to the *Planning Act* and the *Development Charges Act* intended to increase the availability and affordability of housing. One of the amendments to the *Planning Act* requires municipal Official Plans to contain policies that permit the use of up to three residential units on a residential lot within a settlement serviced by both municipal drinking water and wastewater disposal services, and any policies that have the effect of prohibiting such units will have no effect. The additional units may be in the form of two units within (and in addition to) the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling or one additional unit within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling and one additional unit in an ancillary building.

This Official Plan amendment amends the policies for the Town of Ingersoll respecting Additional Residential Units (ARUs). The policy amendments regarding ARUs generally apply to all the lands within the Town of Ingersoll as shown on Schedule I-1 of the Official Plan.

It is the opinion of Staff that the proposed Official Plan Amendment is consistent with the Provincial Policy Statement and implements the legislative changes enacted by the Province regarding Additional Residential Units, and that the amendment supports the objectives and strategic initiatives of the Official Plan.

## 4.0 DETAILS OF THE AMENDMENT

- 4.1 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby further amended by adding the term 'additional residential units' so that the subsection titled DESCRIPTION shall read as follows:

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 dwellings, semi-detached and duplex dwellings, *additional residential units*, converted dwellings, quadraplexes, townhouses, and low density cluster *development*. In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

It is not intended, however, that the full range of housing will be permitted in every individual neighbourhood or *development* and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential areas are identified on Schedule I-2.

- 4.2 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby amended by deleting the final paragraph of the subsection titled CRITERIA FOR MULTIPLE UNITS and replacing it with the following paragraph:

Notwithstanding the above criteria, street-oriented multiples such as street townhouses, quadraplexes and converted dwellings may be permitted on local streets.

- 4.3 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.1, Street Oriented Infill, as amended, is hereby amended by deleting the word “consistent” from the first bullet point and replacing it with the word “compatible” so that the bullet point shall read as follows:

- the proposal is compatible with street frontage, setbacks and spacing of existing *development* within a two block area on the same street;

- 4.4 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.2, Backyard Infill, as amended, is hereby amended by deleting the first two paragraphs of the section and replacing them with the following:

In Low Density Residential areas, backyard infill *development* may involve new residential *development* on lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized or obsolete industrial, commercial, or institutional sites.

Backyard infill may involve the *development* of existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Section 9.2.4.3 and Section 10.3.9, respectively.

- 4.5 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.3, Converted Dwellings, as amended, is hereby amended by deleting the entire section and replacing it with the following new section 9.2.4.3:

#### **9.2.4.3.1 Additional Residential Units (ARUs)**

##### **ADDITIONAL RESIDENTIAL UNITS**

The development of *additional residential units* (ARUs) within the Low Density Residential Areas and the Entrepreneurial Districts, shall be encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the low density character of the housing and neighbourhoods comprising such areas.



The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Town has deemed it to be appropriate based on such considerations as the location, existing level of services and presence of natural hazards and/or other constraints.

To this end, Town Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or street townhouse dwelling or a structure ancillary to such a dwelling where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of up to two units in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- *additional residential unit(s)* shall not generally be permitted on a lot that contains a boarding/lodging house, converted dwelling, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;
- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling, and, have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling. The Town may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- the principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general architectural character of the principle dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all additional residential units shall generally use the same driveway and parking area as the principal dwelling. New additional driveways will generally not be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupant use and emergency purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not be negatively affect adequate properties;

- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns will not be created or intensified (e.g. due to proximity to industrial areas or *major facilities*);
- the location of the proposed *additional residential unit(s)* and related services and outdoor amenity areas shall comply with all other applicable policies including but not limited to: Section 3.2, Environmental Resources Policies, and, Section 3.3, Cultural Resources Policies; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

#### ADDITIONAL RESIDENTIAL UNITS IN AN ANCILLARY BUILDING

The following additional criteria shall apply to the establishment of an *additional residential unit* in a structure ancillary to a single detached, semi-detached or street townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

#### SEVERANCE

*Additional residential units* must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

## ZONING

The Town's Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the Town including, but not limited to, lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; and parking and access.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features that are permitted (e.g. building additions, doorways, windows, stairways, decks, etc.).

The zoning provisions for *additional residential units* will be implemented through a comprehensive, Town initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

## OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the Town may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

#### 9.2.4.3.2 Converted Dwellings

## CONVERTED DWELLINGS

Within Low Density Residential areas, Town Council may zone areas to permit the conversion of a principle dwelling into up to four dwelling units per lot in accordance with the following criteria:

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas; and,
- existing dwellings are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

## NO FURTHER CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

## ZONING

The Zoning By-law will limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling the Zoning By-law may also limit the extent of structural additions or changes that would be permitted.

*SITE DESIGN  
POLICIES*

When considering a specific proposal for multiple unit *development* in the Low Density Residential area, Town Council will be satisfied that the policies of Section 9.2.7 are adequately addressed.

- 4.6 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.3.2.3.2, Entrepreneurial District, as amended, is hereby amended by adding the term '*additional residential units*' to the first bullet of the subsection titled PERMITTED USES IN EXISTING BUILDINGS so that it shall read as follows:

- residential uses including single-detached dwellings, semi-detached dwellings, *additional residential units*, converted dwellings, and bed and breakfast establishments, in accordance with the policies of Section 9.2;

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.

## REPORT TO COUNTY COUNCIL

# Application for Official Plan Amendment South-West Ingersoll Secondary Plan OP 24-03-6 – Town of Ingersoll

**To:** Warden and Members of County Council

**From:** Director of Community Planning

## RECOMMENDATIONS

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1. That Oxford County Council adopt the South-West Ingersoll Secondary Plan, prepared by Dillon Consulting Group, dated January 2024, with minor edits to the proposed boundary, as recommended by the Town of Ingersoll;
2. And further, that Oxford County Council approve application OP 24-03-6, as submitted by the Town of Ingersoll, to amend the Official Plan with respect to the South-West Ingersoll Secondary Area to redesignate the subject lands to facilitate a range of new land uses, including 'Low Density Residential', 'Medium Density Residential', 'Service Commercial', 'Industrial' and 'Prime Industrial' and that the necessary by-law to approve the required Official Plan amendment be raised.

## REPORT HIGHLIGHTS

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- The intent of the Official Plan amendment is to redesignate lands that have been recently annexed into the Town of Ingersoll from 'Agricultural Reserve' and 'Future Urban Growth' to 'Low Density Residential', 'Medium Density Residential', 'Service Commercial', 'Industrial' and 'Prime Industrial'.
- The Official Plan amendment will implement the recommendations of the South-West Ingersoll Secondary Plan, with minor edits to the proposed boundary, and include additional 'Open Space' and 'Environmental Protection' designations, as outlined in the Secondary Plan.
- The proposal is consistent with the relevant policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan and can be supported from a planning perspective.

## IMPLEMENTATION POINTS

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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 impact beyond what has been approved in the current year's budget.

### Communications

Community engagement for the Secondary Plan review began in May 2022. The Town of Ingersoll held two rounds of public consultation in November 2022 and April 2023, and a project website was created to provide an opportunity for information sharing and establishing feedback. The process also included the establishment of a technical advisory committee, stakeholder consultation and Indigenous community engagement.

In addition to the public consultation relating to the secondary planning exercise, notice of complete application and public meeting regarding the proposed Official Plan Amendment were provided on February 22, 2024 in the Oxford Review, in accordance with the requirements of the Planning Act, and the Town of Ingersoll held a public information session on March 4, 2024 as well as a formal public meeting on April 8, 2024.

One comment was received from the property owner of the westerly residential lands (located between Hamilton Road and Thomas Road), expressing concerns with respect to the 'Open Space' designation proposed for these lands associated with the Minimum Distance Separation (MDS) setback from a livestock facility to the west. This MDS issue is addressed in the 'Planning Analysis' section of this report.

One additional comment was provided at the public meeting of Town Council on April 8, indicating concerns with respect to lack of public engagement and concerns surrounding the proposed 'Medium Density Residential' policies providing limited housing options for seniors.

Ingersoll Town Council recommended support of the amendment at their regular meeting on April 8, 2024.



## 2023-2026 STRATEGIC PLAN

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Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following strategic goals.

### Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
<p>Goal 1.1 – 100% Housed</p> <p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>	<p>Goal 2.2 – Preserve and enhance our natural environment</p>	<p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

### Background

#### Applicant:

Town of Ingersol  
 130 Oxford Street, Ingersoll ON, N5C 2V5

#### Location:

The subject lands are generally described as all or parts of Lots 17-23, Concession 2, West Oxford and all or parts of Lots 24-25, Concession 1, West Oxford. The subject lands are further described as the lands within the 2021 South-West Oxford Boundary Adjustment area, including lands located on the southeast side of Ingersoll (located north of Highway 401, east of Harris Street), lands located on the south side of Highway 401 (lying north of Curry Road, between Plank Line and Union Road), and lands on the west side of Ingersoll (located west of Ingersoll Street South between Highway 401 and the Thames River). The extent of the lands subject to this amendment are illustrated on the attached plates and schedules.

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**COMMUNITY PLANNING**  
**Council Date: April 24, 2024**

### County of Oxford Official Plan:

#### Existing:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Agricultural Reserve Future Urban Growth Industrial Open Space Environmental Protection
Appendix "2-1"	County of Oxford Mineral and Petroleum Resources	Limestone Resource Area

#### Proposed:

Schedule "C-3"	County of Oxford Settlement Strategy Plan	Large Urban Centre
Schedule "I-1"	Town of Ingersoll Land Use Plan	Residential Service Commercial Open Space Environmental Protection Industrial Prime Industrial Adjacent Lands
Schedule "I-2"	Town of Ingersoll Residential Density Plan	Low Density Residential Medium Density Residential
Schedule "I-3"	Town of Ingersoll Leisure Resources and School Facilities	Open Space Environmental Protection
Schedule "I-4"	Town of Ingersoll Transportation Network Plan	Planned Collector Road

### Proposal

The Town of Ingersoll has initiated an amendment to the Official Plan to implement changes proposed through the completion of the South-West Ingersoll Secondary Plan and to facilitate development on lands that were annexed into the Town of Ingersoll corporate boundary in 2021.

The subject lands comprise approximately 620 ha (1,532 ac) and for the purpose of the Secondary Plan, are further described as follows:

- the east lands, which comprise approximately 60 ha (148 ac) on the southeast side of Ingersoll, located north of Highway 401, east of Harris Street;
- the south lands, which comprise approximately 280 ha (692 ac) on the south side of Ingersoll, located south of Highway 401, north of Curry Road, between Plank Line and Union Road, and;



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- the west lands, which comprise approximately 280 ha (692 ac) located on the west side of Ingersoll, west of Ingersoll Street South, between Highway 401 and the Thames River.

The subject lands were incorporated into the Town of Ingersoll from the Township of South-West Oxford on January 1, 2021 to provide additional opportunities for future industrial growth, service commercial and residential development. The Town initiated a secondary plan for the area and retained Dillon Consulting to undertake the necessary background work to support the redesignation of the subject area to facilitate future development. The background work completed by the consulting team includes detailed study of land use, environmental features, development constraints, traffic and municipal servicing, cultural heritage features and an agricultural impact assessment.

To facilitate community engagement throughout the process, which began in May 2022, the Town held two rounds of public consultation in November 2022 and April 2023, and a project website was created to provide an opportunity for information sharing and establishing feedback.

Based on this consultation and review, the draft Ingersoll Secondary Plan was prepared and presented to Town Council at a public meeting on March 4, 2024. This Secondary Plan is intended to guide the future development of the lands within the South-West Ingersoll Secondary Plan Area and to direct the redesignation of the lands as detailed below. The Secondary Plan, as prepared by Dillon Consulting, is attached to this report as Attachment 3.

Plate 1 – South-West Ingersoll Secondary Plan Area, identifies the location of the lands subject to the South-West Ingersoll Secondary Plan Area.

Plate 2 – South-West Ingersoll Secondary Plan, Land Use Designations, illustrates the proposed land uses within the study area.

## Comments

### 2020 Provincial Policy Statement

Section 1.1.2 of the Provincial Policy Statement (PPS) states that sufficient lands shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years.

Section 1.1.3 further states that the vitality and regeneration of settlement areas is critical to the long-term economic prosperity of our communities. It is in the interest of all communities to use land and resources wisely, to promote efficient development patterns, protect resources, promote green spaces, ensure effective use of infrastructure and public service facilities and minimize unnecessary public expenditures.

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Section 1.1.3.1 directs that Settlement Areas will be the focus of growth and development and Section 1.1.3.2 states that land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources; are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; minimize negative impacts to air quality and climate change, and promote energy efficiency; support active transportation; are transit-supportive, where transit is planned, exists or may be developed; and are freight-supportive.

Section 1.1.3.8 states that a planning authority may identify a settlement area or allow for the expansion of a settlement area boundary only at the time of a comprehensive review and only where it has been demonstrated that:

- sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment and designated growth areas to accommodate the projected needs over the identified planning horizon;
- the infrastructure and public service facilities which are planned or available are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;
- in prime agricultural areas:
  - the lands do not comprise specialty crop areas;
  - alternative locations have been evaluated, and
  - there are no reasonable alternatives which avoid prime agricultural areas; and
  - there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;
- the new or expanding settlement area is in compliance with the minimum distance separation formulae; and
- impacts from new or expanding settlement areas on agricultural operations which are adjacent or close to the settlement area are mitigated to the extent feasible.

According to the PPS, a comprehensive review means an Official Plan review that:

1. is based on a review of population and employment projections; considers alternative directions for growth or development; and determines how best to accommodate the development while protecting provincial interests;
2. uses opportunities to accommodate projected growth through intensification and redevelopment; and considers physical constraints to accommodate the proposed development within the existing settlement area;
3. is integrated with planning for infrastructure and public service facilities and considers financial viability;
4. confirms sufficient water quality and quantity and capacity for the proposed development;
5. confirms that sewage and water services can be provided.

Further, Section 1.3.2.1 states that planning authorities shall plan for, protect and preserve employment areas for current and future uses and ensure that the necessary infrastructure is provided to support current and projected needs.

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Section 1.3.2.6 states that planning authorities shall protect employment areas in proximity to major goods movement facilities and corridors for employment uses that require those locations. Section 1.3.2.7 states that planning authorities may plan beyond 25 years for the long-term protection of employment areas provided lands are not designated beyond the planning horizon identified in section 1.1.2.

Section 2.4 of the PPS provides that minerals and petroleum resources shall be protected for long-term use. Section 2.4.2.1 directs that such resources shall be identified and protected from development and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact.

Further, Section 2.4.2.2 directs that known mineral deposits and significant areas of mineral potential shall be identified and development activities in these resources or on adjacent lands which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if a resource would not be feasible; the proposed land use or development serves a greater long-term public interest; and issues of public health, public safety and environmental impact are addressed.

### Official Plan

The current designation of the lands is largely Agricultural Reserve and Future Urban Growth. A portion of the subject lands in the west area were previously subject to a separate Official Plan amendment to redesignate them to Industrial and are not included within the scope of the Official Plan amendment. A portion of the lands in the northwest area are identified as a 'Limestone Resource Area' and 'Sand and Gravel Resource Area' as per Appendix 2-1 of the Official Plan.

The application proposes to designate areas affected by environmental features and flood plains either Environmental Protection or Open Space, depending upon the feature, and add a policy area identified as 'Adjacent Lands' for those lands that are in proximity to environmental features throughout the Secondary Plan area.

In addition to these environmental designations, the application for Official Plan amendment also proposes to redesignate the lands to 'Residential' (including 'Low Density Residential' and 'Medium Density Residential'), 'Industrial', 'Prime Industrial' and 'Service Commercial'. The proposed Official Plan amendment will also make changes to the Town of Ingersoll Transportation Plan and the County of Oxford Settlement Strategy and will remove the existing 'Rural Cluster' designation, as it applies to the Rural Cluster of Hamilton Road.

Section 3.1.7 of the Official Plan directs that proposals for settlement expansion in a prime agricultural area will only be considered via an Official Plan amendment, subject to the relevant criteria contained in the Plan.

Settlement expansions shall only be considered through a comprehensive review and such proposals 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 Sections 4.2.2.4.1 and 4.2.2.4.6.1 and further, the proposal must include compelling evidence to demonstrate that the settlement expansion is justified in accordance with the PPS and the Official Plan. Such evidence will include the previously noted comprehensive review,

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secondary planning and a servicing strategy, in addition to the preparation of an Agricultural Impact Assessment and compliance with relevant Environmental and Cultural Resource policies and the implementation measures outlined in Chapter 10 of the Plan.

In addition, any proposed expansion must demonstrate that the proposed level of servicing is consistent with the servicing hierarchy established in Section 5.5.3 of the Official Plan and the feasibility of providing new or expanded infrastructure and public services are suitable for the expansion over the long term, and protect public health and safety.

The proposed expansion must also be acceptable with respect to the continued ability to achieve the Goal for Agricultural Policies set out in Section 3.1.1 of the Official Plan and further, consideration must be given to the potential precedent established for other sites within the County and the ability to implement planned land uses in the vicinity.

The County recognizes that the extraction of mineral aggregate resources is, and will continue to be, an important industry in the economy of the County and Area Municipalities and the policies of the Official Plan focus on protecting existing operations and mineral aggregate resources from incompatible uses while ensuring that extraction is carried out in a manner that minimizes negative community, economic and environmental impacts.

To this end, the Official Plan includes detailed policies regarding land use compatibility between mineral aggregate extraction and sensitive land uses which are premised on the establishment of priorities which balance the protection of natural resources (such as mineral aggregates) and other public interests, such as ensuring reasonable opportunities for settlement growth.

Section 9 of the Official Plan contains policies specific to the Town of Ingersoll and provides guidance with respect to the designation of lands for Residential, Industrial and Service Commercial uses. The establishment of the proposed 'Prime Industrial' designation will be a new policy framework within Section 9 of the Official Plan.

The policies for the Residential designations can be found in Section 9.2.3.1 and state that it is an objective of the Official Plan to provide for a supply of residential land that is sufficient to accommodate the anticipated demand for a broad range of new dwelling types over the planning period through intensification and, if necessary, designated growth areas.

It is further an objective of the Official Plan to support the provision of choice of dwelling types according to location, size, cost, tenure, design and accessibility and to designate land for a range of densities and structural types throughout the Town to satisfy a broad range of housing requirements. To assist in achieving the land use objectives for Residential Areas, the Official Plan identifies lands for Low, Medium and High Density Residential Areas.

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 dwellings, semi-detached dwelling, duplex dwelling, converted dwellings, quadraplexes, townhouses and low density cluster dwellings. In these areas it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

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It is not intended that the full range of housing will be permitted in every individual neighbourhood or development and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law.

The maximum net residential density for individual development in the 'Low Density Residential' area is 30 units per hectare (12 units per acre) and no building shall exceed three stories in height at grade. Further, the minimum overall net residential density shall be 15 units per hectare (6 units per acre) and individual development proposals may be approved at lower net residential densities provided that opportunities are available to achieve the minimum overall density requirement through development elsewhere in the Low Density Residential area. Multiple Unit dwellings such as townhouses and cluster developments within internal roads in the Low Density Residential area will generally be restricted to sites which abut arterial or collector roads or are situated such that traffic impacts from the site create minimum disturbances on local streets or where sites are close to shopping, recreation, cultural and community facilities. However, street fronting townhouses may be permitted on local streets.

Medium Density Residential Areas are those lands that are primarily developed or planned for low to medium profile multiple unit development that exceeds the densities established for Low Density areas. Residential uses within the Medium Density Residential areas include townhouses, medium density cluster development, converted dwellings and low-rise apartments. To help achieve a variety of housing forms, Town Council may choose to restrict the range of uses permitted on individual sites through the Zoning By-law.

The maximum net residential density in the Medium Density Residential area is 62 units per hectare (25 units per acre) and no building shall exceed 4 stories in height at grade. Within areas of new Medium Density Residential development, the minimum net residential density shall be 31 units per hectare (13 units per acre).

Any lands proposed for Medium Density Residential development not identified in the Official Plan will require an amendment to the Plan. In addition to the location policies identified, when considering proposal to designate lands for Medium Density Residential development, Town Council and County Council will be guided by a number of criteria, including whether the size, configuration and topography of the site provides sufficient flexibility for design to mitigate adverse effects on the amenities and character of any adjacent Low Density Residential areas, as well as traffic and the availability of sufficient municipal services.

'Industrial' areas are those lands that consist of existing industrial uses and lands which are planned for the full range of industrial-type activity including light, medium and heavy industrial uses. The policies of the Official Plan direct that Town and County Councils shall ensure that there is sufficient land available to accommodate new industrial operations as well as the expansion and relocation of existing industrial operations within the Industrial designation.

Lands designated for Service Commercial development are generally intended to provide a broad range of commercial uses that, for the most part, are not suited to locations within the Central Area because of their site area, access or exposure requirements or due to incompatibility or land use conflicts with residential development. Generally, Service Commercial uses cater to vehicular traffic and single-purpose shopping trips where customers are typically generated from passing traffic or a wide ranging market area. Service Commercial areas are to have direct access to an arterial or collector road.

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Service Commercial Areas, while providing for a limited amount of retail use, are not intended to accommodate retail activities that are typically characteristic of a Central Area and will not directly compete with these areas. The 'Service Commercial' designation applies to those areas largely developed for commercial uses which primarily cater to the commercial needs of the travelling public. Types of service commercial uses that generate significant amounts of traffic and draw patrons from a wide area may also be located within these areas. These areas are generally characterized by numerous individual parcels of land and future development is anticipated largely through infilling and redevelopment.

It is a priority of Town Council and County Council that new service commercial development will generally occur through infilling and consolidation of existing designated areas prior to the establishment of new Service Commercial designations. It is recognized, however, that as the availability of land within existing service commercial areas is reduced, there may be proposals to expand or add Service Commercial designations. Proposals to amend the Official Plan and/or Zoning By-law to add Service Commercial areas shall be evaluated on the basis of a number of criteria, such as compatibility with surrounding land uses, potential impact on existing and planned uses in the area, availability of municipal services, potential traffic impacts, and potential environmental impacts.

In addition to the above-noted criteria, Service Commercial areas will generally be located with access to major collector roads, either directly or via service roads. Access to arterial or collector roads shall be limited to the minimum number necessary for the functioning of the Service Commercial Area. Parcels proposed to be designated Service Commercial shall be of sufficient size to accommodate off-street parking in quantity necessary to satisfy the requirements of the Zoning By-law and in a location satisfactory for the convenience of the users.

New designations for Environmental Protection and Open Space have been proposed based on the natural features identified South-West Oxford Secondary Plan. It is an objective of the Official Plan to ensure the long-term protection, conservation and enhancement of designated Environmental Protection Areas and to prohibit uses that are incompatible with this objective and ensure that development permitted within or adjacent to areas designated as Environmental Protection adheres to environmental planning principles.

It is an objective of the Open Space designation to maintain and enhance important ecological functions such as the linking of Environmental Protections areas and to provide for the storage and filtration of ground and surface water and soil conservation. It is also the objective of the Official Plan to recognize the role of those lands having natural constraints to development in the conservation of the natural environment and to provide opportunities for both active recreation and the passive enjoyment of the environment in its natural state.

Section 3.2.6.1 of the Official Plan provides policies for development of lands adjacent to such environmental features and states that adjacent lands for each environmentally protected feature are measured in terms of the distance from the feature where an Environmental Impact Study is required and provides such distances based on the type of environmental feature in question.

A new land use designation to recognize lands adjacent to environmental features are proposed for the secondary plan area and amending policies to implement this designation have been included in the Official Plan amendment. This would include policies requiring that an

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Environmental Impact Study be prepared, to the satisfaction of the approval authority, on lands designated as 'Adjacent Lands' within the South-West Ingersoll Secondary Plan Area. In keeping with the existing policies of Section 3.2.6 in the Official Plan, the Environmental Impact Study would be prepared by a qualified professional and be subject to a peer review at the expense of the proponent to determine its acceptability.

### Agency Comments

The application for Official Plan amendment was circulated to various Provincial Ministries considered to have an interest in the proposal via the Ministry of Municipal Affairs and Housing (MMAH) 'one window' planning review system. The Ministry of Transportation was specifically included in the stakeholder agencies during the preparation of the Secondary Plan in light of the proximity of Hwy 401.

The Ministry of Transportation (MTO) indicated that the proposal has been considered in accordance with the requirements of the *Public Transportation and Highway Improvement Act* (PTHIA), MTO's Highway Access Management Manual (HAMM) and all related policies. The following outlines MTO's comments:

Highway 401 along the study area is classified as a Provincial Freeway and designated as a Controlled Access Highway (CAH). As such, all requirements, guidelines and best practices in accordance with this classification and designation shall apply.

The location of watermain and sanitary crossings at Harris Line and Wallace Line are acceptable. Due to the amount of utility crossings proposed under this study, and the proximity to the Plank Line interchange, MTO does not support the utility crossing located at Plank Line.

In addition to the above comments, any proposed utility crossings of Highway 401 are required to meet MTO's Utility installation guidelines and principles. MTO will also require Utility Encroachment permits be obtained prior to any work beginning. In the event that cycling infrastructure is added to the proposed plan further MTO consultation will be required.

The County of Oxford Public Works Department has commented that the draft plan identified a connection between the proposed watermain on Curry Road and the watermain south of Clarke Road. However, this connection was removed in the final plan, resulting in a dead end on Curry Road. This connection was likely removed to satisfy MTO design criteria. According to recent direction from MTO, all future watermains will need to be installed outside the limit of Highway 401 ramp terminals. The absence of a loop system on Curry Road is something that we would formally bring up at the Site Plan Application stage.

Bell Canada has commented this agency is particularly interested in changes to the transportation network and/or policies and regulations relating to the direction of population growth and public infrastructure investments, heritage character, urban design, broadband and economic development related objectives and how Bell can assist Ingersoll to be a connected community. To facilitate the provisioning of this infrastructure, this agency appreciates the municipality's continued support in ensuring that sufficient notice and time to comment on planning applications are provided, particularly for Draft Plan of Condominium, Draft Plan of Subdivision and Site Plan Control/Approval. This ensures an understanding by applicants of Bell's conditions and provisioning requirements.

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Bell would also emphasize that receiving engineering and servicing/utility plans/drawings, as soon as possible in the process assists in the development and expedition of our provisioning plan. As a result, they would strongly recommend that this consideration be highlighted in any pre-circulation/consultation meetings with prospective applicants. This will assist Bell in providing comments and clearance letters in an efficient manner, assisting the Municipality in meeting approval times.

Enbridge Gas has commented that this agency has no objection to the proposal but reserves the right to amend or remove development conditions and this response does not signify an approval for the site or development.

The Upper Thames River Conservation Authority (UTRCA) provided a number of comments related to the Secondary Plan and the implementation of the Plan going forward. These comments are attached to this report in Attachment 3, for Council's consideration.

Generally, the comments provided by the UTRCA can be addressed via detailed plans for development (i.e. plans of subdivision, zoning, site plan approval) in accordance with the normal practices and processes employed by the Town of Ingersoll and County of Oxford, as well as via regulations and permit requirements administered by the UTRCA.

### **Planning Analysis**

The South-West Ingersoll Secondary Plan was initiated in May 2022 with a view to providing the necessary background work to amend the Official Plan to designate recently annexed lands in the Town of Ingersoll from Agricultural Reserve and Future Urban Growth to Residential (Low Density Residential and Medium Density Residential), Industrial, Prime Industrial and Service Commercial, as well as Environmental Protection and Open Space, to reflect areas of natural heritage or natural hazards.

The Secondary Plan, together with the Oxford County Phase 1 Comprehensive Review prepared by Hemson Consulting and adopted by County Council in April 2020, was used to fulfill the requirements for a comprehensive review of the Provincial Policy Statement and Planning staff are satisfied that the various reports that make up the Secondary Plan document and Phase 1 Comprehensive Review satisfy the requirements of the PPS in this regard.

The purpose of the Secondary Plan is to develop a land use concept for the whole lands which constitute the South-West Ingersoll Secondary Plan Area. This concept was developed through the preparation of reports encompassing a full range of land development variables including planning and land use, natural and cultural heritage, transportation, municipal infrastructure and the preparation and review of these documents form the basis of the long-term development of the South-West Ingersoll Area.



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Also included in the overall Secondary Plan is a phasing strategy that is intended to help inform growth and development within this area, which is directly related to the servicing hierarchy.

*Planning Justification and Comprehensive Review*

The South-West Ingersoll Secondary Plan was informed by the Oxford County Phase 1 Comprehensive Review (adopted in April 2020, as noted previously). This study identified a growth projection of 15,850 people and 3,160 jobs for the Town of Ingersoll to 2046. After factoring out growth that can be accommodated within the existing built-up area and existing greenfield areas, the need for additional residential and employment land was identified based on an assessment of lands within the Town.

The County's Phase 1 Comprehensive Review Study constitutes the most recent Council approved growth forecasts for the County and Area Municipalities, including the Town of Ingersoll. The study indicates that the Town requires an additional 75 gross developable ha (185 acres) of vacant residential land, 18 developable ha (45 acres) of vacant commercial/institutional land, and 109 gross developable ha (270 acres) of vacant industrial land to accommodate forecasted growth in Ingersoll. As such, it appears that the additional 55 gross developable ha (136 acres) of vacant residential land and 5 ha (12.4 acres) of vacant commercial land identified in the Secondary Plan are required to accommodate the Town's forecasted growth for those uses.

The estimated additional 166 gross developable ha (410 acres) of vacant industrial land identified in the Secondary Plan would exceed the Town's industrial land need, as identified in the 2020 Hemson study, however, it must be recognized that the forecasts in that study were based on the 20 year PPS planning horizon that was in effect at the time, as opposed to the current 25 year PPS planning horizon. Further, substantial industrial development has occurred in Ingersoll over the past several years which has absorbed a considerable amount of the vacant industrial land supply that was identified by Hemson in 2020. As such, to more accurately reflect the Town's current industrial land need for the purposes of this the Secondary Plan, the industrial employment forecasts and land supply in the Hemson study were updated to account for the current 25 year planning period (i.e. 2023 – 2049) and the Town's year end 2023 industrial land supply. With these adjustments, the Town's forecasted additional industrial land need is currently approximately 175 gross developable ha (435 acres).

Using the above-noted information as the basis for estimating the amount of industrial, commercial and residential lands required to accommodate future growth in Ingersoll, it would appear that all of the lands currently identified in the Secondary Plan are required to accommodate forecasted growth over the planning horizon. Further, given that recent growth in the Town and County has been substantially exceeding previously forecasted growth, and recent draft Development Charge forecast updates indicate considerably higher forecasted growth for Ingersoll, it is expected that the Town's growth and land need could increase further once formal updates to the County's planning growth forecasts are completed later in 2024. In light of the foregoing, designating all of the lands within the Secondary Plan area for growth, as proposed, will allow the Town and County to begin taking further actions that may be necessary to ensure that those lands are well positioned to accommodate the Town's forecasted growth.

Based on the above-noted review, Planning staff are satisfied that the proposed settlement expansion is required to accommodate growth, and to satisfy market demands for the Town of Ingersoll over the planning horizon.

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In keeping with the direction from both the Provincial Policy Statement and the Official Plan with respect to comprehensive reviews, an Agricultural Impact Assessment (AIA) was undertaken to identify agricultural operations in the area with a view to limiting impacts on surrounding agricultural uses as a result of the expanded settlement boundary.

The lands surrounding the Town of Ingersoll are comprised of predominantly Class 1 and 2 soils for agriculture with limited areas of Class 3 and 5 soils, largely in the vicinity of the Thames River. While the lands within the Secondary Plan Area are recognized as being of the highest classification for agriculture, this is also true of all lands in the immediate vicinity of the Town. While no specific research was undertaken to determine whether the lands within the Secondary Plan Area could be described as 'specialty crop areas' in accordance with the definitions contained in the PPS, staff are satisfied that the nature of agricultural operations in this area are such that there is no evidence the lands are suitable for specialty crop production.

With respect to the potential impact of this proposal on existing livestock operations in the area, the Agricultural Impact Assessment identified as many as 46 existing livestock facilities within the broader study area, however, after further analysis in the context of Minimum Distance Separation (MDS) requirements contained in both the PPS and the Official Plan, it was determined that only three existing operations would have any potential impact on the Secondary Plan Area.

Regarding the lands identified for primarily residential use in the northwest area of the study area, between Hamilton Road and Thomas Road, the Secondary Plan justification report identified an existing livestock operation to the west of these lands that would, based on MDS calculations, impact a significant portion of the lands for residential purposes. The study initially proposed that these lands be excluded from consideration for residential development and be placed in the Open Space or similar designation that would preclude their use for residential or other settlement uses.

However, subsequent to the completion of the Secondary Plan study, further detailed analysis of the livestock operation in question has been undertaken by the owner of the noted residential lands and determined that the actual MDS arc generated by the said livestock facility is significantly less than identified by the largely 'desktop' analysis undertaken for the Secondary Plan.

The detailed analysis noted above included confirmation from the farm operator regarding the type and quantity of livestock and manure handling practices. The resulting calculations determined that the actual MDS arc generated by this operation would have a marginal impact on the residential lands. Further, the recent designation of lands at the northwest corner of Wallace Line and Robinson Road for industrial purposes would impact the ability of the existing farm operation to expand at its current location.

In addition to the foregoing, the limited area of the noted residential lands that are within the detailed MDS arc may be impacted to some extent by the proximity of the existing rail line that would form the southerly boundary of the lands identified for residential use.

In light of the foregoing, staff are of the opinion that the limited area of the proposed residential lands that would be affected by the MDS arc related to the noted barn to the west should be included in the settlement boundary. The nearest portion of the residential lands within the study

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area to the noted barn are in excess of 570 m (1,870 ft) and staff are satisfied that additional mitigation measures can be incorporated into future detailed subdivision design and conditions of draft approval if such is determined to be necessary.

The Secondary Plan study also identified an existing livestock operation south of the study area at 403566 Union Road, just east of Culloden Line which would impact the potential designation of lands within the study area for employment purposes. Further, the Township of South-West Oxford has recently received an application for relief from MDS requirements in order to permit the construction of a new barn on lands identified as 403582 Union Road, immediately east of 403566 Union Road. For Council's information, distance between the nearest barn located at 403566 Union Road and the Town's municipal boundary is approximately 60 m (196 ft).

When calculating required MDS setbacks between livestock operations and sensitive use (i.e. settlements) land uses are generally categorized as Type A Land Use or Type B. Settlements, regardless as to the specific use of lands at any given location within the settlement, are generally categorized as Type B Land Uses and the separation between any livestock operations located outside of the municipal boundary and lands proposed to be designated for settlement use inside of the boundary, would be subject to a 'doubling factor'. With respect to the above-noted existing livestock barn at 403566 Union Road, the required setback of newly designated areas (as per MDS Guidelines) would be significant. The setback would potentially be increased by the construction of an additional barn on the lands to the immediate east of the existing livestock operation, as noted above.

Notwithstanding the proximity of the settlement boundary to the above-noted livestock barns, it is the opinion of Planning staff (and supported by the Secondary Plan study) that the lands proposed to be designated for employment purposes (primarily industrial use, but with potential for some service commercial development) are less sensitive and can be appropriately categorized as Type A Land Uses, which reduces the MDS requirements significantly. However, even in considering these lands in the context of Type A uses, the MDS setback between the settlement boundary and the livestock operation at 403566 Union Road would not be met.

The application of the MDS formulae is intended to limit negative impacts between livestock operations and sensitive land uses. While the Official Plan recognizes the importance of agriculture to the broader County economy, the Plan also recognizes that maintaining an adequate supply of employment lands at appropriate locations is also critical. To this end, Planning staff are of the opinion that balancing the needs of agriculture and the development of suitably located employment areas is appropriate, provided that measures are implemented in both policy and zoning, as necessary, to mitigate negative impacts.

For Council's information, both the existing livestock operation at 403566 Union Road and the new facility proposed for 403582 Union Road are restricted by existing development both inside and outside of the Town's municipal boundary (thus the application for relief from MDS proposed by the latter to Township of South-West Oxford Council). While the proposed boundary adjustment would further reduce the existing deficient setbacks based on MDS guidelines, staff are of the opinion that the nature of the uses proposed within the settlement in proximity to these livestock operations (i.e. employment lands) are such that both uses can co-exist and appropriate zoning can be implemented that protects the interests of the farming operations at 403566 and 403582 Union Road.

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Regarding the barn located at the immediate northeast corner of Plank Line and Curry Road, the lands within the Town's municipal boundary on the west side of Plank Line are also proposed for employment use (service commercial) and these lands are only marginally affected by MDS (based on the same Type A Land Use analysis as discussed above). As such, staff are of the opinion that no further measures are required to address either the existing barn or the proposed use of the lands for employment purposes.

The lands located in the northwest portion of the Secondary Plan study area, including those that are proposed for residential use (as discussed previously in this report) are within the Limestone Resource Area as identified on Appendix 2-1 of the Official Plan, and further, are identified as being within a Sand and Gravel Resource area of primary importance. Staff are of the opinion that the proximity of both resources to the existing settlement boundary of Ingersoll is such that the extraction of limestone or sand/gravel would be impractical and that the probability of extraction at this location is limited.

While the limestone resource affecting the subject lands extends to the west to some degree, this area represents only a small portion of the larger limestone resource area in Oxford County and the vast majority of this resource is located north of the Thames River, north and east of the Town of Ingersoll.

Generally, staff are satisfied that the subject lands represent an appropriate direction for growth in Ingersoll relative to other options. As noted, the lands are currently within the Town's municipal boundary and the lands represent a logical expansion of existing residential development to the west and southeast and employment uses to the west and south, in proximity to Hwy 401. Further, development within the Secondary Plan Area will have relatively limited impact on agricultural operations in the vicinity and there are no reasonable directions for growth that would utilize lower priority agricultural lands, or avoid prime agricultural areas.

The proposed residential density plan indicates specific locations where low and medium density residential development will be directed and staff are satisfied that the proposed designations are in accordance with the policies of the Official Plan for newly developing residential areas and will be discussed in further detail in this report.

Further, the designation of the subject lands is considered to be appropriate for the Town and County to undertake appropriate infrastructure planning in the area. The development of the subject lands utilize the existing road network to provide linkages to the existing built area of the Town and to the Highway 401 interchanges, and the road connections with adjacent lands have been determined through relevant studies and discussions with staff.

In light of the foregoing, staff are of the opinion that there is sufficient justification to designate the subject lands for residential and employment development.

### Natural Heritage and Open Space

Natural heritage features have been incorporated into the Secondary Plan Area and are proposed to be designated Environmental Protection. Lands designated as Environmental Protection within the Secondary Plan Area would generally be subject to the existing policy framework within the Official Plan, however, a site specific policy is recommended for lands identified as Adjacent Lands (as illustrated on the Land Use Map for the Secondary Plan) to require an Environmental Impact Study (EIS) to be completed prior to development approvals for all lands within this designation. The noted Adjacent Land areas represent a 'standard' buffer that would be refined through the EIS process.

The Secondary Plan study identifies an area of Open Space to the northeast of the Hwy 401 interchange at Plank Line which would appear to provide buffer between the proposed Medium Density Residential lands north of this buffer, and Hwy 401. A second area of Open Space was identified in the Secondary Plan associated with the Low Density Residential lands at the northwest area of the Plan that was intended to address the proximity of a livestock facility located to the west. As noted previously in this report, additional information has been reviewed with respect to the said livestock facility and related Minimum Distance Separation calculations and it has been determined that this latter Open Space designation can be eliminated from the Secondary Plan area and will not be included in the Official Plan amendment that will implement the Secondary Plan.

### Infrastructure Assessment

The long-term suitability and feasibility of extending municipal servicing to and within the Secondary Plan Area to provide centralized wastewater, water supply and storm drainage facilities was assessed in water, wastewater and stormwater management technical memos prepared in support of the Secondary Plan.

Conceptual water, sanitary servicing and stormwater management plans were prepared to provide direction for future infrastructure investments and a recommended approach to phasing these services has also been included in the Secondary Plan. Based on the analysis completed for the Secondary Plan Area, it is recommended that phasing for water and sanitary services would be to begin with the western portion of the study area.

As indicated by County of Oxford Public Works Department, future servicing and development of the subject lands will be required to be in general conformance with the technical memos associated with the Secondary Plan Study but that additional, more detailed engineering reports and studies will be required as part of future development proposals.

### Transportation Assessment

A transportation assessment was undertaken to identify all existing and planned multi-modal transportation issues and opportunities within the study area that may influence development and future investment opportunities within the Secondary Plan Area. The performance of the transportation network within the study area was also assessed and recommendations have been provided to mitigate issues and maintain and enhance the efficiency and safety of all modes of travel.

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Based on this assessment, it was concluded that all intersections within the study area are currently operating at acceptable service levels, but a number of roadway and network improvements were recommended, including a new rail spur from the Canadian Pacific Rail Line between Curry Road and Highway 401, and additional improvements to a number of existing railway crossings in the study area.

Much of the Secondary Plan Area is located along the Highway 401 corridor between Plank Line and Culloden Road, providing opportunities for lands within the study area for relatively immediate access to the Provincial Highway corridor. The Ministry of Transportation was consulted during the preparation of the Secondary Plan and future development proposals within the Study Area will be subject to MTO permit requirements, depending on the site location relative to the Provincial Highways and the scale and type of the development (as it pertains to traffic generation).

As the study area is well served by major highways and rail facilities, opportunities for freight-intensive land uses and freight supportive development were considered in the development of the land use plan predominantly for industrial land uses which may include a range of goods transportation, logistics and intermodal uses.

Active transportation opportunities were also considered through the Secondary Plan and policies are recommended to incorporate active transportation facilities in planned upgrades to existing roads within and external to the Study Area.

*Archaeological Assessment and Cultural Heritage Report*

A Stage 1 Archeological Assessment was completed in support of the Secondary Plan study and determined that the study area comprises a mixture of areas of archaeological potential, areas of no archaeological potential and previously assessed lands of no further concern. Based on the results of the Stage 1 Assessment, it was recommended that all areas of archeological potential that could be impacted by development be subject to a Stage 2 Assessment.

A Cultural Heritage Assessment Report was also completed in support of the Secondary Plan and concluded that there are 6 built heritage resources and 2 cultural heritage landscapes within the study area that have potential for cultural heritage interest, as well as an additional 11 built heritage resources through the Secondary Plan Area that should be considered in future development applications. As per this study, where future development is proposed, a Cultural Heritage Assessment Report will be required to determine if the property meets the Ontario Regulation 9/06. If a particular property has a cultural heritage value or interest, a Heritage Impact Assessment should be undertaken by a qualified heritage professional and policies are recommended to provide direction for further cultural heritage and archeological assessment in support of future site development proposal for specific properties within the Secondary Plan Area.

### Residential Assessment

The South-West Ingersoll Secondary Plan proposes the establishment of new residential land uses within the Secondary Plan Area. Lands designated residential are intended to achieve a minimum overall density of 30 units/ha (12 units per acre) and provide an increased mix of unit types to support a broader range of housing choice and affordability within the Town of Ingersoll.

It is proposed that lands designated for Low Density Residential and Medium Density Residential purposes will generally be subject to the respective provisions of the Official Plan for such development. Notwithstanding this, within areas of new Low Density Residential development, the minimum overall net residential density shall be 22 units per hectare (9 units per acre). To achieve this density target, Town and County Councils may consider a variety of lot sizes and configurations, the development of low rise multiple units and may consider narrower road widths and private roads within multiple unit condominium developments in areas of new Low Density Residential development. Within new areas designated Medium Density Residential, no single detached, semi-detached or duplex dwellings shall be permitted.

Planning staff are generally satisfied that these special residential policies are consistent with the PPS and support the strategic initiatives and objectives of the Official Plan with respect to residential lands, as it will result in efficient utilization of residentially designated lands while accommodating growth and providing for a variety of housing options to meet the projected needs for the Town of Ingersoll.

### Service Commercial Assessment

Additional Service Commercial areas are proposed for the Secondary Plan area along the west side of Plank Line and the east side of Culloden Line, which would generally be subject to the existing policies of the Official Plan respecting such uses. Notwithstanding this, a special policy is proposed for the Service Commercial lands located within the South-West Ingersoll Secondary Plan which would prohibit uses which require large areas for on-site storage of goods or vehicles and would permit accessory residential dwelling units contained within the main commercial structure, where it has been demonstrated that land use compatibility with surrounding Prime Industrial and Industrial lands can be managed, to the satisfaction of the Town and County.

Planning staff are generally supportive of this approach to limiting Service Commercial uses within the Secondary Plan area to those that do not require large site areas for storage, particularly given there is limited area within the Secondary Plan for this designation. By prohibiting the storage of goods and vehicles on these lands, it will encourage the development of new employment uses that will efficiently utilize the lands proposed for Service Commercial and contribute to a higher overall assessment yield for the Town.

Further, staff are satisfied that the inclusion of an accessory residential dwelling within the main commercial structure on lands designated Service Commercial will assist in providing housing opportunities within the Town and will provide opportunities for live/work arrangements for business operators within the Town.

### Industrial Assessment

Much of the lands in the west area of the Secondary Plan Area are currently, or will be, designated as Industrial. It is noted that a portion of land on the west side of Wallace Line was previously redesignated as Industrial through a separate process.

Planning staff are of the opinion that the redesignation of this area to Industrial is appropriate as it will be compatible with the existing industrial uses in the area, which include Cami Automotive, and will allow for access to the Highway 401 corridor. Staff are satisfied that the redesignation of the lands identified as Industrial are appropriate for the Secondary Plan Area and future development of these lands will be subject to the existing policy criteria of Section 9.3.4 of the Official Plan.

### Prime Industrial Assessment

A new land use designation is proposed for the lands within the south area of Secondary Plan Area, called Prime Industrial. The intent of the Prime Industrial designation is to expand the industrial land supply to attract modern industrial uses and enhance the range of employment opportunities in the Town to support Ingersoll's ability to compete in the local, national and international marketplaces.

A key priority identified by the Town regarding the development of the Secondary Plan is to ensure that the protection of high profile, fully serviced industrial lands in proximity to the Hwy 401 corridor be protected for key industrial employers and operations that will efficiently and effectively utilize these lands and be of clear benefit to the Town in terms of increasing quality employment opportunities and the Town's fiscal sustainability. Further, the County of Oxford is also currently in the process of considering the need to comprehensively plan for land extensive, dry industrial uses that do not require or do not make efficient use of fully serviced industrial land.

To this end, lands designated Prime Industrial are to be utilized for industrial uses that reflect the above-noted priorities. It is intended that the Prime Industrial designation will feature the availability of larger parcels and proximity to road and highway access, which will support industrial expansion of existing and future industries.

Permitted uses within the Prime Industrial designation include:

- Industrial uses (e.g. assembling, processing, warehousing and distribution, repair activities, construction industries, manufacturing, communications, etc.);
- Research and development;
- Larger-scale information technology related uses including data centres and information processing establishments;
- Screened rear yard outdoor storage, not visible from municipal road or highway;
- Facilities that are ancillary to the permitted use above; and,
- Retail and office uses that are associated with a permitted use, restricted to a small percentage of total floor area which may be established through the Town's Zoning by-law.



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It is proposed that land uses of which truck and trailer parking is the principal use of the lands will not be permitted in the Prime Industrial designation. Truck and trailer parking may be permitted as accessory to a permitted industrial use on the same property and to implement this direction, lands designated Prime Industrial shall have a minimum lot coverage for buildings or structures of 10% lot area and development will not be considered for approval until the necessary environmental, land use compatibility, water and wastewater servicing and transportation studies have been completed and approved by the Town, County, Conservation Authority and the Province, as applicable.

Planning staff are generally supportive of the proposed Prime Industrial designation, with the above-noted provisions. Staff are of the opinion that this new, specialized industrial designation will attract a broader range of employment opportunities to the Town and will aid in the efficient use of land.

Further, certain lands within the Prime Industrial designation, fronting on the north side of Union Road are located within the Minimum Distance Separation Type A Land Use setback. The proximity of these lands to the existing and proposed livestock facilities situated to the immediate south have been discussed and addressed previously in this report. As per the previous analysis, it is the opinion of staff that it is appropriate to include the affected lands within the Prime Industrial designation as the nature of development within this portion of the Secondary Plan Area, being predominantly industrial, will not include human habitation and can reasonably be considered appropriate and compatible with surrounding agricultural operations.

Further, as noted previously, the livestock operations located to the south of the study area that have been identified as having potential impact on the areas designated for settlement purposes are presently subject to an application for zoning amendment which will serve to ensure that the ability of these lands to be used for agricultural purposes will not be restricted beyond those constraints the currently exist.

## **CONCLUSIONS**

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It is the opinion of Planning staff that the Secondary Plan completed by Dillon Consulting, together with the Phase 1 Comprehensive Review, completed by Hemson and Associates and adopted by County Council in April 2020 satisfy the comprehensive review requirements of the Provincial Policy Statement, as they pertain to the expansion of settlement boundaries.

Staff are also of the opinion that the proposed amendment to the Official Plan to accommodate the land uses proposed in the South-West Ingersoll Secondary Plan, as identified on Plate 2 and subject to the amendments previously discussed, generally complies with the relevant policies of the Official Plan as it pertains to settlement expansion as well as the Industrial, Service Commercial, Residential and Environmental Protection and Open Space designations. The introduction of a proposed new Prime Industrial designation supports the strategic initiatives and objectives of the Official Plan.

**Report CP 2024-131**  
**COMMUNITY PLANNING**  
**Council Date: April 24, 2024**

The Official Plan amendment attached to this report has been prepared in accordance with the findings of the Secondary Plan and addresses those matters pertaining to land use, natural heritage, transportation, municipal servicing and stormwater management, as set out in the Secondary Plan background reports. Planning staff are satisfied that the lands identified within the South-West Ingersoll Secondary Plan can be redesignated to be included in the Town's Settlement Area.

## **SIGNATURES**

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### **Report author:**

Original signed by \_\_\_\_\_  
 Heather St. Clair, MCIP, RPP  
 Senior Planner

### **Departmental approval:**

Original signed by \_\_\_\_\_  
 Gordon K. Hough, RPP  
 Director

### **Approved for submission:**

Original signed by \_\_\_\_\_  
 Benjamin R. Addley  
 Chief Administrative Officer

## **ATTACHMENTS**

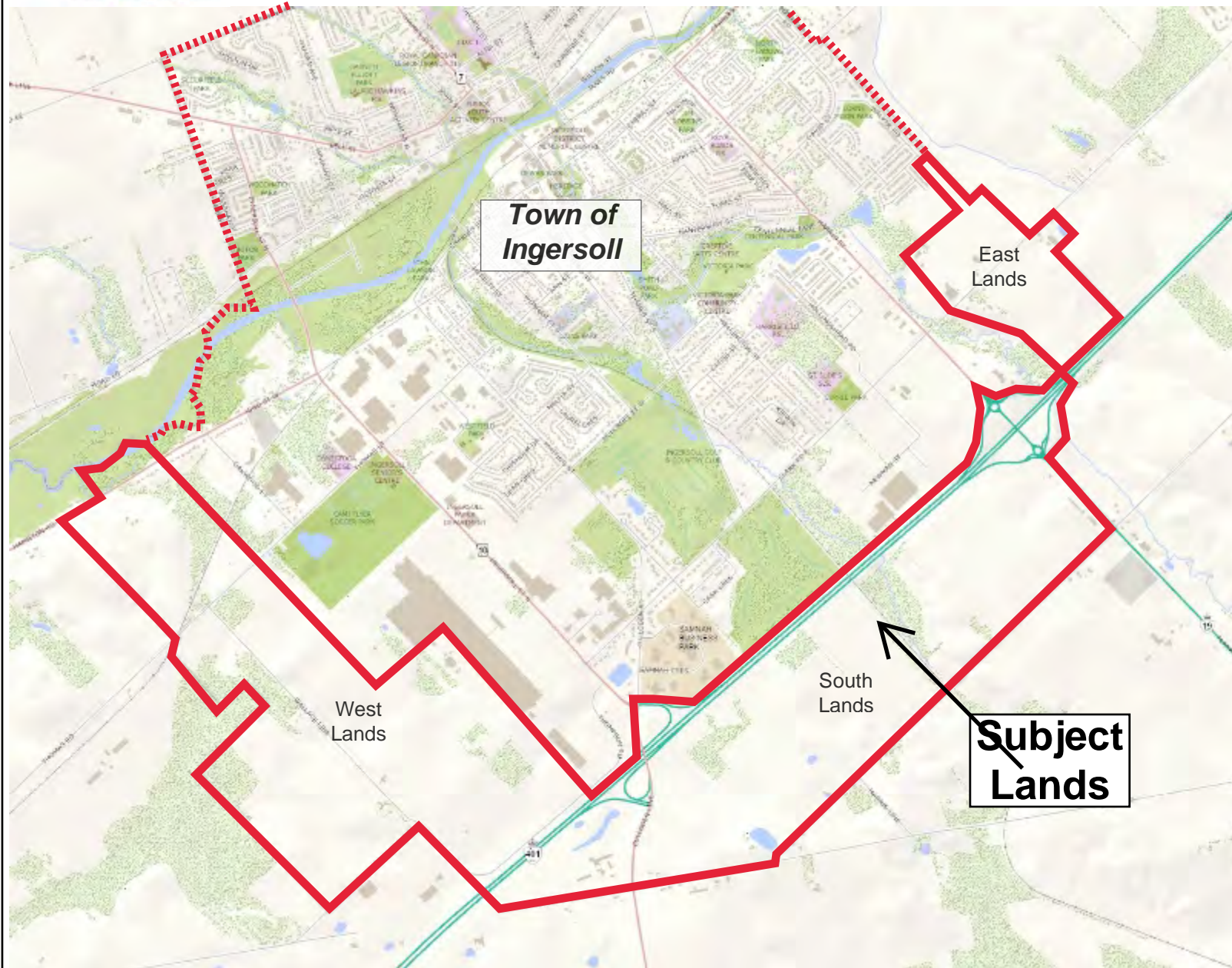
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- Attachment 1 – Plate 1, South-West Ingersoll Secondary Plan Area
- Attachment 2 – Plate 2, South-West Ingersoll Secondary Plan, Land Use Designations
- Attachment 3 – South-West Ingersoll Secondary Plan
- Attachment 4 – Comments Received
- Attachment 5 – Official Plan Amendment No. 314

Plate 1: South West Ingersoll Secondary Plan Area

File No. OP24-03-6 - Town of Ingersoll Boundary Adjustment

All or Parts of Lots 17-23, Concession 2 and All or Parts of Lots 24-25, Concession 1, West Oxford



Legend

Notes



0 766 1,532 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

February 9, 2024

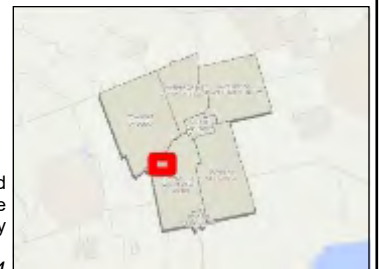
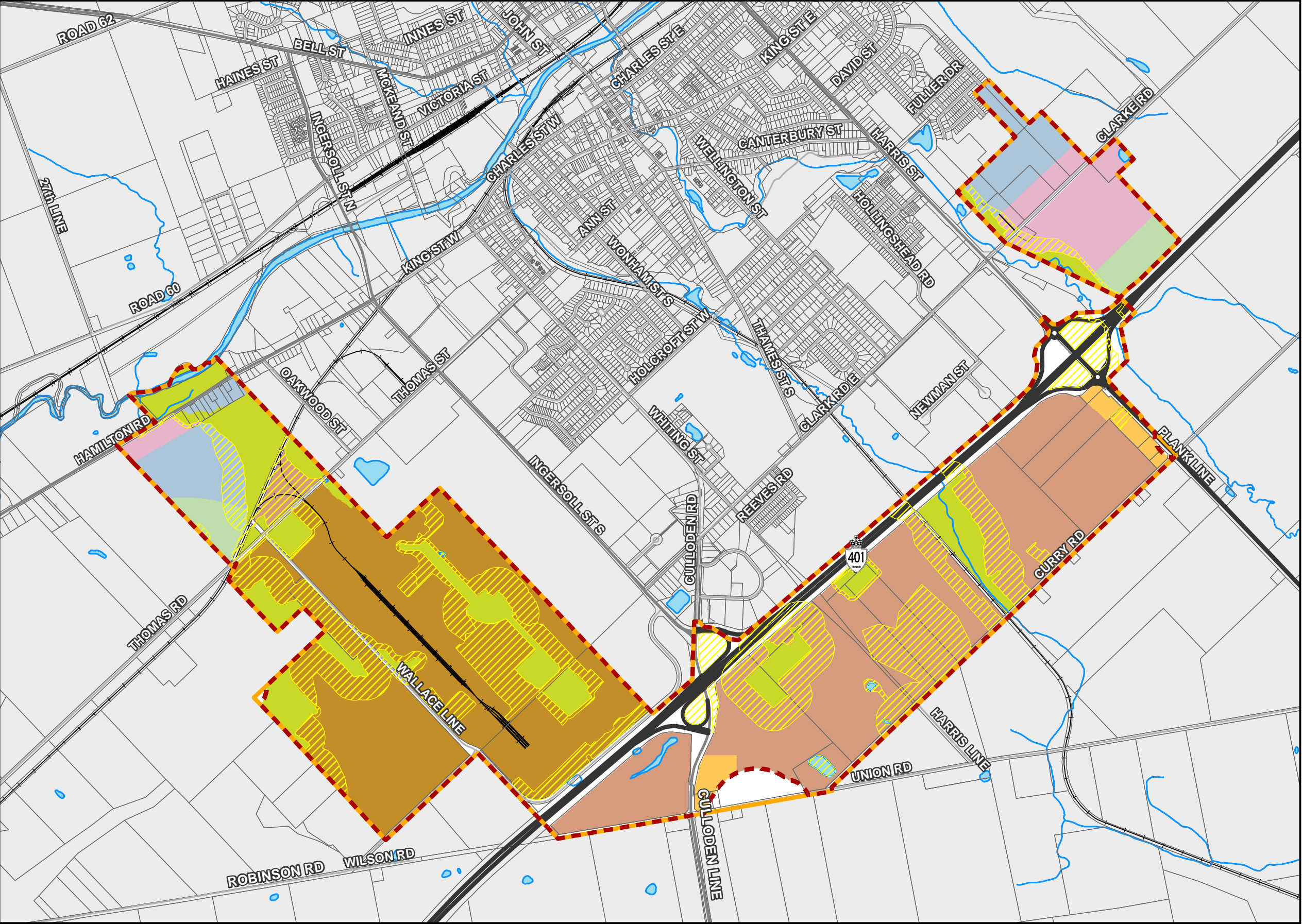




Plate 2: South West Ingersoll Secondary Plan, Land Use Designations  
File No. OP24-03-6 - Town of Ingersoll Boundary Adjustment  
All or Parts of Lots 17-23, Concession 2 and All or Parts of Lots 24-25, Concession 1, West Oxford



**Legend**

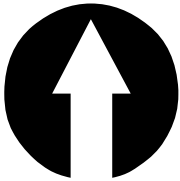
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- Study Area

**Land Use**

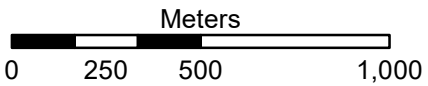
- Low Density Residential
- Medium Density Residential
- Service Commercial
- Open Space
- Environmental Protection
- Industrial
- Prime Industrial
- Adjacent Lands

**Oxford County**

- Provincial Road
- County Road
- Municipal Road
- Railway
- Watercourse
- Waterbody



**NORTH**



Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited  
January 09, 2024  
Scale 1:20,000





# Town of Ingersoll and Oxford County South West Ingersoll Secondary Plan

January 2024



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### Map 1: Secondary Plan Area Limits

### Map 2: Land Use Plan

### Map 3: Natural Environment and Heritage

### Map 4: Public Realm Improvements and Active Transportation Plan

### Map 5: Transportation Plan

### Map 6: Conceptual Water

### Map 7: Conceptual Sanitary

### Map 8: Conceptual Storm

## Appendices

- A EIS Terms of Reference
- B Possible Required Studies to Support a Development Application
- C Phasing Plan

## Attachments

1. Transportation Assessment (Dillon Consulting), December 2023
2. Water Servicing Technical Memo (Dillon Consulting), August 2023
3. Wastewater Servicing Technical Memo (Dillon Consulting), August 2023
4. Stormwater Management Technical Memo (Dillon Consulting), May 2023
5. Stage 1 Archaeological Assessment (ARA), February 2023
6. Cultural Heritage Assessment (ARA), June 2023



7. Town of Ingersoll Fiscal Impact Assessment (Watson & Associates), November 2023
8. Oxford County Fiscal Impact Assessment (Watson & Associates), November 2023
9. Agricultural Impact Assessment Technical Memo (Dillon), January 2023





## Thomas Ingersoll SCENIC TRAILS

The purpose of this trail, outlined in red, is to provide a source of pride, community involvement and a recreational facility. Every effort will be made to improve and expand the scenic trail.



401







# 1.0 Introduction

The preparation of a Secondary Plan and servicing strategy is required by the Oxford County Official Plan (1995, office consolidated 2022) for any expanded area, in accordance with the policies of Section 3.1.6 and Section 4.2.2.4.1. The South West Ingersoll Secondary Plan ("Secondary Plan") provides land use policies for the lands brought into the Town of Ingersoll as part of a boundary adjustment (effective January 2021).

## 1.1 Purpose of the Plan

The purpose of this Secondary Plan is to prepare a Council-approved planning document that provides the long-term principles, land use plan and infrastructure strategy for the South West Ingersoll Secondary Plan Area ("Secondary Plan Area") to support long term growth for the Town of Ingersoll and is primarily implemented through Official Plan policy.

The plan provides recommended long-range policy direction for:

- Land use;

- Natural heritage and natural hazards;
- Community design including public realm improvements;
- Transportation needs including active transportation, and road infrastructure;
- Municipal infrastructure needs such as sanitary, water and stormwater management; and,
- Phasing, incentives, and implementation.

## 1.2 Basis for the Plan

The Oxford County Phase 1 Municipal Comprehensive Review identified a growth of 47,200 people and 21,100 job growth forecasted for Oxford County to 2046, of which 15,850 people and 3,160 jobs are projected for the Town of Ingersoll. After factoring out growth that can be accommodated within the existing Built-up Area and the Designated Greenfield Area, a need for an additional residential and employment land was identified by the County. To help support long term growth in the Town of Ingersoll, a boundary adjustment (effective January 2021) brought approximately 630 hectares of land from South-West Oxford into the Town of Ingersoll, which is the subject of this study.

In order to support long term growth, a number of technical studies and analysis is required to justify the settlement boundary expansion, confirm the community vision, manage land use compatibility and guide sustainable development and infrastructure investment. The following additional studies were undertaken concurrently to support the Secondary Plan Area and have been attached for reference:

- Planning Justification Report;
- Transportation Technical Memo;
- Water Servicing Technical Memo;
- Wastewater Servicing Technical Memo;
- Stormwater Management Technical Memo;
- Phase 1 Archeological Assessment;
- Cultural Heritage Report; and,
- Agricultural Impact Assessment.

## 1.3 Location and Boundary

The limits of the Secondary Plan Study Area are depicted on **Map 1** and includes approximately 630 gross hectares of land that was brought in from South-West Oxford into the Town of Ingersoll as part of an boundary adjustment in January 2021. **Map 1** also depicts the limits of the South West Ingersoll Settlement Area, which is intended to be represent the settlement boundary expansion lands.

There are generally three areas that make up the South West Ingersoll Secondary Plan Area (“Secondary Plan Area”), which include the East, West, and South side of Ingersoll. The east side of Ingersoll includes approximately 59 hectares located north of Highway 401, east of 119 Harris Street. The west side of Ingersoll includes approximately 280 hectares located north of Highway 401, west of Ingersoll Street south and the GM CAMI Assembly plant, south of the Thames River and east of the Five Points Wetland. The south side of Ingersoll includes approximately 280 hectares located south of Highway 401, north of Curry Road, east of Plank Line and west of Union Road.

Unless otherwise stated, the policies of this Secondary Plan apply to the lands located within the Secondary Plan Study Area limits as depicted on **Map 1**. Changes to the Settlement Area boundary of the Secondary Plan will require an Official Plan Amendment.

## 1.4 Organization of the Plan

The South West Ingersoll Secondary Plan includes four main sections:

**Section 1.0** provides an introduction to the plan, including an overview of the purpose of the plan, the Secondary Plan Area and integration with the Oxford County Official Plan;

**Section 2.0** features the principles that guide the plan;

**Section 3.0** outlines the land use structure and policies for the South West Ingersoll Secondary Plan Area, including land use compatibility, transportation, urban design guidelines and public and private realm improvements, and infrastructure policies; and

**Section 4.0** identifies the phasing and implementation of the plan.

The contents of **Sections 2.0 to 4.0** are generally intended to constitute the land use policy basis for the required amendments to the County Official Plan to implement the South West Ingersoll Secondary Plan, including **Maps 1 through 8** (with the exception of **Section 3.4.3** which is intended to be used to support future urban design guidelines). Any alterations to the policies or maps in **Sections 2.0 to 4.0** require an Official Plan Amendment (unless otherwise stated in the Plan). Alterations to the contents of **Section 1.0** including text, as well as any images, figures, formatting, footnotes and graphics within the Plan are not subject to an Official Plan Amendment and are provided for explanatory purposes only. Appendices and Attachments are not part of the Official Plan and can be modified and do not require an Official Plan Amendment.

## 1.5 Integration with the Oxford County Official Plan

The South West Ingersoll Secondary Plan must be read in conjunction with the applicable policies within the Oxford County Official Plan (1995, office consolidated September 2022), as amended. In addition to the policies of this South West Ingersoll Secondary Plan, all other parts of the Oxford County Official Plan shall apply. The land use designations for the South West Ingersoll Secondary Plan are intended to complement the broader land use designations provided in the Official Plan. In most cases, the land use policies and permissions described in the South West Ingersoll Secondary Plan align with those provided within the Official Plan. In the event of a policy conflict, the more restrictive policies shall apply with the exception of where special policies apply.

## 1.6 Authority

The South West Ingersoll Secondary Plan has been prepared within the context of Section 17 of the *Planning Act*. The Plan is in conformity with the policies of the Oxford County Official Plan, and is consistent with the Province of Ontario's Provincial Policy Statement (2020).





## 2.0 Guiding Principles

Ingersoll has a vibrant history as a small farming community on the banks of the Thames River. It is centrally located in southwest Ontario, accessible by Highway 401, CP Rail and CN Rail. It has a rich culture, quaint downtown, good employment opportunities and access to recreational and leisure activities, and is targeted for steady residential and employment growth. The South West Ingersoll Area is being planned to support the long term population and employment growth in the community.

Five guiding principles have been identified to guide development of the South West Ingersoll Secondary Plan and growth within the Secondary Plan Area.

### **1. Be a catalyst for economic development, financial investment and job creation in Ingersoll.**

The Highway 401 Corridor lands provide a prestigious opportunity to foster a business environment that promotes entrepreneurial activity, economic development and community investment. Development in this area should provide additional employment that supports a balanced activity rate, expand the industrial land supply and attract modern industries to enhance the range of employment opportunities in the Town to support Ingersoll's ability to compete in the local, national and international market place.



## 2. Protect, preserve and enhance natural heritage resources.

This South West Ingersoll Secondary Plan will identify and protect the existing natural assets and identify opportunities to build a natural heritage system of linked natural areas to promote net environmental gain. New development will support the protection and conservation of existing natural features, the maintenance of existing ecological functions and the creation of new environmental features, where possible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.





### **3. Sustainable economic and community growth for Ingersoll's long term prosperity.**

This South West Ingersoll Secondary Plan will identify an approach to manage growth that maximizes the use of existing and planned infrastructure and identifies new municipal infrastructure solutions that support financial sustainability over the life-cycle. Development will be phased in a way that supports the logical extension of services in a cost effective manner. The South West Ingersoll Secondary Plan will identify and promote implementation of green development solutions.



### **4. Maintain and honour the cultural and archeological history of Ingersoll.**

Ingersoll has a rich culture and vibrant history as a small farming community on the banks of the Thames River. The South West Ingersoll Secondary Plan Area and surrounding lands have a long history of agricultural use, supporting the agri-food network in Southwest Ontario. New development should focus on protecting and celebrating the cultural and archaeological assets within the Secondary Plan Area as well as acknowledging the many Indigenous communities calling this area home. The South West Ingersoll Secondary Plan will provide policies on the design of new development to leverage the unique character, honour the past and manage impacts on adjacent agricultural uses.



### 5. Enhance Ingersoll as a complete community.

The South West Ingersoll Secondary Plan will promote efficient use of land, compact urban form and a mix of uses in proximity to existing and future amenities to support livability and sustainability of the community. The South West Ingersoll Secondary Plan will identify the location and density of future residential uses to improve the housing choice, affordability, accessibility and support the long term housing needs of the community and future residents. It will identify opportunities for new community services, commercial and recreational uses and amenities that promote a high quality of life and support active lifestyles for Ingersoll's existing and future residents.







## 3.0 Policies

### 3.1 Community Structure

The Land Use Plan for the South West Ingersoll Secondary Plan Area is illustrated on **Map 2**. The classification of land use categories within the South West Ingersoll Secondary Plan Area include the following and the intent is to incorporate site specific policies for each land use designation where appropriate:

- Low Density Residential;
- Medium Density Residential;
- Service Commercial;
- Prime Industrial;
- Industrial;
- Open Space; and,
- Environmental Protection.

## 3.2 General Policies

### 3.2.1 Uses Permitted in All Designations

With the exception of the Environmental Protection and Open Space designations, the following uses are permitted in all land use designations in the South West Ingersoll Secondary Plan:

- a) A use which is accessory to a permitted use;
- b) Lawfully existing uses, buildings and structures including existing agricultural uses;
- c) Public utilities, including water, wastewater and stormwater infrastructure; and,
- d) Parks, public spaces and recreational facilities, and other Town uses as defined in the Official Plan.

### 3.2.2 Housing

The policies within the Oxford County Official Plan and the Oxford County Master Housing Strategy (December 2022), will guide housing developments in the South West Ingersoll Secondary Plan Area.

#### 3.2.2.1 Housing Options

Housing development in the Secondary Plan Area shall comprise of a range and mix of housing types, unit sizes, and tenure, including adequate numbers of dwelling units to accommodate households with children, larger families, seniors, people with special needs, and rental households.

The housing policies of the Oxford County Official Plan shall apply.

#### 3.2.2.2 Accessible Housing

A minimum of 10 percent of new affordable units and new purpose-built rental units should be constructed accessible with barrier-free, universal or flex design. Housing units geared towards seniors are encouraged to provide accessibility features.

#### 3.2.2.3 Affordable Housing

Affordable housing, including community housing, social housing, and other types of subsidized non-market housing units, is encouraged to be provided in the Secondary Plan Area. Development that includes residential in the Secondary Plan Area will be in accordance with the affordable housing policies of the Official Plan.

#### **3.2.2.4 Affordable Housing Incentives**

To support the development of affordable housing units within the Secondary Plan Area, the Town, in conjunction with the County, may explore potential incentives as outlined in the Oxford County Master Housing Strategy (December 2022).

#### **3.2.2.5 Community Improvement Plans**

To support the development of affordable housing, a Community Improvement Plan may be prepared for portions of the South West Ingersoll Secondary Plan Area. Please refer to the Oxford County Official Plan for Community Improvement Plan policies and incentives.

#### **3.2.2.6 Coordination**

The Town will collaborate with all levels of government, private sector, non-profit organizations and volunteer interest groups to promote, encourage and maximize opportunities for affordable housing.

### **3.2.3 Land Use Compatibility**

#### **3.2.3.1 New Industrial Uses**

New Industrial uses are subject to the policies of the Oxford County Official Plan (1995, office consolidated 2022), as amended, including the evaluation criteria identified in policy 9.3.4.4 regarding land use compatibility.

#### **3.2.3.2 Proposed Sensitive Development**

There are a number of active industrial uses within the South West Ingersoll Secondary Plan Area. Any new proposed sensitive development which is within 1,000 metres of an existing Class 3 industrial facility, 300 metres of an existing Class 2 industrial facility or 70 metres of an existing Class 1 industrial facility is subject to the Province's D-6 Guidelines for Land Use Compatibility (or equivalent). Supporting studies may be required to address air, noise, vibration or other compatibility concerns. Where a feasibility assessment indicates that the noise levels exceed the noise level objectives outlined in the County Official Plan, but the proposed development is feasible, County Council and/or Town Council shall require the proponent to undertake a detailed noise study which specifies appropriate attenuation measures in accordance with the Ministry of the Environment guidelines. Refer to policy 4.1.6 for additional details.

### 3.2.3.3 Active Heavy Rail

No new residential buildings intended for human occupancy are permitted within a 30 metre setback of an active heavy rail right-of-way. Permitted uses within this setback include public and private roads, parkland and other outdoor recreational space including backyards, swimming pools and tennis courts, unenclosed gazebos, garages and other parking structures and storage sheds, where permitted within the policies of this Plan. New residential development within 300 metres of an active heavy rail right-of-way must undertake a land use compatibility assessment based on the Guidelines for New Development in Proximity to Railway Operations (Federation of Canadian Municipalities, 2013) or equivalent guidelines/standards which mitigate risks associated with development in proximity to heavy rail.

### 3.2.3.4 Provincial Highway

In addition to all the applicable municipal requirements, all proposed development located adjacent to and within the Ministry of Transportation Ontario's (MTO) permit control area under the Public Transportation and Highway Improvement Act (PTHIA) will also be subject to MTO approval. Early consultation with the MTO is encouraged to ensure the integration of municipal planning initiatives with provincial transportation planning.

### 3.2.3.5 Supporting Active Transportation

New development applications requiring a Draft Plan of Subdivision, Zoning Bylaw Amendment and/or Site Plan Control, shall demonstrate how pedestrians and cyclists can move through the community and/or site, and connect to existing active transportation infrastructure or planned infrastructure including those identified on **Map 4** of this Plan.

## 3.3 Land Use Policies

### 3.3.1 General Residential

The lands designated Residential within the South West Ingersoll Secondary Plan are intended to achieve a minimum overall density of 30 units/ha and provide an increased mix of unit types to support a broader range of housing choice and affordability within the Town of Ingersoll.

### 3.3.2 Low Density Residential

Section 9.2.4 of the Oxford County Official Plan provides the planned function and permitted uses within the Low Density Residential designation.

### 3.3.2.2 Density Permissions

Notwithstanding the policies of the Oxford County Official Plan, the following specific policies shall apply to the lands designated Low Density Residential within the Plan Area:

- Within the area of new Low Density Residential development, the minimum overall net residential density shall be 22 units per hectare (9 units per acre). To achieve this density target, Town and County Councils may consider a variety of lot sizes and configurations, the development of low rise multiple units and may consider narrower road widths and private roads within multiple unit condominium developments in areas of new Low Density Residential development.

### 3.3.2.3 Permitted Uses

Notwithstanding the policies of the Oxford County Official Plan, and in accordance with policy 3.2.3.1 of this Plan, multiple unit dwellings, street-oriented multiples and additional residential units shall be permitted within the Secondary Plan Area.

### 3.3.2.4 Servicing and Phasing

The development of lands designated Low Density Residential shall be subject to the Servicing and Phasing policies of the Secondary Plan, as well as policies in the County's Official Plan and the County's Servicing Allocation policy.

## 3.3.3 Medium Density Residential

Section 9.2.5 of the Oxford County Official Plan identifies the planned function and permitted uses within the Medium Density Residential designation.

In addition to the policies of the Oxford County Official Plan, the following specific policies shall apply to the lands designated Medium Density Residential within the Plan Area.

### 3.3.3.1 Permitted Uses

Notwithstanding the policies of the Oxford County Official Plan, additional dwelling units shall be permitted within the Secondary Plan Area.

Home occupations will be permitted in accordance with the policies of the Oxford County Official Plan policy 9.2.3.4.

Single detached, semi-detached dwellings and duplexes shall not be permitted.

### **3.3.3.2 Housing Forms**

The Town may consider other forms of medium density housing, on a site specific basis, subject to an Amendment to the Zoning By-law with appropriate justification and consideration of the surrounding land uses, density, built form, urban design policies and the ability to provide municipal services in a financially feasible manner.

### **3.3.3.3 Servicing and Phasing**

The development of lands designated Medium Density Residential shall be subject to the Servicing and Phasing policies of the Secondary Plan, as well as policies in the County's Official Plan and the County's Servicing Allocation policy.

### **3.3.4 Service Commercial**

Section 9.3.3 of the Oxford County Official Plan identifies the planned function and permitted uses within the Service Commercial designation. In addition to the policies of the Oxford County Official Plan, the following specific policies shall apply to the lands designated Service Commercial within the Plan Area.

#### **3.3.4.1 Permitted Uses**

Notwithstanding the policies of the Oxford County Official Plan, the following uses are not permitted within the Plan area:

- Uses which require large areas for on-site storage of goods or vehicles.

#### **3.3.4.2 Accessory uses**

Notwithstanding the policies of the Oxford County Official Plan, an accessory residential dwelling unit contained within the main commercial structure will only be permitted where it has been demonstrated that land use compatibility with surrounding Prime Industrial and Industrial lands can be managed to the satisfaction of the Town and County.

### **3.3.5 Prime Industrial**

#### **3.3.5.1 Planned Function**

The planned function of the Prime Industrial designation is to expand the industrial land supply and attract modern industries to enhance the range of employment opportunities in the Town to support Ingersoll's ability to compete in the local, national and international marketplace. These strategically important employment lands are protected for industrial uses that make efficient use of such land and related infrastructure and provide significant, high quality employment opportunities and tax



revenues for the Town. This designation features the availability of larger parcels and proximity to road and highway access, which supports industrial expansion of existing and future industries.

### **3.3.5.2 Permitted and Prohibited Uses**

The following uses are permitted within the Prime Industrial designation:

- Industrial uses (e.g. assembling, processing, warehousing and distribution, repair activities, construction industries, manufacturing, communications, etc.);
- Research and development;
- Larger-scale information technology related uses including data centres and information processing establishments;
- Screened rear yard outdoor storage, not visible from municipal road or highway;
- Facilities that are ancillary to the permitted use above; and,
- Retail and office uses that are associated with a permitted use, restricted to a small percentage of total floor area which may be established through the Town's zoning by-law.

Truck and trailer parking areas are not permitted as a primary use for lands designated Prime Industrial. Truck and trailer parking may be permitted as accessory to a permitted industrial use on the same property.

### **3.3.5.3 Lot Coverage**

To support efficient use of land, new development for lands designated Prime Industrial shall have a minimum lot coverage of 10%.

### **3.3.5.4 Required Studies**

Development applications for lands designated Prime Industrial will not be considered for approval until the necessary environmental, land use compatibility, water and wastewater servicing and transportation studies are completed and approved by the Town, County, Upper Thames River Conservation Authority, and the Province as applicable.

## **3.3.6 Industrial Area**

Section 9.3.4 of the Oxford County Official Plan identified the planned function and permitted uses within the Industrial Area designation.

Note, the property west of Wallace Line and north of Robinson Road (municipally known as 274171 Wallace Line) was subject to a separate Official Plan Amendment and

Zoning By-law Amendment planning exercise, which redesignated the lands from Agricultural Reserve to Industrial and is now in force and effect.

### 3.3.7 Open Space

Section 3.2.5 of the Oxford County Official Plan identifies the planned function and permitted uses within the Open Space designation.

### 3.3.8 Environmental Protection

#### 3.3.8.1 Planned Function

Section 3.2.4 of the Oxford County Official Plan identifies the planned function and permitted uses within the Environmental Protection designation. Please refer to **Map 2** of this Secondary Plan for an overview of the lands designated Environmental Protection within the South West Ingersoll Secondary Plan Area and **Map 3** for an outline of the Natural Environment and Heritage features.

In addition to the policies of the Oxford County Official Plan, the following specific policies shall apply to the lands designated Environmental Protection and Adjacent Lands within the Secondary Plan Area.

#### 3.3.8.2 Provincially Significant Wetlands

Portions of the South West Ingersoll Secondary Plan Area are identified as a Provincially significant wetland (including the Heslop Swamp Provincially Significant Wetland and the Five Point Woods Provincially Significant Wetland). Please refer to the Oxford County Official Plan significant wetland policies. No policies or permissions of this Secondary Plan take precedence over the significant wetland policy guidance contained in the Oxford County Official Plan. In the event of a policy conflict, the parent policies of the Official Plan will take precedence.

#### 3.3.8.3 Wellhead Protection Area

Portions of the South West Ingersoll Secondary Plan Area are located within wellhead protected areas. Please refer to the Oxford County Official Plan for Water Quality policies. No policies or permissions of this Secondary Plan take precedence over the Wellhead Protection Area policy guidance contained in the Oxford County Official Plan. In the event of a policy conflict, the parent policies of the Official Plan will take precedence.

#### 3.3.8.4 Environmental Impact Statements and Adjacent Lands

As identified on **Map 2**, a portion of the South West Ingersoll Secondary Plan Area is within the Natural Heritage System and is subject to the Environmental Resource policies of the Oxford County Official Plan.

On lands where a minimum buffer has not been established and on Adjacent Lands depicted on **Map 2**, an Environmental Impact Statement (EIS) is required to be undertaken to the satisfaction of the approval authority. The Environmental Impact Statement must be undertaken by qualified professionals and prepared in accordance with the scoped EIS terms of reference contained in **Appendix A** of this Plan. A peer review of the Environmental Impact Study may be required by the approval authority to be undertaken by a qualified professional at the expense of the proponent to determine its acceptability as detailed in Section 3.2.6 of County Official Plan.

#### 3.3.8.5 Energy Efficiency

The development of lands within the Secondary Plan shall have regard for policy 2.1.2 of the Oxford County Official Plan, by promoting energy conservation and efficiency, improved air quality, reduction of greenhouse gas emissions and climate change adaptation. The Town or County may request additional support studies to demonstrate how the objectives of these policies have been supported through a proposed application.

#### 3.3.9 Coordination with Agencies

The Town will work with the Oxford County, Ministry of Natural Resources and Forestry, and the Upper Thames River Conservation Authority to ensure that the policies of the County's Official Plan and the South West Ingersoll Secondary Plan are implemented.

## 3.4 Community Design

### 3.4.1 Intent of the Urban Design Policies

The intent of the community design policies and community design guidelines is to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. In addition, the urban design policies of **Section 3.4.2** and design guidance provided in **Section 3.4.3** is intended to guide future development, and to protect the existing and future natural assets building a natural heritage system of linked natural areas. New development will support the protection and conservation of existing natural features, the maintenance of existing ecological functions and the creation of new environmental features, where possible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

### 3.4.2 Public Realm Improvement Strategy

The public realm improvement strategy is intended to enhance the design quality and functionality of the South West Ingersoll Secondary Plan Area. The planned Public Realm Improvement Plan is depicted on **Map 4** and considers the following:

- a) Gateway improvements;
- b) Streetscape improvements;
- c) Potential new public spaces;
- d) Active transportation connections; and,
- e) Pedestrian safety improvements.

The specific location of the features shown on **Map 4** and described in this section of the Secondary Plan are conceptual (except where a right-of-way is already established). The precise location and design of public spaces shall be confirmed through the Draft Plan of Subdivision or other approval processes by the Town and County. When siting new parks and public spaces, the Town will consider opportunities to co-locate and connect parks and public spaces with other community-oriented land uses, including schools and institutional uses, pedestrian linkages and the multi-use trail network, leisure facilities, and naturalized stormwater management ponds.

### 3.4.2.1 Gateways

Gateways are intended to function as formal entranceways and important visual and physical landmarks into and within the Southwest Ingersoll Secondary Plan Area. They provide wayfinding and enhance the public realm while also highlighting the distinct identity within the Town. Within the Secondary Plan Area, gateways include lands within the right-of-way, and are categorized into major and minor gateway improvements, as discussed in further detail below.

#### 3.4.2.1.1 Major Gateway Improvements

Major gateways are key points of arrival into the Prime Industrial and Service Commercial lands within this Secondary Plan Area. Given the adjacent uses, proposed active transportation linkages and visibility from Highway 401, the major gateways will be experienced as landmarks in the landscape experienced while in a moving vehicle and as potential trail heads and rest areas along the proposed expanded trail network.

Two (2) major gateway improvement areas have been identified as:

- Plank Line and Highway 401; and,
- Culloden Line and Highway 401.

Major gateway should incorporate public art features, lighting and prominent signage while also considering landscape features, planting and materiality that acknowledge and celebrate the area's rich natural heritage and Indigenous traditional uses and knowledge. Major gateways should also be scaled appropriately relative to the adjacent buildings, visibility from Highway 401, and according to sightline corner requirements. Major gateways can serve as an opportunity to highlight a growing business environment and reinforce awareness of community investment readiness. The gateways can also serve as an opportunity to provide a trailhead and rest stop along the proposed trail network, including wayfinding information, and shaded seating that is integrated into the gateway design.



**Example of a major gateway into the industrial lands.** *Source: TWLA/Fisher Associates Landscape Architecture*

#### **3.4.2.1.2      Minor Gateway Improvements**

Minor gateways serve as an entry and/or place of transition between different land uses, introducing elements of small-scale public realm enhancements that reinforce placemaking in our physical environments. Minor gateways are intended to serve as entrance markers to two proposed residential areas and one industrial area within the Secondary Plan Area. There three (3) minor gateway improvement areas, including:

- Thomas Road and Wallace Line (Industrial);
- Hamilton Rd and Proposed Roadway South of Oakwood Street (Residential); and,
- Clarke Road and Proposed Roadway North of Harris Street (Residential).

Minor gateways should be designed to function in tandem with adjacent open space and built form, including materiality, lighting, planting, signage and multi-functional art features that tie into the site's natural and cultural heritage, and future industrial functions. Minor gateways are smaller-scale wayfinding and welcoming landmarks within the community, helping establish the character and identity of each area.





**Example of a minor gateway into the residential areas and open space within a road right-of-way.** *Source: Port of Kennewick*



**Example of a minor gateway into industrial lands.** *Source: MudMap Studio*

### 3.4.2.2 Streetscape Improvements

Streetscape improvements are intended to provide direction for future enhancements to the roads within the Secondary Plan Area. The Secondary Plan Area has a diverse set of road functions, each contributing to a larger network that accommodates the movement of motor vehicles, pedestrians and cyclists. Two level of improvements are being proposed within both industrial and residential land uses:

- Major Streetscape Improvements; and,
- Minor Streetscape Improvements.

Major and minor streetscape enhancements serve as an opportunity to align the community design guidelines with sustainability targets set out by the County and Town, such as planting 10,000 trees a year as set by *Environment Oxford* or tree planting initiatives established by the Town of Ingersoll Tree Canopy Policy. To support this County/Town target, both major and minor streetscape improvements within the Secondary Plan Area should:

- Create a healthy and mature tree canopy streetscape, improving the shade cover, stormwater runoff, ecological functions and human health benefits;
- Ensure that sufficient space and soil volumes are provided within the road right-of-way to enable the growth of mature street trees;
- Promote the use of silva cells and/or raised beds on both public and private developments; and,
- Promote the use of innovative systems which allow for best practices in arboricultural maintenance.

#### 3.4.2.2.1 Major Streetscape Improvements

The proposed collector road along Curry Road and Union Road serves as the southern border of the western industrial and commercial lands within the Secondary Plan Area. At its two entry points, these roads are anchored by identity-defining gateways and provide the main access into future developments. Streetscape improvements are also identified along the proposed collector road on Wallace Line, which serves as the central spine and connective interface of the existing industrial operations on the north side and significant natural heritage components to the south. Major streetscape improvements are further subdivided into minor industrial and minor residential enhancements.

Major industrial streetscape improvements for Curry Rd, Union Rd and Wallace Line include:

- Paved road surfaces including paving any existing shoulders;



- Access to proposed multi-use trail located South of 401;
- Paved shoulders on new local roads where feasible within the existing right of way to provide access to businesses however Active Transportation facilities will be limited or unavailable due to limited right-of-way widths;
- Primary street lighting to maintain appropriate illuminance;
- Enhanced tree canopy on north side to improve micro-climatic conditions;
- Plant species that are hardy, low maintenance and salt-tolerant;
- LID (Low Impact Development) measures where possible to manage increased water run-off from non-permeable constructed surfaces; and,
- Planted swale to temporarily store, treat and infiltrate stormwater runoff.

Major residential streetscape improvements for Clarke Rd include:

- Paved road surfaces including drainage swales as required;
- Multi-use trail on one side;
- Design midblock connections for improved pedestrian access;
- Consider traffic calming measures at all pedestrian crossings;
- Primary street lighting to maintain appropriate illuminance;
- Enhanced tree canopy on both sides to improve micro-climatic conditions;
- Plant species that are hardy, low maintenance and salt-tolerant; and,
- LID (Low Impact Development) measures where possible to manage increased water run-off from non-permeable constructed surfaces.

#### **3.4.2.2.2 Minor Streetscape Improvements**

Several proposed local roads throughout the Secondary Plan Area have also been identified as having opportunities for a minor streetscape improvement as shown in **Map 4**.

These improvements are identified in local roads that provide primary access to residential and prime industrial areas as well as key access to proposed open spaces. Minor streetscape improvements are further subdivided into minor industrial and minor residential enhancements.

Minor industrial streetscape improvements include:

- Paved sidewalk on one side with a planted boulevard buffer to provide separation between pedestrians and vehicles;
- Appropriately scaled lighting to maintain illuminance on entrances, walkways, amenity areas and/or service areas;
- High-quality design, free-standing signage along the site frontage and close to the site entrance where buildings are set further back from the roadway;

- Enhanced tree canopy on both sides to improve micro-climatic conditions;
- Street trees and/or low-lying ornamental grasses that are native, hardy and salt-tolerant along boulevards;
- LID (Low Impact Development) measures where possible to manage increased water run-off from non-permeable constructed surfaces; and,
- Bioretention gardens, as appropriate, in areas with larger boulevards, to temporarily store, treat and infiltrate stormwater runoff.

Minor residential streetscape improvements include:

- Paved sidewalk on both sides with a planted boulevard buffer to provide separation between pedestrians and vehicles;
- Design midblock connections for pedestrian crossings;
- Consider traffic calming measures at all pedestrian crossings;
- Pedestrian-scaled street lighting to maintain appropriate illuminance and increase safety and comfort;
- Enhanced tree canopy on both sides to improve micro-climatic conditions;
- Street trees and/or low-lying ornamental grasses that are native, hardy and salt-tolerant along boulevards;
- LID (Low Impact Development) measures where possible to manage increased water run-off from non-permeable constructed surfaces; and,
- Bioretention gardens, as appropriate, in areas with larger boulevards, to temporarily store, treat and infiltrate stormwater runoff.

### 3.4.2.3 Potential New Public Open Spaces

Over the tenure of the Secondary Plan, the intention is to provide new public spaces including parks, open spaces and recreation that are connected with the existing and future active transportation networks and natural areas. New public spaces should be designed to be barrier free and to include a mix of design elements, including but not limited to:

- Enhanced landscaping;
- Shade trees;
- Ample locations for seating; and,
- Public art.

New public spaces should be located close to the street and be connected to new and enhanced pedestrian networks. There are four Open Spaces proposed within the Secondary Plan:

- Proposed Neighbourhood Park North of Clarke Rd to be planned in coordination with the adjacent proposed stormwater management facility;
- Proposed Neighbourhood Park South of Clarke Rd;
- Proposed Neighbourhood Park South of Hamilton Rd; and,
- Proposed Neighbourhood Park North of Thomas Rd.

Each proposed Residential area will have a larger public Open Space intended to support leisure activities for residents. Proposed neighbourhood parks would serve the adjacent residential communities through amenities such as playgrounds, basketball pads, baseball diamonds, tennis courts, picnic areas and passive seating areas. Planning for potential new public spaces shall be consistent with the policies of the Oxford Official Plan Section 9.5.2 Leisure Resource Policies. In addition to these policies, the following guidelines are provided to support planning for open spaces within the Plan Area:

- Expand upon existing natural features through the integration of parks and open spaces;
- Select native, drought-tolerant, pest and disease resistant species for vegetation and use low maintenance design techniques;
- Ensure that parks and open spaces are placed and sized appropriately;
- Ensure that parks and open spaces are located close to the street and pedestrian network;
- Design open spaces as part of a larger network by providing trails within and connecting through to external trails;
- Accommodate multi-modal transportation through amenities such as sheltered bike racks, water fountain and washroom facilities;
- Ensure that there are appropriate setbacks from residential properties as well as adequate street frontage;
- Encourage an appropriate balance of active and passive recreational uses;
- Protect natural heritage areas and ensure sustainable uses; and,
- Ensure that open space and parks should be designed to be barrier free.

#### 3.4.2.4 Multi-use Trail Design

Multi-use trail connections have been proposed to connect throughout the Plan Area and to existing trails within Ingersoll, as depicted on **Map 4**. Please refer to policy 3.5.3 for an outline of the conceptual active transportation network improvements that could be implemented through future planning development applications.

These connections paired with sidewalk connections and in-boulevard trails enhance the pedestrian network and help to diversify the availability for multi-modal travel. The following guidelines apply to multi-use trail development within the Plan Area:

- Include standard wayfinding signage to identify key connections and mark distances between multi-use trails and key site features (e.g. parks, bike facility connections, etc.);
- Thematic and interpretive signage should be utilized to feature the historical and natural heritage of the study area;
- Provide a treed buffer where indicated, particularly along the trail proposed south of the 401;
- Multi-use trail should provide adequate amenities, such as seating, trash receptacles, and lighting;
- Multi-use trails that connect to gateways should include rest spaces for trail users as well as amenities such as seating and bike parking;
- Multi-use trails should provide safety, security and comfort for all trail users;
- Provide safe crossings wherever multi-use trails intersect with the road network with adequate signaling and changes in colour or materials to indicate priority crossings;
- Trails should provide connections to natural heritage and allow users to experience the various natural heritage features of the study area;
- It is important for the design, construction, use and maintenance of the multi-use trails to minimize impacts and disruptions to environmentally sensitive areas;
- Multi-use trails should be designed, constructed and maintained with sustainability in mind;
- Multi-use trails should be designed to accommodate as many different types of users as possible while considering the best configuration with regard to adjacent properties; and,
- The design, construction and maintenance of multi-use trails should adhere to the principles of Universal Design and follow AODA standard;

The Town may consider preparing a signage and wayfinding strategy for the Secondary Plan Area that enhances the public realm and support the land use vision for this corridor. The signage and wayfinding strategy would be implemented through a new signage by-law.

### 3.4.3 Private Realm Urban Design Guidelines

The private realm design guidelines identify the desired future character and function of the built environment, including massing, building articulation, parking, vehicle

movement and landscaping. The intent is to ensure that new buildings reinforce a coherent urban environment that is compatible in scale, form, massing, height and transition with the surrounding open space and public form. The following private realm design guidelines should be referred to when proposing development within the lands designated Low and Medium Density Residential within the Plan Area:

- A full range of housing types (i.e. detached, semi-detached, townhouse, apartments) should be provided to promote a variety and diversity within the low and mid density residential areas;
- Architecture expressed throughout residential buildings should be varied and recognize its local context;
- Quality should be consistent and building materials and finished should be complimentary;
- Low and Mid-density residential neighbourhoods should be characterized by a highly interconnected local street network and encourage grid patterns to reduce congestion, dead-end streets, and promote walkability;
- Sidewalks should be coordinated with the design of feature paving across boulevards, intersections, crosswalks, and driveways to ensure visibility and accessibility of the pedestrian network;
- Residential neighbourhoods should have strong visual and physical links to natural environmental features;
- Provide a diversity of housing types within medium density residential area in order to achieve medium density targets;
- Where a continuous street wall exists, maintain a consistent base building height with neighbours, varying by a maximum of two storeys;
- Lot sizes should be simple and rectilinear to not limit design and siting options. Variations shall be considered to manage slope, corner lots, or property boundaries;
- Where townhouse-style units are provided at the ground floor, they should be designed and expressed as individual units through the use of materials and façade articulation;
- The impact of taller buildings within the mid-rise residential area should consider open spaces and adjacent properties through adequate height and massing transition, separation and landscaping;
- Buildings over 3 storeys should have a base building height of no greater than 2 storeys above adjacent development. Upper floors should step back to reduce visual impact and building mass as perceived at street level;

- High quality pedestrian infrastructure should be provided on all public streets and public spaces adjacent to apartment development to support vibrant street environments, pedestrian access and comfort;
- Outdoor amenity areas will include generously scaled areas of soft landscaping capable of supporting shade trees;
- Encourage development of corner lots to have architectural elements on both street facing sides; and,
- Amenity spaces should be directly connected to building entrances when associated with a multi-family residential building.

The following design guidelines should be referred to when proposing development within lands designated -, Service Commercial and Prime Industrial within the Secondary Plan Area:

- Cohesive site organization and design that create an identifiable and recognizable employment community in Ingersoll;
- Industrial uses should be separated and buffered from adjacent natural heritage areas, open spaces and residential areas;
- Buildings at high profile gateway locations, such as entrances to industrial areas, should be designed to give prominence to the location and prestige to the area;
- Locate buildings and planting to minimize adverse impacts, such as shadows, wind tunnelling, noise attenuation and snow disposition for neighbouring properties and amenity areas;
- Building placement, massing and landscape features should provide a high level of design;
- Locate buildings with appropriate orientation particularly south of Highway 401 in order to maximize visibility and pedestrian environment;
- High-quality building design that are cognizant of adjacent sites using materials and colours that highlight existing natural heritage and surrounding buildings;
- Paved surfaces and site furnishings that are made of recycled or sustainably-sourced materials that are durable;
- All vehicular access shall be planned to avoid conflicts with pedestrians and other non-motorized modes of travel;
- Ensure loading and servicing areas are adequately signed and located behind buildings and are adequately screened from the public right-of-way, green walkway and amenity areas;
- Provide accessible walkways and special paving to denote pedestrian flow across private driveways and parking lots for increased safety and convenience;



- Periodic breaks along the landscape buffers to allow for visibility of new developments and assist in wayfinding;
- Landscape treatments along the street fronts that enhance the interface between the public and private realm;
- Planting palette that is sustainable, native, and hardy that contributes to the visual interest along street frontages;
- Use of permeable pavers in parking lots, where feasible, to improve on-site stormwater management;
- Encourage plantings and hedgerows to screen outdoor storage;
- LID (Low Impact Development) measures where possible to manage increased water run-off from non-permeable paved surfaces; and,
- Bioswales or bioretention gardens, as appropriate, in areas with larger boulevards, to temporarily store, treat and infiltrate stormwater runoff.

## 3.5 Transportation

### 3.5.1 Planned Transportation Network

The existing and planned multi-modal transportation network is shown on **Map 4** (active transportation plan) and **Map 5** (road network plan). The proposed changes to the area will support the full range of transportation modes, increased connectivity to Ingersoll's existing amenities and destinations, while continuing to function as a major thoroughfare along Highway 401 for the foreseeable future. A more complete street network with improved access is needed to support growth, pedestrian and active transportation modes. For reference purposes, the Transportation Technical memo has been included in **Attachment 1**.

### 3.5.2 Improvements and Enhancements to Multi-Modal Transportation Network

The Secondary Plan contemplates the following potential transportation improvements within the study area:

- Active transportation improvements and depicted on **Map 4**; and,
- Road improvements as depicted on **Map 5**.

### 3.5.3 Active Transportation Network

The existing and planned Active Transportation Network is depicted on **Map 4**. Many opportunities have been identified to improve, enhance, and incorporate active transportation improvements through the consultation process and have been shown on **Map 4**. The network is planned to accommodate a range of active modes including pedestrians and cyclists. Proposed improvements include a network of multi-use trail

connections that build off the existing and planned network, proposed bike lanes, paved shoulders, and sidewalks. Please refer to policy 3.4.2 for proposed major and minor streetscape improvements.

Multi-use trails provide safe pathways that are separated from the road and intended for use by means of more than one device. The following multi-use trail connections have been identified on **Map 4**:

- North-east of Clarke Road on the boundary of the Secondary Plan Area to connect the proposed minor gateway to the internal local road network;
- South of Clarke Road connecting the bike lane along the new proposed local road through the proposed park and to the existing trails along the west side of Hall's Creek;
- South of Highway 401 connecting the major gateway along Plank Line with the back of the properties along the highway, across Whiting Creek, along the rail corridor and along the back of the properties along the highway to connect with the major gateway at Culloden Line; and,
- West portion of the Secondary Plan Area connecting the multi-use trail along the Thames River with the Secondary Plan Area, at the proposed minor gateway improvement, and along the Environmental Protection Area connecting with Thomas Road.

Bike lanes are intended to provide cyclists with a paved dedicated lane for travel. The following bike lands have been identified on **Map 4**:

- Clarke Road within the Secondary Plan Area, intended to connect to the existing bike lane along Clarke Road between Ingersoll Street S and Harris Street; and,
- New north/south local road in the east portion of the Secondary Plan Area, intended to connect the Clarke Road bike lane to the proposed park/open space/recreational uses north of Highway 401.

These interventions should be considered through the redevelopment process and/or through future master planning processes. Development, redevelopment and infrastructure investment in and around these areas should consider improvements to pedestrian safety, through lighting, signage, daylighting, introduction of medians and other means.

New development must also adhere to the policies as outlined in the County Oxford Official Plan Section 9.2.7.3 Pedestrian Activity.

### 3.5.4 Road Classification

The road improvements identified on **Map 5** are based on a functional classification of roads outlined in the Oxford County Official Plan policy 9.6.2 and are included below for reference. Please refer to the Oxford Official Plan for policies on each classification of road.

- Provincial Highway - serves high volumes of inter-urban and long distance traffic movements at high speeds;
- County Road (Arterial) - moderate to high volumes of intra-urban traffic at moderate speeds and has limited property access;
- County Road (Collector)- - serves light to moderate volumes of traffic for short distances between local and arterial roads and may provide access to individual properties; and,
- Local - provides access to individual properties and serves local traffic only.

### 3.5.5 Existing and Planned Road Network

The existing and proposed transportation network is depicted on **Map 5**, and is designed to accommodate a variety of modes, including automobiles, trucks, cycling and pedestrians. The following new/upgraded arterial and collector road network is proposed with the Secondary Plan Area to accommodate growth:

- A New North/South collector road connecting Clarke Road to the proposed Open Space;
- Upgrade of Curry Road and Union Road as a collector road, connecting Plank Line and Culloden Line; and,
- Upgrade of Wallace Line as a collector road to provide access to the proposed Industrial and Prime Industrial lands.

In addition, a new spur line is proposed to the north of Curry Road, south of Highway 401 on the western side of the existing rail corridor.

### 3.5.6 Local Road Connections

New local connections are required to facilitate development and access. The alignment of the proposed local roads as depicted on **Map 4**, are intended to be conceptual (except where the right-of-way is already established) and include:

- An extension of Walker Road south through the study area to connect with a new internal local road network north of Clarke Road;
- New local road connections south of Clarke Road connecting to the lands proposed Residential lands and the Open Space;

- New local road connections are also proposed to the east and west of Wallace Line to provide access for proposed Industrial lands; and,
- New local road south of Hamilton Road to provide access for proposed Residential lands.

Detailed alignments and locations of local streets and private laneways shall be determined through further engineering studies and through the development review process.

### 3.5.7 Proposed Intersection Improvements

Proposed intersection improvements for the Secondary Plan Area include improved cross sections to promote traffic demand and support a multi modal transportation. Several intersection improvements have been identified to support development of the Secondary Plan Area and are depicted on **Map 5**.

### 3.5.8 Parking

Please refer to Town of Ingersoll Zoning By-law for minimum parking standards. The Town may identify alternative parking requirements for development within the Secondary Plan Area to support the overall objective of this Plan.

## 3.6 Infrastructure

### 3.6.1 Water and Sanitary Servicing

As part of the implementation of the South West Ingersoll Secondary Plan, the County will ensure the availability of adequate water and sanitary servicing and capacity to accommodate the long-term planned development of the Secondary Plan Area. To support implementation of this Secondary Plan, a Conceptual Water Servicing Plan and Sanitary Servicing Plan have been prepared and included as **Map 6 and 7**. Additional municipal servicing analysis has been included for reference in **Attachment 2 and 3**.

### 3.6.2 Sustainable Stormwater Management

To support implementation of the South West Ingersoll Secondary Plan, a stormwater management plan has been prepared which includes proposed stormwater management facilities depicted on **Map 8** and further analysis provided for reference in **Attachment 4**.

The Town encourages innovative measures to help reduce the impacts of urban run-off and maintain base groundwater flow. Such measures may include bioswales, permeable pavers, rain barrels, and green roofs.

### **3.6.3 Development Application and Servicing Requirements**

The Town may require that development applications be supported by site specific servicing and stormwater management plans, where modifications to the servicing plans included here within are proposed.

### **3.6.4 Coordination of Public Works**

The Town will work with the County to ensure that planned public works for the South West Ingersoll Secondary Plan Area are coordinated to minimize the impacts of construction on residents and businesses adjacent to the Secondary Plan Area. Coordination efforts will consider phasing of any future road works and maintenance, and any upgrades to the water and sanitary networks.





## 4.0 Implementation

### 4.1 General Implementation

#### 4.1.1 General Implementation

The South West Ingersoll Secondary Plan will be implemented through a variety of tools including but not limited to:

- a) Oxford County Official Plan Amendment incorporating key policy recommendations contained in the South West Ingersoll Secondary Plan;
- b) Planning and development application process, through tools such as site plan approval, plans of subdivision and condominium and consents to sever;
- c) Town of Ingersoll Zoning By-law; and,
- d) Other tools as described in this section.



### 4.1.2 Public Works within the Secondary Plan Area

All future public works undertaken by the Town in the South West Ingersoll Secondary Plan Area will be consistent with the policies of the Oxford County Official Plan as amended to incorporate the policy recommendations contained in the South West Ingersoll Secondary Plan.

### 4.1.3 Official Plan Amendments

Unless otherwise stated in this Plan or the County's Official Plan, applications for development which do not align with the policies and maps of this Plan will require an Official Plan Amendment. Amendments to the Official Plan will be subject to policies of the Official Plan and shall require a planning justification report, along with any other supporting studies identified through the pre-consultation process.

### 4.1.4 Zoning By-Law

#### 4.1.4.1 Alignment with Zoning By-Law

The Town will update its Zoning By-law to ensure that the land use policies and community design guidelines for this South West Ingersoll Secondary Plan are reflected in the Town's Zoning By-law.

### 4.1.5 Amendments to Zoning By-Law

Applications for development within the South West Ingersoll Secondary Plan Area will be subject to the policies of the County's Official Plan as amended to incorporate the policy recommendations from the South West Ingersoll Secondary Plan. Amendments to the zoning by-law will be subject to policies of the Official Plan and will require a planning justification report, along with any other supporting studies identified through the pre-consultation process.

### 4.1.6 Site Plan Review, Plans of Subdivision, Plans of Condominium and Severances

Applications for site plan approval, plans of subdivision, plans of condominium and consents to sever lands within the Secondary Plan Area will be consistent with the policies of the County's Official Plan as amended. More specifically, applications for plans of subdivision or plans of condominium shall include supporting technical studies as outlined through the pre-consultation process that may include the following reports and studies as indicated in **Appendix B**.

### 4.1.7 Supporting Studies

Area Studies or Issues Based Studies may be used to assist in the implementation and refinement of the South West Ingersoll Secondary Plan. Please refer to the Oxford County Official Plan for Area Studies and Issues Based Studies.

### 4.1.8 Coordination with the Oxford County

The Town will work with the Oxford County to ensure that the policies of this Plan are implemented, including any opportunities to implement the urban design and public realm improvements through any future works initiated by the County.

## 4.2 Phasing and Financial Tools

### 4.2.1 Capital Expenditures and Phasing

The County will prepare a Capital Expenditure Plan and Phasing Strategy to guide the development/redevelopment of the South West Ingersoll Secondary Plan Area. The Capital Expenditure Plan and Phasing Strategy should consider the following:

- The expected cost and timing of development;
- The cost and timing of any potential transportation, infrastructure, and public realm improvements;
- Any other projects or initiatives which may impact the cost and timing of development; and,
- The approach to pay for the implementation of the South West Ingersoll Secondary Plan.

To support implementation, a conceptual Phasing Plan has been included in **Appendix C** of this Plan.

### 4.2.2 Holding Zones

County Council or the Town Council, may pass a Holding Zone by-law and use the holding (H) symbol in conjunction with any zone in the zoning by-law. The holding (H) symbol specifies that the development of these lands is considered premature or inappropriate for immediate development. Please refer to the Oxford County Official Plan for Holding Zones policies.

### 4.2.3 Development Charge

The Town may include any growth-related infrastructure identified in this South West Ingersoll Secondary Plan as part of the next Development Charges By-law update in accordance with the Town and County's financing policy.

#### **4.2.4 Monitoring Program**

The Town will prepare a monitoring program to track the implementation of the South West Ingersoll Secondary Plan and report on the progress of its implementation. The monitoring program should identify population and household forecasts, land use and development trends, economic conditions, the supply, demand and availability of land for development and employment purposes, the adequacy of municipal services, land costs and the state of the environment.

#### **4.2.5 Updating the Plan**

Ingersoll Town Council, in conjunction with the County Council will comprehensively review the policy recommendations of the South West Ingersoll Secondary Plan as part of the 5 year review of the County's Official Plan.

### **4.3 Interpretation**

#### **4.3.1 General Interpretation**

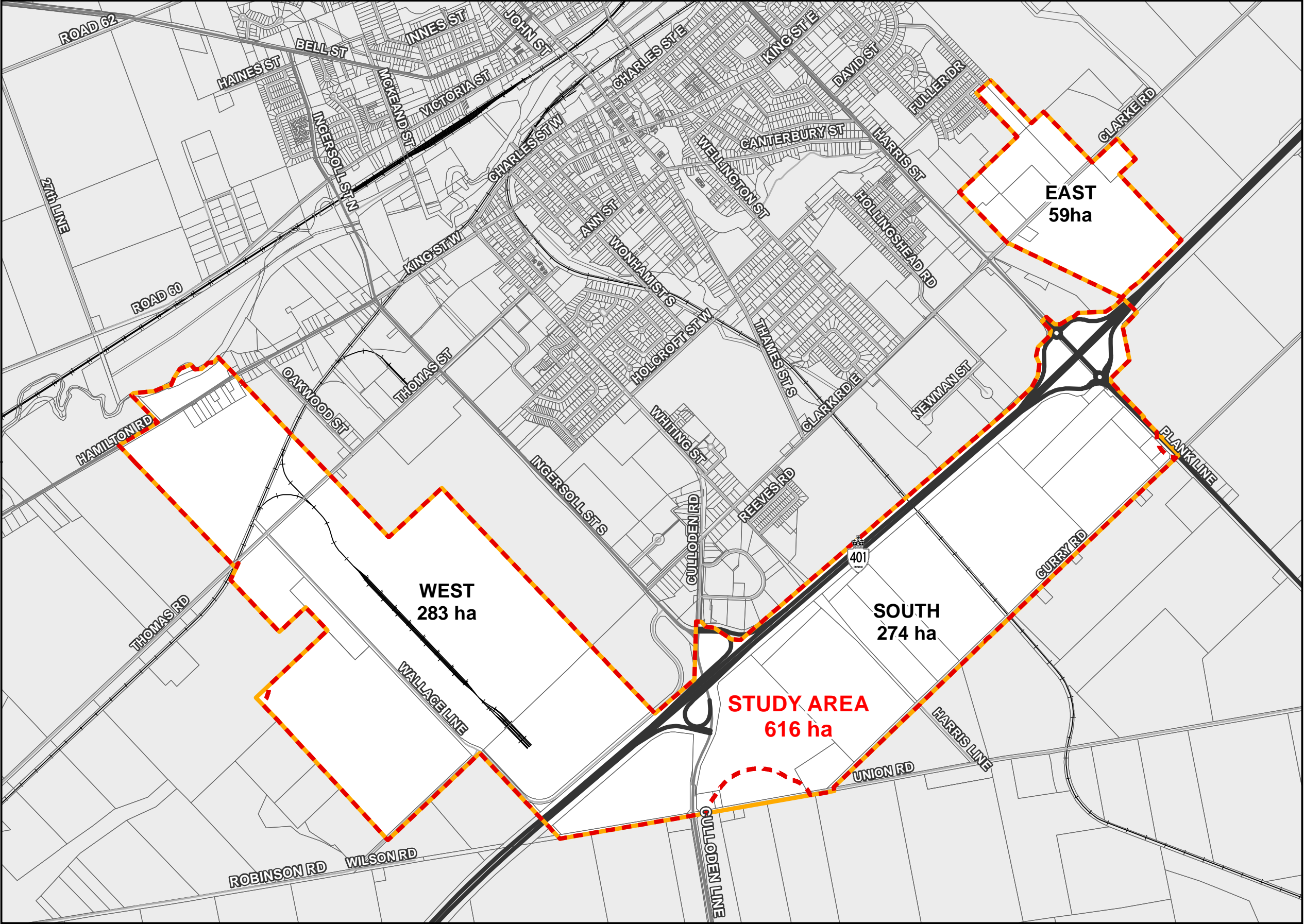
Section 1.5 of the Oxford County Official Plan provides Interpretation policies on Land Use Designations, Figures and Symbols applicable to interpretation of the South West Ingersoll Secondary Plan.

#### **4.3.2 Conflicts with Official Plan**

In the event of a conflict between the Oxford County Official Plan and the South West Ingersoll Secondary Plan, the County Official Plan prevails.

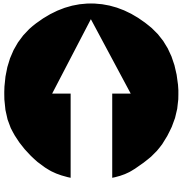
# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 1: SECONDARY PLAN AREA LIMITS

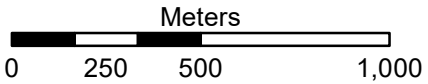


### Legend

- Settlement Area
- Study Area
- Property Parcels
- Provincial Road
- County Road
- Municipal Road
- Railway



NORTH



Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited

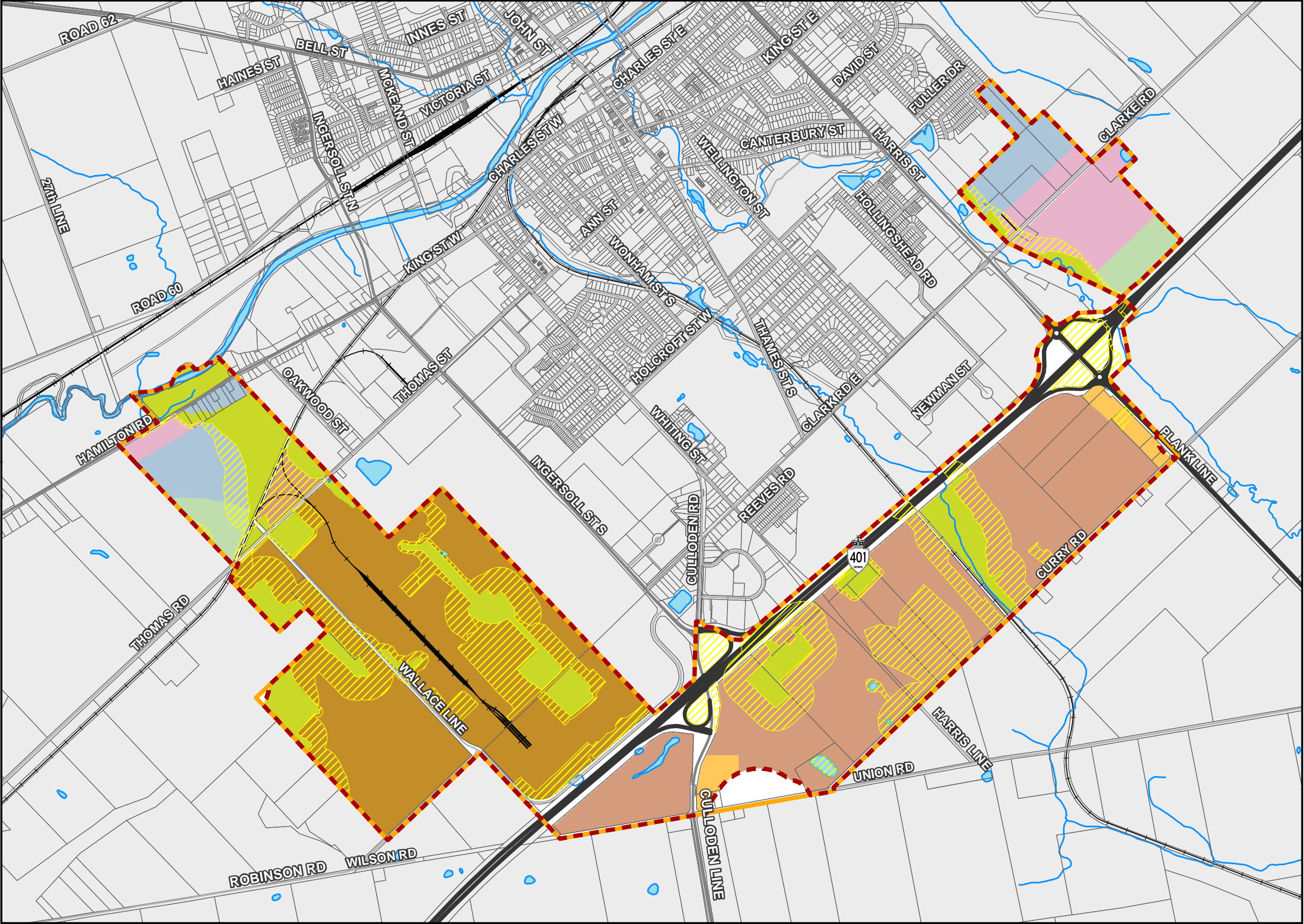
January 08, 2024

Scale 1:20,000



# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 2: LAND USE PLAN



### Legend

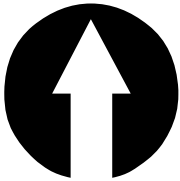
- Settlement Area
- Study Area

### Land Use

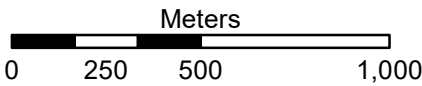
- Low Density Residential
- Medium Density Residential
- Service Commercial
- Open Space
- Environmental Protection
- Industrial
- Prime Industrial
- Adjacent Lands

### Oxford County

- Provincial Road
- County Road
- Municipal Road
- Railway
- Watercourse
- Waterbody



NORTH



Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited

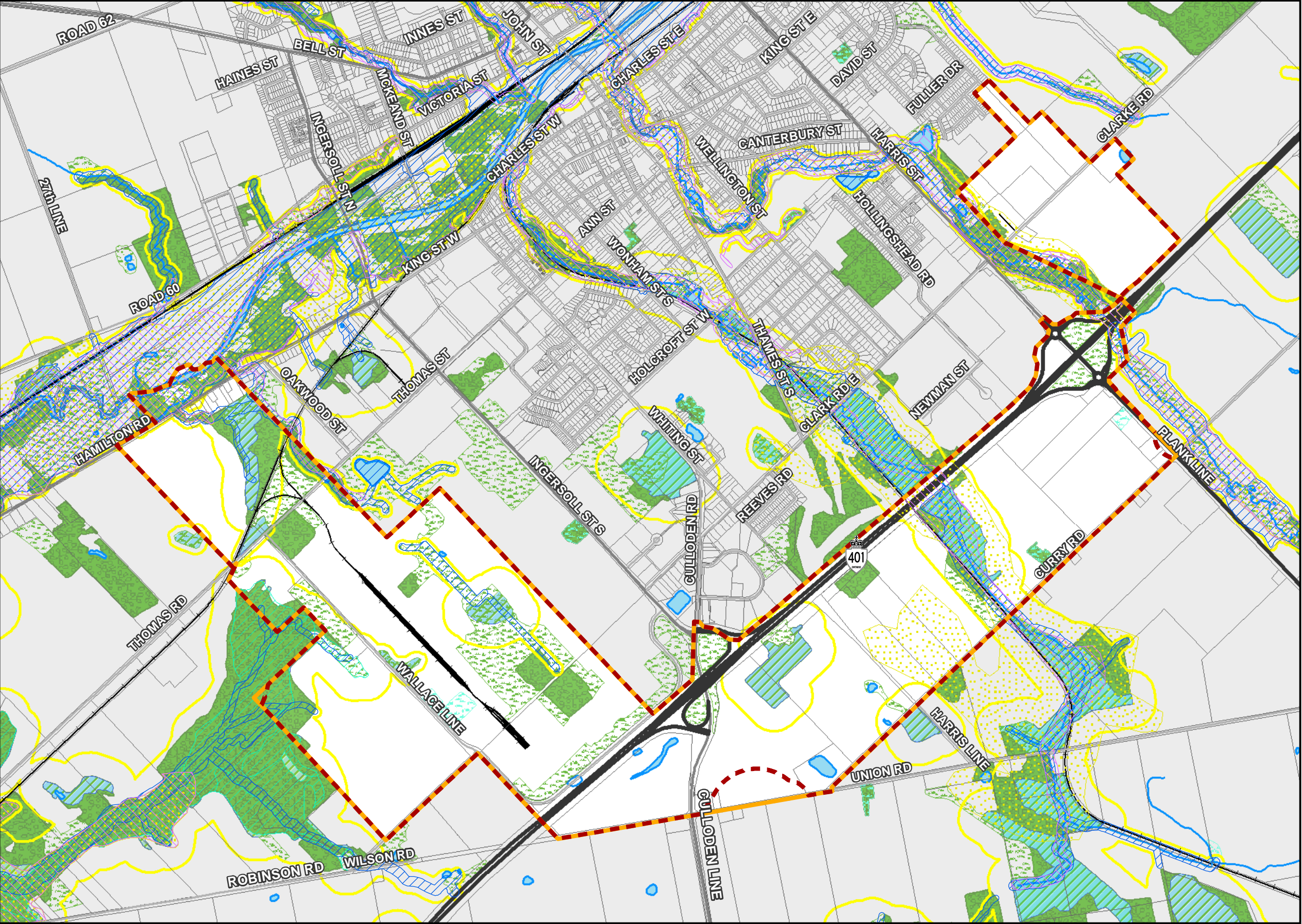
January 09, 2024

Scale 1:20,000



# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 3: NATURAL ENVIRONMENT AND HERITAGE



**Legend**

- Settlement Area
- Study Area

**Oxford County**

- Provincial Road
- County Road
- Municipal Road
- Railway
- Watercourse
- Waterbody

**Oxford Natural Heritage System**

- Evaluated Wetland
- Wetland minus PSWs
- Unevaluated Wetland
- Woodlands
- Meadows/Thickets
- Meadows/Thickets (Other)
- Significant Valleylands (Draft)

**Upper Thames River Conservation Authority**

- Erosion Hazard Limit
- Flood Hazard Limit
- Regulation Limit

**MNRF**

- Five Point Woods (PSW)

**Map Information:**

- Map Prepared by: PFM/ZJB
- Dillon Consulting Limited
- Map Checked by: KM
- Dillon Consulting Limited
- December 20, 2023
- Scale 1:20,000

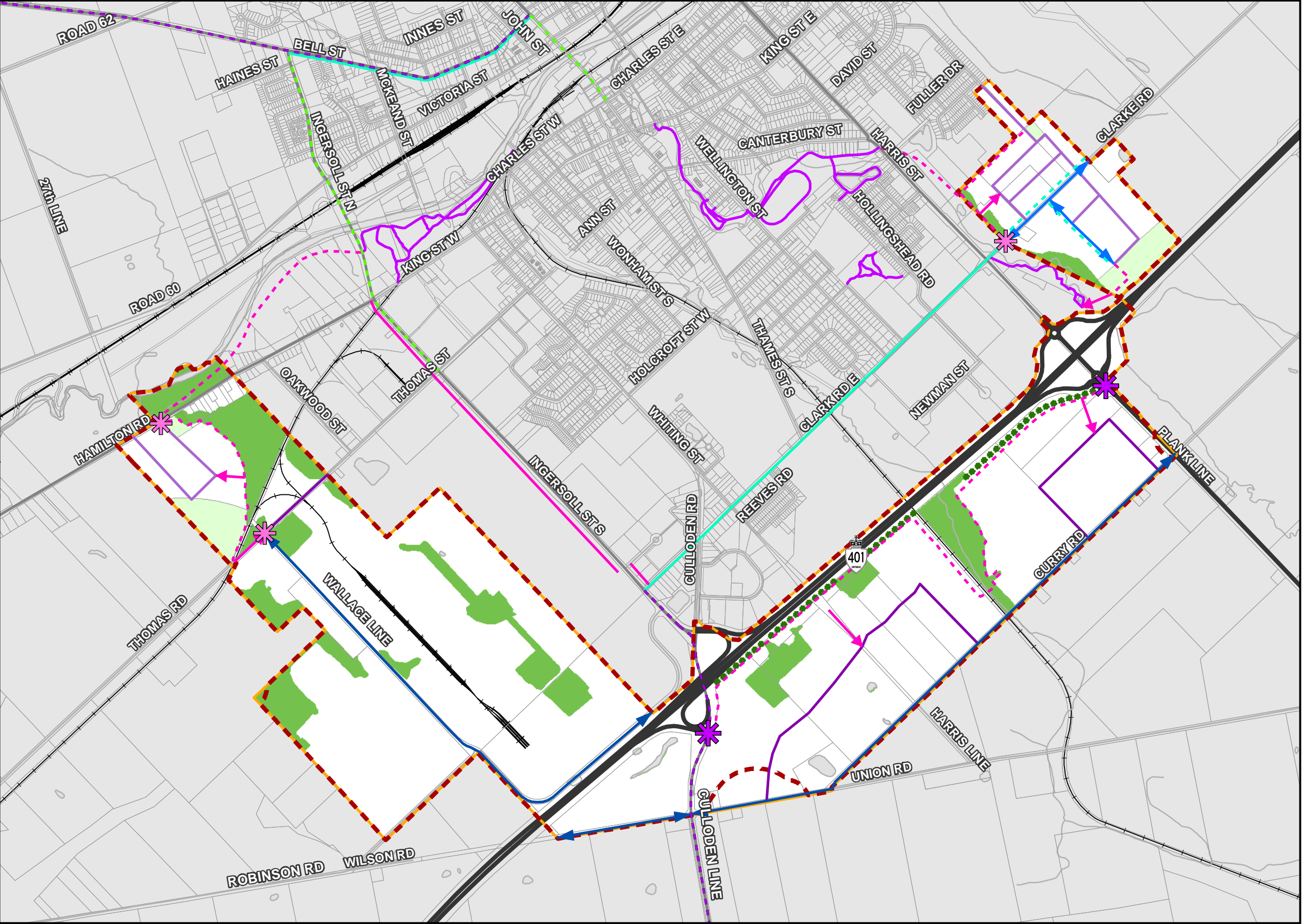
**North Arrow:** NORTH

**Scale Bar:** 0 250 500 1,000 Meters



# SOUTH WEST INGERSOLL SECONDARY PLAN

## MAP 4: PUBLIC REALM IMPROVEMENT AND ACTIVE TRANSPORTATION PLAN



### Legend

- Settlement
- Study Area
- Environmental Protection

### Proposed Public Realm Improvements

- Proposed Park/Open Space/Recreation
- Proposed Minor Gateway (Intersection Improvement)
- Proposed Major Gateway
- Proposed Minor Streetscape Improvement Area - Industrial
- Proposed Minor Streetscape Improvement Area - Residential
- Proposed Major Streetscape Improvement Area - Industrial
- Proposed Major Streetscape Improvement Area - Residential
- Proposed Bike Lane
- Proposed Multi-Use Trail Connection
- Multi-Use Trail Suggested Connections
- Proposed Treed Buffer

### Existing and Planned AT

- Existing Bike Lane (Town of Ingersoll)
- In-Boulevard Multi-Use Trail (Town of Ingersoll)
- Existing Trail (Town of Ingersoll)
- Planned Designated Cycling Facility (Oxford Cycling Master Plan) (CMP)
- Planned Separated Cycling Facility (Oxford Cycling Master Plan) (CMP)

NORTH

DILLON CONSULTING

Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited

January 09, 2024

Scale 1:20,000

Meters

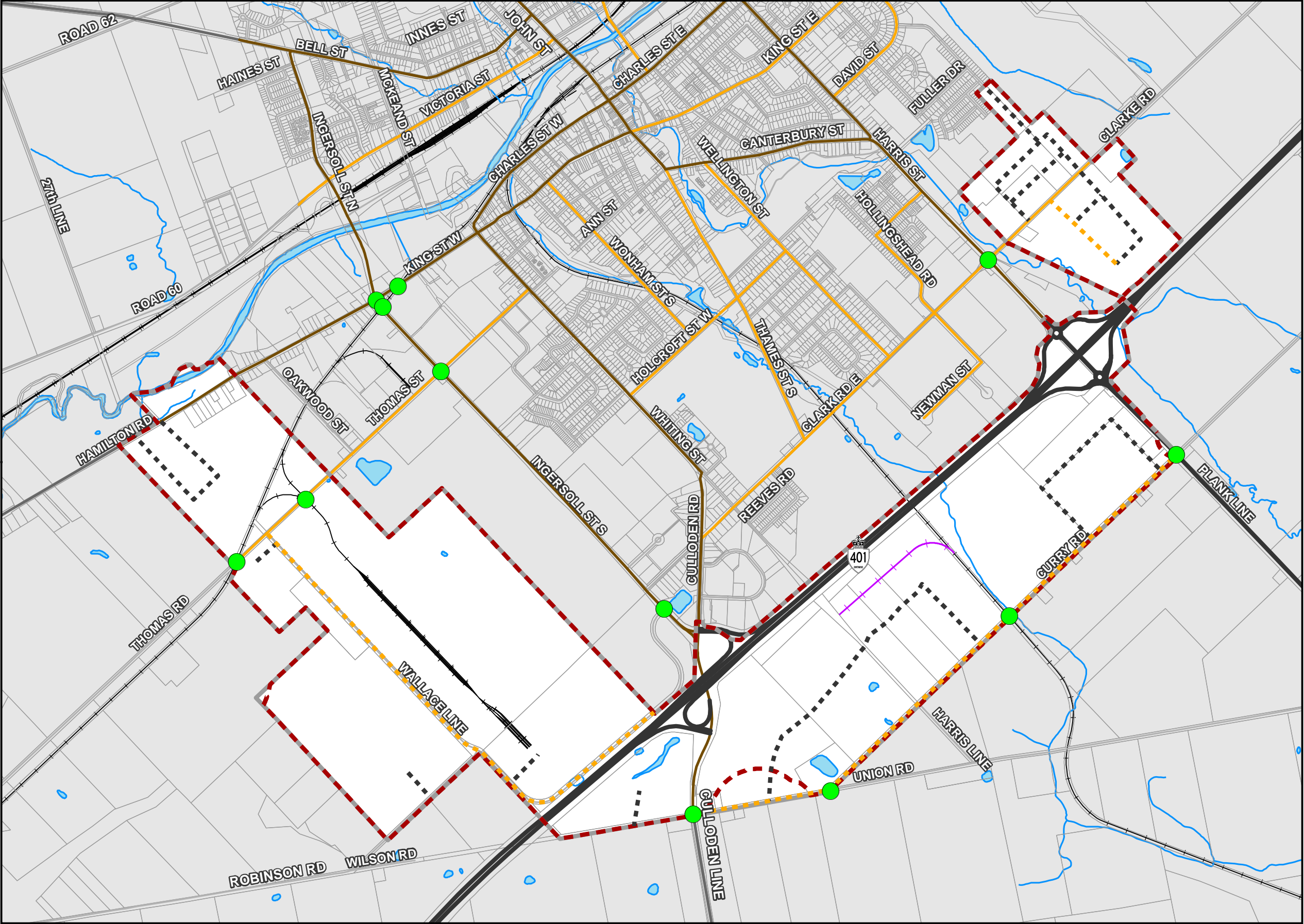
0 250 500 1,000

File Location: K:\2022\224365\Product\Client\20231218\_Final\Map4\_PublicRealm.mxd



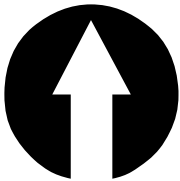
# SOUTH WEST INGERSOLL SECONDARY PLAN

## MAP 5: TRANSPORTATION PLAN

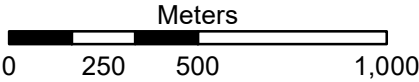


### Legend

- Settlement Area
- Study Area
- Proposed Intersection Improvement
- Proposed Collector Road
- Proposed Local Road
- Proposed Rail Spur
- Provincial Highway
- Arterial Road
- Collector Road
- County Road
- Municipal Road
- Railway



NORTH



Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: JG  
Dillon Consulting Limited

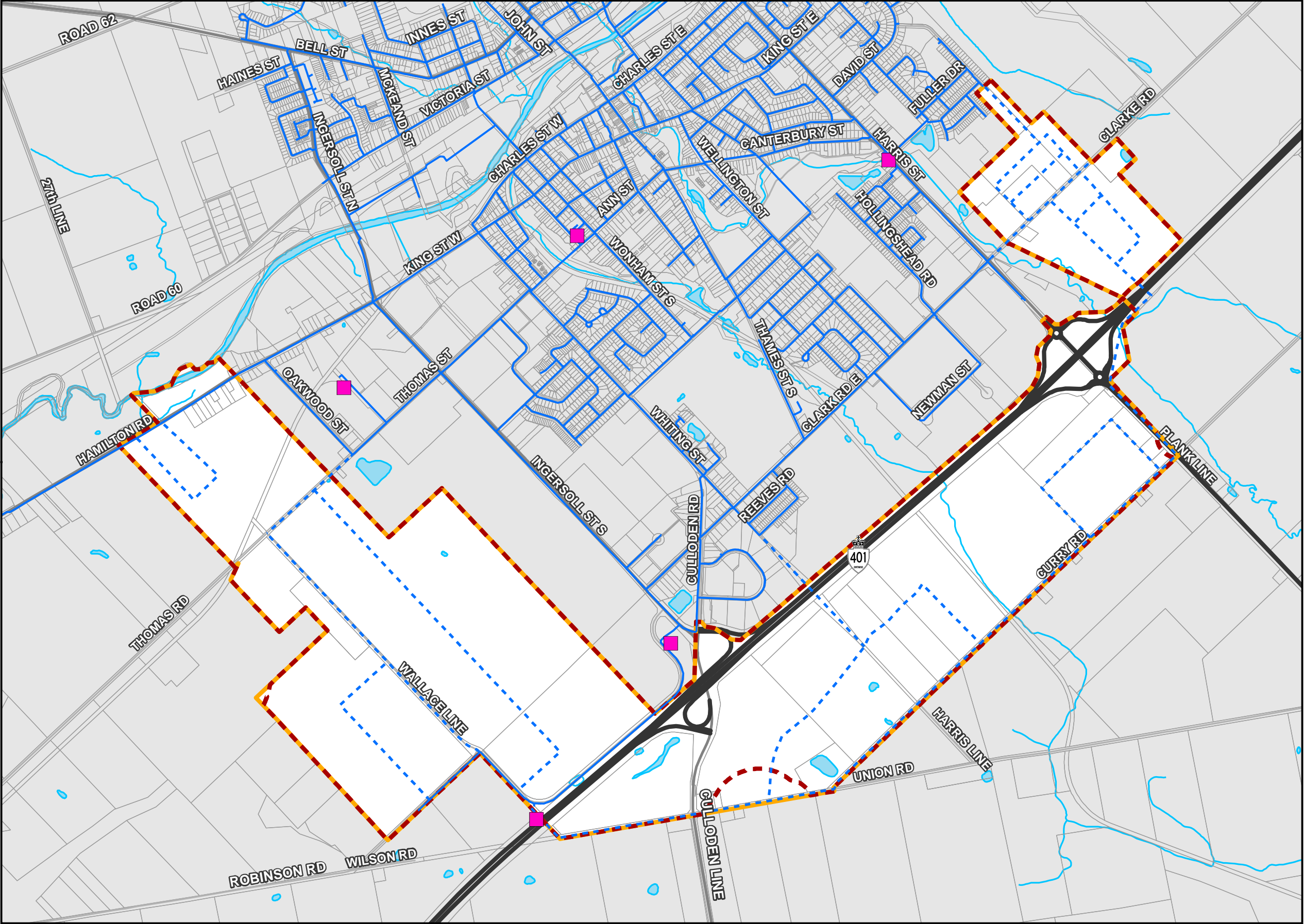
December 20, 2023

Scale 1:20,000



# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 6: CONCEPTUAL WATERMAIN



**Legend**

Settlement

Study Area

Proposed Trunk Watermain

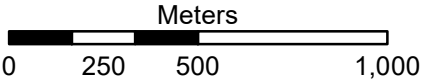
**Oxford County**

Existing Groundwater Well / Water Treatment Facility

Existing Watermain

Watercourse

Waterbody

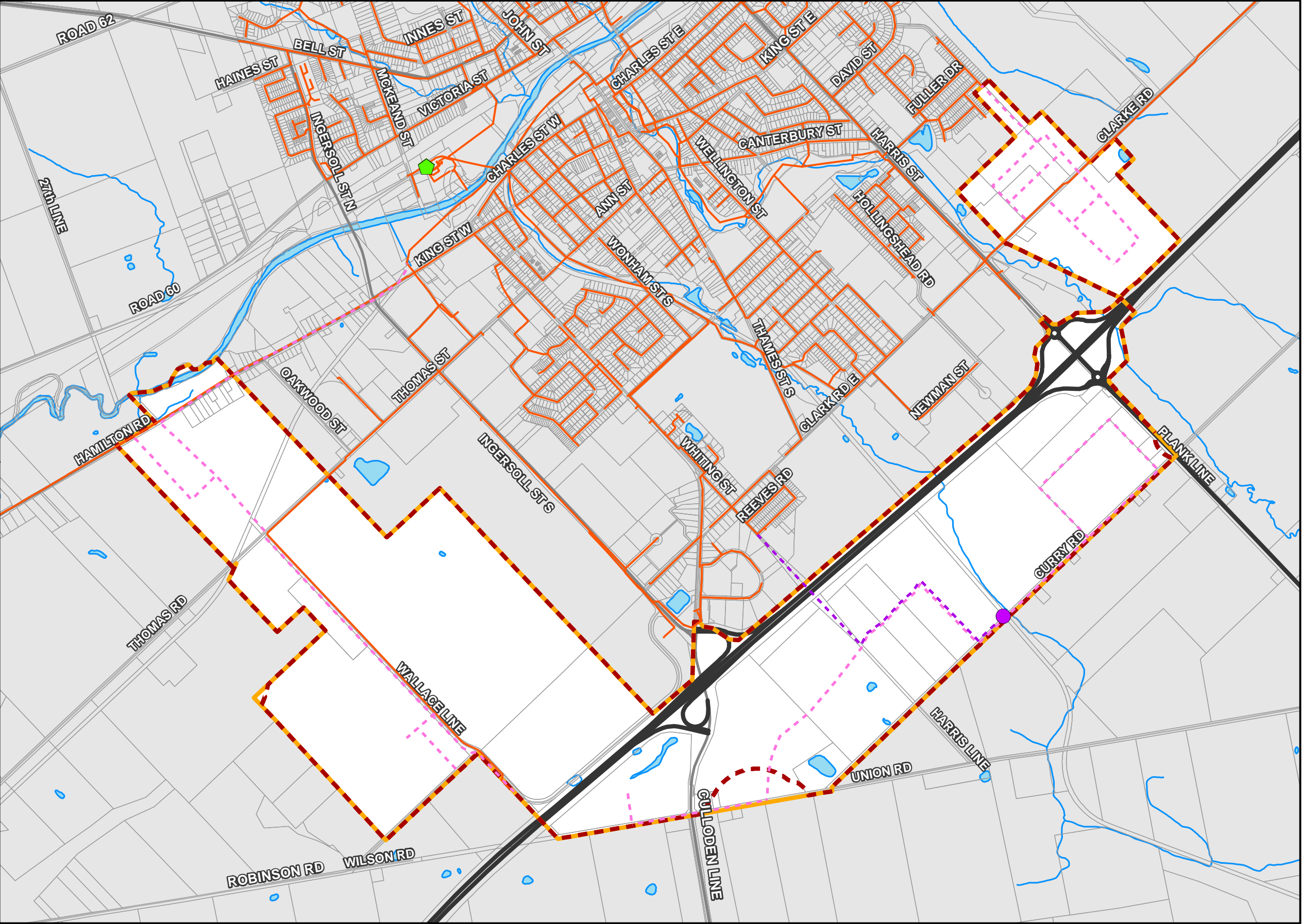


Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited  
December 20, 2023  
Scale 1:20,000



# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 7: CONCEPTUAL SANITARY

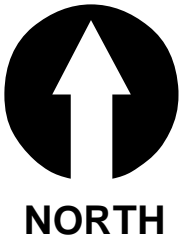


### Legend

- Settlement Area
- Study Area
- Proposed Sanitary Pump Station
- Proposed Sanitary Forcemain
- Proposed Gravity Sanitary Sewer

### Oxford County

- Ingersoll Wastewater Treatment Plant
- Existing Sanitary Sewer
- Watercourse
- Waterbody

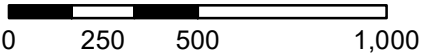


Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited

December 20, 2023

Scale 1:20,000

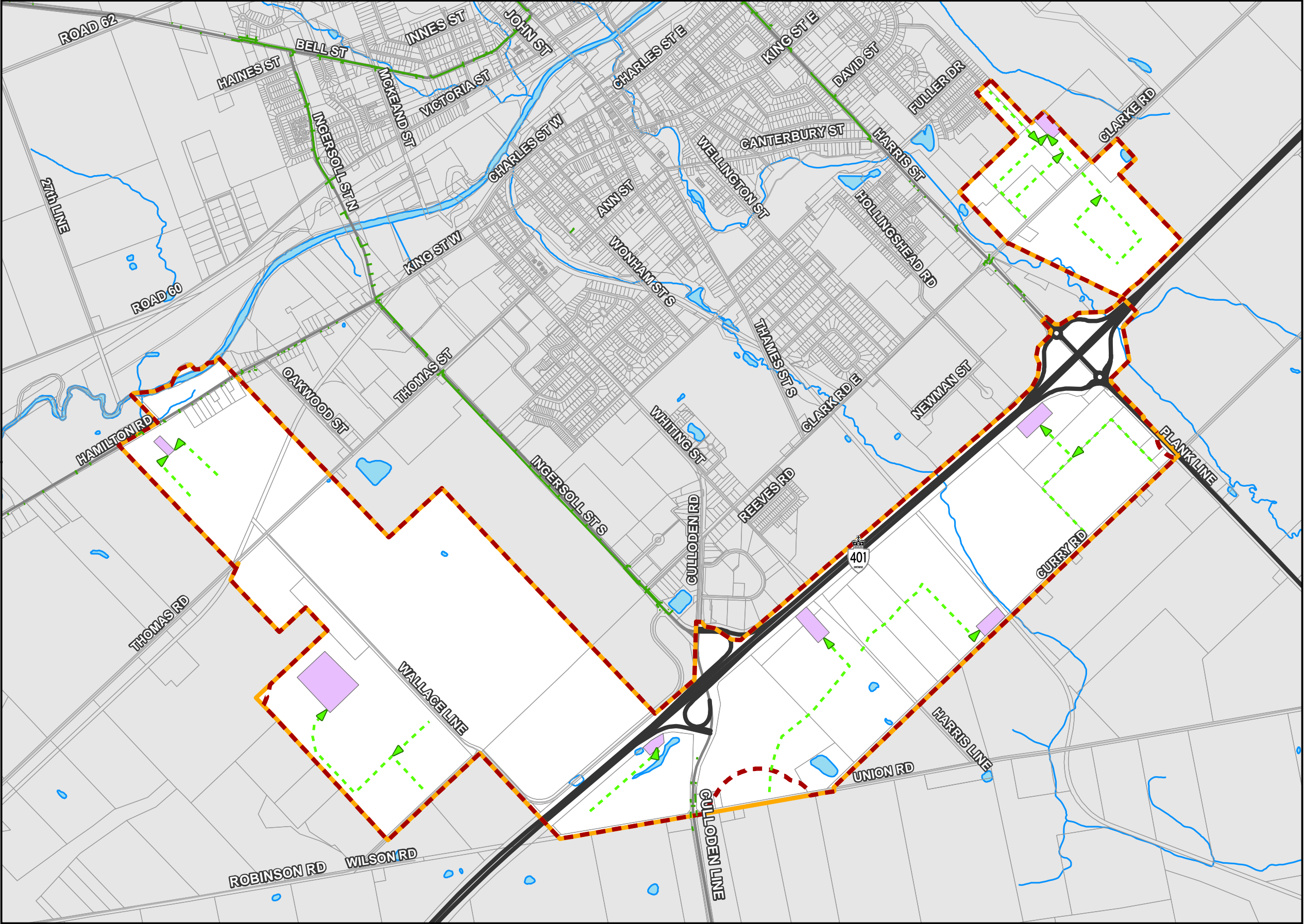
Meters





# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## MAP 8: CONCEPTUAL STORM

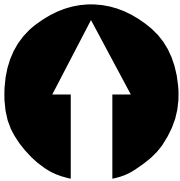


### Legend

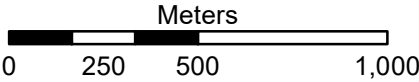
- Settlement
- Study Area
- Proposed Storm Sewer and Flow Direction
- Proposed SWM

### Oxford County

- Existing Storm Sewer
- Watercourse
- Waterbody



NORTH



Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited  
December 20, 2023  
Scale 1:20,000

# Environmental Impact Study Terms of Reference

The following terms of reference (TOR) checklist should be used as a guide in determining the appropriate requirements for an Environmental Impact Study (EIS). The following requirements should be checked off as appropriate and included within the EIS. Approval of the TOR should be received by the County before submission of the EIS. If additional information is warranted based on the project, additional items or notes can be added to this list.

## General Policies

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- ☐ Reports should be formatted on 8½ by 11 paper, with maps to be full colour and formatted on 11x17 minimum size. A title page should also be provided that includes: the name of the applicant, address of the subject property, lists the principal author of the report, the consulting firm, and the date the report was completed. Please ensure that the contact information for the applicant and main report author are also provided within the report.
- ☐ The Environmental Impact Study (EIS) must be undertaken by a qualified professional in environmental or related sciences to provincial standards and/or the satisfaction of Oxford County (the County).
- ☐ A visit to the site may be required by the County prior to, during, or upon receipt of the EIS.

The EIS will have consideration for the following:

- ☐ Policies and requirements of the County's Official Plan (OP).
- ☐ Other applicable planning documents.

## Existing Conditions

---

- ☐ The existing conditions of the subject property must be clearly described in the EIS and clearly mapped on aerial photographs.
- ☐ The description must include the zoning and designations of the OP on the subject property. This includes land use designations from other municipal planning documents, and the South West Ingersoll Area Secondary Plan.



- ☐ The EIS shall identify natural hazard features, should any be located on the subject lands). The potential impact of the development on the hazard feature or hazard process should also be identified. Identify hazard avoidance or hazard mitigation strategies and integrate natural heritage, natural resource and/or servicing considerations. The boundaries of natural hazard features shall be confirmed in the field by the proponent, mapped on a figure in the report and approved by the UTRCA. If any staking has been completed to date, information on the limits of the feature should be included in the EIS. The location of the UTRCA regulated area will be identified and discussed in the report.
- ☐ Designated environmental features identified in the OPs must be identified on the mapping and described in the report. These features include provincial or regional Areas of Natural and Scientific Interest (ANSIs), Provincially Significant Wetlands (PSWs), Environmentally Significant Areas (ESAs), Significant Woodlands, etc.
- ☐ Natural Heritage Features identified through surveys (woodlands, wetlands, valleylands, Significant Wildlife Habitat, etc.) must be identified on the mapping and described in the report.
- ☐ A description of the soils, landforms and surficial geology based on a review of available mapping and literature must be described in the report.
- ☐ Hydrological and hydrogeological resources and issues, including surface water features, recharge/discharge zones, groundwater quality and quantity, groundwater elevations and flow directions, and connections between groundwater and surface water features will be identified if available and required.
- ☐ The vegetation communities must be identified using the Ecological Land Classification (ELC) system to vegetation type, where possible. The communities must be identified on the mapping, using the appropriate ELC codes, as well as described in the text.
- ☐ Should wetland(s) be identified within the Subject Property, their significance under the Ontario Wetland Evaluation System (OWES) should be identified. If the wetland has not been evaluated, or a re-evaluation of the community is necessary, detailed of the evaluation should be included as an appendix to the EIS.
- ☐ Three-season botanical surveys are required to identify rare or uncommon species. Surveys are to take place during spring (May to early June), summer

- (July to August) and fall (September to October). The list must include an analysis for the presence of federal and provincial threatened or endangered species. This should include information from the Ministry of the Environment, Conservation and Parks (MECP) and Natural Heritage Information Centre (NHIC).
- ☐ The EIS requires breeding bird surveys. The surveys must be conducted during the breeding bird season at an appropriate time of day in appropriate weather conditions and by a qualified professional. A minimum of two surveys are required and they must follow generally accepted scientific protocols (i.e., the 2001 Ontario Breeding Bird Survey Guide for Participants). A list of the breeding birds will be included in the report. The list must include an analysis for the presence of federally or provincially rare, threatened or endangered species.
  - ☐ The EIS requires a breeding amphibian survey. The survey will be conducted during the breeding amphibian season and by a qualified professional. Surveys will be conducted in accordance to protocols of the 2008 Marsh Monitoring Program Participants Handbook. For calling amphibians a minimum of three surveys are required. These surveys will generally span the full amphibian breeding season to ensure that the peak periods of activity for early and late breeding species are accounted for. A list of the breeding amphibians present will be included in the report. The list is to include an analysis for the presence of federally or provincially threatened or endangered species.
  - ☐ Turtle basking surveys are required. Surveys should be conducted during the turtle active season (i.e., ice-off to late October) and in accordance with the Survey Protocol for Blanding's Turtle in Ontario (MNRF, 2015).
  - ☐ Snake Visual Encounter surveys are required. Surveys should be conducted throughout the active season (May- July), following the Survey Protocol for Ontario's Species at Risk Snakes (MNRF, 2016).
  - ☐ A fisheries assessment will be provided due to the presence of potential suitable fish habitat. The fisheries assessment will include community sampling within the watercourse, pond, etc. through electrofishing and/or netting during the appropriate season, under a collection permit issued by the MNRF. Existing data regarding fish species must also be obtained from UTRCA and/or the MNRF and used for the fisheries assessment. The assessment must include a description of watercourses or other fish habitat on and/or adjacent to the Property (where site access is permitted).

- ☐ A Headwater Drainage Features (HDF) Assessment will be completed for potential HDFs within the Subject Property, as per the *Evaluation, Classification, and Management of Headwater Drainage Features Guidelines* (TRCA and CVC, 2014).
- ☐ A Significant Wildlife Habitat screening should be completed for the Subject Property and candidate and confirmed habitats identified. Both background information and survey data should be provided for habitats identified.
- ☐ Incidental wildlife observed shall be reported on and listed in the report. The list must include an analysis for the presence of federally or provincially rare, threatened or endangered species.
- ☐ A functional assessment of the subject property describing the ecology of the natural heritage features and functions (including components of the natural heritage system) within and adjacent to the subject property should be provided. The functional assessment may include ecological functions, wetland functions, natural heritage features and landscapes, benefits of importance to humans, and corridors and linkages, as required. The significance of features based on applicable policies and guidelines should be included.
- ☐ Should any features be excluded from the assessment/study, a detailed explanation for their exclusion should be provided.

## Constraints Map

---

- ☐ Mapping shall consist of the following:
  - a) Mapping must have a title, figure number, north arrow, legend and scale or scale bar.
  - b) A site location map that provides the regional or watershed context of the subject property.
  - c) The extent of the natural heritage features and its components must be clearly demarcated on an air photo base, if applicable.
  - d) The locations of watercourses and waterbodies and indication of their flow (if applicable).
  - e) Vegetation communities must be delineated and identified using ELC.
  - f) The location of rare, threatened or endangered species and/or populations shall be identified, if appropriate.
  - g) The location of important wildlife features (i.e., hibernacula, den, stick nest, etc.) shall be identified.

- h) Establish minimum buffer requirement and regulated areas (e.g. floodplains, wetlands).
- i) Locations of all survey stations are to be included.
- j) A conceptual site plan will be included.

## Impact Assessment

---

- ☐ The potential direct, indirect, induced and cumulative impacts to the features and functions of natural areas shall be identified and discussed.
- ☐ An assessment of the potential impact on wildlife at a local, watershed and provincial (if applicable) level shall be provided.
- ☐ An assessment of the potential impacts on groundwater or surface water (if applicable) level shall be provided.
- ☐ An assessment on potential impacts to the hydrological and ecological function of wetlands present (if applicable).
- ☐ In the case of significant natural features (as confirmed through field studies), the EIS must demonstrate that there is no development or site alteration within the feature with the exception of uses as specified in the OP and/or prior approvals. The EIS must determine appropriate buffers from significant natural features and other mitigation strategies to diminish impacts to the natural features.
- ☐ A policy analysis shall be completed to determine impacts with respect to relevant policy and how policy, technical documents and legislation including but not limited to, the PPS (2014), Natural Heritage Reference Manual (2010), Significant Wildlife Habitat Technical Guide (2000), Significant Wildlife Habitat Ecoregion 7E Criteria Schedules (2015), etc. will be met.

## Recommendations and Mitigation Measures

---

- ☐ Avoidance of Natural Heritage System features is the preferred approach to mitigation unless otherwise specified in the OP and/or prior approvals.
- ☐ Determine adequate buffers through the identification of the critical function and protection zones of identified natural areas, in accordance with County requirements.

- ☐ Where avoidance of a feature is not feasible or possible, mitigation approaches/techniques must be provided. These may include edge management plans, buffer plantings, fencing, low impact designs (LID), etc.
- ☐ Recommendations for Best Management Practices during construction should be provided. This may include silt fencing, tree protection, fencing, identification of timing or seasonal constraints to construction or restoration, etc.
- ☐ If applicable, the EIS will include opportunities for restoration or enhancement of natural heritage or hydrologic features or their functions.
- ☐ An analysis of mitigations approaches recommended and how these meet policy requirements should be included in the EIS.

## Monitoring

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- ☐ If monitoring is required, the details of a monitoring program must be agreed to through approval conditions. Monitoring such as erosion and sediment control, restoration, and wildlife monitoring should be considered.

## Conclusion

---

- ☐ The EIS will summarize the key findings of the report including the biophysical inventory and analysis, assessment of potential impacts, impact avoidance measures, mitigation measures and opportunities for environmental enhancement.
- ☐ The EIS will include recommendations respecting whether the proposal should proceed as planned; or whether the proposal should proceed subject to conditions (if applicable).
- ☐ The EIS will conform to the policies and requirements of the Oxford County Official Plan and South West Ingersoll Area Secondary Plan.



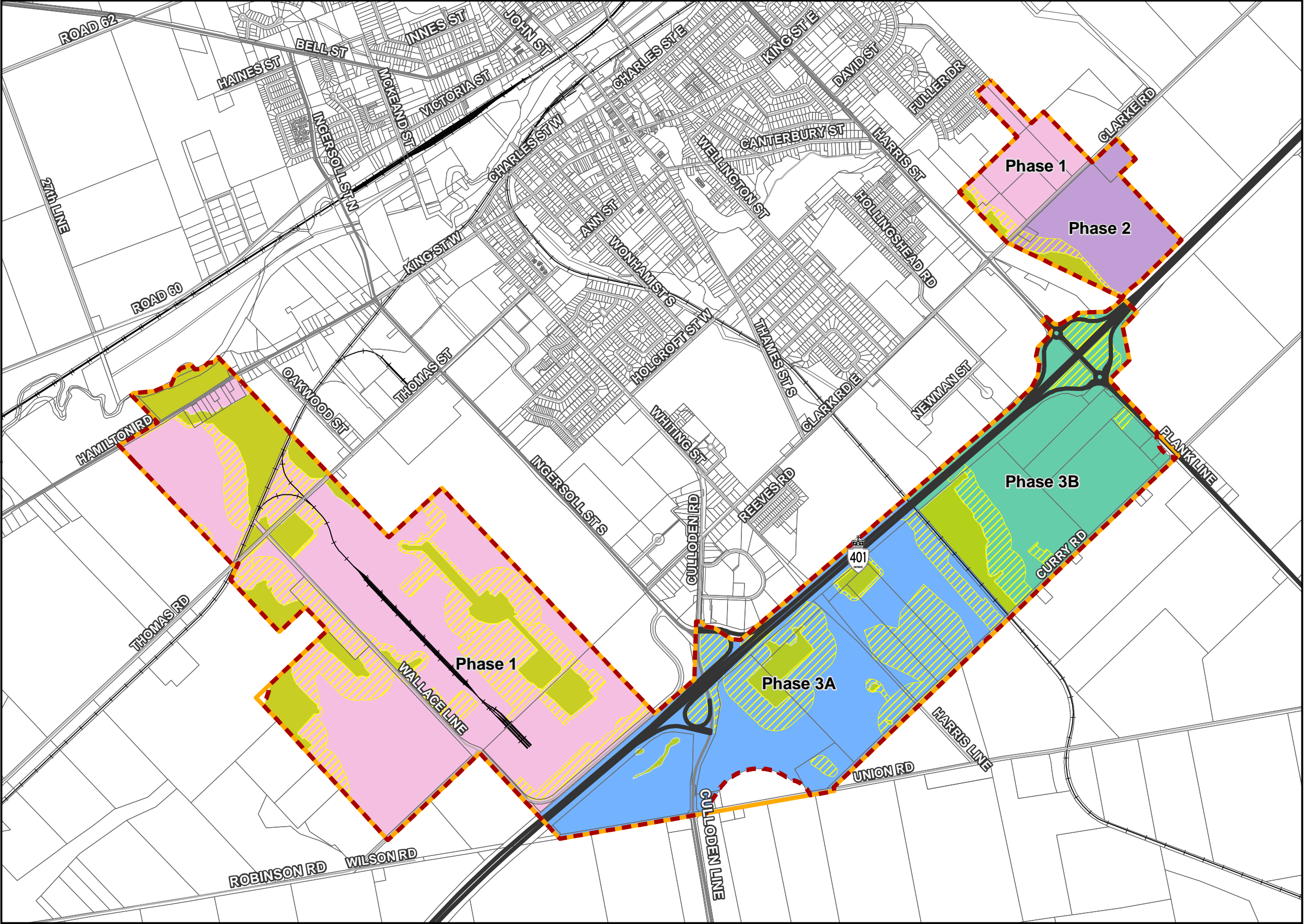
## Possible Required Studies to Support a Development Application

- Planning Report
- Affordable Housing Report/Rental Conversion Assessment
- Urban Design Report/Brief
- Archaeological Assessment
- Cultural Heritage Impact Assessment
- Aggregate/Mineral Resource Analysis
- Local Air Quality Study
- Environmental Impact Statement
- Comprehensive Environmental Impact Statement including Natural Habitat Inventory, Environmental Management Plan, Tree Conservation and Planting Plans, Provincial and Federal Requirements for Fish Habitat
- Hydrogeological Study
- Slope Stability Study and Report
- Environmental Site Assessment and/or Record of Site Condition
- Site Plan, Spill Protection Measures and other Best Management Practices for
- Preliminary Grading Plan
- Preliminary Stormwater Management Report/Plan and/or update to an existing
- Stormwater Management Plan
- Soils/Geotechnical Study
- Construction Methods and Spills Protection Measures
- Servicing Options Report
- Development Phasing Plan
- Water and Wastewater Servicing Plans and associated studies
- Air Quality Assessment
- Dust Impact Analysis
- Land Use Compatibility Study
- Agricultural Impact Assessment
- Minimum Distance Separation
- Noise Study
- Odour Impact Assessment
- Vibration Study
- Transportation Impact Study
- Transportation System Impact Study
- Parking Analysis
- Traffic Calming Options Report

- Transit Assessment
- Transportation Demand Management Options Report

# SOUTH WEST INGERSOLL 2021 AREA SECONDARY/SERVICING PLAN

## APPENDIX A: PHASING PLAN



### Legend



Settlement



Study Area

### Land Use



Environmental



Adjacent Lands

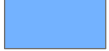
### Phasing Plan



Phase 1 = Within 5 Years



Phase 2 = 5-10 Years



Phase 3A => 10 Years



Phase 3B => 10 Years

### Oxford County



Property Parcels



Provincial Road



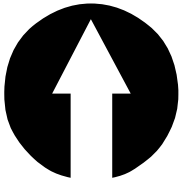
County Road



Municipal Road



Railway



NORTH

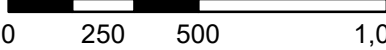


Map Prepared by: PFM/ZJB  
Dillon Consulting Limited  
Map Checked by: KM  
Dillon Consulting Limited

January 09, 2024

Scale 1:20,000

Meters







*Thames*  
Canadian Heritage River

*"Inspiring a Healthy Environment"*

March 21, 2024

County of Oxford – Community Planning Office  
21 Reeve Street  
Woodstock, ON, N4S 7Y3

**Attention: Heather St. Clair, Senior Planner** (sent via e-mail [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca))

**Re: Application for Official Plan Amendment**  
**File No: OP24-03-6**  
**South West Ingersoll Secondary Plan Area**

The Upper Thames River Conservation Authority (UTRCA) has reviewed this application with regard for the policies within the Environmental Planning Policy Manual for the Upper Thames River Conservation Authority (June 2006), Section 28 of the *Conservation Authorities Act*, the *Planning Act*, the Provincial Policy Statement (PPS, 2020), and the Upper Thames River Source Protection Area Assessment Report.

### **BACKGROUND & PROPOSAL**

The Town of Ingersoll has filed an application to amend the Official Plan for lands that were annexed into the Town of Ingersoll in January, 2021. The approximately 630 ha subject lands consist of the following;

- approximately 59 ha of land on the southeast side of Ingersoll (located north of Highway 401, east of Harris Street);
- approximately 280 ha of land on the west side of Ingersoll (located west of Ingersoll Street South, lying between Highway 401 and the Thames River), and;
- approximately 280 ha of land south of Highway 401 (lying north of Curry Road, between Plank Line and Union Road).

The current Official Plan designations that apply to the subject lands include 'Agricultural Reserve', 'Future Urban Growth' and 'Environmental Protection'. The proposed **Official Plan Amendment (file OP24-03-6)** is required to incorporate the subject lands into the settlement boundary for the Town of Ingersoll and to redesignate the subject lands to 'Low Density Residential', 'Medium Density Residential', 'Service Commercial', 'Prime Industrial', 'Industrial', 'Open Space' and 'Environmental Protection'.

Alongside the application the UTRCA has received the following documents:

- **Transportation Assessment** (Dillon Consulting), September 2023
- **Water Servicing Technical Memo** (Dillon Consulting), August 2023
- **Wastewater Servicing Technical Memo** (Dillon Consulting), August 2023
- **Stormwater Management Technical Memo** (Dillon Consulting), May 2023
- **Stage 1 Archaeological Assessment** (Archaeological Research Associates Ltd), February 2023
- **Cultural Heritage Assessment** (Archaeological Research Associates Ltd), June 2023
- **Town of Ingersoll Fiscal Impact Assessment** (Watson & Associates), November 2023
- **Oxford County Fiscal Impact Assessment** (Watson & Associates), November 2023
- **Agricultural Impact Assessment Technical Memo** (Dillon Consulting), January 9, 2023

## **DELEGATED RESPONSIBILITY & STATUTORY ROLE**

### **Provincial Policy Statement 2020**

The UTRCA has the provincially delegated responsibility for the natural hazard policies of the PPS, as established under the “Provincial One Window Planning System for Natural Hazards” Memorandum of Understanding between Conservation Ontario, the Ministry of Natural Resources and Forestry (MNRF) and the Ministry of Municipal Affairs and Housing. Accordingly, the Conservation Authority represents the provincial interest in commenting on development applications with respect to natural hazards and ensures that applications are consistent with the PPS.

The UTRCA’s role in the development process is comprehensive and coordinates our planning and permitting interests. Through the plan review process, we ensure that development applications meet the tests of the *Planning Act*, are consistent with the PPS, conform to municipal planning documents, and with the policies in the UTRCA’s Environmental Planning Policy Manual (2006). Permit applications must meet the requirements of Section 28 of the *Conservation Authorities Act* and the policies of the UTRCA’s Environmental Planning Policy Manual (2006). This approach ensures that the principle of development is established through the *Planning Act* approval process and that a permit application can be issued under Section 28 of the *Conservation Authorities Act* once all of the planning matters have been addressed.

### ***Section 28 Regulations - Ontario Regulation 157/06 do not list all features***

The portions South West Ingersoll Secondary Plan lands are regulated by the UTRCA in accordance with Ontario Regulation 157/06, made pursuant to Section 28 of the *Conservation Authorities Act*. Please refer to the attached mapping for the approximate location of the regulated features. In cases where a discrepancy in the mapping occurs, the text of the regulation prevails and a feature determined to be present on the landscape may be regulated by the UTRCA.

The UTRCA has jurisdiction over lands within the regulated area and requires that landowners obtain written approval from the Authority prior to undertaking any site alteration or development within this area including filling, grading, construction, alteration to a watercourse and/or interference with a wetland.

## **NATURAL HAZARDS**

Natural hazard planning involves planning for risks associated with naturally occurring processes. These risks include the potential for loss of life and property damage. In Ontario, prevention is the preferred approach for managing hazards in order to minimize these risks. The UTRCA represents the provincial interest in commenting on *Planning Act applications* with respect to natural hazards. The UTRCA’s policies are consistent with the PPS and the applicable policies include:

### ***3.2.2 General Natural Hazard Policies***

These policies direct new development and site alteration away from hazard lands. No new hazards are to be created and existing hazards should not be aggravated. The Authority also does not support the fragmentation of hazard lands through lot creation which is consistent with the PPS.

### ***3.2.3 Riverine Flooding Hazard Policies***

These policies address matters such as the provision of detailed flood plain mapping, flood plain planning approach and uses that may be allowed in the flood plain subject to satisfying the UTRCA’s Section 28 permit requirements.

### ***3.2.4 Riverine Erosion Hazard Policies***

The Authority generally does not permit development and site alteration in the meander belt or on the face of steep slopes, ravines and distinct valley walls. The establishment of the hazard limit must be based upon the natural state of the slope, and not through re-grading or the use of structures or devices to stabilize the slope.



### **3.2.5. Watercourse Policies**

The conversion of open surface watercourses and/or drains to closed drains or rerouted drains is discouraged. Alterations to a watercourse may be permitted subject to satisfying a number of conditions which are subject to UTRCA approvals.

### **3.2.6 Wetland Policies**

New development is not permitted in wetlands. New development and site alteration may only be permitted in the area of interference and/or adjacent lands of a wetland if it can be demonstrated through the preparation of an Environmental Impact Study (EIS) that there will be no negative impact on the hydrological function of the wetland feature and no potential hazard impact on the development.

### **3.5.2 Policies for Stormwater Management and Erosion & Sediment Control Measures**

Generally discusses the requirements for SWM and the requirements for report submissions, while advocating for catchment area planning of SWM facilities. The Authority generally does not support on-line SWM ponds, the use of natural wetlands for SWM and SWM facilities within natural hazards.

### **DRINKING WATER SOURCE PROTECTION - Clean Water Act**

The South West Secondary Plan includes lands that **are** within a vulnerable area. Generally Secondary Plans/Servicing Master Plans are the best time to consider the regulatory requirements of the Ontario *Clean Water Act* and local Source Protection Plans as well as designated vulnerable areas. The Secondary Plan/Master Planning process offers an excellent opportunity to document how these factors have been considered in assessing alternatives through the planning process. For more information pertaining to drinking water source protection, please refer to the approved Source Protection Plan at: <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

### **COMMENTS**

1. The UTRCA is supportive of the policy direction in section 3.3.5.4 Required Studies as it relates to the Prime Industrial lands.
2. The UTRCA is supportive of the policy direction in section 3.6.3 as it relates to the need for site specific servicing and stormwater management plans, where modifications to the servicing plans included are proposed.
3. The UTRCA recommends that Map 3 is revised to include the Heslop Swap as an 'Evaluated Wetland' not an 'Unevaluated Wetland'.
4. In relation to trail location, the UTRCA is supportive of including the following wording '*The precise location and design of public spaces shall be confirmed through the Draft Plan of Subdivision or other approval processes by the Town and County*'.
  - a. Map 3 identifies proposed multiple use trail connections directly adjacent to the environmental protection designations in various portions of the secondary plan area. Setbacks required from the environmental protection designation are generally determined through the completion of an EIS through the Draft Plan of Subdivision process. The EIS completed for the feature should provide recommendations on the location of trails to ensure no negative impacts.
  - b. The UTRCA does not generally permit trails within wetlands and erosion hazards. The UTRCA will review the location of trails through the Draft Plan of Subdivision and Site Plan Approval processes to ensure that the trails are located outside of wetlands and erosion hazards. In cases where planning approvals are not required the location of trails will be reviewed through the section 28 permit process.

5. A large compensation planting project is located south of Thomas Rd, west and east of the rail line. The planting was completed with local schools under the Communities for Nature program. The UTRCA recommends that the Town considers protecting the compensation feature as part of the Secondary Plan.
6. Portions of the Proposed Park/Open Space/Recreation lands identified on Map 4 are within hazard lands associated with adjacent riverine systems. Section 3.4.3.4 includes guidelines to support planning for open spaces. The UTRCA recommends that the following is included as a guideline: 'Ensure that there are appropriate setbacks from hazard lands'.
7. Section 3.2.5.1.1 Permitted Use in Open Space Areas of the County of Oxford Official Plan states: *Notwithstanding any of the uses or structures permitted in the Open Space designation in this Section, where such area is associated with:*
  - a Regulatory Flood Plain,
  - Floodways, where the Two Zone Flood Plain policies apply,
  - in areas subject to erosion hazard, or
  - in areas of unstable soils

*the policies of Section 3.2.8.1 and 3.2.8.2 take precedence.*

Further the County Official Plan provides direction to Councils of the Area Municipalities to differentiate between types of Open Space uses in the Zoning By-law by establishing separate zones for active and passive Open Space uses. The UTRCA recommends the implementation of the passive Open Space (OS) zone for parklands within the secondary plan area that are constrained by the aforementioned natural hazards.

8. All road works, intersection upgrades, and culvert improvements within lands regulated by the UTRCA will require a Section 28 permit. Designs of culverts and road works should consider adjacent natural hazards. The UTRCA recommends that the following be considered:
  - a. The benefit of providing dry access for emergency vehicles along local roads and collector roads for a 250yr return period flood event. The UTRCA recommends that all new roads provide dry access for emergency and pedestrian vehicles.
  - b. The benefit of upgrading all watercourse crossings. Should bridge and/or culvert replacements be required at any of the watercourse/drain crossings within the study area we recommend the detail design stage consider/evaluate potential bridge configurations with the hydraulic capacity to convey the 250yr return period flows, with additional consideration of a factor of safety for ice/debris blockage and/or future unknowns such as climate change. The evaluation should consider the benefit of reducing flood risk (upstream/downstream) with respect to the bridge hydraulic capacity.

Please note that hydrology information may be available for some watercourses within the study area. HEC-RAS geometry and flow files may be obtained by contacting the UTRCA.

9. The UTRCA recommends that the intersection improvements at Clarke Rd and Harris Rd be expanded to the west, away from Halls Creek Drain, and the associated erosion and flood hazard.
10. Installation of infrastructure (i.e. trunk watermains, pumping stations, etc.) within lands regulated by the UTRCA will require a Section 28 permit. While it is understandable that some of the water/wastewater/storm infrastructure (such as water and wastewater trunk lines) will need to cross over/under watercourses/drains any new or expanded structures (such as water storage facilities, pumping stations and stormwater management facilities) should be located entirely outside the hazard lands (flood, erosion, wetland).

#### Appendix A: Environmental Impact Study Terms of Reference

11. The UTRCA recommends including the following checklist item in the 'Existing Conditions' section: *'Wetlands that meet the definition of a wetland under the Conservation Authorities Act should be identified and discussed in the EIS'*.
12. The UTRCA recommends including the following as a bullet in the 'Constraints Map' section: *'Natural hazard constraints (i.e. floodplains, erosion hazard, wetlands) and their setback requirements'* OR including *'erosion hazards'* in the existing sub bullet h).
13. The UTRCA recommends that as part of the constraint mapping, an additional map is included with the conceptual site plan, overlay on satellite imagery/aerial photograph, that clearly identifies the development limit based on the established buffers/setbacks.
14. Reference to the PPS (2014) should be revised to the PPS (2020).

#### Appendix B: Possible Required Studies to Support a Development Application

15. The UTRCA recommends that *'Floodplain Assessment (Hydrologic and Hydraulic Modeling)'* be included in the list of possible required studies to support a development application. As stated in Policy 3.2.8.1 of the County of Oxford Official Plan, where engineered flood plain mapping has not been completed, proponents may be required to complete such mapping to the satisfaction of the UTRCA prior to development. Such mapping will be completed at the proponent's expense.
16. The UTRCA recommends that *'Water Balance Assessment'* be included in the list of possible required studies to support a development application. To ensure that the hydrological functions of features, within and adjacent to the development, are maintained a Water Balance Assessment, specific to the features may be required by the UTRCA.

#### STORMWATER MANAGEMENT INFRASTRUCTURE MEMORANDUM

17. The Memo mentioned that based on soils mapping presented in the 1961 Soil Survey of Oxford County, local soils are predominantly Honeywood-Guelph silty till and loam till, and Guelph loam. The since this SWM study will be implemented as part of the South West Ingersoll Secondary Plan the actual representation of the local soil is important. The UTRCA strongly recommends confirming the local soil type(s) by reviewing existing borehole data and other sources of information.
18. The UTRCA strongly recommends considering climate change mitigation measures and increasing the minor system to a 5-year storm.
19. The report should identify a depth for the conveyance of the major storms on the streets. The Municipality usually requires the major flows to be conveyed within 0.3 m depth during a major storm event.
20. The Report includes Design Criteria to address stream channel erosion by controlling peak flows and runoff volume for the 2-year through 250-year events. The stream channel erosion control usually targets a volume for a specific storm event. The 2-year through 250-year controls are for quantity control. Please clarify.
21. The UTRCA strongly recommends adding catchment areas to Table 1 and identifying the area draining to each outlet.

22. To maintain baseflow, the infiltration of only the first 5 mm of rainfall has been recommended. The UTRCA strongly recommends considering infiltration targets based on 15-25 mm of rainfall depending on the local soils. As discussed in comment 22, infiltration to the wetland features should be maintained based on the findings of a feature based water balance analyses, not just the 5 first mm of rainfall.
23. The UTRCA requires that infiltration to all wetland features be maintained under post-development conditions. Please add feature-based water balance requirements for all wetland features under the design criteria to maintain the base flows to the wetlands under post development conditions. The feature-based water balance analysis shall establish runoff and infiltration targets based on the contributing area to the wetland features under the pre-development conditions, and identify how the deficit in volumes will be compensated under the proposed conditions. The UTRCA recommends that infiltration targets for the features be included as part of this memorandum.
24. For the south sub area, the report assumed that drainage within this area collects runoff and infiltrates into the ground which is confusing without confirmation of the local soil type and properties. Further, this may not be in line with the proposed infiltration criteria of only 5 mm of rainfall.
25. The report mentioned that catchments S\_W3\_b, S\_E2, and S\_W1 do not have an existing surface water outlet and the runoff from these areas currently infiltrates into the underlying soils. The report proposed the requirement of new surface water outlet to discharge the proposed conditions runoff from these areas since controlling the stormwater from future development assuming the infiltration measures may not be feasible. The UTRCA requires that the infiltration to all wetland features be maintained under post-development conditions. Further justification and studies are required to justify the direction to not permit infiltration in this area, especially within the area of interference of the wetland features.
26. The UTRCA recommends a 6 m setback from the regulatory (250-year) floodline for all SWM infrastructure, excluding outlets.
27. The UTRCA recommends submitting a schematic for the routing of the flows under the existing and proposed conditions as part of this memorandum.
28. Please identify the imperviousness used in the calculations in Table 2.
29. Please include the type of storm used in the analysis.
30. The proposed outlet 9 is identified directly adjacent to the Five Points Woods Provincially Significant Wetland (PSW). The UTRCA does not permit the use of the existing wetland as a SWM Pond. In the absence of further studies any proposed ponds within this area should be located outside of the area of the lands regulated by the UTRCA. Encroachment into the regulation limit must be support through the completion of a hydrogeological assessment and feature based water balance assessment. As discussed in comment 22, the UTRCA requires that infiltration to the PSW be maintained under post-development conditions.
31. Please identify the Five Points Woods Provincially Significant Wetland (PSW) as a wetland on all the Figures.

**RECOMMENDATION**

As identified above, there are a number of comments as it relates to the proposed secondary plan. Provided the above comments are addressed the UTRCA is satisfied with the proposed secondary plan.

Thank you for the opportunity to comment. Please contact the undersigned if you have any questions.

Yours truly,

UPPER THAMES RIVER CONSERVATION AUTHORITY

A handwritten signature in black ink that reads "Laura Biancolin". The signature is written in a cursive, flowing style.

Laura Biancolin  
Land Use Planner II

Enclosure: UTRCA Regulated Areas Map (please print on legal size paper to ensure the accurate scale).

c.c.: Town of Ingersoll - Michael Graves, Chief Administrator's Office  
Town of Ingersoll - Curtis Tighe, Economic Development Director  
UTRCA - Ben Dafoe, Land Use Regulation Officer  
UTRCA - Karen Winfield, Planning and Regulations Resource Specialist



# Regulated Areas

Regulation under s.28 of the Conservation Authorities Act  
Development, interference with wetlands, and alterations  
to shorelines and watercourses. O.Reg 157/06, 97/04.

## Legend

UTRCA Watershed (2017 LiDAR)

Watercourse (UTRCA)

Open

Tiled

Oxford NHSS Woodland 2015 Image  
(2016)

Candidate for Ecologically Important

Ecologically Important

Significant Ecologically Important

Wetlands (MNRF)

Evaluated-Provincial

Evaluated-Other

Not Evaluated

Regulated Wetland

Flooding Hazard Limit

Erosion Hazard Limit

Regulation Limit 2021

The mapping is for information screening purposes only, and shows the approximate regulation limits. The text of Ontario Regulation 157/06 supersedes the mapping as represented by this data layer. This mapping is subject to change. A site specific determination may be made by the UTRCA.

This layer is the approximate limit for areas regulated under Ontario Regulation 157/06 - Upper Thames River Conservation Authority: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses, which came into effect May 4, 2006.

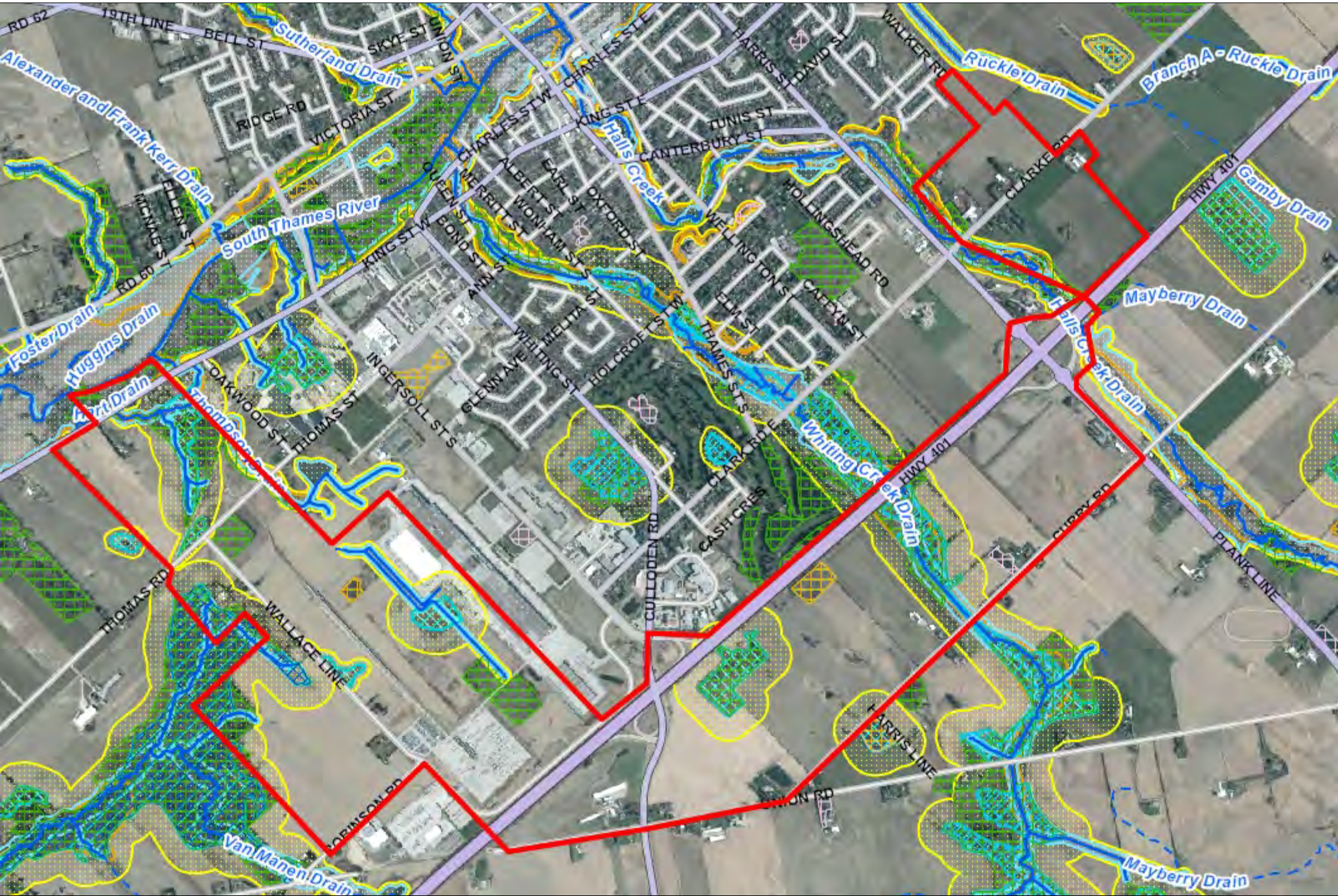
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This map is not a substitute for professional advice. Please contact UTRCA staff for any changes, updates and amendments to the information provided.

This document is not a Plan of Survey.

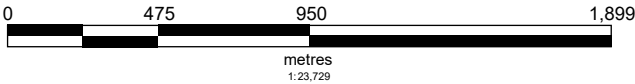
Sources: Base data, Aerial Photography used under licence with the Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry Copyright © Queen's Printer for Ontario; City of London.



Notes:  
LB

Created By: IngersMarch 1, 2024

\* Please note: Any reference to scale on this map is only appropriate when it is printed landscape on legal-sized (8.5" x 14") paper.







**File #:** 2485  
**Date:** April 4, 2024

**Mr. Curtis Tighe, Economic Development Director**

Town of Ingersoll  
 130 Oxford Street (2<sup>nd</sup> Floor)  
 Ingersoll, ON, N5C 2V5

Dear Mr. Tighe:

**Re: South West Ingersoll Secondary Plan  
 Comments for the January 2024 South West Ingersoll Secondary Plan**

This letter has been prepared to provide comments regarding the South West Ingersoll Secondary Plan (herein referred to as the SWISP) as presented by the Town of Ingersoll's website dated January 2024, prepared by Town of Ingersoll, Oxford County, and Dillon Consulting Ltd. The secondary plan is supported by supplemental memorandums summarizing the stormwater management, sanitary and water services, each prepared by Dillon. The comments offered below have been provided by SCS Consulting Group Ltd. on behalf of South Thames Developments Inc. (herein referred to as South Thames), the landowner of 583530 Hamilton Road:

**Comments on the Water Servicing Memorandum, Prepared by Dillon Consulting on August 18, 2023**

*1) Section 2.1.1 Existing Water Distribution, Table 1, Page 2*

Some of the Water Flow Quantities are noted to be slightly different than those stated in Section 5 of 2022 Annual Drinking Water System Summary Report. We suggest that the memorandum be updated to reflect the 2023 quantities, which have not been released to the public yet.

*2) Section 2.1.1 Existing Water Distribution, Page 2*

The draft 2024 County Development Charges (DC) Background Study includes funding to upgrade the existing West St. and Wallace Line Wells (currently not operating) in 2024 and 2025. If completed, it is understood that the water system firm capacity will increase to a minimum of 19,500 m<sup>3</sup>/day, which will be sufficient to provide supply to the Ingersoll (up to 2046). As the 2024 County Water and Wastewater Master Plan was approved prior to the issuance of the draft Southwest Ingersoll Secondary Plan servicing memos, it is anticipated the County will revisit the Ingersoll water demand needs as part of a future update to the report.

*3) Section 3.2 Water Demand, Table 2, Page 4*

The proposed residential populations for West Ingersoll are lower than the developer's assumptions. More specifically, it is suggested the residential density for West of Ingersoll be increased, and the residential area temporarily encumbered by the MDS arc will eventually be developed as residential.

**Re: South West Ingersoll Secondary Plan  
Comments for the January 2024 South West Ingersoll Secondary Plan**

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*4) Section 4.0 Conclusions, Table 3, Page 6*

The recommendation for a New Water Treatment Facility was not included in the 2024 County Master Servicing Plan, nor in the draft 2024 County Development Charges Background Study. Based on Section 3.3, the need for a new Water Treatment Facility will be determined once actual water demands for the future industrial uses are known (presumably initiating a separate Environmental Assessment at that time).

**Comments on the Sanitary Servicing Strategy, Prepared by Dillon Consulting on August 24, 2023**

*1) Section 1.1 Background, Page 1*

The Net Area stated is likely lower than developer assumptions for West of Ingersoll residential. More specifically, it should be assumed that the residential areas temporarily encumbered by the MDS arc will eventually be developed as residential.

*2) Section 2.2 Ingersoll Wastewater Treatment Plant, Table 1, Page 3*

It is recommended that Dillon update the table to reflect the 2023 Flow Rates for the Ingersoll Wastewater Treatment Plan (WWTP).

*3) Section 3.0 Methodology, Page 4*

The County-wide Water and Wastewater Master Plan has been finalized therefore it is recommended to update the wording in this section to reflect that report finalization.

*4) Section 3.0 Methodology, Page 4*

The memo notes "Future analysis will need to be completed to determine if upgrades of downstream existing infrastructure are required to increase capacity and support the proposed developments." The Town should confirm if the required downstream assessments will be undertaken by the Town or County as part of a separate analysis, or if downstream assessments will be the responsibility of the proponents of future development applications.

*5) Section 4.1 Proposed Development, Table 2, Page 5*

Net Residential Area and Number of Units are lower than developer assumptions for West of Ingersoll residential. More specifically, it is suggested the residential density for West of Ingersoll be increased, and the residential areas temporarily encumbered by the MDS arc will eventually be developed as residential.

**Re: South West Ingersoll Secondary Plan  
Comments for the January 2024 South West Ingersoll Secondary Plan**

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*6) Section 4.2 Projected Sanitary Flows, Table 3, Page 6*

Net Residential Area and Residential Population are lower than developer assumptions for West of Ingersoll residential. More specifically, it is suggested the residential density for West of Ingersoll be increased, and the residential areas temporarily encumbered by the MDS arc will eventually be developed as residential.

*7) Section 5.2 Proposed Phasing, Page 8*

The Projected Wastewater Flows for the Ingersoll Wastewater Treatment Plant (WWTP) estimated in the 2024 County Master Servicing Plan (MSP) are lower than the total average day flow including in the Dillon Sanitary Servicing Strategy memo, presumably, this is because the MSP was finalized prior to the South-West Ingersoll flow calculation being available. It is recommended that the County confirm that the next MSP Update will incorporate the South-West Ingersoll projections, and include a recommendation for the WWTP to be expanded to accommodate growth.

*8) Section 5.2 Proposed Phasing, Page 8*

The draft 2024 Development Charge Background Study includes funding for Sanitary Trunk Sewer Infiltration and Inflow Reduction. It is suggested that this initiative be mentioned in Section 5.2 a proposed method to free up additional capacity at the existing WWTP (i.e. allow for the deferral of a WWTP expansion).

*9) Section 5.3 Opinion of Probably Costs, Table 4, Page 8*

The minimum Hamilton Road sanitary sewer size is listed as 375 mm diameter, SCS previously suggested to the County to upsize the sewer to 450 mm diameter to provide additional capacity since potential industrial flows could be higher than the criteria specified in the Secondary Plan and as a best practice to allow for additional urbanization and density.

*10) Section 5.3 Opinion of Probably Costs, Page 8*

For full transparency, it is recommended to add an additional table to this section that includes a project for expanding the existing Ingersoll WWTP. It is acknowledged that expansion costs are beyond the scope of the Secondary Plan, and therefore the table could note timing and costs associated with a future expansion will be determined by a separate study or MSP Update.

*11) Figure 3*

We recommend adding “existing gravity sanitary sewer” to the legend.

*12) Figure 4*

We recommend adding “existing gravity sanitary sewer” to the legend.

Re: **South West Ingersoll Secondary Plan  
Comments for the January 2024 South West Ingersoll Secondary Plan**

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April 4, 2024  
Page 4 of 4

**Comments on the Stormwater Management Infrastructure Memorandum, Prepared by Dillon Consulting on June 14, 2023**

SCS has no comments on this memorandum at this time, however it should be noted that the 583530 Hamilton Road Project will be providing supplemental information on the stormwater management design in the areas designated as P7 on Figure 3, and W5/W6 on Figure 2, conveying runoff to outlets 11 & 12 described in the Dillon memorandum. The stormwater management for the proposed development may inform changes to the Secondary Plan regarding the facility sizing and release rates, however the criteria will be in conformance with the Secondary Plan and supplemental memorandum.

Please contact the undersigned if you have any questions or require any additional information.

Sincerely,

**SCS Consulting Group Ltd.**



Michael Ventresca, P.Eng.  
[mventresca@scsconsultinggroup.com](mailto:mventresca@scsconsultinggroup.com)

Phil Sheridan, P.Eng.  
[psheridan@scsconsultinggroup.com](mailto:psheridan@scsconsultinggroup.com)

c. Ms. Jessie Ha Kong, Director of Land, South Thames Developments Inc.

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## THE COUNTY OF OXFORD

BY-LAW NO. **6627-2024**

**BEING** a By-Law to adopt Amendment Number 314 to the County of Oxford Official Plan.

**WHEREAS**, Amendment Number 314 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Ingersoll and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

**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 314 to the County of Oxford Official Plan, being the attached explanatory text and schedules, 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 24<sup>th</sup> day of April, 2024.

READ a third time and finally passed this 24<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN, WARDEN

\_\_\_\_\_  
CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 314  
TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following text and schedules attached hereto,  
constitute Amendment Number 314 to the County of Oxford Official Plan.

## 1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to implement the policies and land use designations of the South West Ingersoll Secondary Plan in the County of Oxford Official Plan, to accommodate future land needs for the Town of Ingersoll and to direct future applications for development.

The South West Ingersoll Secondary Plan provides guiding principles and a comprehensive plan to direct future infrastructure and land uses within the South West Ingersoll Secondary Plan Area and establishes a number of new land use designations, including Residential (Low Density Residential and Medium Density Residential), Service Commercial, Industrial and a new Prime Industrial designation. Additional land use designations for Open Space, and Environmental Protection are also included in the amendment, as well as policies related to Adjacent Lands in proximity to natural heritage features. The amendment also establishes new transportation and infrastructure strategies for the South West Secondary Plan Area.

Formal adoption and implementation of the Secondary Plan requires amendments to the County of Oxford Official Plan to include the area within the Large Urban Centre settlement area designation and to designate the land for Residential (Low Density and Medium Density), Service Commercial and Industrial use. The said amendments will also update the Transportation Plan and will update mapping of Environmental Protection areas and identify lands adjacent to these features. Lands identified as adjacent to Environmental Protection areas will also be subject to a specific policy regarding Environmental Impact Studies.

## 2.0 LOCATION OF LANDS AFFECTED

The subject lands are generally described as all or parts of Lots 17-23, Concession 2, West Oxford and all or parts of Lots 24-25, Concession 1, West Oxford. The subject lands are further described as the lands within the 2021 South-West Oxford Boundary Adjustment area and include lands located on the southeast side of Ingersoll (located north of Highway 401, east of Harris Street), lands located on the south side of Highway 401 (lying north of Curry Road, between Plank Line and Union Road), and lands on the west side of Ingersoll (located west of Ingersoll Street South between Highway 401 and the Thames River).

The subject lands comprise approximately 620 ha (1,532 ac) and for the purpose of the Secondary Plan Area, are further described as follows;

- the east lands, which comprise approximately 60 ha (148 ac) on the southeast side of Ingersoll, located north of Highway 401, east of Harris Street;
- the south lands, which comprise approximately 280 ha (692 ac) on the south side of Ingersoll, located south of Highway 401, north of Curry Road, between Plank Line and Union Road, and;
- the west lands, which comprise approximately 280 ha (692 ac) located on the west side of Ingersoll, west of Ingersoll Street South, lying between Highway 401 and the Thames River.

## 3.0 BASIS FOR THE AMENDMENT

The lands subject to this amendment were incorporated into the Town of Ingersoll from the Township of South-West Oxford on January 1, 2021 as a municipal boundary adjustment to provide additional opportunities for future industrial, service commercial and residential

development. The South West Ingersoll Secondary Plan was undertaken to provide a comprehensive development concept and servicing strategy for the subject area to facilitate these employment and residential uses.

The designation of the lands for such uses maintains both the Town of Ingersoll and the County's strategic goals of ensuring orderly development and providing for an adequate supply of residential and employment lands to accommodate the anticipated demand over the planning horizon. The amendment also protects significant natural features by designating those areas identified as 'Environmental Protection' and incorporating specific adjacent land policies to ensure that natural heritage features are assessed going forward via appropriately scoped Environmental Impact Studies.

The redesignation of the subject lands for future employment and residential purposes is acceptable with respect to the goals for agriculture in the County's Official Plan as the subject lands represent a logical extension of the Town of Ingersoll settlement area. An Agricultural Impact Assessment has been undertaken in support of the proposal which included a detailed analysis of the existing agricultural operations in the area. The redesignation of the subject lands, together with the site specific policies areas outlined below have accounted for existing livestock operations in the vicinity and have made provisions to ensure that new development within the subject lands will be compatible with surrounding agricultural operations, while ensuring that these existing operations will not be negatively impacted by the change in land use.

Council is satisfied that the South West Ingersoll Secondary Plan, together with the 2020 County Comprehensive Phase 1 Review, updated to reflect land consumption since the adoption of the Phase 1 study (related to population, household and employment forecasts) satisfy the 'comprehensive review' requirements of the Provincial Policy Statement as it pertains to the expansion of settlement boundaries.

Council is also satisfied that the policies contained in Section 9 of the Official Plan regarding the planning for and development of employment lands, including consideration of industrial and service commercial uses, are satisfactory for the development of the South West Ingersoll Secondary Plan area.

In light of the foregoing, Council is satisfied that the proposed amendment to the Official Plan is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the County Official Plan.

#### 4.0 DETAILS OF THE AMENDMENT

- 4.1 Schedule "C-3" – *County of Oxford Settlement Strategy Plan*, as amended, is hereby further amended by changing the land use designation of those lands identified as 'ITEM 1' and 'ITEM 2' on Schedule "A" attached hereto from "Agricultural Reserve" and "Future Urban Growth", respectively, to "Large Urban Centre".
- 4.2 Schedule "C-3" – *County of Oxford Settlement Strategy Plan*, as amended, is hereby further amended by removing the "Rural Cluster" designation as it applies to the Rural Cluster of "Hamilton Road".

- 4.3 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 1' and 'ITEM 2' to "Residential", 'ITEM 3' to "Industrial", 'ITEM 4' to "Prime Industrial", 'ITEM 5' to "Service Commercial", 'ITEM 6' to "Environmental Protection" and 'ITEM 7' to "Open Space".
- 4.4 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 8' on Schedule "A" attached hereto.
- 4.5 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by removing the 'Rural Cluster' designation as it applies to the Rural Cluster of Hamilton Road.
- 4.6 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 1' on Schedule "A" attached hereto as "Low Density Residential".
- 4.7 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 2' on Schedule "A" attached hereto as "Medium Density Residential".
- 4.8 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 3' to "Environmental Protection" and 'ITEM 4' to "Open Space".
- 4.9 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 5' on Schedule "A" attached hereto.
- 4.10 Schedule "I-3" – *Town of Ingersoll Leisure Resources and School Facilities Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 1' to "Environmental Protection" and 'ITEM 2' to "Open Space".
- 4.11 Schedule "I-3" – *Town of Ingersoll Leisure Resources and School Facilities Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 3' on Schedule "A" attached hereto.
- 4.12 Schedule "I-4" – *Town of Ingersoll Transportation Network Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 1' on Schedule "A" attached hereto as "Planned Collector Road" and 'ITEM 2' as "Collector Road".



- 4.13 Section 3.2.6 – Environmental Impact Studies, as amended, is hereby further amended by adding the following Section at the end thereof:

3.2.6.1 a) – Special Policy for South West Ingersoll Secondary Plan

Notwithstanding the Section 3.2.6.1 – Adjacent Lands, on lands identified as ‘Adjacent Lands’ within the South West Ingersoll Secondary Plan Study Area, an Environmental Impact Study (EIS) will be required prior to development approvals. The need for such study, the scope and the terms of reference will be determined through pre-consultation with the Town of Ingersoll and the County of Oxford and shall be undertaken in accordance with the relevant policies contained in Section 3.2.6 – *Environmental Impact Studies* to the satisfaction of the Town and/or County.

- 4.14 Section 9.2.4 – *Low Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.2.4.4 – ‘Specific Development Policies’:

9.2.4.4.3 – South West Ingersoll Secondary Plan Residential Lands

It is generally the goal of the Town that housing development in the Secondary Plan Area shall comprise a range and mix of housing types, unit sizes, and tenure, including adequate numbers of dwelling units to accommodate households with children, larger families, seniors, people with special needs and rental housing.

The Town will also encourage a minimum of 10 percent of new affordable housing units and new purpose-built rental units to be constructed accessible with barrier-free, universal or flex design. Housing units geared toward seniors are encouraged to provide accessibility features.

9.2.4.4.3.1 – Residential Density

The minimum overall net residential density across all lands designated for residential use within the South West Ingersoll Secondary Plan shall be 30 units/ha (12 units/ac).

Within areas designated Low Density Residential, the minimum overall net residential density shall be 22 units/ha (9 units/ac). To achieve this density, Town and County Councils will consider a variety of lot sizes and configurations, the development of low rise multiple-unit dwellings and may consider reduced road widths and private roads within multiple unit condominium developments in areas of new low density development.

In addition to the housing forms identified in Section 9.2.4, multiple-unit dwellings, street-oriented multiple units and additional residential units shall be permitted.

The development of lands designated Low Density Residential shall be subject to the Servicing and Phasing policies as set out in the South West Ingersoll Secondary Plan, in addition to the servicing policies of the Official Plan and the County’s Servicing Allocation Policy.

#### 9.2.4.4.3.2 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies area also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new residential development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.15 Section 9.2.5 – *Medium Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.2.4.4 – ‘Specific Development Policies’:

#### 9.2.5.2.6 – South West Ingersoll Secondary Plan Residential Lands

It is generally the goal of the Town that housing development in the Secondary Plan Area shall comprise a range and mix of housing types, unit sizes, and tenure, including adequate numbers of dwelling units to accommodate households with children, larger families, seniors, people with special needs and rental housing.

The Town will also encourage a minimum of 10 percent of new affordable housing units and new purpose-built rental units to be constructed accessible with barrier-free, universal or flex design. Housing units geared toward seniors are encouraged to provide accessibility features.

##### 9.2.5.2.6.1 – Residential Density

The minimum overall net residential density across all lands designated for residential use within the South West Ingersoll Secondary Plan shall be 30 units/ha (12 units/ac).

Within areas designated Medium Density Residential, development will generally be in accordance with Section 9.2.5 of the Official Plan. In addition to the housing forms identified in Section 9.2.5, additional residential units shall be permitted.

Notwithstanding the foregoing, single detached, semi-detached and duplex dwellings will not be permitted within the Medium Density Designation.

The development of lands designated Medium Density Residential shall be subject to the Servicing and Phasing policies as set out in the South West Ingersoll Secondary Plan, in addition to the servicing policies of the Official Plan and the County's Servicing Allocation Policy.

#### 9.2.5.2.6.2 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies are also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new residential development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.16 Section 9.3 – Economic Development and Employment Lands, as amended, is hereby further amended by adding the following land use designation as a sub-category of 'Industrial Areas' in Section 9.3.1.2 – 'Employment Lands' so that the list of designations reads as follows:

- The Central Area:
  - Central Business District
  - Entrepreneurial District
- Service Commercial Areas
- Industrial Areas
  - Prime Industrial Area

- 4.17 Section 9.3.3 – Service Commercial Areas, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.3.3.4 – ‘Specific Development Policies’:

#### 9.3.3.4.7 – South West Ingersoll Secondary Plan

In addition to the policies of Section 9.3.3 of the Official Plan regarding lands designated Service Commercial, the following policies shall apply:

Uses which require large areas for on-site storage of goods or vehicles are not permitted on lands designated Service Commercial within the South West Ingersoll Secondary Plan area.

An accessory residential dwelling unit contained within the main commercial structure will only be permitted where it has been demonstrated to the satisfaction of the Town of Ingersoll that land use compatibility with surrounding Industrial and Prime Industrial Area lands can be adequately managed.

##### 9.3.3.4.7.1 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies are also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new service commercial development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.18 Section 9.3 – Economic Development and Employment Lands, as amended, is hereby further amended by adding the following section after Section 9.3.4:

#### **9.3.5 – *Prime Industrial Areas***

The planned function of areas designated Prime Industrial is to expand the industrial land supply and attract modern industries to enhance the range of employment opportunities in the Town of Ingersoll to support the Town's ability to compete in the local, national and international marketplace. These strategically important employment lands are protected for industrial uses that make efficient use of such land and related infrastructure and provide significant, high quality employment opportunities and tax assessment for the Town.

Given the strategic, highly accessible and visible location of these lands along the Hwy 401 corridor, the lands identified for Prime Industrial use in Ingersoll on Schedule I-1 are, and will continue to be one of the most prominent industrial opportunity areas in the Town and County and will serve as an important gateway to Ingersoll. It is therefore the principal land use planning objective that these lands be preserved and protected for the attraction of high profile, modern industrial uses that:

- have high industrial employment densities;
- require large buildings and have substantial lot coverage;
- provide significant, high quality on-site employment opportunities;
- make efficient and effective use of the lands and related infrastructure;
- limit areas for open storage of goods, materials and equipment and the parking of vehicles, with the exception of on-site employee parking; and
- may be subject to a higher standard of building and site design, with emphasis on those areas with high visibility from Hwy 401 and other major roads.

Permitted uses in Prime Industrial Areas include industrial uses such as assembling, processing, warehousing and distribution, repair activities, construction industries, manufacturing, communications, research and development, large-scale information technology related uses including data centres and information processing establishments.

Outdoor storage on lands designated as Prime Industrial shall be permitted in the rear yard and shall be screened so as to not be visible from a municipal road or highway.

Uses that are accessory or ancillary to a permitted use such as retail and office uses may be permitted in the Prime Industrial designation, provided that such uses are restricted to a small percentage of total floor area.

Truck and trailer parking areas are not permitted as a primary use for lands designated Prime Industrial. Truck and trailer parking may be permitted as accessory to a permitted industrial use on the same property.

To support the efficient use of land, new development for lands designated Prime Industrial shall have a minimum lot coverage of 10%.

The above-noted use restrictions and development criteria shall be further detailed and implemented through suitable amendments to the Town of Ingersoll Zoning By-law and any other land use tools that are considered appropriate by the Town.



Development applications for lands designated Prime Industrial will only be considered for approval at such time as all necessary environmental, land use compatibility, water, wastewater and stormwater servicing, and transportation studies have been completed and approved by the Town, County, Upper Thames River Conservation Authority and the Province, as required.

- 4.19 Section 9.6 – Transportation, as amended, is hereby further amended by adding the following Section after Section 9.6.6:

*Section 9.6.7 – Specific Development Policies*

The following Transportation policies apply, in addition to the relevant policies of this section, to specific development areas of the Town.

**9.6.7.1 – South West Ingersoll Secondary Plan**

**9.6.7.1.1 Planned Transportation Network**

The existing and planned multi-modal transportation network for the South West Ingersoll Secondary Plan Area will support the full range of transportation modes, increase connectivity to Ingersoll's existing amenities and destinations, while continuing to function as a major thoroughfare along Highway 401 for the foreseeable future. A complete street network complete with improved access will be needed to support growth within the Secondary Plan area and improvements to existing roads and the construction of future roads and on-road pedestrian and cycling facilities will be phased and coordinated with planned future land uses based on the Secondary Plan and the policies of the Official Plan.

The existing and proposed transportation network is set out in Section 3.5 of the Secondary Plan and should be consulted as part of any development review activities within the Secondary Plan area. The proposed transportation network is designed to accommodate a variety of modes, including automobiles, trucks, cycling and pedestrians. The following new/upgraded arterial and collector road network is proposed within the Secondary Plan Area to accommodate growth:

- A New North/South collector road connecting Clarke Road to the proposed Open Space;
- Upgrade of Curry Road and Union Road as a collector road, connecting Plank Line and Culloden Line; and,
- Upgrade of Wallace Line as a collector road to provide access to the proposed Industrial and Prime Industrial lands.

In addition, a new rail spur line is proposed to the north of Curry Road, south of Highway 401 on the western side of the existing rail corridor.

**9.6.7.1.2 Local Road Connections**

New local road connections are required to facilitate development and access throughout the South West Ingersoll Secondary Plan Area. The alignment of the proposed local roads is set out conceptually in the Secondary Plan and should be referenced during development review. The conceptual network includes:

- An extension of Walker Road to the south, through the east study area to connect with a new internal local road network north of Clarke Road;

- New local road connections south of Clarke Road, in the east study area, connecting to the proposed Residential Area and the Open Space lands;
- New local road connections are also proposed to the east and west of Wallace Line, through the west study area, to provide access for proposed Industrial lands; and,
- New local roads south of Hamilton Road to provide access for proposed Residential lands within the west study area.

Detailed alignments and locations of local streets and private laneways shall be determined through further engineering studies as part of future applications for development approvals.

#### 9.6.7.1.3 Proposed Intersection Improvements

Proposed intersection improvements for the Secondary Plan Area include improved cross sections to promote traffic demand and support a multi-modal transportation system. Several intersection improvements have been identified to support development of the Secondary Plan Area and are set out in the Plan for reference going forward.

#### 9.6.7.1.4 Active Transportation Network

It is an objective of the South West Ingersoll Secondary Plan to improve, enhance and incorporate active transportation within the Secondary Plan Area. As such, a network of active modes of transportation are set out in the Secondary Plan, including pedestrian and cycling trails. Improvements to this network shall include a range of multi-use trail connections that build on the existing and planned network, as well as proposed bike lanes, paved shoulders and sidewalks.

Multi-use trails provide safe pathways that are separated from the road and intended for use by means of more than one device. The following multi-use trail connections have been identified in the Secondary Plan:

- Northeast of Clarke Road on the boundary of the Secondary Plan Area to connect the proposed minor gateway to the internal local road network;
- South of Clarke Road connecting the bike lane along the new proposed local road through the proposed park and to the existing trails along the west side of Hall's Creek;
- South of Highway 401 connecting the major gateway along Plank Line with the back of the properties along the highway, across Whiting Creek, along the rail corridor and along the back of the properties along the highway to connect with the major gateway at Culloden Line; and,
- West portion of the Secondary Plan Area connecting the multi-use trail along the Thames River with the Secondary Plan Area, at the proposed minor gateway improvement, and along the Environmental Protection Area connecting with Thomas Road.

Bicycle lanes are intended to provide cyclists with a paved dedicated lane for travel. The following bike lands have been identified on the relevant schedules of the Secondary Plan:

- Clarke Road within the Secondary Plan Area, intended to connect to the existing bike lane along Clarke Road between Ingersoll Street S and Harris Street; and,
- New north/south local road in the east portion of the Secondary Plan Area, intended to connect the Clarke Road bike lane to the proposed park/open space/recreational uses north of Highway 401.

The inclusion of these networks shall be considered through the redevelopment process and/or through future master planning processes. Development, redevelopment and infrastructure investment in and around these areas should consider improvements to pedestrian safety through lighting, signage, daylighting, introduction of medians and other means. New development must also adhere to the policies as outlined in the County Oxford Official Plan with respect to Pedestrian Activity.

#### 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.

## SCHEDULE "A"

## AMENDMENT No. 314

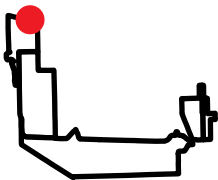
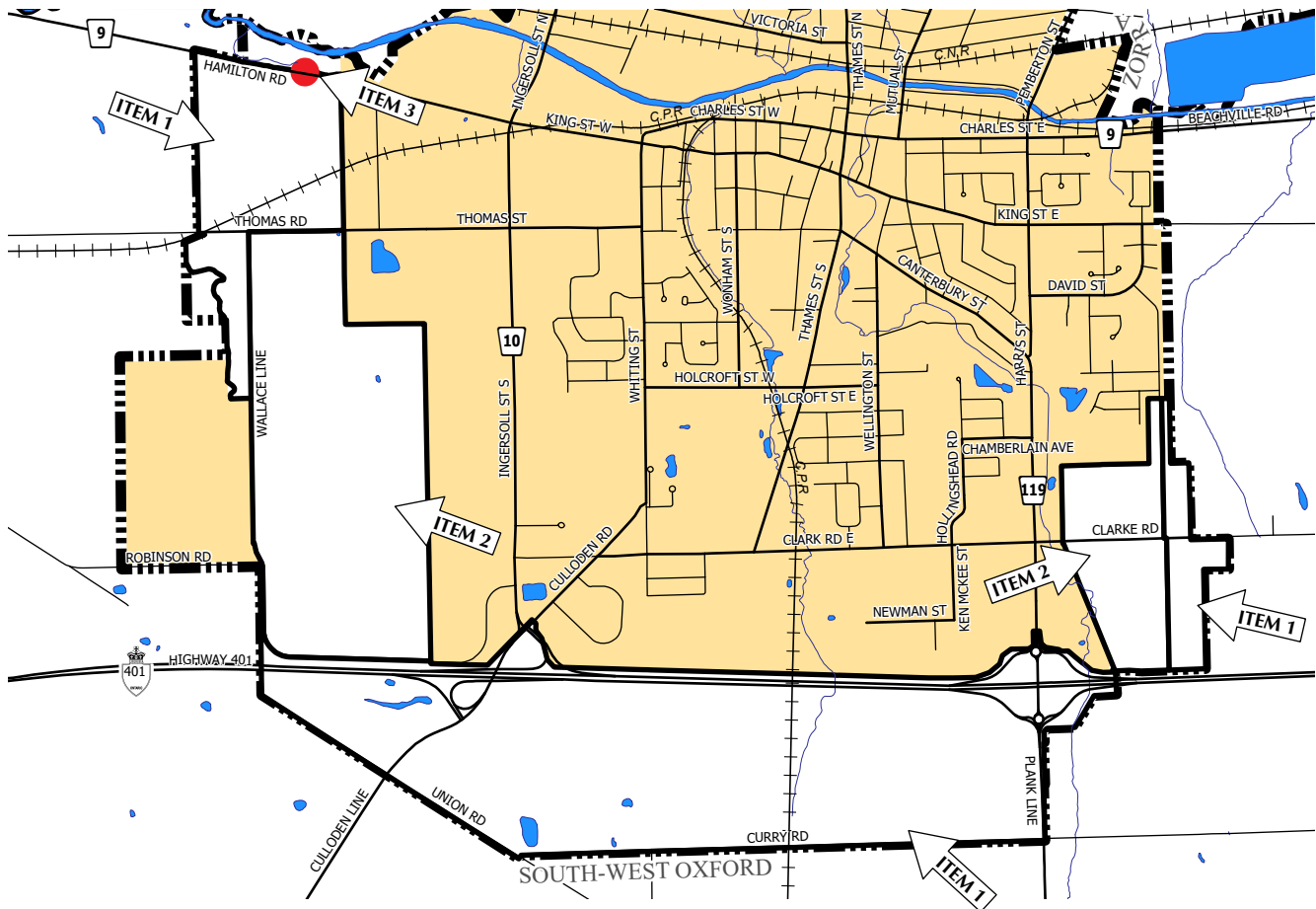
TO THE

**COUNTY OF OXFORD  
OFFICIAL PLAN**

SCHEDULE "C-3"

**COUNTY OF OXFORD  
SETTLEMENT STRATEGY PLAN**

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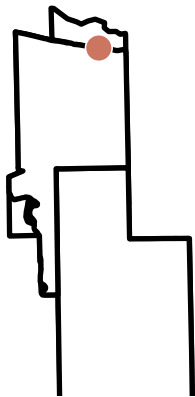
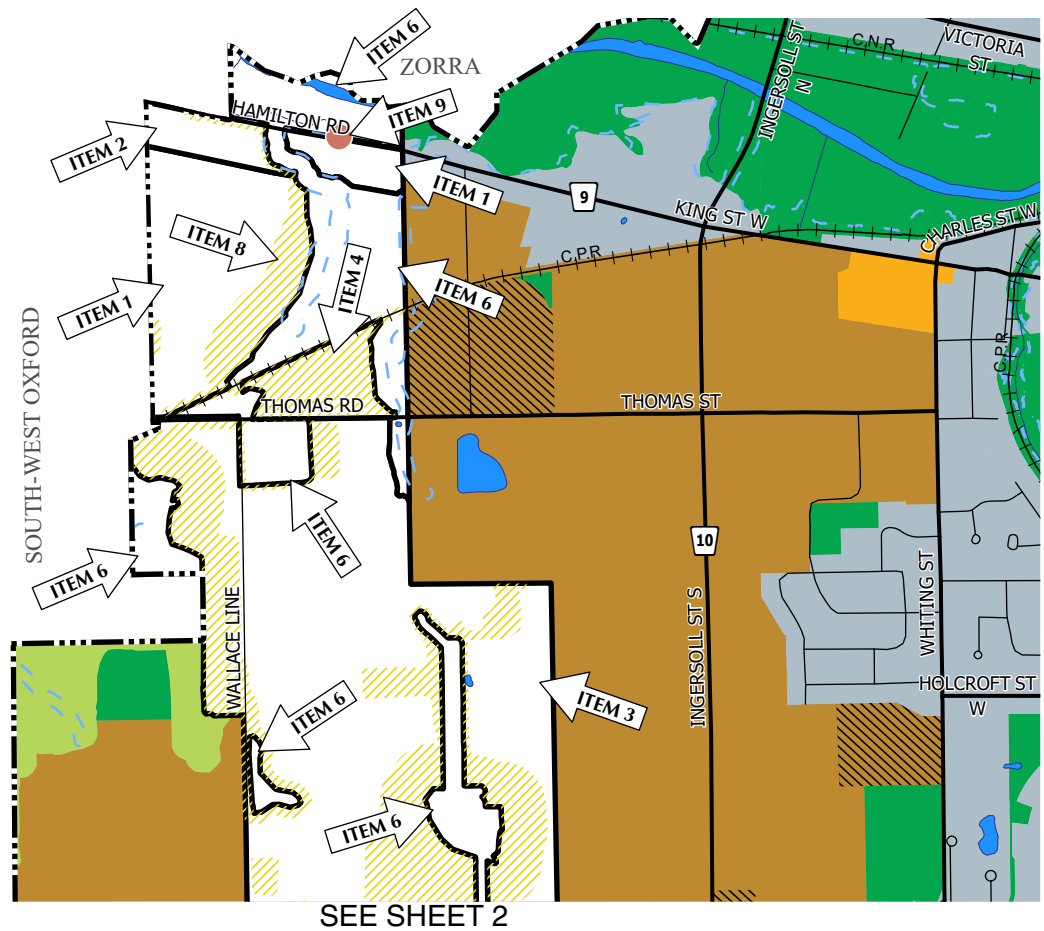
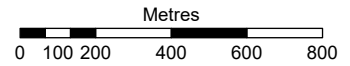
**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO LARGE URBAN CENTRE
- ITEM 2 - CHANGE FROM FUTURE URBAN GROWTH TO  
LARGE URBAN CENTRE
- ITEM 3 - REMOVE RURAL CLUSTER

**SETTLEMENT STRATEGY PLAN  
LEGEND**

- LARGE URBAN CENTRE
- RURAL CLUSTER

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-1"  
**TOWN OF INGERSOLL**  
**LAND USE PLAN**



**- AREA OF THIS AMENDMENT**

- ITEMS 1 & 2 - CHANGE TO RESIDENTIAL  
 ITEM 3 - CHANGE TO INDUSTRIAL  
 ITEM 4 - CHANGE TO PRIME INDUSTRIAL  
 ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION  
 ITEM 8 - ADD ADJACENT LANDS  
 ITEM 9 - REMOVE RURAL CLUSTER

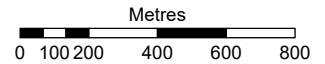
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**LAND USE PLAN  
LEGEND**

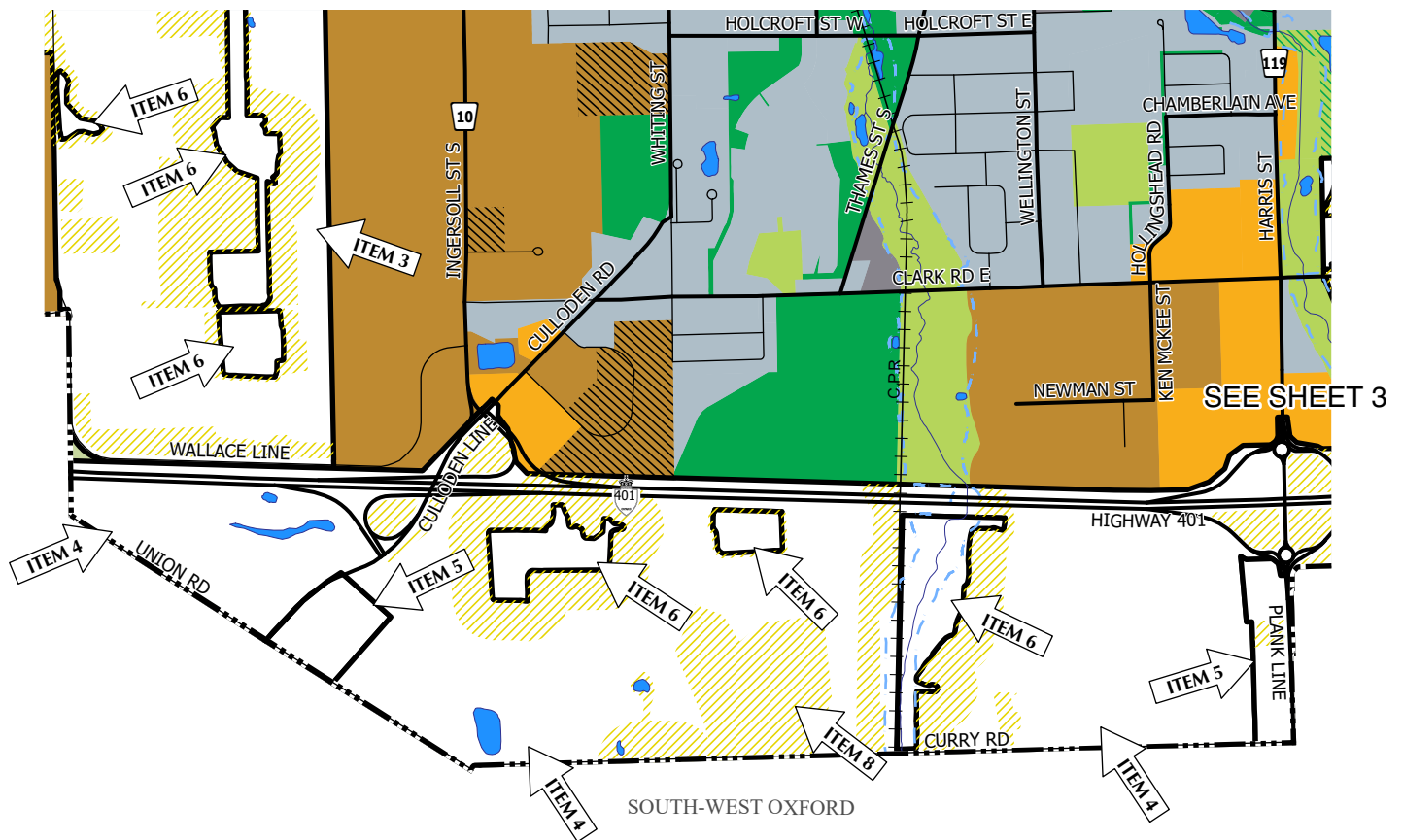
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	INDUSTRIAL SITE SPECIFIC POLICY AREA SEE SECTION 9.3.4.5
	FLOODLINE
	RURAL CLUSTER
	ADJACENT LANDS



SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-1"  
**TOWN OF INGERSOLL**  
**LAND USE PLAN**



SEE SHEET 1



SOUTH-WEST OXFORD

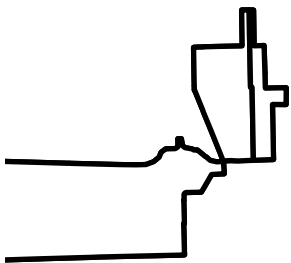
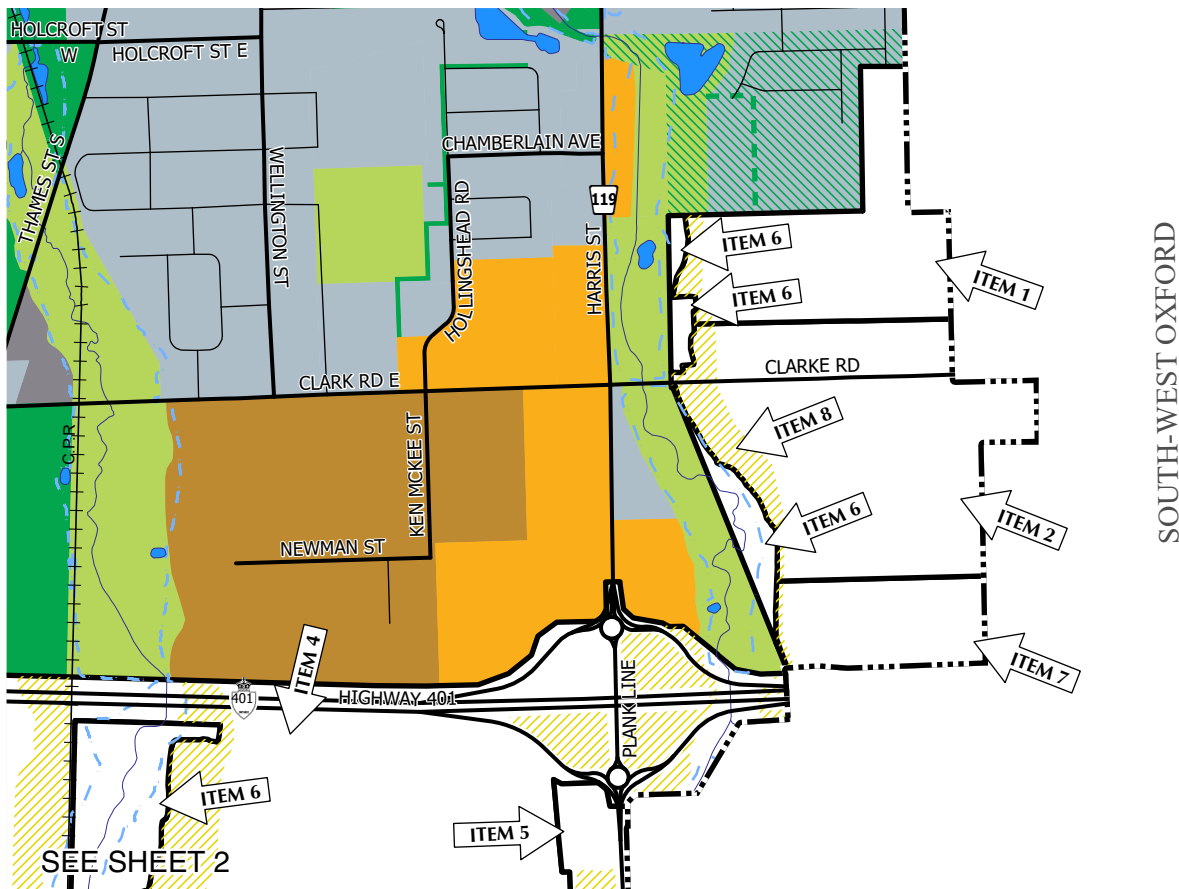
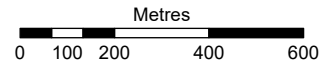
**- AREA OF THIS AMENDMENT**

- ITEM 3 - CHANGE TO INDUSTRIAL
- ITEM 4 - CHANGE TO PRIME INDUSTRIAL
- ITEM 5 - CHANGE TO SERVICE COMMERCIAL
- ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION
- ITEM 8 - ADD ADJACENT LANDS

**LAND USE PLAN  
LEGEND**

	RESIDENTIAL		INDUSTRIAL
	SERVICE COMMERCIAL		INDUSTRIAL SITE SPECIFIC POLICY AREA SEE SECTION 9.3.4.5
	COMMUNITY FACILITY		SPECIFIC POLICY AREA SEE SECTION 9.2.4.4.1
	OPEN SPACE		FLOODLINE
	ENVIRONMENTAL PROTECTION		ADJACENT LANDS
	FUTURE URBAN GROWTH		

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-1"  
**TOWN OF INGERSOLL**  
**LAND USE PLAN**



**- AREA OF THIS AMENDMENT**

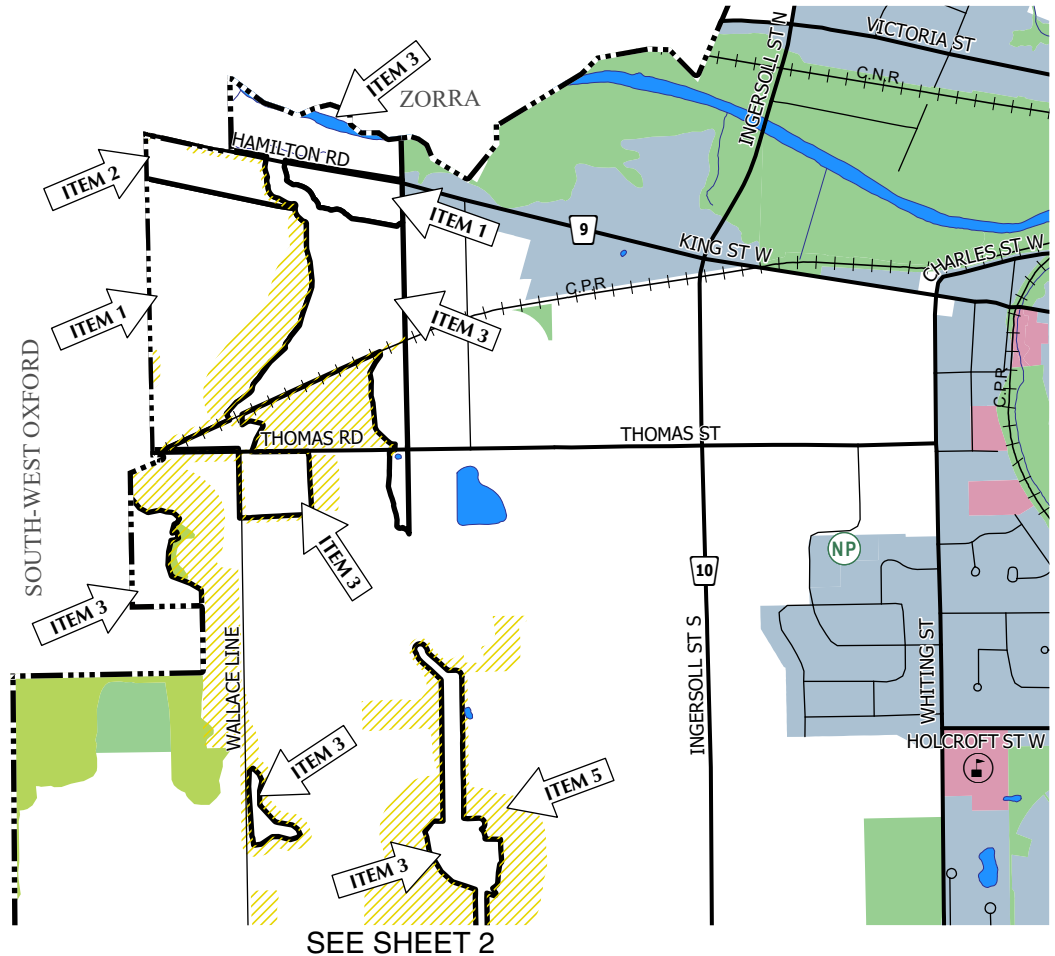
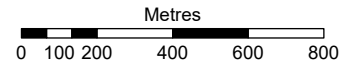
- ITEMS 1 & 2 - CHANGE TO RESIDENTIAL
- ITEM 4 - CHANGE TO PRIME INDUSTRIAL
- ITEM 5 - CHANGE TO SERVICE COMMERCIAL
- ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION
- ITEM 7 - CHANGE TO OPEN SPACE
- ITEM 8 - ADD ADJACENT LANDS

	RESIDENTIAL
	SERVICE COMMERCIAL
	COMMUNITY FACILITY
	OPEN SPACE
	ENVIRONMENTAL PROTECTION

**LAND USE PLAN  
LEGEND**

	FUTURE URBAN GROWTH
	INDUSTRIAL
	SPECIFIC POLICY AREA SEE SECTION 9.2.4.4.1
	100 METRE BUFFER
	FLOODLINE
	ADJACENT LANDS

SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
RESIDENTIAL DENSITY PLAN**



SEE SHEET 2

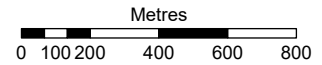
**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
LEGEND**

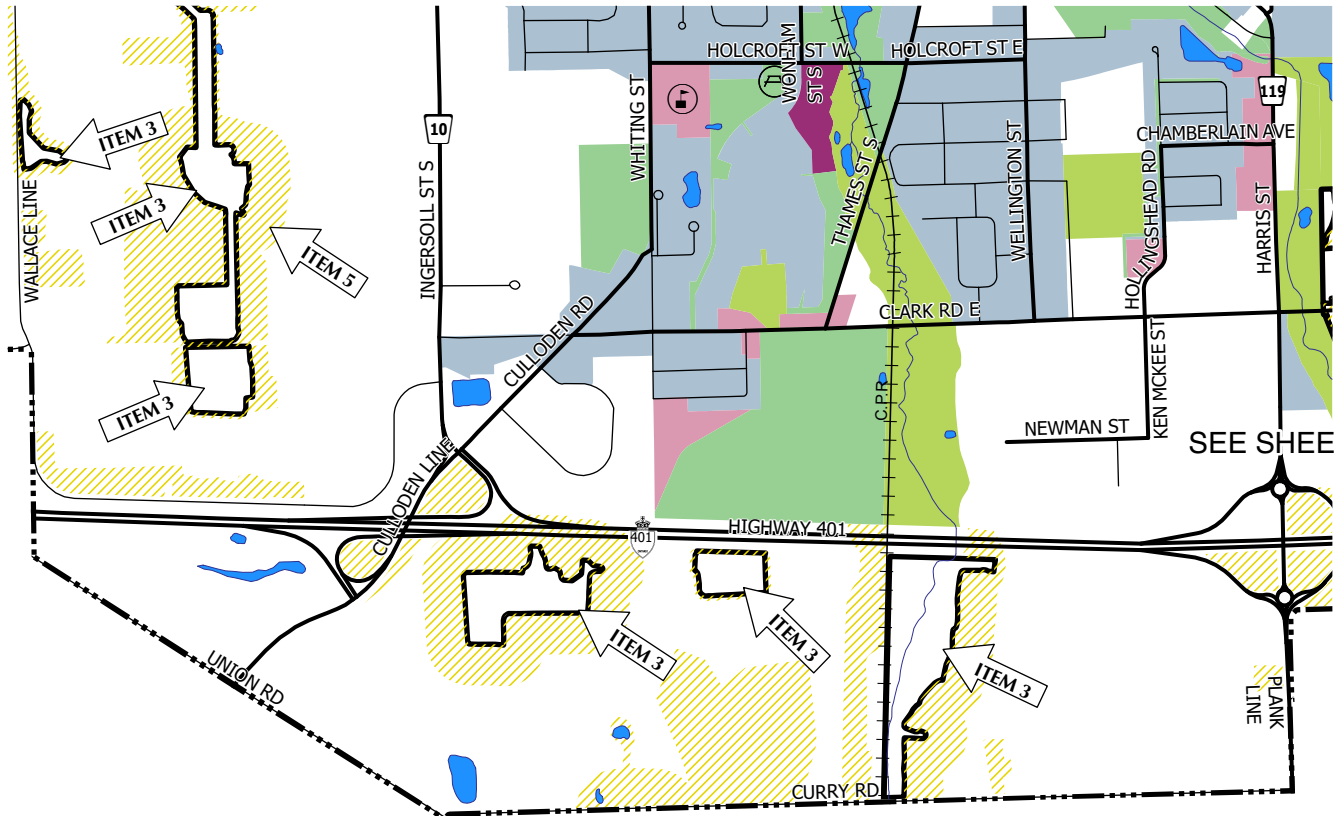
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- MEDIUM DENSITY RESIDENTIAL
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED SCHOOL
- ADJACENT LANDS

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD  
 OFFICIAL PLAN**  
 SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
 RESIDENTIAL DENSITY PLAN**



SEE SHEET 1

SEE SHEET 3



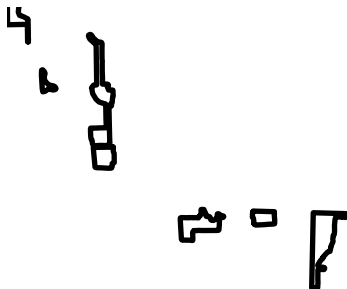
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**- AREA OF THIS AMENDMENT**

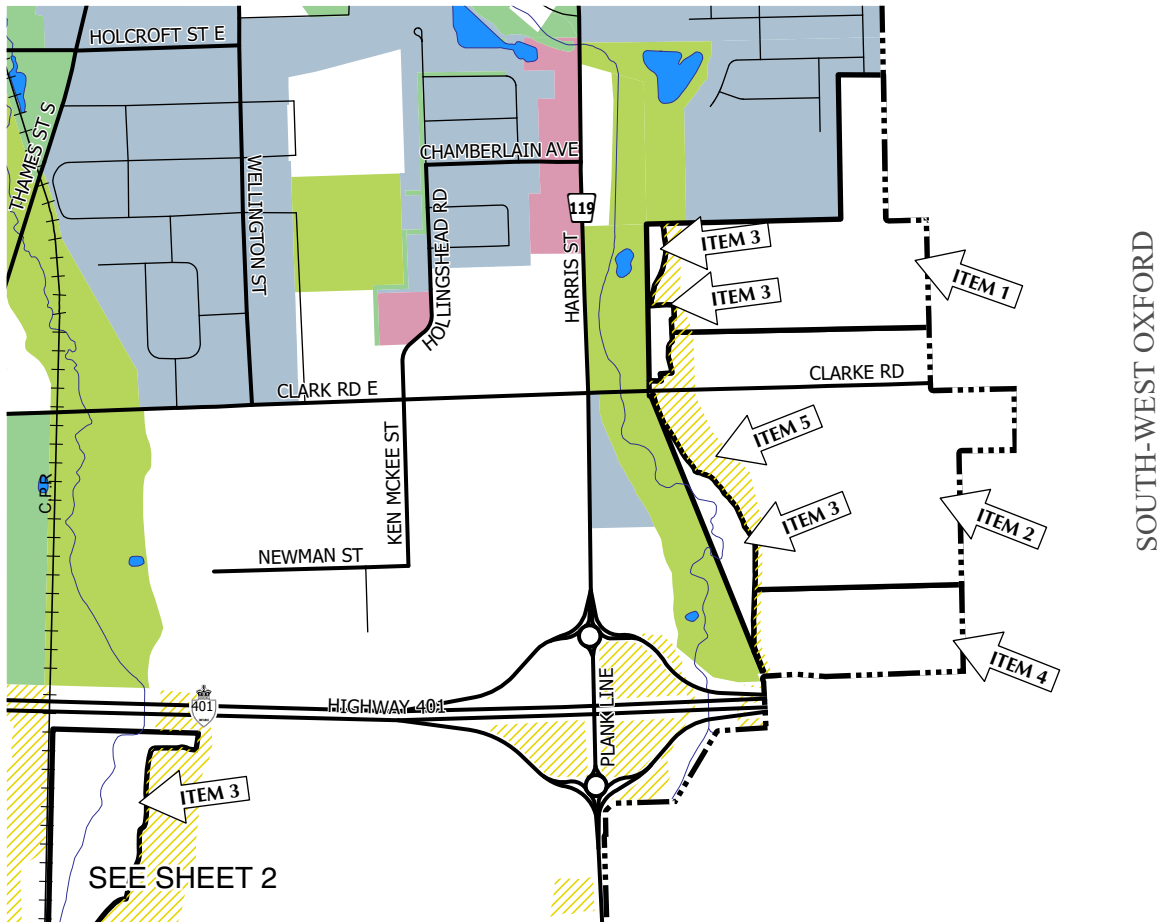
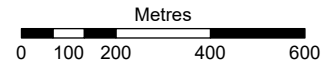
- ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
 LEGEND**

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- A PROPOSED PARK
- S PROPOSED SCHOOL
- ADJACENT LANDS



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
RESIDENTIAL DENSITY PLAN**



**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 4 - ADD TO OPEN SPACE
- ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
LEGEND**

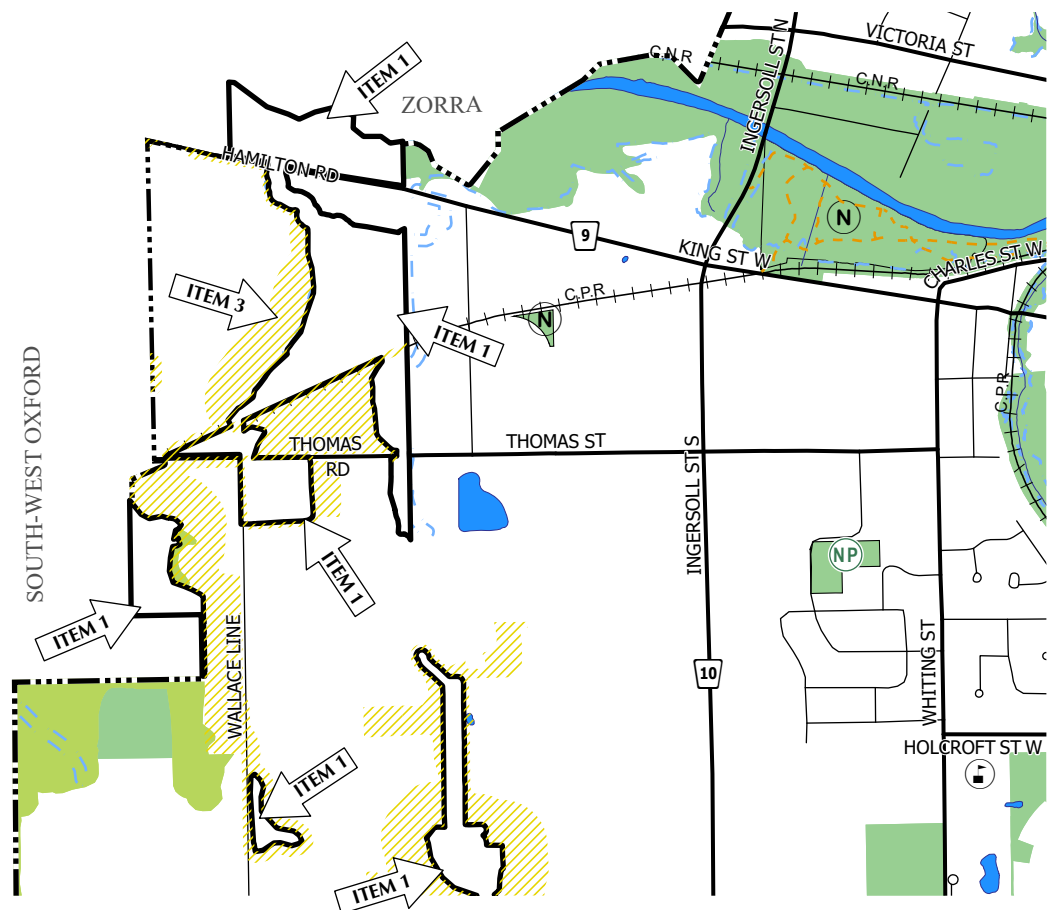
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	MEDIUM DENSITY RESIDENTIAL
	OPEN SPACE
	ENVIRONMENTAL PROTECTION
	ADJACENT LANDS



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL**  
**LEISURE RESOURCES AND SCHOOL FACILITIES**  
**PLAN**



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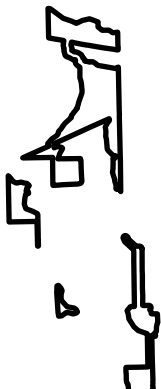
SEE SHEET 2

**- AREA OF THIS AMENDMENT**

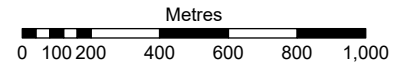
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ITEM 3 - ADD ADJACENT LANDS

**LEISURE RESOURCES AND SCHOOL  
FACILITIES PLAN  
LEGEND**

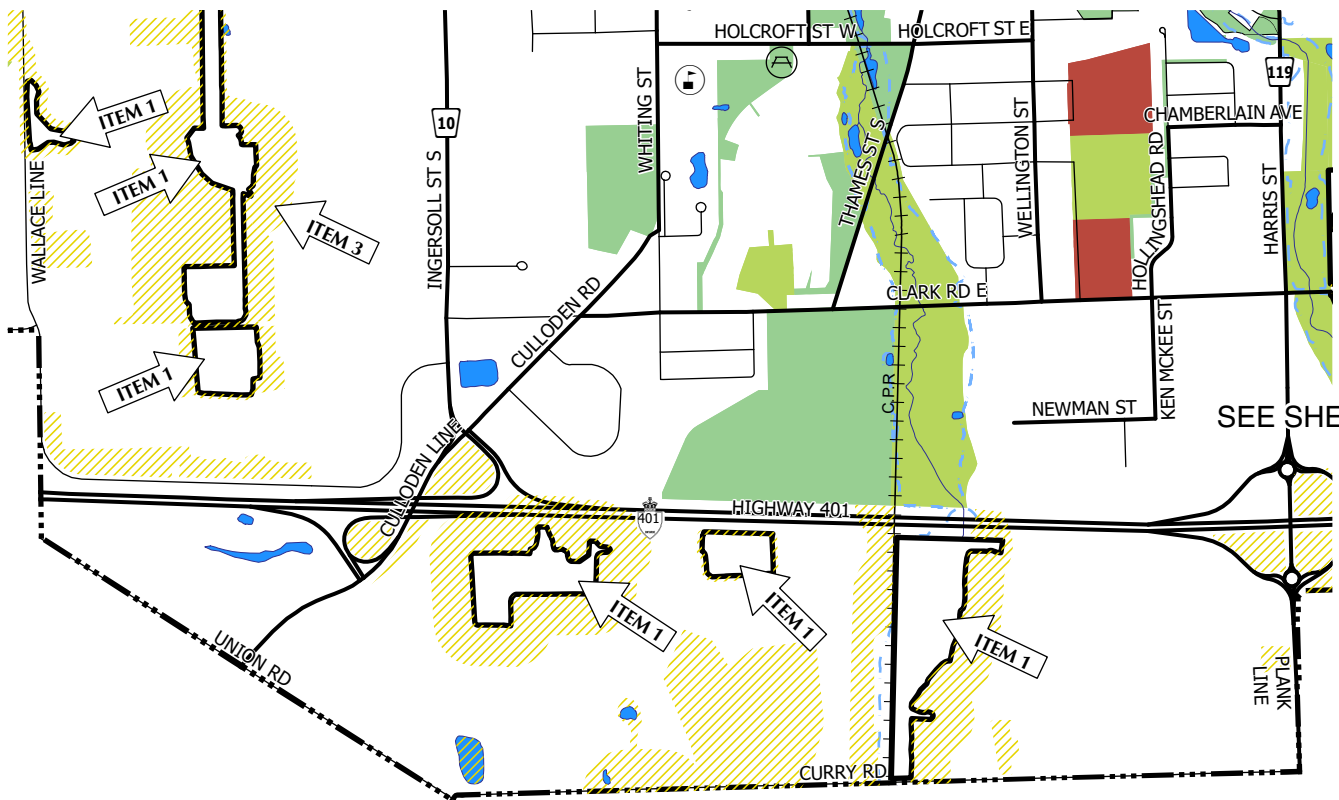
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- FLOODLINE
- LAWSON TRAIL
- S PROPOSED SCHOOL
- NP NEIGHBOURHOOD PARK
- N TOWN NATURAL PARK
- ADJACENT LANDS



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL  
LEISURE RESOURCES AND SCHOOL FACILITIES  
PLAN**



SEE SHEET 1



SEE SHEET 3

SOUTH-WEST OXFORD

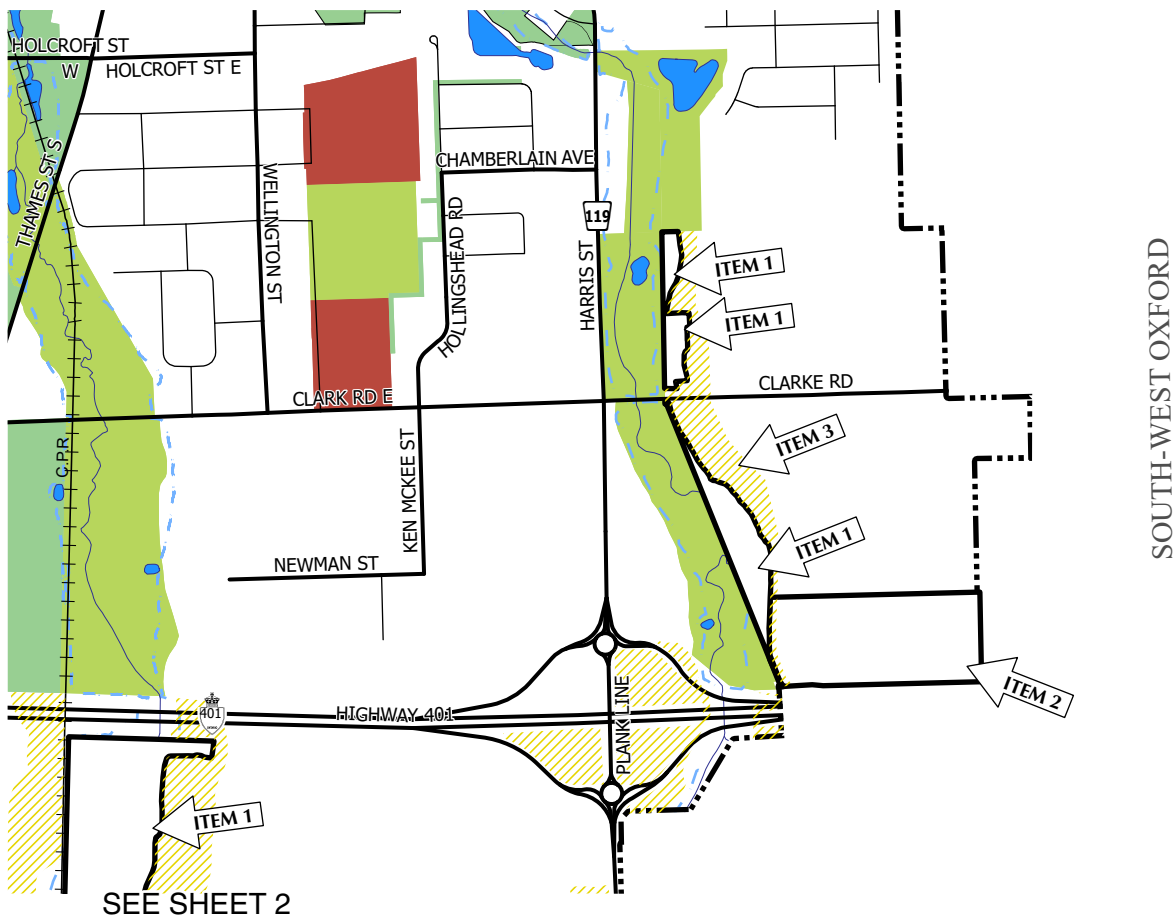
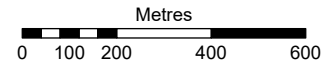
**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 3 - ADD ADJACENT LANDS

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN  
LEGEND**

- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- ELEMENTARY SCHOOL
- FLOODLINE
- P PROPOSED PARK
- S PROPOSED SCHOOL
- ADJACENT LANDS

SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL  
LEISURE RESOURCES AND SCHOOL FACILITIES  
PLAN**



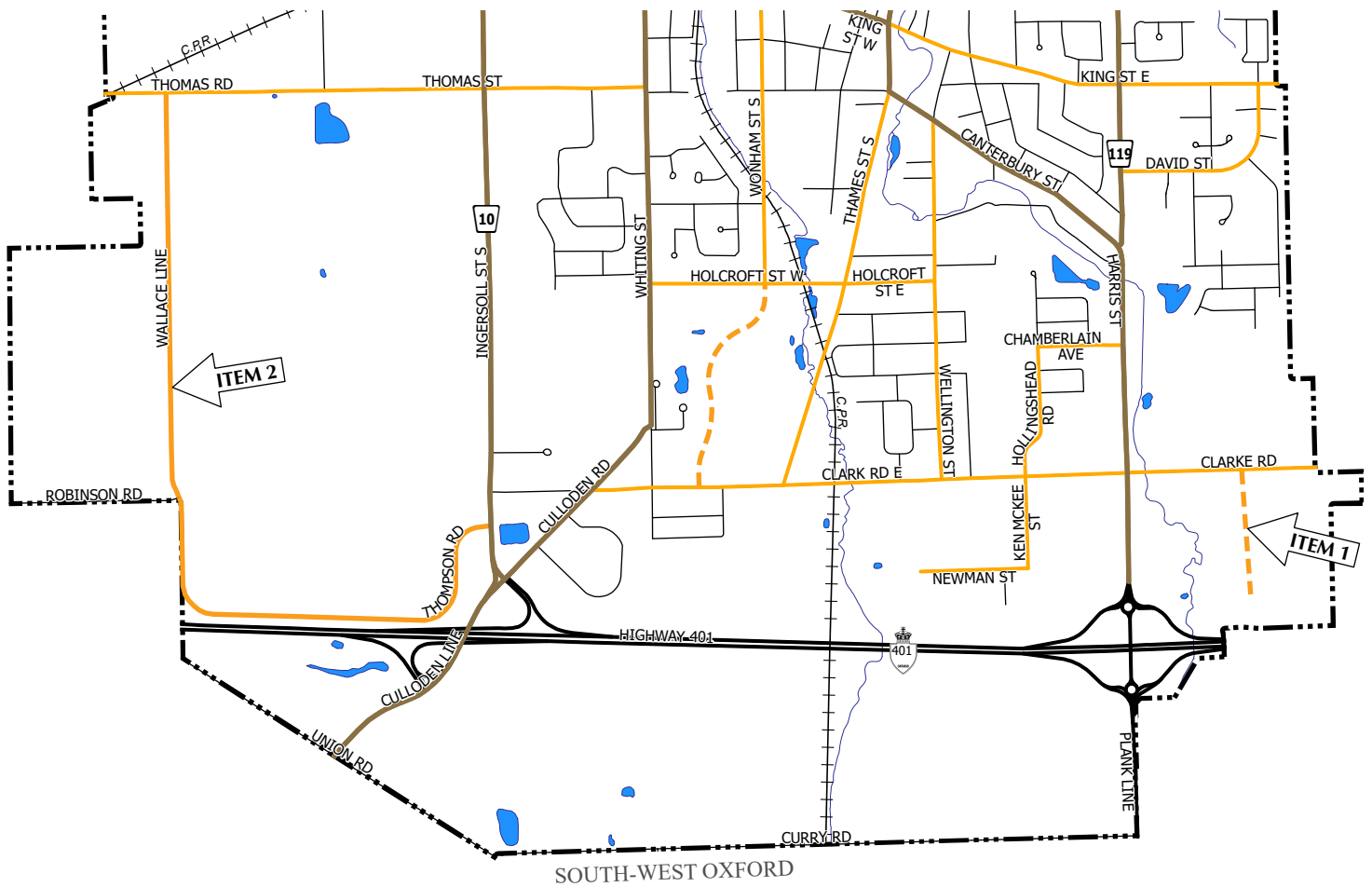
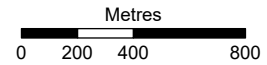
**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 2 - ADD TO OPEN SPACE
- ITEM 3 - ADD ADJACENT LANDS

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN  
LEGEND**

- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- ELEMENTARY SCHOOL
- FLOODLINE
- ADJACENT LANDS

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-4"  
**TOWN OF INGERSOLL**  
**TRANSPORTATION NETWORK PLAN**



**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD PLANNED COLLECTOR ROAD
- ITEM 2 - ADD COLLECTOR ROAD

**TRANSPORTATION NETWORK PLAN  
 LEGEND**

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD

## REPORT TO COUNTY COUNCIL

# Initial Review of Bill 185 (the Cutting Red Tape to Build More Homes Act) and Draft Provincial Planning Statement 2024

**To:** Warden and Members of County Council

**From:** Director of Community Planning

## RECOMMENDATIONS

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1. That the Director of Community Planning, in consultation with other County staff and stakeholders as required, prepare and submit preliminary comments and undertake early advocacy on key areas of concern in response to the Provincial consultations on Bill 185 (the Cutting Red Tape to Build More Homes Act) and proposed Provincial Planning Statement, as generally outlined in Report CP 2024-133;
2. And further, that Report CP 2024-133 be circulated to the Area Municipalities for information.

## REPORT HIGHLIGHTS

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- On April 10, 2024 the Province released Bill 185 (the Cutting Red Tape to Build More Homes Act) which includes a number of legislative changes to the Planning Act and Development Charges Act, among others, as well as a revised 2024 draft 'Provincial Planning Statement'.
- The proposed changes being introduced through Bill 185 and the revised 'Provincial Planning Statement' are substantive and wide ranging. While many appear to be positive (e.g. Development Charge changes), others are of considerable concern (i.e. settlement expansion appeal rights and justification requirements, and some proposed agricultural policy changes).
- Staff are seeking Council's initial direction to submit preliminary comments and pursue opportunities for coordinated advocacy with various organizations (e.g. WOWC, OFA, AMO) on key areas of initial concern, as generally identified in this report.
- Staff intend to bring a subsequent report to the May 8, 2024 Council meeting to provide further details and comments on other proposed changes, once they have been more fully reviewed.



## **IMPLEMENTATION POINTS**

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The recommendations contained in this report will have no immediate impacts with respect to implementation. However, the uncertainty these proposed provincial changes introduce may further delay implementation of certain initiatives to address housing supply and other important planning objectives, in the short term.

Further, if implemented as proposed, a number of the proposed legislative, policy, and other changes could have significant implications for various ongoing County projects (i.e. secondary planning, Phase 1 Comprehensive Review study updates, Official Plan updates, etc.), as well as the existing Official Plan policies and related implementation tools and measures. As such, if approved, various County and Area Municipal land use related policies, processes and standards will likely require comprehensive review and updates to ensure consistency with the new Provincial direction.

### **Financial Impact**

If enacted, a number of the proposed provincial legislative and policy changes identified in this report could have significant financial impacts for the County and Area Municipalities, including the potential need for additional background and technical studies, staffing and other resources to address and/or implement the various changes.

### **Communications**

Communication is proposed through the inclusion of this report on the County Council agenda and related communications and circulation to the Area Municipalities.




## **2023-2026 STRATEGIC PLAN**

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Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following strategic goals.

## Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
<p>Goal 1.2 – Sustainable infrastructure and development</p> <p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>	<p>Goal 2.1 – Climate change mitigation and adaptation</p> <p>Goal 2.2 – Preserve and enhance our natural environment</p>	<p>Goal 3.2 – Collaborate with our partners and communities</p> <p>Goal 3.4 – Financial sustainability</p> <p>Goal 3.5 – Advocate for Oxford County</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

### Background

In April 2023, the Province released legislative and policy changes, including a proposed new draft 'Provincial Planning Statement' document, as part of an ongoing series of changes initiated to implement their annual Housing Supply Action Plans. Staff submitted comments to the Province on the related ERO posting on behalf of the County, as previously discussed in Reports [CP 2023-126](#), [CP 2023-144](#), [CP 2023-194](#).

It is noted that the last few years have been a period of unprecedented change in Provincial direction on matters of land use planning, development, and municipal regulatory powers, with the Province bringing forward at least 10 related bills since 2021, in addition to proposed land use policy and other changes. Given the pace of change and in some instances, unanticipated consequences, the Province has been compelled to reverse many of these decisions, which has created a period of significant uncertainty for municipalities, which has made planning at any level very difficult.

Most recently, on April 10, 2024, the Province released Bill 185, the 'Cutting Red Tape to Build More Homes Act' ([ERO 019-8365](#)), which proposes a number of additional changes to the Planning Act, Municipal Act and Development Charges Act, among others. The Province also released a revised 2024 draft of the 'Provincial Planning Statement' ([ERO 019-8462](#)), which was originally introduced in 2023. The revised draft includes a broad range of proposed changes to current provincial land use policy direction, including changes made in response to the feedback received from consultation on the previous draft document. This document is intended to replace the current Provincial Policy Statement (PPS, 2020) and 'A Place to Grow'– Growth Plan for the Greater Golden horseshoe (APTG).

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The legislative and regulatory changes currently being proposed include, but are not limited to:

- Elimination of most third party appeal rights on Official Plan and Zoning amendments;
- New appeal rights for settlement expansion applications;
- New lapsing provisions for plans of subdivision and allocation of servicing capacity;
- Potential to limit local parking requirements through regulation;
- Broader regulations for additional residential units;
- Proposal to exempt community service facilities and post-secondary institutions from planning requirements; and
- Changes to Development Charges and Municipal anti-bonusing rules.

The various land use policy changes currently being proposed through the revised draft Provincial Planning Statement apply to a broad range of policy areas including, but not limited to, housing, settlement expansions, employment, land use compatibility, infrastructure, water, agriculture, and natural and man-made hazards.

Given that these legislative and policy changes were only released for consultation a few days prior to the preparation of this report, County staff have had very limited time to review and consider these changes to date. As such, this initial report is focused on a few proposed changes that staff have had an opportunity to review and certain key matters of initial concern. These are further detailed in the comments section of this report.

The remainder of the proposed legislative and regulatory changes in the various ERO postings in relation to Bill 185 and fulsome review and comment of the various land use policy changes proposed in the revised draft Provincial Planning Statement 2024 will be addressed in a subsequent report.

## Comments

Based on preliminary review, staff have identified the extremely short consultation period and a number of other key matters as being of particular concern. These matters have been highlighted in this initial report for Council's information and as focus areas for early and co-ordinated feedback and advocacy. Further, Corporate Services staff have completed an initial assessment of the proposed municipal finance related changes (i.e. various changes to the Development Charges Act and incentive provisions in the Municipal Act), and a summary of those changes and associated comments has also been included in this initial report. These matters are discussed in more detail in the following sections.

### a) Consultation Timeframe

Given the number and extent of the legislative and policy changes being proposed, staff are of the opinion that the 30 day consultation period the Province has currently provided is wholly insufficient for fulsome consideration of all of the proposed changes and related impacts.

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In comparison, the Province provided 60 days (later expanded to 90 days) to submit comments on the first draft of the proposed Provincial Planning Statement, when it was released for consultation early last year. In response to that consultation, the County requested that a minimum of 60 days be provided for municipal review and comment on any revised draft of that document, at such time as it was released. Instead, just 30 days are being provided to review and comment on the revised draft document and all of the proposed legislative and regulatory changes that were released with it.

As such, staff are planning to work closely with various municipal groups and organizations to advocate for an immediate extension to the commenting deadline (i.e. request at least 60 days), so that municipalities have sufficient time to meaningfully consider the proposed changes and provide meaningful feedback.

**b) Development Charges (DCs)**

As part of Bill 185, the province is proposing a number of changes to the Development Charges Act ([ERO 019-8371](#)) and related notice requirements ([ERO 019-8370](#)). These changes were reviewed by County Corporate Services staff, who provided the following comments:

i) Repeal the mandatory five-year phase-in of DC rates

The Bill proposes to repeal the requirement for the mandatory phase-in of Development Charges (DCs) over a 5-year period. As outlined in [Report CS 2024-09](#) the mandatory phase-in was estimated to result in a DC funding loss of \$22.4 million over 10 years, which would need to be made up through the levy and water and wastewater rates. County staff support the removal of the phase-in requirement as a means to ensuring that growth pays for growth.

Bill 185 also includes transition provisions for DC By-Laws implemented with the mandatory phase-in requirements after November 28, 2022, and before this subsection of Bill 185 comes into force. The transition provision would allow for the County to pass an amending by-law to remove the phase-in requirements within six months of Bill 185 coming into force without the need for an updated DC Background Study, provided the amendment is limited to this change.

County staff do not foresee any challenges with meeting the requirements of this proposed change, either through amending the by-law proposed to be passed on June 12, 2024 with removal of the phase-in provisions, should the Bill come into force prior to that date, or with the passing of an amending by-law within six months of the Bill coming into force. County staff would aim to bring forward the amending by-law as soon as possible to mitigate the amount of non-DC funding required for phase-in discounts granted while the by-law including those provisions is in force.

ii) Reinstate studies as an eligible capital cost for DCs

Bill 185 proposes to restore the following to capital costs that are eligible for inclusion in DC calculations, which had previously been removed through Bill 23 - The More Homes Built Faster Act, 2022:

- Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4 of section 5(3) of the DC Act (i.e. growth related studies)

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- Costs of the development charge background study required under section 10 of the DC Act.

County staff are in support of such growth related studies being reinstated as an eligible cost. Report [CS 2022-49](#) estimated the costs associated with studies to be \$1.1 million for rates based services and \$1.3 million for levy based services.

Similar transition provisions would be followed, requiring an amending by-law within six months of Bill 185 coming into force, limiting the amendment to imposing development charges to pay for the costs of studies. Staff have already begun preparing a list of studies, including associated costs, and will continue to gather this information so that the transition provision timelines are achieved.

iii) Streamlined Process for Extending DC By-Laws

Bill 185 proposes an amendment to allow for a municipality to extend the effective date of a DC by-law without undertaking the Background Study process, provided the only change is in relation to the by-law expiry date. Municipalities seeking to update DC rates would be subject to following the regular DC by-law process. As the County is currently looking to update DC rates, this change has no impact on the process the County is currently undertaking, however, may be of value in the future.

iv) Reduce the time limit on the DC freeze

Through the More Homes, More Choice Act, 2019, DCs were set (i.e., frozen/locked) when a site plan application (or zoning application if no site plan application was made) is submitted to the municipality. Once the application is approved, a time limit of two years applies to the frozen DCs.

Bill 185 proposes to reduce the time limit that DCs are frozen to 18 months (currently two years) following approval. This change would be applied to application approvals completed after Bill 185 comes into effect, with the two-year rate freeze period continuing to apply to approved developments prior to Bill 185 enactment.

Staff are in support of this change as it is anticipated to encourage developers to more quickly obtain building permits and helps to ensure that DC's collected are reflective of inflationary increases.

Notice provisions are also required with respect to the related amendments. Staff have no concerns regarding the ability to complete the new notice requirements.

In responding to the [ERO 019-8371](#) posting, County staff are proposing to indicate support for the changes being proposed, while also requesting that the province make provisions, in some manner, to ensure that the County is made whole, for any lost DC revenue. Staff suggest options to be made whole may include:

- Allowing the cost of studies that were required to be excluded as a result of Bill 23 to be wholly eligible for inclusion in the DC rate calculation;



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- Allowing the municipality to retroactively collect from developers any of the DC discounts that had been applied between the period of Bill 23 enactment and the passing of an amending by-law removing the phase-in requirement; or
- Providing a grant to municipalities in the amount of the phase-in discounts that were provided to developers, given that the municipality passed an amending by-law removing the phase-in discounts within the transition period.

**c) Municipal Incentives**

Currently, the Municipal Act, 2001 and City of Toronto Act, 2006 prohibit municipalities from providing direct or indirect assistance to any manufacturing, industrial or commercial businesses. The Ministry of Municipal Affairs and Housing is proposing legislative amendments to the Municipal Act, 2001 and City of Toronto Act, 2006 to streamline the province's process for granting exemptions to municipalities from this prohibition to support provincial investment attraction. These changes were also reviewed by County Corporate Services staff, who provided the following comments.

The proposal is to establish a targeted, streamlined exemption process that enables the Lieutenant Governor in Council to make regulations to support provincial investment attraction to compete for investment, while still helping to ensure the province safeguards the fiscal health of municipalities. More specifically, if a municipality provides this assistance to a business, it could have any or all of the following potential impacts:

- The municipality may forego some revenue that may otherwise have been collected from the business; and, depending on the assistance provided, the municipality may be required to raise the foregone revenue from other sources.
- There could be benefits to the local community and the province including direct and indirect job creation.
- Businesses that receive assistance would benefit as it would help to lower their costs of establishing their business in the municipality, which could translate into more investments and job creation for the local community and province.
- There may be some increased administrative costs for municipalities to track the assistance that is provided.

Considering the foregoing summary provided through the Ontario Regulatory Registry for comment, County staff are of the opinion that Community Improvement Plans already provide a broad scope of incentive options for municipalities to employ with respect to attracting businesses to their communities. In the event that the province has an interest in a business locating in a particular municipality, the cost of incentivizing the business to choose a location in the province should be borne by the province so that the financial burden does not fall solely on tax bills of property owners within the hosting municipality, and should be subject to transparent, broader provincial scrutiny. Municipal budgets and administrative resources are already challenged with maintaining large property assessments assigned to many of these businesses. Therefore, the province should invest in revisions to establishing a fair and predictable property assessment valuation and tax system that municipalities and the province can rely on, and these provincially significant businesses can have confidence in using for financial planning.

In summary, the financial commitment for attracting and retaining provincially significant economic prospects should be collaborated and assessed on an individual basis, considering the ability of

the proposed host municipality to financially sustain the infrastructure development requirements in the short and long term, based on sound economic data.

#### **d) Settlement Area Expansions**

One of the many proposed changes to the Planning Act, is to allow for a private applicant to appeal the approval authority's refusal of a proposed settlement area expansion on any lands outside of the Provincial Greenbelt. This appeal right was removed from the Planning Act in 2004 and has since proven to be one of the most important and effective tools for ensuring municipalities are able to focus their efforts and resources on planning for community growth in a comprehensive and coordinated manner (logical extension of servicing, efficient use of land, encouraging increased densities, intensification, etc).

This proposed change in appeal rights is of particular concern, particularly in the context of considering the proposed lessening of the justification and review requirements for settlement area expansions that is being proposed in the current draft of the Provincial Planning Statement. These proposed policy changes were already a major area of concern identified in the County's previous comments on the proposed 2023 draft of Provincial Planning Statement and this concern is further compounded by these proposed new appeal rights.

It is noted that Oxford and number of other municipalities have previously requested that the Province provide some additional flexibility to facilitate settlement expansions in certain circumstances, where it is reasonably required to properly plan for and accommodate forecasted growth and increase housing supply. This included suggesting that the maximum planning horizon be increased from 25 to 30 years, which Planning staff are pleased to see the Province has now included in the revised draft. So, it is possible that some of the other proposed changes to these policies were also an attempt by the Province to address Oxford's previous comments. However, it is the opinion of Planning staff that the current proposed changes now go too far and do not provide sufficient direction and certainty for municipalities to be able to effectively plan for, coordinate, and direct growth, which may also serve to undermine other key provincial and local planning objectives, including but not limited to:

- ensuring the efficient use of land and infrastructure and avoiding the need for costly or unnecessary provision or expansions of infrastructure and public services;
- Protecting agricultural land for long term agriculture and limiting impacts on other natural resources; and
- encouraging increased density, intensification, range and mix of housing and other uses necessary to support complete, sustainable communities etc.

Comprehensive and coordinated municipal planning for settlement expansions is essential for ensuring certainty and consistency in planning for growth and infrastructure and other public services (i.e. schools and other public facilities) and for building complete communities (i.e. to achieve the necessary densities and mix of housing and other uses).

As such, it is critical that settlement expansions be either initiated or approved by a municipality, and that a municipal decision to not support privately initiated applications for settlement expansion continue to be protected from appeal (to the OLT). The alternative would lead to increased speculation on agricultural land and uncoordinated/inefficient settlement expansions, due to continuous pressure from development proponents to expand settlement boundaries and

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infrastructure in multiple directions. This continuous pressure would distract municipalities from focusing their resources on completing the necessary growth and infrastructure planning that is essential to sustainably accommodate growth and build great communities.

The Province's stated outcome of this PPS review is to determine the best approach to enable municipalities to accelerate the development of housing and increase housing supply, including rural housing, through a more streamlined, province-wide land use planning policy framework. To achieve this objective, the Province would be better served by maintaining the current growth management policies from the existing PPS, 2020, that have worked well, while integrating the more detailed growth related policies and terminology from A Place to Grow (i.e. provincial growth plan for the greater golden horseshoe), where necessary and/or beneficial.

In summary, Planning staff are proposing that the Province again be requested to revise the proposed settlement expansion policies to address the above noted concerns, while continuing to ensure a level of flexibility for settlement expansions, as previously requested by Oxford. Staff also propose that the changes to the Planning Act proposed to allow for appeal of a municipal refusal of a privately initiated application for settlement expansion be rescinded.

### **c) Agricultural Policies**

The Province appears to have left the policies in the revised draft of the Provincial Planning Statement for permitted uses in Prime Agricultural Areas largely unchanged from the current PPS, 2020. The one notable exception appears to be a minor policy change to clarify that additional residential units are permitted in agricultural areas in accordance with certain development criteria, as the current PPS, 2020 is silent in that regard. Planning staff are generally supportive of this clarification, as the County and Area Municipalities have proactively amended the Official Plan policies to permit such units on farms to support farm families and increase rural housing options.

However, the concern is that, as part of this change, the Province is also proposing to clarify the wording of the current residential lot creation policies which it appears could, inadvertently or otherwise, significantly increase the potential for rural residential lot creation and the associated loss of agricultural land and negative impacts on agricultural operations.

It is not yet entirely clear what the Province intended with the proposed changes to the lot creation policy wording. However, this proposed change is of significant concern, particularly given the clear and consistent feedback that was provided by a broad range of municipal and agricultural organizations warning of the enormous and irreversible negative impacts on agricultural land and operations from the proposed rural residential lot creation policies that had been proposed in the 2023 draft of the Provincial Planning Statement. Further, it would appear to contradict the Province's written commitment to many of the agricultural and commodity groups in Ontario on May 29, 2023 in response to those concerns, which indicated the Province would "continue working with the agricultural sector to look at alternatives that would assist farm families in succession planning, but do not involve additional severances". As such, this is a change that Planning staff will be further reviewing and seeking additional clarity from the Province on, while also engaging with various municipal and agricultural organizations to identify mutual concerns and the need for early and collective advocacy.

## CONCLUSIONS

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The proposed legislative and regulatory changes being proposed through Bill 185, together with proposed policy changes being introduced through the revised Provincial Planning Statement, are substantial and wide ranging. While many of the proposed changes appear to be positive (i.e. development charges), others (i.e. the proposed changes to the wording of some of the agricultural policies and the requirements and rights of appeal for settlement area expansions) could potentially have a significant impact on the ability of municipalities to comprehensively and effectively plan for growth, infrastructure, and the protection of agricultural land and operations.

Given the extent of the various changes being proposed, together with the short review and commenting period provided by the Province, Planning staff are seeking County Council's initial direction to proceed with preparing and submitting preliminary comments to the Province and undertake early advocacy with respect to the key matters of concerns, as generally outlined in this report.

The intent is that a more fulsome overview the proposed Provincial legislative and policy changes, and associated staff comments, will be provided in a subsequent report to Council on May 8, 2024. In the interim, staff will continue to undertake a detailed analysis of the proposed legislative, regulatory and policy changes, including further consultation with provincial staff, municipal organizations and other key stakeholders, and participation in any upcoming information sessions, to identify potential matters of particular interest or concern to the County and/or Area Municipalities.

## SIGNATURES

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### Report author:

Original signed by \_\_\_\_\_

Paul Michiels  
Manager of Planning Policy

### Departmental approval:

Original signed by \_\_\_\_\_

Gordon K. Hough, RPP  
Director of Community Planning

### Approved for submission:

Original signed by \_\_\_\_\_

Benjamin R. Addley  
Chief Administrative Officer

## REPORT TO COUNTY COUNCIL

# Contract Award – 2024 Road Resurfacing

**To:** Warden and Members of County Council

**From:** Director of Public Works

## RECOMMENDATIONS

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1. That Oxford County Council award a contract to the low bidder, Brantco Construction, in the amount of \$4,501,576 (excluding HST), for 2024 Road Resurfacing;
2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

## REPORT HIGHLIGHTS

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- The purpose of this report is to obtain County Council approval to award the above-noted project to Brantco Construction, in accordance with the County's Purchasing Policy.
- This project includes cold-in-place (CIP) road recycling and hot-mix asphalt (HMA) resurfacing on Oxford Road 2 (5.7 km from Highway 401 to Oxford Road 22) and Oxford Road 24 (7.7 km from east limit of Tavistock to Oxford Road 5). Full-depth asphalt removal and HMA resurfacing along Oxford Road 20 – North Street West, Tillsonburg (1.08 km from west limit of Tillsonburg to Broadway Avenue) will also be completed.
- Proposed road rehabilitation in this project will help maintain and improve the County's overall road network condition, extend road service life and restore the respective road section condition index levels. This work ensures that the County-owned road assets are in a good state of repair in alignment with the County's *2022 Asset Management Plan* and *2024 Transportation Master Plan*.
- By using the CIP road recycling technology, the planned road resurfacing is anticipated to avoid greenhouse gas emissions by at least 50% (up to 829 tonnes CO<sub>2</sub>e) compared to conventional mill and pave technology.
- This project is anticipated to begin in May 2024 and is targeted for completion in October 2024.



## **IMPLEMENTATION POINTS**

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Upon County Council approval and prior to proceeding with the work, a contract will be executed with the low bidder, Brantco Construction.

CIP road recycling and asphalt resurfacing work on Oxford Road 2 (Highway 401 to Oxford Road 22) and Oxford Road 24 (east limit of Tavistock to Oxford Road 5) will be completed under lane restriction conditions, reducing traffic flow down to a single lane while work is underway with the use of a pace vehicle to help control the flow and speed of one-way traffic through the mobile work zone, allowing maintained access for local residents, businesses, waste collection services, emergency services and other motorists during this work.

Full-depth asphalt removal and HMA resurfacing along Oxford Road 20 – North Street West, Tillsonburg (west limit of Tillsonburg to Broadway Avenue) will require a road closure and detour route, including localized lane restrictions throughout the work. A planned detour route has been established and will be implemented during the road closure as shown in Attachment 1. Access for local residents, businesses and emergency services will be accommodated as required, with some restrictions taking place during the work. Due to the planned road closures, waste collection services will be interrupted and the contractor will manage and transfer any curbside garbage and recycling on any regular-scheduled collection day to a designated temporary collection depot area, where the County's waste management contractor can then collect.

Regulatory authorities, bus services, waste collection services and emergency services will receive advanced notice of the lane restrictions, road closure and detour routes from Oxford County staff through *Municipal 511* notifications. Construction notices to local residents and property owners will be distributed ahead of construction beginning on each section and stage of the work.

The road resurfacing sections proposed in this project can be seen in Attachment 1.

## **Financial Impact**

The approved 2024 budget including all accounts to complete this project is \$5,712,000 (including non-refundable HST). The construction costs, other associated cost and capital accounts for this project are summarized in Table 1 below.

Oxford Road 20 (North Street West, Tillsonburg) and Oxford Road 2 resurfacing work has been included for a portion of the available Canadian Community Building Funding (CCBF). CIP road recycling and asphalt resurfacing work on Oxford Road 24 (east limit of Tavistock to Oxford Road 5) is being cost shared (50/50) with the neighbouring municipality – County of Perth. The approximate total amount of cost recovery from the County of Perth is \$952,274 (excluding HST).

**Report PW 2024-19**  
**PUBLIC WORKS**  
**Council Date: April 24, 2024**

Table 1: Funding Summary for 2024 Road Resurfacing

<b>2024 Capital Budget Summary Account/Description</b>	<b>2024 Budget</b>	<b>Bid Amount (excluding HST)</b>
<b>930099 – Rehab &amp; Resurfacing</b> (Total approved budget: \$6,890,000) (Less other projects & lines: \$1,290,000)	\$5,600,000	\$4,410,688
<b>930198 – Urban Storm Sewer</b> (Total approved budget: \$200,000) (Less other projects & lines: \$140,000)	60,000	53,821
<b>930199 – Rural Storm Sewer</b> (Total approved budget: \$3,350,000) (Less other projects & lines: \$3,330,000)	20,000	12,720
<b>950229 – Sanitary Tillsonburg</b> (Total approved budget: \$17,000)	17,000	13,095
<b>960247 – Water Tillsonburg</b> (Total approved budget: \$15,000)	15,000	11,252
<b>Sub-Total</b>	<b>\$5,712,000</b>	<b>\$4,501,576</b>
<b>Contract Admin; Inspection &amp; Materials Testing; Project Signage</b>		<b>98,000</b>
<b>Non-Refundable HST (1.76%)</b>		<b>80,953</b>
<b>Total Estimated Construction Expenditures</b>		<b>\$4,680,529</b>

Based on the information provided in the Table 1, there is available approved funding in the 2024 Business Plan & Budget to award this contract to the recommended contractor.

## Communications

The communication strategy for this project will be similar to other County construction projects. The Contractor's project manager and the County's project manager will form an open channel of communication and include other members of the project team as needed. Communications will commence upon approval of this report and will continue for the duration of the project.

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**PUBLIC WORKS**  
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Communication with the public (affected property owners and business owners) will begin when the project approaches the initiation stages in the form of typical construction notices in the newspaper and resident updates delivered by mail and or hand delivery. Advanced notice of construction and road closure signage will be installed at the construction limits in advance to alert the general public of upcoming road closures.

In addition, road closures and lane restriction information will be available on the Oxford County website, posted to social media, and posted on *Municipal 511* in advance of each project location's starting. Communication will continue throughout the duration of the project as required to keep the affected parties informed and updated on project progress.

Communication and engagement with affected area municipalities took place during the planning stages of this project in which various aspects of this project were discussed, such as proposed detour routes for road closures, upcoming work plans and proposed schedules. Ongoing communication is planned with area municipalities prior to and throughout the construction period. Outreach and discussions with the Town of Tillsonburg, Township of South West-Oxford and the Ministry of Transportation regarding the Oxford Road 20 (North Street West) closure and proposed detour route took place as the detour route will utilize sections of their road network.

Staff will continue to work with key internal stakeholders (County Management staff, Transportation staff and Waste Management staff), as well as external stakeholders during the execution of this project as required to ensure the appropriate level of communication and outreach is maintained, further ensuring all parties involved are updated on project status and outcomes.

As part of the CCBF requirements for resurfacing work on Oxford Road 20 and Oxford Road 2, communication activities and promotion are required to help the public recognize the importance of infrastructure funding and its impact to their community. This includes the installation of project-appropriate information signs within each project's site limits as well as additional posts on the County website and social media, as needed.

## **2023-2026 STRATEGIC PLAN**

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Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following Strategic Plan pillars and goals:

		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
<p><b>Goal 1.2</b> – Sustainable infrastructure and development</p> <p><b>Goal 1.4</b> – Connected people and places</p>	<p><b>Goal 2.2</b> – Preserve and enhance our natural environment</p>	<p><b>Goal 3.1</b> – Continuous improvement and results-driven solutions</p> <p><b>Goal 3.2</b> – Collaborate with our partners and communities</p> <p><b>Goal 3.4</b> – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

### Background

A total of three County road segments have been selected and included into the 2024 Road Resurfacing project. Oxford Road 24 (Tavistock to Oxford Road 5), Oxford Road 2 (Highway 401 to Oxford Road 22) and Oxford Road 20 – North Street West, Tillsonburg (west Town limits to Broadway Avenue). Between the three, a total of approximately 14.5 km of road resurfacing and asphalt replacement will be completed under this project.

The road segments included in this year's 2024 Road Resurfacing project were based on inspection and evaluation of the existing pavement distresses and overall conditions, as well as the input and coordination from both Engineering Services and Transportation staff regarding operational maintenance issues, existing roadway deficiencies and field observations.

A more comprehensive summary of each road section and included scope of work in the 2024 Road Resurfacing project is provide below.

#### [Oxford Road 24 \(west limit of Tavistock to Oxford Road 5\)](#)

The 2024 Road Resurfacing project involves the resurfacing of Oxford Road 24 (east limit of Tavistock to Oxford Road 5) totalling approximately 7.7 kilometers. This stretch of Oxford Road 24 is considered a rural road cross-section and acts as a primary east/west transportation corridor within the County road network. Segments of this road asset are exhibiting signs of pavement deterioration, thus providing a lower level of service and carrying an increased maintenance cost. This section of Oxford Road 24 is a shared asset with the neighbouring municipality, the County of Perth.

To renew the pavement condition and extend the roads lifecycle, a two-stage pavement recycling and resurfacing rehabilitation approach will be utilized. The existing pavement structure will undergo a CIP road recycling process and then receive the placement of a new HMA wearing surface on top of the recycled road base.

The recycling and resurfacing is a multi-step procedure with an interval between operations to afford time for the CIP recycled mat to cure and undergo acceptance of quality assurance testing. This interval can vary depending on the type of added emulsions used during recycling, weather and contractor schedules (typically about two weeks or more). This is the preferred method of renewing the pavement condition rating for high-medium volume rural County road networks which offers a more sustainable and resilient pavement structure.

As part of the recycling and resurfacing strategy to renew the pavement condition and service level provided, other improvements are being incorporated into the scope of work, including new granular road side shoulders and new pavement markings.

#### **Oxford Road 2 (Highway 401 to Oxford Road 22)**

Also included in the 2024 Road Resurfacing project is the resurfacing of Oxford Road 2 (Highway 401 to Oxford Road 22) totalling approximately 5.7 kilometers. Oxford Road 2 is considered a rural road cross-section and acts as a primary east/west transportation corridor within the County road network. Segments of this road asset are exhibiting signs of pavement deterioration, thus providing a lower level of service and carrying an increased maintenance cost.

Similar to Oxford Road 24, a two-stage pavement recycling (CIP) and resurfacing rehabilitation approach (HMA) will be utilized to renew the pavement condition and extend the lifecycle of the road. Other improvements are also being incorporated into the resurfacing scope of work, including new granular road side shoulders and new pavement markings.

#### **Oxford Road 20 - North Street West, Tillsonburg (West Town Limits to Broadway Avenue)**

The 2024 Road Resurfacing project also includes the resurfacing of Oxford Road 20 – North Street West in Tillsonburg (west limits of Tillsonburg to Broadway Avenue) totalling approximately 1.08 kilometers. This section of Oxford Road 20 is made up of an urban road cross-section within the Town of Tillsonburg. This section of road acts as an east/west transportation corridor within the County road network and serves as a collector/arterial corridor within Tillsonburg. Segments of this road asset are exhibiting signs of pavement deterioration, thus providing a lower level of service and carrying an increased maintenance cost.

To renew the pavement structure and extend the road lifecycle a multi-step process will be undertaken on this stretch of road, starting with the full-depth asphalt removal of existing asphalts, fine grading of existing granular base including removal of excess material during re-grading, rebuilding maintenance and catchbasin structures, and finally followed by the placement of new HMA base and surface lifts.



This will result in renewing and increasing the depth of the entire pavement structure along his stretch of North Street. The full-depth existing asphalt removal process will be completed by means of a milling machine, allowing the County to salvage existing asphalt millings (recycled asphalt product – RAP) for stockpiling at the Salford Landfill Facility for re-use on future County projects.

Along with the full-depth asphalt replacement scope, other improvements are being incorporated into the project, including improvements and repairs to the existing concrete sidewalk pedestrian crossings at Quarter Town Line intersection. This scope will incorporate the removal and replacement of the existing curb and gutter radiuses, sidewalk ramps and the addition of bumped out curb sections at the intersection. These additional improvements will better accommodate pedestrian access and safety at the cross-walk locations at this intersection. New pavement markings will also be installed along the project limits on North Street.

### Cold-In-Place Recycling Resurfacing Technology Method

The CIP method is expected to reduce new materials production and transport, as well as existing unrecycled materials disposal, resulting in avoidance of greenhouse gas (GHG) emissions of at least 50% when compared with a conventional mill and pave strategy.

Considering the multiple, project specific, varying factors of influence (region, distance to the site, the efficiency of equipment, etc.), it is estimated that up to 829 tCO<sub>2</sub>e of GHG emissions can be avoided by utilizing the CIP recycling method (based on 2007 MTO Study assumptions) for the 13.4 km of road resurfacing works versus the conventional mill and pave method.

A County map identifying the proposed road resurfacing locations for each road section has been included with this Council Report as shown in Attachment 1.

### Comments

A prequalification process was undertaken and completed prior to the tendering stage of this project in December 2023. Staff reviewed the prequalification submissions and recommended that 10 Contractors be prequalified and invited to submit a bid for this project. The evaluation of submissions was based on a number of factors including Contractors' previous project experience with projects of similar scope, overall management team background as well as experience managing projects of this scale.

Provisional items for paved bike lanes along Oxford Road 24 (from Tavistock to Oxford Road 5), were included in the tender items to obtain pricing from contractors for consideration of implementing a portion of the cycling primary network identified in the Council approved 2021 *Cycle Master Plan* (CMP). However, the provisional cost total for bike lanes were not included into the bid amount as part of the final tender award since alternate funding for bike lanes could not be secured and corresponding project funding was not carried as part of the 2024 Business Plan and Budget.

**Report PW 2024-19**  
**PUBLIC WORKS**  
**Council Date: April 24, 2024**

Failing any reconsideration by Council to fund the bike lane provisional cost portion (~ \$297 K of \$593 K - 50/50 cost share with Perth County) using existing the project budget surplus (~ \$ 1.03 M) and include this provision in the current project award, implementation of this portion of the cycling primary network will then be deferred for approximately 10-15 years until it can be harmonized with the next cycle of road resurfacing at this location.

After the prequalification process was completed and eligible Contractors were invited to the tendering opportunity, the project was tendered through a competitive invite-only bidding process which opened on March 6, 2024. The tendering process closed on March 27, 2024 at 2 p.m. and seven bids were received in total, with bid amounts outlined in Table 2.

Table 2: Summary of Bid Submissions

General Contractor	Bid Amount (excluding HST)
1. Brantco Construction	\$4,501,576
2. GIP Paving Inc.	\$4,652,914
3. Associated Paving & Materials Ltd.	\$5,099,663
4. Dufferin Construction Company	\$5,550,698
5. Cox Construction Limited	\$5,561,080
6. J-AAR Excavation Ltd.	\$5,611,450
7. Permanent Paving Ltd.	\$5,821,882

Staff reviewed the qualified bid submissions and have confirmed that the low bid received from Brantco Construction, in the amount of \$4,501,576 (excluding HST), represents good value for the work.

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.

## **CONCLUSIONS**

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Review of the competitive bid submissions confirm that it is appropriate to award the 2024 Road Resurfacing project to the low bidder, Brantco Construction of Cambridge, Ontario.

## **SIGNATURES**

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### **Report author:**

Original signed by

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Alex Brown, C. Tech.  
Supervisor of Construction

### **Departmental approval:**

Original signed by

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

### **Approved for submission:**

Original signed by

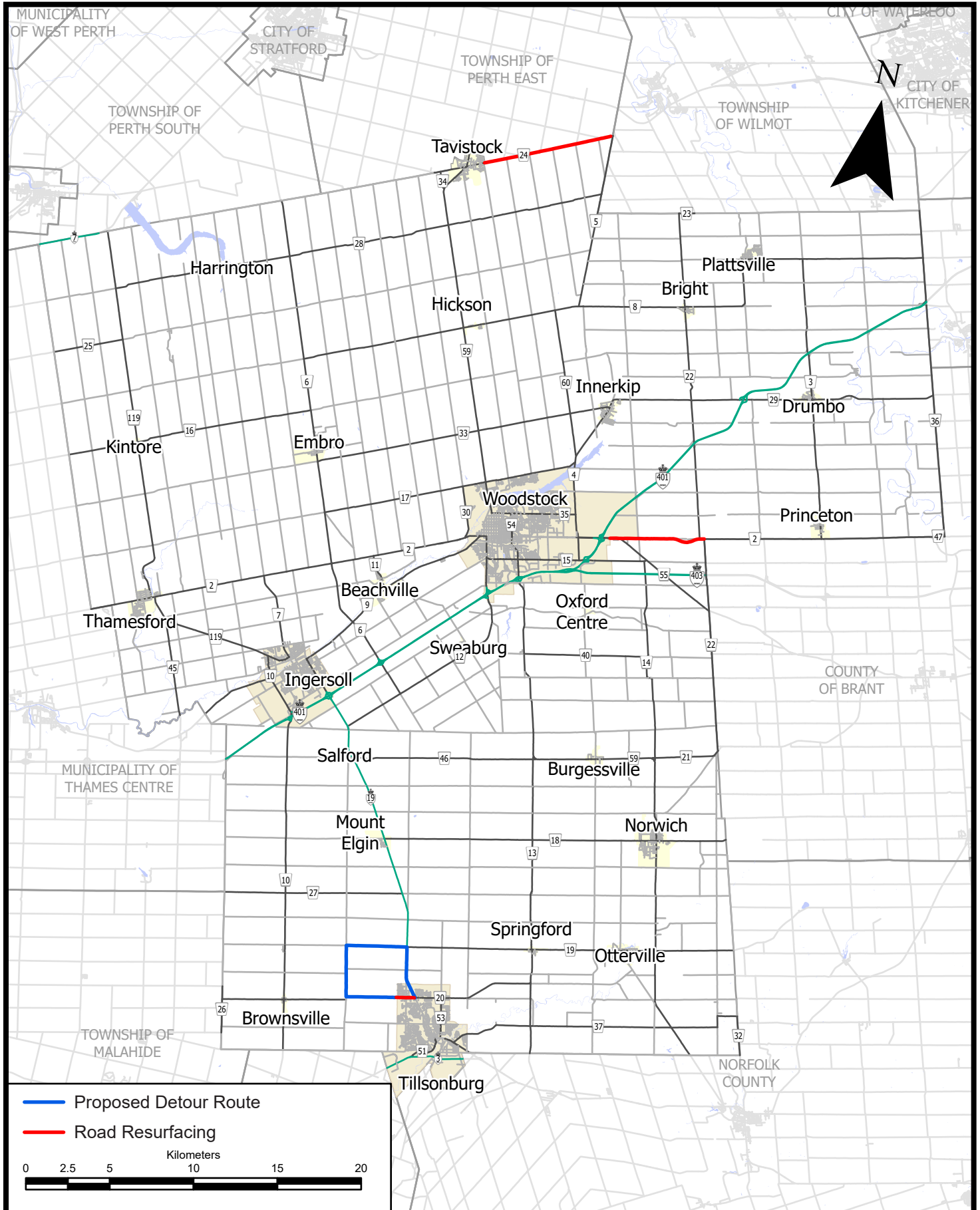
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Benjamin R. Addley  
Chief Administrative Officer

## **ATTACHMENT**

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Attachment 1 – Map of 2024 Road Resurfacing



## REPORT TO COUNTY COUNCIL

# Mower Tractor Early Procurement Advancement

**To:** Warden and Members of County Council

**From:** Director of Public Works

## RECOMMENDATIONS

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1. That Council authorize staff to purchase a Mower Tractor in 2024, and advance funding in account 220425 of \$200,000 from 2025 to 2024, to assist with this purchase;
2. And further, that County Council authorize the transfer of \$20,000 from the Fleet Reserve to fund the budget shortfall to award the contract for the procurement of one Mower Tractor.

## REPORT HIGHLIGHTS

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- The procurement of this new Mower Tractor will replace an existing unit that is coming to the end of its useful service life and will be utilized at the Oxford County Transportation facilities with an anticipated 15-year service life.
- The above-noted tractor was originally approved in the 2024 Business Plan and Budget for early procurement for the 2025 budget based on anticipated 2025 delivery.
- Through the current procurement process, it was identified that the fleet unit could be received in 2024 and that delaying delivery until 2025 as originally anticipated will result in a further model year price increase of 4.5% (~ \$9,800).

## IMPLEMENTATION POINTS

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Upon approval of the recommendations contained in this report, staff will finalize the procurement of the Mower Tractor with the successful vendor.



## Financial Impact

The approved 2024 budget included the early procurement of a Mower Tractor for 2025 delivery at an estimated cost of \$200,000. Utilizing the Canoe purchasing group, in accordance with the County's purchasing policy, the low bidder for the tractor and mower components are listed as follows:

Table 1: Expenditure Summary – 2025 Mower Tractor (1)

Description	Amount
220425 – R-S – Tractor – John Deere 5105M, Wildkat AR-12 Mid-Mount Side Shift Mower	\$213,909
<b>Total Award (excl. HST)</b>	<b>\$213,909</b>
Non-Refundable HST (1.76%)	3,765
Projected outfitting Costs (Branding, GPS, fuel, 2 way radio)	750
<b>TOTAL COST</b>	<b>\$218,424</b>
<b>2025 Budget</b>	<b>200,000</b>
<b>BUDGET SHORTFALL</b>	<b>\$18,424</b>

The net total cost of \$218,424 (including non-refundable HST) exceeds the budget estimate by \$18,424, which is proposed to be funded from the Fleet Reserve. In addition, staff request the 2025 early procurement budget to be transferred to the current year to facilitate ordering at the current price. The budgeted 2024 closing balance of the Fleet Reserve is \$4,302,950 and is sufficient to fund the additional requirements.

Once the fleet procurement process is completed and the vendor is awarded, staff will update the replacement costs in the *2022 Asset Management Plan*. Staff will also update the annual contributions to the Fleet Reserve based on the unit type in order to ensure that these reserves have sufficient funds to support the increased unit costs.


## Communications

Upon approval of this report, staff will communicate with the selected vendor to coordinate equipment orders. No further communication is required as the procurement was conducted through the Canoe purchasing group.

## 2023-2026 STRATEGIC PLAN

Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following Strategic Plan pillars and goals:

		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
Goal 1.2 – Sustainable infrastructure and development		Goal 3.1 – Continuous improvement and results-driven solutions

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

### Background

The 2024 approved budget included the early procurement of a Mower Tractor and associated equipment for 2025 delivery. This unit is intended to replace Unit 425 which is nearing the end of its target useful life (15 years). This is scheduled to be replaced in accordance with the 2022 *Asset Management Plan*. Replacement has been validated through the annual Vehicle Replacement Rating (VRR) review that takes into account the vehicle age, kilometres driven and maintenance costs. At the time of 2024 Budget preparation, the delivery timeline of the Mower Tractor was greater than 12 months.

In an effort to align with the **Green Fleet Plan**, research was done to look for alternative fuel options available in the market. Staff have concluded that, at this time, there are no viable options that would meet the needs of this asset type.

## Comments

The procurement of this Mower Tractor was completed through the Canoe purchasing group in order to get the best value for the County, both economically and functionally.

Through that process, it was determined that the lead times of this equipment are shorter than what was initially believed when the early procurement needs were identified during the development of the 2024 Business Plan and Budget.

Expected delivery timelines have been reduced to six months, meaning the unit would be delivered in 2024, requiring funding to be made available in order to complete the transaction.

The vendor has confirmed that if the delivery is delayed to align with the 2025 delivery date, a model-year cost change would impact the price of the unit by 4.5%. This would update the unit cost to \$228,220, or an increase of \$9,796.

## CONCLUSIONS

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Staff recommends that Council approve the purchase of the Mower Tractor in 2024 as the earlier purchase achieves the best value for the County. If the approved funding is not advanced, there will be further cost escalation associated with the unit being received in 2025.

## SIGNATURES

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### Report author:

Original signed by

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James Wagner  
Fleet Technician

### Departmental approval:

Original signed by

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

### Approved for submission:

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

## REPORT TO COUNTY COUNCIL

# Thames River Wetland Conservation Agreement

**To:** Warden and Members of County Council

**From:** Director of Public Works

## RECOMMENDATION

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1. That By-law 6629-2024, being a by-law to authorize staff to enter into a 20 year agreement with Ducks Unlimited Canada to maintain the naturalized property known as the Thames River Wetland, be presented to Council for enactment.

## REPORT HIGHLIGHTS

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- Naturalization work has been completed at the Thames River Wetland, which commenced 11 years ago and has been carried out in various project phases. In total, Ducks Unlimited Canada (DUC) has contributed \$45,000 to the project to date and an additional \$10,000 is anticipated to be contributed for this final phase (Phase 5).
- Naturalization work included creation of functional wetlands to provide natural flood control and promote biodiversity.
- The final stage of work includes the execution of a 20 year agreement with DUC to ensure the County commits to ongoing stewardship of the property in order to achieve long term conservation goals.

## IMPLEMENTATION POINTS

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Upon County Council adoption of the proposed by-law, County staff will execute the agreement documents and continue with any outstanding naturalization work at the site.



## Financial Impact

To date, DUC has contributed \$45,000 for the previous four phases of naturalization work at the Thames River Wetland. In addition, approximately \$31,600 has been spent by the County to bring Phase 5 of the project to completion, including \$10,000 and \$21,600 of expenditures approved through the 2023 and 2024 Budgets respectively.

In accordance with the DUC agreement, the County will now be reimbursed for 50% of the project costs up to a maximum of \$10,000. Accordingly, the 2024 budget forecast will be updated to include this reimbursement revenue of \$10,000 from DUC. The County assumes responsibility for all future management costs associated with the project. Future maintenance costs will be minimal and are fully expected to be covered within the historical funding allocations for this property.

## Communications

This project has no mandatory reporting requirements, but staff will release a social media post about the project completion for public awareness.

## 2023-2026 STRATEGIC PLAN

Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following Strategic Plan pillars and goals:

		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
	<b>Goal 2.1</b> – Climate change mitigation and adaptation <b>Goal 2.2</b> – Preserve and enhance our natural environment	

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

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### Background

Since 2013, naturalization work has been ongoing in various phases at the Thames River Wetland (located along Beachville Road west of Woodstock) (see report [PW 2013-20](#)). Significant naturalization work has occurred in five phases beginning in 2013, 2014, 2016, 2019, and finally 2023 (Phase 5) as shown in Attachment 1.

The previous four phases of this project have been jointly funded by Oxford County, DUC, Stewardship Oxford, Cowan Foundation, Great Lakes Guardian Community Fund, Salamander Foundation, Woodstock Field Naturalist Club, ECO Action Fund, UTRCA, Oxford County Trails Council, 50 Million Tree Fund, Hydro One, Carmeuse, and numerous private donations.

Through the completion of this project, the wetland restoration work has created a dynamic landscape that includes flood plains, flood retention areas that hold water longer, higher elevation areas that dry out quicker, and pockets of treed areas. This all comes together to promote a well functioning wetland that acts as a natural flood control system, while offering a unique environment for residents to enjoy the trails on the property.

### Comments

Phase 5 of the Thames River Wetland naturalization project began in late 2023 and wrapped up in early 2024. This work was executed by Oxford County and DUC, with DUC facilitating and overseeing the majority of the site work. During an earlier phase of the project, the County had entered into a funding agreement with DUC in 2016 (see report PW 2016-30). However due to updated funding structures, DUC now requires a longer term commitment of 15 years or longer to ensure long term viability of the development as an assurance the that landowner will not alter or develop the property. The funding for the final phase of the project is conditional on approval of the agreement.

This specific agreement is for 20 years to ensure the County manages the natural property in a well maintained manner to achieve long term success. After 20 years, the agreement automatically renews on a yearly basis unless the County provides written notice to terminate. Maintaining the property on a long term basis aligns with the County's climate change mitigation goals as well as preserving the natural environment. Therefore, staff believe that this area will see little disturbance in the future.

The majority of the site has been rehabilitated into a well functioning wetland through the five phases of work completed to date. There is still some additional work that could be done in the future to help further promote aquatic plant life to fully realize the full potential of biodiversity in the area, and this will be looked at through future budget cycles.

## CONCLUSIONS

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With the completion of the project now achieved, the County, as land owner, has been requested to enter into a management agreement with DUC in order to receive the identified project funding, and to commit to maintaining the lands to sustain long term success of the project.

## SIGNATURES

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### Report author:

Original signed by

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Travis Lockhart  
Woodlands Conservation Municipal Law Enforcement Officer

### Departmental approval:

Original signed by

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

### Approved for submission:

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

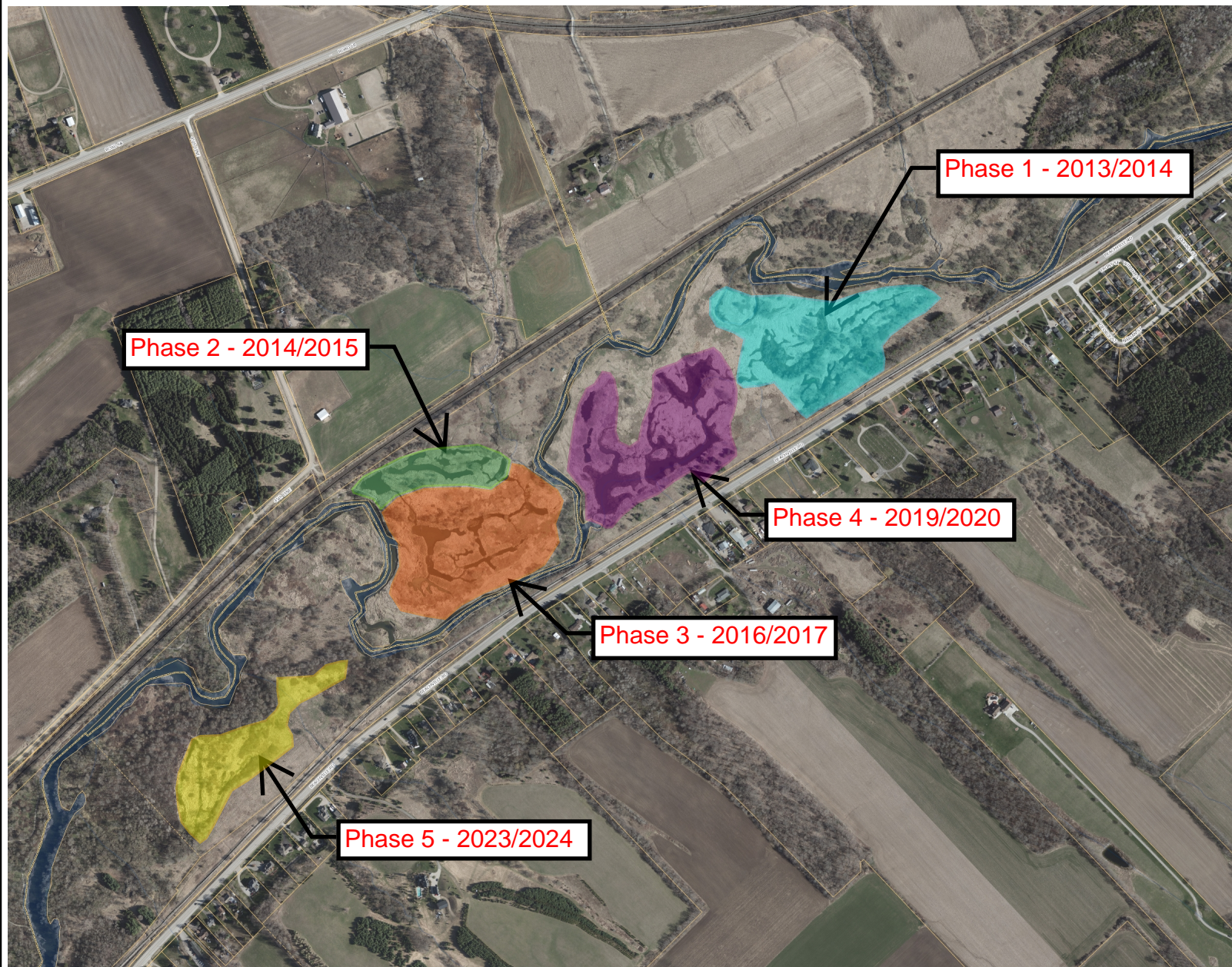
## ATTACHMENT

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Attachment 1 - Thames River Wetland Restoration Areas by Phase

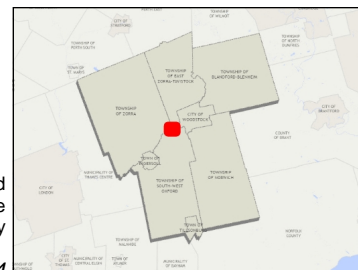


# PW 2024-21 - Attachment 1 Thames River Wetland Restoration Areas by Phase



## Legend

## Notes



0 285 571 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

March 21, 2024



## REPORT TO COUNTY COUNCIL

# Development Charges Annual Report - 2023

**To:** Warden and Members of County Council

**From:** Director of Corporate Services

## RECOMMENDATION

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1. That County Council receive Report CS 2024-13, prepared in accordance with Section 12 of O.Reg.82/98 of the *Development Charges Act, 1997*, and authorize posting the report for public information.

## REPORT HIGHLIGHTS

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- Total development charges collected amounted to \$5,220,895 (\$7,620,916 – 2022)
- Accrued interest earned by the development charges accounts was \$962,354 (\$381,174 – 2022)
- Total development charge funds used for capital and operating projects was \$5,654,153 (\$7,924,186 – 2022)

## IMPLEMENTATION POINTS

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In accordance with subsection 43(2.1) of the *Development Charges Act, 1997*, following adoption of the recommendation contained in this report, the report will be made available to the public by posting it to the County website.

## Financial Impact

Growth related capital projects have been funded using development charge revenues based on actual expenditures incurred in 2023 for projects identified in the current Development Charges Background Study. Development Charge Reserve Funds Statement of Continuity, attached as Attachment 1, illustrates the total contributions to and from each reserve fund by service that occurred in the year. Attachment 2 presents details of funding sources for the growth related projects included in the Development Charge Background Study.

**Report CS 2024-13**  
**CORPORATE SERVICES**  
**Council Date: April 24, 2024**

The Treasurer confirms that the County is in compliance with subsection 59.1(1) of the *Development Charges Act, 1997*<sup>1</sup>.

## Communications




This report will be posted on the County's website for public information.

## 2023-2026 STRATEGIC PLAN

Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

### Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
Goal 1.2 – Sustainable infrastructure and development		Goal 3.1 – Continuous improvement and results-driven solutions Goal 3.2 – Collaborate with our partners and communities Goal 3.4 – Financial sustainability

See: [Oxford County 2023-2026 Strategic Plan](#)

<sup>1</sup> Subsection 59.1(1) A municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by this Act or another Act. 2015, c.26, s.8



## DISCUSSION

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### Background

In accordance with Section 12 of O.Reg.82/98, of the *Development Charges Act, 1997*, the treasurer of the municipality shall provide to Council a financial statement relating to the reserve funds established under a by-law to collect development charges. The statement provided by the Treasurer is required to be made available to the public and to the Minister of Municipal Affairs and Housing on request.

Attachment 1 provides the development charge continuity information prescribed in Section 12 of O.Reg.82/98 as information to be included in the statement of the treasurer of a municipality under section 43 of the Act. In addition, Attachment 2 provides project specific information pursuant to Section 12 of O.Reg.82/98 under section 43 of the Act.

### Comments

#### Development Charge Eligible Cost Analysis

The nature of capital projects and timing identified when the by-laws were passed reflected the intentions of the Council at that time. Nevertheless, over time municipal projects and Council priorities change; Council's intentions may alter; and different capital projects (and timing) may be required to meet the need for services required by new growth. Project timing, along with estimated expenditures and funding sources are reviewed with each budget and business plan cycle.

Development Charges are used to finance capital works required for new housing and non-residential development. The county-wide by-laws apply to most new residential and some forms of non-residential development on lands within the boundaries of Oxford County.

Development Charges generated from the county-wide charge are allocated toward growth-related costs associated with growth-related studies, roads and related, land ambulance, waste diversion and library services. The water and wastewater by-laws apply specifically to development of lands within a geographic area defined in each by-law that generally corresponds to the jurisdiction named in the title. Development Charges generated are allocated toward growth-related costs associated with the provision of water and wastewater infrastructure. All current County Development Charge by-laws under the authority of the *Development Charges Act, (1997)* came into effect on June 26, 2019 and were subsequently amended as of April 1, 2021. The allocation of development charge reserve funds in 2023 meets or exceeds the requirements for prescribed services (water, wastewater and roads) as set out in Section 35 of the Act – Use of Reserve Funds.

#### Development Charge Exemptions and Discounts

Notwithstanding statutory exemptions set out in the *Development Charges Act, (1997)*, the Act allows municipalities to exempt from development charges certain types of development. The Act does not permit capital funding shortfalls created by development charge exemptions or

**Report CS 2024-13**  
**CORPORATE SERVICES**  
**Council Date: April 24, 2024**

discounts to be funded through other development charge eligible sources. Within this reporting year, the cost of statutory and non-statutory development charge exemptions and discounts funded by user rates/fees or taxation are illustrated in Table 1.

**Table 1 – 2023 Development Charge Exemptions**

<b>Exemption</b>	<b>County</b>	<b>Library</b>	<b>Water</b>	<b>Wastewater</b>	<b>Total</b>
Industrial buildings	\$108,057	\$57	\$59,229	\$103,777	<b>\$271,120</b>
Affordable housing	-	-	-	-	-
Educational	4,266	140	-	-	<b>4,406</b>
Municipal	265,668	8,728	449,690	-	<b>724,086</b>
Rental discounts	31,996	-	17,441	31,409	<b>80,846</b>
Additional Residential Units	36,196	5,051	11,686	39,111	<b>92,044</b>
<b>Subtotal Statutory</b>	<b>446,183</b>	<b>13,976</b>	<b>538,046</b>	<b>174,297</b>	<b>1,172,502</b>
Industrial buildings	118,852	3,908	45,459	212,089	<b>380,308</b>
Farm buildings	82,334	2,706	-	-	<b>85,040</b>
Places of worship	4,476	147	-	-	<b>4,623</b>
Public hospitals	-	-	-	-	-
Private schools	-	-	-	-	-
Lands in CBD and ED <sup>1</sup>	-	-	-	-	-
Temporary buildings or structures	-	-	-	-	-
Temporary dwelling units	-	-	-	-	-
Long term care homes	98,037	3,223	33,871	303,431	<b>438,562</b>
<b>Subtotal Non-Statutory</b>	<b>303,699</b>	<b>9,984</b>	<b>79,330</b>	<b>515,520</b>	<b>908,533</b>
<b>Total</b>	<b>\$749,882</b>	<b>\$23,960</b>	<b>\$617,376</b>	<b>\$689,817</b>	<b>\$2,081,035</b>

Note 1: Central Business District (CBD) and Entrepreneurial District (ED)

### **Indexing**

The County schedule of Development Charges as summarized in the tables found on Attachment 3 includes indexing of the development charges implemented on April 1, 2024, in accordance with the Statistics Canada Construction Price Statistics. The schedule sets out the charges that are applicable to residential development by unit type: single and semi-detached dwelling units; apartments; and other multiples. Charges applicable to non-residential

**Report CS 2024-13**  
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development are levied based on square meter of gross floor area. To determine the total County charge, the county-wide charge is added to the applicable area-specific charges for water and wastewater services. Only the county-wide development charge will apply for development occurring in areas that are not serviced by municipal water and/or wastewater.

### Development Charges Debt

In some cases, growth-related capital projects are completed prior to having fully collected the necessary DCs to fund the project. In these situations, external debt is permitted under the *Development Charges Act, (1997)*, to cash flow the capital costs of the project and is repaid by the future DC collections. In 2023, \$4,142,000 of debt was issued for unfinanced DCs related to the extension of a watermain to service development on County Road 4 and Lansdowne Ave. Additional debt issuance is anticipated in 2024 for a watermain extension on County Road 17 in Woodstock. The unfinanced DCs related to the Drumbo Wastewater Treatment Plant are being reviewed as part of the 2024 background study to determine the appropriate timing for debenture issuance to ensure future DC cash flows are sufficient to meet debenture repayment obligations.

## CONCLUSIONS

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Growth related capital projects have been funded using development charge revenues based on actual expenditures incurred in 2023 for projects identified in the current Development Charges Background Study.

This report meets the annual financial reporting requirements as set out in the *Development Charges Act, 1997*.

## SIGNATURES

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### Report author:

Original signed by

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Jennifer Lavalley, CPA, CGA  
 Manager of Capital Planning

### Departmental approval:

Original signed by

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Lynn S. Buchner, CPA, CGA  
 Director of Corporate Services

**Report CS 2024-13**  
**CORPORATE SERVICES**  
**Council Date: April 24, 2024**

**Approved for submission:**

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

**ATTACHMENTS**

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Attachment 1 – Development Charge Reserve Funds Continuity Statement, December 31, 2023  
Attachment 2 – Growth-Related Projects Funding Sources, 2023  
Attachment 3 – County Development Charges Schedule, April 1, 2024



Development Charge Reserve Funds Statement  
For the Year Ended December 31, 2023

Description of Service	Fund	Opening Balance	Collections	Interest Earned	Exemptions Funded	Repaymt of Borrowed Funds incl. Interest	Transferred to Capital Projects	Transferred to Operating	Amounts Refunded	Amounts Loaned to other Service Category	Credits	Amounts Borrowed from Fund for Other Munic Purposes	Closing Balance
Roads	91230	566,090	1,509,455	41,218	637,975	-	(358,523)	-	-	-	-	-	2,396,214
Water*		1,772,523	1,144,422	104,026	617,376	-	(631,466)	(140,927)	-	-	-	-	2,865,952
Sanitary Sewer*		14,301,921	2,169,609	730,497	689,817	-	(3,496,789)	(286,606)	-	-	-	-	14,108,450
Library	91600	497,245	133,255	25,701	23,960	-	-	(157,160)	-	-	-	-	523,001
Land Ambulance	91500	588,933	187,413	30,965	73,229	-	(136,710)	(199,298)	-	-	-	-	544,532
Administration	91100	525,394	57,694	28,009	29,507	-	-	(231,827)	-	-	-	-	408,777
Waste Diversion	91231	32,625	19,047	1,939	9,172	-	-	(14,849)	-	-	-	-	47,934
		<b>18,284,730</b>	<b>5,220,895</b>	<b>962,354</b>	<b>2,081,035</b>	-	<b>(4,623,487)</b>	<b>(1,030,666)</b>	-	-	-	-	<b>20,894,861</b>

Notes

\* see supplementary table for system specific details.

Description of Service	Fund	Opening Balance	Collections	Interest Earned	Exemptions Funded	Repaymt of Borrowed Funds incl. Interest	Transferred to Capital	Transferred to Operating	Amounts Refunded	Amounts Loaned to other Service Category	Credits	Amounts Borrowed from Fund for Other Munic Purposes	Closing Balance
<b>Water</b>													
Blandford-Blenheim - Drumbo	91268	19,979	-	877	-	-	(10,088)	-	-	-	-	-	10,767
Blandford-Blenheim - Plattsville	91266	1	37,620	428	-	-	(38,049)	-	-	-	-	-	0
EZT - Tavistock	91265	566,631	43,496	29,130	33,871	-	(38,029)	-	-	-	-	-	635,099
Ingersoll	91263	2	24,192	189	3,512	-	(27,894)	-	-	-	-	-	1
Mt Elgin	91269	126,849	213,414	7,792	-	-	(11,348)	(140,927)	-	-	-	-	195,779
Norwich	91264	0	88,803	482	44,223	-	(13,461)	-	-	-	-	-	120,047
Tillsonburg	91262	538,587	148,339	28,983	9,410	-	(9,771)	-	-	-	-	-	715,548
Woodstock	91261	5	398,952	3,080	76,669	-	(478,706)	-	-	-	-	-	0
Zorra - Thamesford	91267	520,470	189,605	33,066	449,690	-	(4,120)	-	-	-	-	-	1,188,711
		<b>1,772,523</b>	<b>1,144,422</b>	<b>104,026</b>	<b>617,376</b>	-	<b>(631,466)</b>	<b>(140,927)</b>	-	-	-	-	<b>2,865,952</b>
<b>Sanitary Sewer</b>													
Blandford-Blenheim - Drumbo	91258	2	4,870	-	-	-	(4,870)	-	-	-	-	-	2
Blandford-Blenheim - Plattsville	91256	1	97,836	1,228	-	-	(81,908)	(17,155)	-	-	-	-	1
EZT - Tavistock	91255	4	390,364	5,105	303,431	-	(531,732)	(167,171)	-	-	-	-	1
Ingersoll	91253	1	96,236	1,015	13,958	-	(8,930)	(102,279)	-	-	-	-	0
Mt Elgin	91259	2	2,235	3	-	-	(2,240)	-	-	-	-	-	1
Norwich	91254	3,376,511	419,369	176,358	208,880	-	(89,636)	-	-	-	-	-	4,091,481
Tillsonburg	91252	6,612,487	447,047	318,488	28,363	-	(2,583,174)	-	-	-	-	-	4,823,211
Woodstock	91251	4,079,977	711,653	216,368	135,186	-	(163,928)	-	-	-	-	-	4,979,257
Zorra - Thamesford	91257	232,936	-	11,932	-	-	(30,370)	-	-	-	-	-	214,497
		<b>14,301,921</b>	<b>2,169,609</b>	<b>730,497</b>	<b>689,817</b>	-	<b>(3,496,789)</b>	<b>(286,606)</b>	-	-	-	-	<b>14,108,450</b>
		<b>16,074,443</b>	<b>3,314,031</b>	<b>834,523</b>	<b>1,307,193</b>	-	<b>(4,128,255)</b>	<b>(427,533)</b>	-	-	-	-	<b>16,974,403</b>

Definitions

**Description of the Service** – service for which the fund was established.

**Opening Balance** – balance of the reserve fund at the beginning of the year.

**Collections** – funds received from property owners/developers usually at the date that a building permit is issued.

**Interest Earned** – interest earned on the fund balance.

**Exemptions Funded** – the amount of funds contributed to the reserves based on statutory and non-statutory exemptions and discounts granted throughout the year.

**Repayment of Borrowed Funds, Including Interest** – receipt of principal and interest of funds previously loaned.

**Transferred to Capital** – funds taken from the reserve funds to meet growth-related net capital costs for which the development charge was imposed.

**Transferred to Operating** – funds taken from the reserve funds to meet growth-related eligible costs within operating for which the development charge was imposed, along with payment of principle and interest for debt issued related to eligible capital costs.

**Amounts Refunded** – if the development charge is amended by Council or by the Municipal Board, the County shall immediately refund the difference.

**Amounts Loaned to other Service Category** – the transfer of funds to finance another service i.e. water, sewer, etc. – to be repaid bearing interest.

**Credits** – if a property owner/developer paid all or any portion of a charge relating to development prior to the development charge by-law coming into force, a credit is applied to offset the previous payment.

**Amounts Borrowed from Fund for Other Municipal Purposes** – the transfer of funds to finance another municipal service.

**Closing Balance** – balance of the reserve fund at the end of the year





**Growth-Related Projects Funding Sources  
For the Year Ended December 31, 2023**

CAPITAL PROJECT	PROJECT DESCRIPTION	YTD EXPENDITURES	UNFINANCED CAPITAL		TOTAL	TAXATION	W/WW RATES & RESERVES **	RESERVES **	DEVELOPMENT CHARGES	OTHER SOURCES*
<b>ROADS</b>										
930000 TRANSPORTATION MASTER PLAN	Development of a 20 year transportation strategy that accommodates growth and change	144,906	-		144,906	-	-	36,226	108,679	-
930004 COUNTY ROAD 4	Corridor Master Plan to identify preferred alternative to effectively move traffic from the 401/403 to north Oxford	36,837	-		36,837	-	-	-	36,837	-
930003 COUNTY ROAD 3	CR 3 Princeton From Roper St to CR 2 - Design for Urbanization	1,813			1,813	-	-	907	907	-
930008 COUNTY ROAD 8	CR 36 & 8 Roundabout	98,227			98,227	-	-	-	98,227	-
930016 COUNTY ROAD 16	Design & Construction From 27th Line to east limit of Kintore	144,822	-		144,822	-	-	72,411	72,411	-
930073 DC TECHNICAL STUDY	Development Charges Technical Study	33,085	-		33,085	-	-	-	33,085	-
930150 URBANIZATION	Design & Construction for CR 59 in Burgessville	6,550	-		6,550	-	-	3,275	3,275	-
930300 TRAFFIC SIGNALS	CR 35 and Clarke St - Design and Construction for new signals	10,206			10,206	-	-	5,103	5,103	-
		476,445	-		476,445	-	-	117,922	358,523	-
<b>WATER</b>										
900016 SCADA MASTER PLAN	Development of SCADA and instrumentation/control standards and purchase of hardware to extend SCADA system for water/wastewater infrastructure	125,150	-		125,150	-	121,638	-	3,511	-
900018 WATER MODEL	Completion of the migration of the existing hydraulic water models to new platform with extended capabilities	44,541	-		44,541	-	21,418	-	23,123	-
900025 W/WW MASTER PLAN	2024 Master Plan for W&WW infrastructure to address existing and future servicing needs of the communities of Oxford County	57,657			57,657	-	14,414	-	43,243	-
900026 DC TECHNICAL STUDY	Development Charges Technical Study	19,816			19,816	-	-	-	19,816	-
960170 WOODSTOCK CR4 & LANSLOWNE WATERMAIN	Extension of Watermain to service development	2,430	4,335,178		4,337,608		(15,688)	-	195,336	4,157,960
960171 WOODSTOCK - CR17 WATERMAIN	Construction of watermain to service development lands north of Pittock reservoir in Woodstock	22,199	224,042	2	246,241	-	-	-	246,241	-
HARRIS STREET WATERMAIN	Prior Project Recovery - Upgrades to the Harris Street Watermain	-	-		-	-	(18,942)	-	18,942	-
960437 TAVISTOCK WELL 4	Initiate a Class EA Study to determine the preferred means of bringing Well 4 online	44,695	-		44,695	-	11,174	-	33,521	-
PHASE 1 TRANSMISSION MAIN	Prior Project Recovery - Construction of the phase 1 transmission main in Norwich	-	-		-	-	(11,004)	-	11,004	-
PLATTSVILLE WATER TOWER	Prior Project Recovery - Construction of the Plattsville Water Tower	-	-		-	-	(35,529)	-	35,529	-
960403 MT ELGIN GRAYDON WELL	Construction of the Mount Elgin Graydon Well	1,799	-		1,799	-	600	-	1,199	-
MT ELGIN GRAYDON WELL	Debt Recovery - Mount Elgin Graydon Well - By-Law 6485-2022	140,927	-		140,927	-	-	-	140,927	-
		459,214	4,559,221		5,018,434	-	88,081	-	772,393	4,157,960



**Growth-Related Projects Funding Sources**  
**For the Year Ended December 31, 2023**

CAPITAL PROJECT	PROJECT DESCRIPTION	YTD EXPENDITURES	UNFINANCED CAPITAL		TOTAL	TAXATION	W/WW RATES & RESERVES **	RESERVES **	DEVELOPMENT CHARGES	OTHER SOURCES*
<b>SANITARY SEWER</b>										
900016 SCADA MASTER PLAN	Development of SCADA and instrumentation/control standards and purchase of hardware to extend SCADA system for water/wastewater infrastructure	529,821	-		529,821	-	494,681	-	35,140	-
900025 W/WW MASTER PLAN	2024 Master Plan for W&WW infrastructure to address existing and future servicing needs of the communities of Oxford County	57,657	-		57,657	-	14,948	-	42,709	-
900026 DC TECHNICAL STUDY	Development Charges Technical Study	19,817	-		19,817	-	245	-	19,573	-
950163 WOODSTOCK LANSDOWNE PUMPING STATION	New sewage pumping station to service development	114,348	-		114,348	-	-	-	114,348	-
950172 WOODSTOCK NORTH TRUNK SEWER I/I	Study to determine the source of inflow and infiltration within the north trunk sewer	74,061	-		74,061	-	61,747	-	12,313	-
950200 WWTP UPGRADE	Multi-year upgrade and expansion of the Tillsonburg Wastewater Treatment Plant	6,111,902	-		6,111,902	-	3,540,390	-	2,571,512	-
INGERSOLL WWTP	Debt Recovery - Ingersoll Wastewater Treatment Plant Expansion - By-Law 6061-2018	505,172	(201,699)	1	303,473	-	201,194	-	102,279	-
950412 NORWICH LAGOON UPGRADES	Class EA Study and Design for Capacity Expansion of Norwich Lagoon	87,180	-		87,180	-	-	-	87,180	-
TAVISTOCK LAGOON UPGRADES	Debt Recovery - Tavistock Lagoon Upgrades - By-Law 5256-2011	268,619	-		268,619	-	101,447	-	167,171	-
TAVISTOCK LAGOON UPGRADES	Prior Project Recovery - Tavistock Lagoon Upgrades	-	-		-	-	(528,677)	-	528,677	-
PLATTSVILLE LAGOON UPGRADES	Prior Project - Plattsville Lagoon Upgrades	-	-		-	-	(80,467)	-	80,467	-
PLATTSVILLE LAGOON UPGRADES	Debt Recovery - Plattsville Lagoon Upgrades - By-Law 5113-2009	21,444	-		21,444	-	4,289	-	17,155	-
950810 DRUMBO - WWTP	Multi-year expansion of the Drumbo Wastewater Treatment Plant	1,543,556	(1,538,686)	2	4,870	-	-	-	4,870	-
		9,333,578	(1,740,386)		7,593,192	-	3,809,798	-	3,783,394	-
<b>LIBRARY</b>										
TILLSONBURG LIBRARY	Debt Recovery - Tillsonburg Library Renovations Project - By-Law 5503-2013	85,511	-		85,511	-	-	-	85,511	-
COLLECTION MATERIAL	Collection material	-	-		-	(71,649)	-	-	71,649	-
		85,511	-		85,511	(71,649)	-	-	157,160	-
<b>LAND AMBULANCE</b>										
915010 EMS MILL ST	Debt Recovery - Construction EMS Mill Street Station - By-Law 5503-2013	184,335	-		184,335	(14,962)	-	-	199,298	-
510000 PARAMEDIC SERVICES	Prior Project - Additional Ambulance	-	-		-	-	-	(136,710)	136,710	-
		184,335	-		184,335	(14,962)	-	(136,710)	336,007	-
<b>WASTE DIVERSION</b>										
WASTE DIVERSION COLLECTION	Provision for Waste Diversion Collection Contract	14,849	-		14,849	-	-	-	14,849	-
		14,849	-		14,849	-	-	-	14,849	-



**Growth-Related Projects Funding Sources**  
**For the Year Ended December 31, 2023**

CAPITAL PROJECT	PROJECT DESCRIPTION	YTD EXPENDITURES	UNFINANCED CAPITAL		TOTAL	TAXATION	W/WW RATES & RESERVES **	RESERVES **	DEVELOPMENT CHARGES	OTHER SOURCES*
<b>GROWTH-RELATED STUDIES</b>										
SECONDARY PLANNING AND SERVICING STUDIES	Secondary planning and servicing study	205,839	-		205,839	-	-	51,460	154,380	-
DEVELOPMENT CHARGE STUDY UPDATE	Development charges study as part of the 5 year review of DC charges	36,721	-		36,721	-	-	-	36,721	-
ADMINISTRATION BUILDING	Prior Project Recovery - Construction of the Oxford County Administration Building	-	-		-	(40,726)	-	-	40,726	-
		242,561	-		242,561	(40,726)	-	51,460	231,827	-
<b>Total</b>		<b>10,796,492</b>	<b>2,818,835</b>		<b>13,615,327</b>	<b>(127,337)</b>	<b>3,897,879</b>	<b>32,672</b>	<b>5,654,153</b>	<b>4,157,960</b>

\* **Project Costs Funded from Other Sources** – the amount and source of any other money used to fund the project. Other Revenue Sources includes Capital Contributions, other Municipal contributions, Canada Community Building Fund, and Debenture financing.

\*\* **Project Funded from Reserve Fund** – the amount of money from each development charge reserve fund used to fund the project. Negative reserve amounts represent a replenishment of previous funding from reserves.

<sup>1</sup> Debentured \$6,500,000 in 2018 - By-Law 6061-2018; \$3,911,260 (60%) of the debenture is recoverable from future development charges collected

<sup>2</sup> A debenture is expected to be issued for unfinanced development charges. The debenture will be recoverable from future development charges collected

# OXFORD COUNTY

# DEVELOPMENT CHARGES

This document summarizes the Development Charges according to the following by-laws:

6121-2019 / 6323-2021	County-Wide	6126-2019 / 6328-2021	Norwich Water & Wastewater
6122-2019 / 6324-2021	Woodstock Water & Wastewater	6125-2019 / 6327-2021	Tavistock Water & Wastewater
6123-2019 / 6325-2021	Tillsonburg Water & Wastewater	6128-2019 / 6330-2021	Plattsville Water & Wastewater
6124-2019 / 6326-2021	Ingersoll Water & Wastewater	6129-2019 / 6331-2021	Drumbo Water & Wastewater
6127-2019 / 6329-2021	Thamesford Water & Wastewater	6130-2019 / 6332-2021	Mt. Elgin Water & Wastewater

Original by-laws passed in 2019 are amended as set out in by-laws passed in 2021 as listed above.

This document is intended as a guide.

Refer to the approved by-laws and consult with County or municipal staff to determine charges that apply to specific development proposals. The by-laws are available in full at Customer Service in the Oxford County Administration Building during regular business hours (weekdays from 8:00 a.m. to 4:30 p.m.). They are also available on the County website at: [Oxford County Development Charges](#).

In addition to the County Development Charges, most area municipalities in Oxford County also have Development Charges by-laws. Refer to the Building Department of the area municipality or follow the website link above to the summary tables for information regarding the municipal Development Charges, where provided.

## PURPOSE OF DEVELOPMENT CHARGES

Development Charges are used to finance capital works required for new housing and non-residential development. The county-wide by-law applies to most new residential and some forms of non-residential development on lands within the boundaries of Oxford County. Development Charges generated from the county-wide charge go toward growth-related costs associated with growth-related studies, land ambulance, roads, waste diversion, and library services. The water and wastewater by-laws apply specifically to development of lands within a geographic area defined in each by-law that generally corresponds to the service area named in the title. Development Charges generated from these by-laws go toward growth-related costs associated with the provision of water and wastewater infrastructure. All County Development Charge by-laws were passed under the authority of the Development Charges Act, (1997) on March 24, 2021.

## SCHEDULE OF CHARGES

The County schedule of Development Charges is summarized in the tables below and on the following page. For area municipal charges, please refer to the appropriate municipal by-law as amended. The schedule sets out the charges that are applicable to residential development by unit type: single and semi-detached dwelling units; apartments; and other multiples. Charges applicable to non-residential development are levied per square meter of gross floor area and per wind turbine. To determine the total County charge, add the county-wide charges to the applicable area-specific charges for water and wastewater. For areas not serviced by municipal sewer and water services, only the county-wide charge applies. The County Development Charges will be indexed on April 1 of each year in accordance with the annual change in the Statistics Canada Construction Price Index.

## COUNTY-WIDE DEVELOPMENT CHARGE RATES SCHEDULE - RESIDENTIAL AND NON-RESIDENTIAL

EFFECTIVE APRIL 1, 2024

	RESIDENTIAL DWELLINGS <sup>1</sup>				NON-RESIDENTIAL <sup>2</sup>	
Service Component	Single Detached & Semi Detached	APARTMENTS		Other Multiples	\$/sq m of Floor Area	Per Wind Turbine
		2-Bedroom & Larger	Bachelor & 1-Bedroom			
Growth-Related Studies	151	80	55	94	0.55	151
Land Ambulance	482	257	173	302	1.87	482
Roads and Related	3,894	2,075	1,405	2,447	15.01	3,894
Waste Diversion	46	24	16	31	0.22	0
Library Service <sup>1</sup>	638	340	230	401	0.58	0
Total	\$5,211	\$2,776	\$1,879	\$3,275	\$18.23	\$4,527

<sup>1</sup>The charge for library service is not applicable in Woodstock

<sup>2</sup>Industrial buildings exempt

AREA-SPECIFIC DEVELOPMENT CHARGE RATES SCHEDULE - RESIDENTIAL AND NON-RESIDENTIAL  
EFFECTIVE APRIL 1, 2024

		RESIDENTIAL DWELLINGS <sup>1</sup>				NON-RESIDENTIAL <sup>2</sup>
Area	Service	Single Detached & Semi Detached	APARTMENTS		Other Multiples	\$ /sq m of Floor Area
			2-Bedroom & Larger	Bachelor & 1-Bedroom		
Woodstock	Water	\$2,491	\$1,327	\$899	\$1,565	\$9.83
	Wastewater	\$4,488	\$2,392	\$1,617	\$2,819	\$17.23
Tillsonburg	Water	\$2,283	\$1,217	\$822	\$1,433	\$10.66
	Wastewater	\$6,879	\$3,666	\$2,480	\$4,321	\$32.09
Ingersoll	Water	\$1,997	\$1,066	\$722	\$1,255	\$6.65
	Wastewater	\$7,946	\$4,237	\$2,866	\$4,991	\$26.42
Thamesford	Water	\$8,997	\$4,797	\$3,244	\$5,652	\$29.88
	Wastewater	\$0	\$0	\$0	\$0	\$0.00
Norwich	Water	\$2,401	\$1,281	\$866	\$1,509	\$8.50
	Wastewater	\$11,339	\$6,045	\$4,090	\$7,124	\$40.16
Tavistock	Water	\$1,733	\$925	\$626	\$1,091	\$6.10
	Wastewater	\$15,556	\$8,294	\$5,609	\$9,774	\$54.63
Plattsville	Water	\$7,931	\$4,229	\$2,859	\$4,982	\$37.02
	Wastewater	\$20,617	\$10,990	\$7,437	\$12,953	\$96.23
Drumbo	Water	\$0	\$0	\$0	\$0	\$0.00
	Wastewater	\$5,883	\$3,138	\$2,122	\$3,697	\$15.01
Mt. Elgin	Water	\$8,458	\$4,509	\$3,050	\$5,314	\$24.47
	Wastewater	\$89	\$46	\$33	\$55	\$0.24

<sup>1</sup>For exemptions that may apply, check applicable by-laws

<sup>2</sup>Industrial buildings exempt

APPLICATION

Development Charges are imposed against all lands to be developed, where the development requires:

- Zoning by-law or zoning by-law amendment
  - Approval of a minor variance
  - Granting of part lot control
- Approval of a plan of subdivision
  - Approval of consent to sever land
  - Approval of condominium
  - Issuance of a building permit

EXEMPTIONS

Certain exemptions apply and reference should be made to the applicable by-law(s), as amended, concerning exemptions.

COLLECTION

Development Charges imposed by the County are to be calculated and payable in accordance with its by-laws, as amended, and the provisions of the Development Charges Act.

STATEMENT OF TREASURER

Each year, the County Treasurer will issue a statement for the preceding year including opening and closing balances of the Development Charge reserve funds and of transactions relating to the funds; identify all assets whose capital costs were funded under development charge by-laws, as amended, during the year and the manner in which any capital cost not funded under the by-laws, as amended, was or will be funded; and a statement as to compliance with the Statement of Treasurer requirements of the Development Charges Act.

The annual statement of the County Treasurer regarding Development Charges Reserve Funds will be available by April 30th of the subsequent year. This statement may be viewed by the public at Customer Service in the Oxford County Administration Building (21 Reeve Street, Woodstock, Ontario) during regular business hours (weekdays from 8:00 a.m. to 4:30 p.m.) or by email request to [customerservice@oxfordcounty.ca](mailto:customerservice@oxfordcounty.ca).

ADDITIONAL INFORMATION

**Oxford County**  
P.O. Box 1614, 21 Reeve Street, Woodstock, ON N4S 7Y3  
Phone: 519-539-9800 | 1-800-755-0394 | Fax: 519-421-4713  
[www.oxfordcounty.ca](http://www.oxfordcounty.ca) | [customerservice@oxfordcounty.ca](mailto:customerservice@oxfordcounty.ca)





## PENDING ITEMS

Copied for Council Meeting of April 24, 2024

Council Meeting Date	Issue	Pending Action	Lead Dept.	Status
03/08/23	Whereas the 24/7 wrap around care model delivered by Operation Sharing in Woodstock has improved services in the emergency shelter model, and; Whereas Oxford County's participation has been valuable in the expansion of Operation Sharing to a 24/7 model, and; Whereas the business model of Operation Sharing has expanded requiring the relationship between Oxford County and Operation Sharing be further defined for stabilization of service delivery;	<p>Therefore be it resolved that staff return a report outlining:</p> <ul style="list-style-type: none"> <li>- A Memorandum of Understanding (MOU) between Oxford County and Operation Sharing defining service delivery roles</li> <li>- The defined operational and capital funding relationships of both parties</li> <li>- The progress and efforts that have been made in exploring a potential permanent location for these services, with support from the City of Woodstock and other applicable community organizations</li> <li>- A possible agreement template for similar uses throughout the County, with other similar community groups</li> </ul> <p>And that County staff commit to continuing efforts to assist in exploring a potential permanent location for these services, in partnership with the City of Woodstock and other applicable community organizations, to ensure continued service delivery.</p> <p>And further, that County staff and Operation Sharing, in developing the MOU, consider a time frame of a minimum of 5 to 10 years for the duration of the MOU;</p> <p>And further that this MOU be presented to Oxford County Council no later than September 13, 2023.</p>	HS	TBA
06/14/23	Delegation from Ingersoll and Area Indigenous Solidarity and Awareness Network	Resolved that the information provided by Delegations 6.1 to 6.3 inclusive on the Open meeting agenda of June 14, 2023 be received; And further, that staff prepare a report for Council's consideration on ways the County can work towards truth and reconciliation.	CAO	TBA
12/13/23	Grant Policy to be established in 2024 prior to 2025 budget deliberations		CS	Q2
12/13/23	Establish Service Agreements with Oxford Connections and The Small Business Centre		CS	Q2

Municipal Council of the County of Oxford  
Council Meeting - Oxford County

**Date:** Wednesday, March 27, 2024

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**Moved By:** Mark Peterson

**Seconded By:** Deb Gilvesy

Resolved that the information provided by delegation 6.1 on the Open meeting agenda of March 27, 2024 be received;

And further, that staff explore options to alleviate the 24-hour chirping as addressed by the presentation by Mike O'Bright.

DISPOSITION: Motion Carried

*Chloe Senior*

**From:** [David Simpson](#)  
**To:** [Chloe Senior](#)  
**Cc:** [Melissa Abercrombie](#); [Reuben Davis](#); [Noah Brister](#); [Ben Addley](#)  
**Subject:** Wilson/Peel APS  
**Date:** Tuesday, April 16, 2024 4:54:53 PM  
**Attachments:** [Follow Up on 690 Peel.msg](#)

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Hi Chloe

Regarding the APS concern that was delegated at the March 27, 2024 Council meeting, staff have further mitigated the concern over “constant chirping” by utilizing a Polara app (provided by APS manufacturer) to further adjust the APS push buttons and speaker outputs levels. The resident confirmed satisfaction with this resolution as per attached email.

Regards  
David

**DAVID SIMPSON, P.Eng., PMP** (HE/HIM)  
**Director of Public Works, OXFORD COUNTY** T 519.539.9800 ext 3100

**From:** [Mike O'Bright](#)  
**To:** [Noah Brister](#)  
**Cc:** [Jerry Acchione](#); [Bernia Martin](#)  
**Subject:** Follow Up on [REDACTED] Peel  
**Date:** Tuesday, April 9, 2024 3:17:14 PM

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Hi Noah...looks like whatever you did worked...I cannot hear any chirping from my deck....very nice...thx for all your help.

Cheers

i Noah...we are looking forward to next week when they come around to lower the noise output on the cross walks Peel/Wilson.

In my reply I mentioned i have read the ACT pertaining to Crosswalks in Ontario. I just want to clarify a few things in order to make sure next week goes smoothly.

THE COUNTY OF OXFORD

BY-LAW NO. **6627-2024**

**BEING** a By-Law to adopt Amendment Number 314 to the County of Oxford Official Plan.

**WHEREAS**, Amendment Number 314 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Ingersoll and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

**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 314 to the County of Oxford Official Plan, being the attached explanatory text and schedules, 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 24<sup>th</sup> day of April, 2024.

READ a third time and finally passed this 24<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN, WARDEN

\_\_\_\_\_  
CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 314  
TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following text and schedules attached hereto,  
constitute Amendment Number 314 to the County of Oxford Official Plan.



## 1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to implement the policies and land use designations of the South West Ingersoll Secondary Plan in the County of Oxford Official Plan, to accommodate future land needs for the Town of Ingersoll and to direct future applications for development.

The South West Ingersoll Secondary Plan provides guiding principles and a comprehensive plan to direct future infrastructure and land uses within the South West Ingersoll Secondary Plan Area and establishes a number of new land use designations, including Residential (Low Density Residential and Medium Density Residential), Service Commercial, Industrial and a new Prime Industrial designation. Additional land use designations for Open Space, and Environmental Protection are also included in the amendment, as well as policies related to Adjacent Lands in proximity to natural heritage features. The amendment also establishes new transportation and infrastructure strategies for the South West Secondary Plan Area.

Formal adoption and implementation of the Secondary Plan requires amendments to the County of Oxford Official Plan to include the area within the Large Urban Centre settlement area designation and to designate the land for Residential (Low Density and Medium Density), Service Commercial and Industrial use. The said amendments will also update the Transportation Plan and will update mapping of Environmental Protection areas and identify lands adjacent to these features. Lands identified as adjacent to Environmental Protection areas will also be subject to a specific policy regarding Environmental Impact Studies.

## 2.0 LOCATION OF LANDS AFFECTED

The subject lands are generally described as all or parts of Lots 17-23, Concession 2, West Oxford and all or parts of Lots 24-25, Concession 1, West Oxford. The subject lands are further described as the lands within the 2021 South-West Oxford Boundary Adjustment area and include lands located on the southeast side of Ingersoll (located north of Highway 401, east of Harris Street), lands located on the south side of Highway 401 (lying north of Curry Road, between Plank Line and Union Road), and lands on the west side of Ingersoll (located west of Ingersoll Street South between Highway 401 and the Thames River).

The subject lands comprise approximately 620 ha (1,532 ac) and for the purpose of the Secondary Plan Area, are further described as follows;

- the east lands, which comprise approximately 60 ha (148 ac) on the southeast side of Ingersoll, located north of Highway 401, east of Harris Street;
- the south lands, which comprise approximately 280 ha (692 ac) on the south side of Ingersoll, located south of Highway 401, north of Curry Road, between Plank Line and Union Road, and;
- the west lands, which comprise approximately 280 ha (692 ac) located on the west side of Ingersoll, west of Ingersoll Street South, lying between Highway 401 and the Thames River.

## 3.0 BASIS FOR THE AMENDMENT

The lands subject to this amendment were incorporated into the Town of Ingersoll from the Township of South-West Oxford on January 1, 2021 as a municipal boundary adjustment to provide additional opportunities for future industrial, service commercial and residential

development. The South West Ingersoll Secondary Plan was undertaken to provide a comprehensive development concept and servicing strategy for the subject area to facilitate these employment and residential uses.

The designation of the lands for such uses maintains both the Town of Ingersoll and the County's strategic goals of ensuring orderly development and providing for an adequate supply of residential and employment lands to accommodate the anticipated demand over the planning horizon. The amendment also protects significant natural features by designating those areas identified as 'Environmental Protection' and incorporating specific adjacent land policies to ensure that natural heritage features are assessed going forward via appropriately scoped Environmental Impact Studies.

The redesignation of the subject lands for future employment and residential purposes is acceptable with respect to the goals for agriculture in the County's Official Plan as the subject lands represent a logical extension of the Town of Ingersoll settlement area. An Agricultural Impact Assessment has been undertaken in support of the proposal which included a detailed analysis of the existing agricultural operations in the area. The redesignation of the subject lands, together with the site specific policies areas outlined below have accounted for existing livestock operations in the vicinity and have made provisions to ensure that new development within the subject lands will be compatible with surrounding agricultural operations, while ensuring that these existing operations will not be negatively impacted by the change in land use.

Council is satisfied that the South West Ingersoll Secondary Plan, together with the 2020 County Comprehensive Phase 1 Review, updated to reflect land consumption since the adoption of the Phase 1 study (related to population, household and employment forecasts) satisfy the 'comprehensive review' requirements of the Provincial Policy Statement as it pertains to the expansion of settlement boundaries.

Council is also satisfied that the policies contained in Section 9 of the Official Plan regarding the planning for and development of employment lands, including consideration of industrial and service commercial uses, are satisfactory for the development of the South West Ingersoll Secondary Plan area.

In light of the foregoing, Council is satisfied that the proposed amendment to the Official Plan is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the County Official Plan.

#### 4.0 DETAILS OF THE AMENDMENT

- 4.1 Schedule "C-3" – *County of Oxford Settlement Strategy Plan*, as amended, is hereby further amended by changing the land use designation of those lands identified as 'ITEM 1' and 'ITEM 2' on Schedule "A" attached hereto from "Agricultural Reserve" and "Future Urban Growth", respectively, to "Large Urban Centre".
- 4.2 Schedule "C-3" – *County of Oxford Settlement Strategy Plan*, as amended, is hereby further amended by removing the "Rural Cluster" designation as it applies to the Rural Cluster of "Hamilton Road".

- 4.3 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 1' and 'ITEM 2' to "Residential", 'ITEM 3' to "Industrial", 'ITEM 4' to "Prime Industrial", 'ITEM 5' to "Service Commercial", 'ITEM 6' to "Environmental Protection" and 'ITEM 7' to "Open Space".
- 4.4 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 8' on Schedule "A" attached hereto.
- 4.5 Schedule "I-1" – *Town of Ingersoll Land Use Plan*, as amended, is hereby further amended by removing the 'Rural Cluster' designation as it applies to the Rural Cluster of Hamilton Road.
- 4.6 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 1' on Schedule "A" attached hereto as "Low Density Residential".
- 4.7 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 2' on Schedule "A" attached hereto as "Medium Density Residential".
- 4.8 Schedule "I-2" – *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 3' to "Environmental Protection" and 'ITEM 4' to "Open Space".
- 4.9 Schedule "I-2" - *Town of Ingersoll Residential Density Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 5' on Schedule "A" attached hereto.
- 4.10 Schedule "I-3" – *Town of Ingersoll Leisure Resources and School Facilities Plan*, as amended, is hereby further amended by designating those lands identified on Schedule "A" attached hereto as 'ITEM 1' to "Environmental Protection" and 'ITEM 2' to "Open Space".
- 4.11 Schedule "I-3" - *Town of Ingersoll Leisure Resources and School Facilities Plan*, as amended, is hereby further amended by adding 'Adjacent Lands' identified as 'ITEM 3' on Schedule "A" attached hereto.
- 4.12 Schedule "I-4" – *Town of Ingersoll Transportation Network Plan*, as amended, is hereby further amended by designating those lands identified as 'ITEM 1' on Schedule "A" attached hereto as "Planned Collector Road" and 'ITEM 2' as "Collector Road".

- 4.13 Section 3.2.6 – Environmental Impact Studies, as amended, is hereby further amended by adding the following Section at the end thereof:

3.2.6.1 a) – Special Policy for South West Ingersoll Secondary Plan

Notwithstanding the Section 3.2.6.1 – Adjacent Lands, on lands identified as ‘Adjacent Lands’ within the South West Ingersoll Secondary Plan Study Area, an Environmental Impact Study (EIS) will be required prior to development approvals. The need for such study, the scope and the terms of reference will be determined through pre-consultation with the Town of Ingersoll and the County of Oxford and shall be undertaken in accordance with the relevant policies contained in Section 3.2.6 – *Environmental Impact Studies* to the satisfaction of the Town and/or County.

- 4.14 Section 9.2.4 – *Low Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.2.4.4 – ‘Specific Development Policies’:

9.2.4.4.3 – South West Ingersoll Secondary Plan Residential Lands

It is generally the goal of the Town that housing development in the Secondary Plan Area shall comprise a range and mix of housing types, unit sizes, and tenure, including adequate numbers of dwelling units to accommodate households with children, larger families, seniors, people with special needs and rental housing.

The Town will also encourage a minimum of 10 percent of new affordable housing units and new purpose-built rental units to be constructed accessible with barrier-free, universal or flex design. Housing units geared toward seniors are encouraged to provide accessibility features.

9.2.4.4.3.1 – Residential Density

The minimum overall net residential density across all lands designated for residential use within the South West Ingersoll Secondary Plan shall be 30 units/ha (12 units/ac).

Within areas designated Low Density Residential, the minimum overall net residential density shall be 22 units/ha (9 units/ac). To achieve this density, Town and County Councils will consider a variety of lot sizes and configurations, the development of low rise multiple-unit dwellings and may consider reduced road widths and private roads within multiple unit condominium developments in areas of new low density development.

In addition to the housing forms identified in Section 9.2.4, multiple-unit dwellings, street-oriented multiple units and additional residential units shall be permitted.

The development of lands designated Low Density Residential shall be subject to the Servicing and Phasing policies as set out in the South West Ingersoll Secondary Plan, in addition to the servicing policies of the Official Plan and the County’s Servicing Allocation Policy.

#### 9.2.4.4.3.2 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies area also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new residential development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.15 Section 9.2.5 – *Medium Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.2.4.4 – ‘Specific Development Policies’:

#### 9.2.5.2.6 – South West Ingersoll Secondary Plan Residential Lands

It is generally the goal of the Town that housing development in the Secondary Plan Area shall comprise a range and mix of housing types, unit sizes, and tenure, including adequate numbers of dwelling units to accommodate households with children, larger families, seniors, people with special needs and rental housing.

The Town will also encourage a minimum of 10 percent of new affordable housing units and new purpose-built rental units to be constructed accessible with barrier-free, universal or flex design. Housing units geared toward seniors are encouraged to provide accessibility features.

##### 9.2.5.2.6.1 – Residential Density

The minimum overall net residential density across all lands designated for residential use within the South West Ingersoll Secondary Plan shall be 30 units/ha (12 units/ac).

Within areas designated Medium Density Residential, development will generally be in accordance with Section 9.2.5 of the Official Plan. In addition to the housing forms identified in Section 9.2.5, additional residential units shall be permitted.

Notwithstanding the foregoing, single detached, semi-detached and duplex dwellings will not be permitted within the Medium Density Designation.

The development of lands designated Medium Density Residential shall be subject to the Servicing and Phasing policies as set out in the South West Ingersoll Secondary Plan, in addition to the servicing policies of the Official Plan and the County's Servicing Allocation Policy.

#### 9.2.5.2.6.2 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies are also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new residential development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.16 Section 9.3 – Economic Development and Employment Lands, as amended, is hereby further amended by adding the following land use designation as a sub-category of 'Industrial Areas' in Section 9.3.1.2 – 'Employment Lands' so that the list of designations reads as follows:

- The Central Area:
  - Central Business District
  - Entrepreneurial District
- Service Commercial Areas
- Industrial Areas
  - Prime Industrial Area



- 4.17 Section 9.3.3 – Service Commercial Areas, as amended, is hereby further amended by adding the following specific development policy at the end of Section 9.3.3.4 – ‘Specific Development Policies’:

#### 9.3.3.4.7 – South West Ingersoll Secondary Plan

In addition to the policies of Section 9.3.3 of the Official Plan regarding lands designated Service Commercial, the following policies shall apply:

Uses which require large areas for on-site storage of goods or vehicles are not permitted on lands designated Service Commercial within the South West Ingersoll Secondary Plan area.

An accessory residential dwelling unit contained within the main commercial structure will only be permitted where it has been demonstrated to the satisfaction of the Town of Ingersoll that land use compatibility with surrounding Industrial and Prime Industrial Area lands can be adequately managed.

##### 9.3.3.4.7.1 – Community Design

The South West Ingersoll Secondary Plan includes Community Design policies intended to ensure that both public and private realms are equipped with walkable and accessible linkages between spaces and uses, integration between built areas and to achieve the desired quality of design and character of the built and open space environments. The Community Design policies are also intended to guide future development and protect existing and future natural assets in building a natural heritage system of linked natural areas.

It is intended that new development will support the protection and conservation of existing natural features, the maintenance of ecological functions and the creation of new environmental features, where feasible, to support high quality living environments, an enhanced trail network, place-making and climate resilience for current and future generations.

While the South West Ingersoll Secondary Plan does not constitute part of the Official Plan, it is intended that the Community Design policies contained in Section 3.4 of the Secondary Plan will provide the basis for incorporating urban design principles, public realm improvements, gateways, streetscape improvements, public open spaces and multi-use trail design and the Secondary Plan will be referenced for this purpose going forward.

The provision of municipal water and sanitary sewers, and stormwater management for new service commercial development will generally be as set out in Section 3.6 of the South West Oxford Secondary Plan.

- 4.18 Section 9.3 – Economic Development and Employment Lands, as amended, is hereby further amended by adding the following section after Section 9.3.4:

#### **9.3.5 – *Prime Industrial Areas***

The planned function of areas designated Prime Industrial is to expand the industrial land supply and attract modern industries to enhance the range of employment opportunities in the Town of Ingersoll to support the Town's ability to compete in the local, national and international marketplace. These strategically important employment lands are protected for industrial uses that make efficient use of such land and related infrastructure and provide significant, high quality employment opportunities and tax assessment for the Town.

Given the strategic, highly accessible and visible location of these lands along the Hwy 401 corridor, the lands identified for Prime Industrial use in Ingersoll on Schedule I-1 are, and will continue to be one of the most prominent industrial opportunity areas in the Town and County and will serve as an important gateway to Ingersoll. It is therefore the principal land use planning objective that these lands be preserved and protected for the attraction of high profile, modern industrial uses that:

- have high industrial employment densities;
- require large buildings and have substantial lot coverage;
- provide significant, high quality on-site employment opportunities;
- make efficient and effective use of the lands and related infrastructure;
- limit areas for open storage of goods, materials and equipment and the parking of vehicles, with the exception of on-site employee parking; and
- may be subject to a higher standard of building and site design, with emphasis on those areas with high visibility from Hwy 401 and other major roads.

Permitted uses in Prime Industrial Areas include industrial uses such as assembling, processing, warehousing and distribution, repair activities, construction industries, manufacturing, communications, research and development, large-scale information technology related uses including data centres and information processing establishments.

Outdoor storage on lands designated as Prime Industrial shall be permitted in the rear yard and shall be screened so as to not be visible from a municipal road or highway.

Uses that are accessory or ancillary to a permitted use such as retail and office uses may be permitted in the Prime Industrial designation, provided that such uses are restricted to a small percentage of total floor area.

Truck and trailer parking areas are not permitted as a primary use for lands designated Prime Industrial. Truck and trailer parking may be permitted as accessory to a permitted industrial use on the same property.

To support the efficient use of land, new development for lands designated Prime Industrial shall have a minimum lot coverage of 10%.

The above-noted use restrictions and development criteria shall be further detailed and implemented through suitable amendments to the Town of Ingersoll Zoning By-law and any other land use tools that are considered appropriate by the Town.

Development applications for lands designated Prime Industrial will only be considered for approval at such time as all necessary environmental, land use compatibility, water, wastewater and stormwater servicing, and transportation studies have been completed and approved by the Town, County, Upper Thames River Conservation Authority and the Province, as required.

- 4.19 Section 9.6 – Transportation, as amended, is hereby further amended by adding the following Section after Section 9.6.6:

*Section 9.6.7 – Specific Development Policies*

The following Transportation policies apply, in addition to the relevant policies of this section, to specific development areas of the Town.

**9.6.7.1 – South West Ingersoll Secondary Plan**

**9.6.7.1.1 Planned Transportation Network**

The existing and planned multi-modal transportation network for the South West Ingersoll Secondary Plan Area will support the full range of transportation modes, increase connectivity to Ingersoll's existing amenities and destinations, while continuing to function as a major thoroughfare along Highway 401 for the foreseeable future. A complete street network complete with improved access will be needed to support growth within the Secondary Plan area and improvements to existing roads and the construction of future roads and on-road pedestrian and cycling facilities will be phased and coordinated with planned future land uses based on the Secondary Plan and the policies of the Official Plan.

The existing and proposed transportation network is set out in Section 3.5 of the Secondary Plan and should be consulted as part of any development review activities within the Secondary Plan area. The proposed transportation network is designed to accommodate a variety of modes, including automobiles, trucks, cycling and pedestrians. The following new/upgraded arterial and collector road network is proposed within the Secondary Plan Area to accommodate growth:

- A New North/South collector road connecting Clarke Road to the proposed Open Space;
- Upgrade of Curry Road and Union Road as a collector road, connecting Plank Line and Culloden Line; and,
- Upgrade of Wallace Line as a collector road to provide access to the proposed Industrial and Prime Industrial lands.

In addition, a new rail spur line is proposed to the north of Curry Road, south of Highway 401 on the western side of the existing rail corridor.

**9.6.7.1.2 Local Road Connections**

New local road connections are required to facilitate development and access throughout the South West Ingersoll Secondary Plan Area. The alignment of the proposed local roads is set out conceptually in the Secondary Plan and should be referenced during development review. The conceptual network includes:

- An extension of Walker Road to the south, through the east study area to connect with a new internal local road network north of Clarke Road;

- New local road connections south of Clarke Road, in the east study area, connecting to the proposed Residential Area and the Open Space lands;
- New local road connections are also proposed to the east and west of Wallace Line, through the west study area, to provide access for proposed Industrial lands; and,
- New local roads south of Hamilton Road to provide access for proposed Residential lands within the west study area.

Detailed alignments and locations of local streets and private laneways shall be determined through further engineering studies as part of future applications for development approvals.

#### 9.6.7.1.3 Proposed Intersection Improvements

Proposed intersection improvements for the Secondary Plan Area include improved cross sections to promote traffic demand and support a multi-modal transportation system. Several intersection improvements have been identified to support development of the Secondary Plan Area and are set out in the Plan for reference going forward.

#### 9.6.7.1.4 Active Transportation Network

It is an objective of the South West Ingersoll Secondary Plan to improve, enhance and incorporate active transportation within the Secondary Plan Area. As such, a network of active modes of transportation are set out in the Secondary Plan, including pedestrian and cycling trails. Improvements to this network shall include a range of multi-use trail connections that build on the existing and planned network, as well as proposed bike lanes, paved shoulders and sidewalks.

Multi-use trails provide safe pathways that are separated from the road and intended for use by means of more than one device. The following multi-use trail connections have been identified in the Secondary Plan:

- Northeast of Clarke Road on the boundary of the Secondary Plan Area to connect the proposed minor gateway to the internal local road network;
- South of Clarke Road connecting the bike lane along the new proposed local road through the proposed park and to the existing trails along the west side of Hall's Creek;
- South of Highway 401 connecting the major gateway along Plank Line with the back of the properties along the highway, across Whiting Creek, along the rail corridor and along the back of the properties along the highway to connect with the major gateway at Culloden Line; and,
- West portion of the Secondary Plan Area connecting the multi-use trail along the Thames River with the Secondary Plan Area, at the proposed minor gateway improvement, and along the Environmental Protection Area connecting with Thomas Road.

Bicycle lanes are intended to provide cyclists with a paved dedicated lane for travel. The following bike lands have been identified on the relevant schedules of the Secondary Plan:

- Clarke Road within the Secondary Plan Area, intended to connect to the existing bike lane along Clarke Road between Ingersoll Street S and Harris Street; and,
- New north/south local road in the east portion of the Secondary Plan Area, intended to connect the Clarke Road bike lane to the proposed park/open space/recreational uses north of Highway 401.

The inclusion of these networks shall be considered through the redevelopment process and/or through future master planning processes. Development, redevelopment and infrastructure investment in and around these areas should consider improvements to pedestrian safety through lighting, signage, daylighting, introduction of medians and other means. New development must also adhere to the policies as outlined in the County Oxford Official Plan with respect to Pedestrian Activity.

#### 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.

SCHEDULE "A"  
AMENDMENT No. 314

TO THE

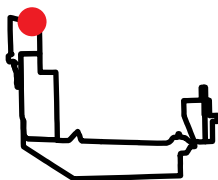
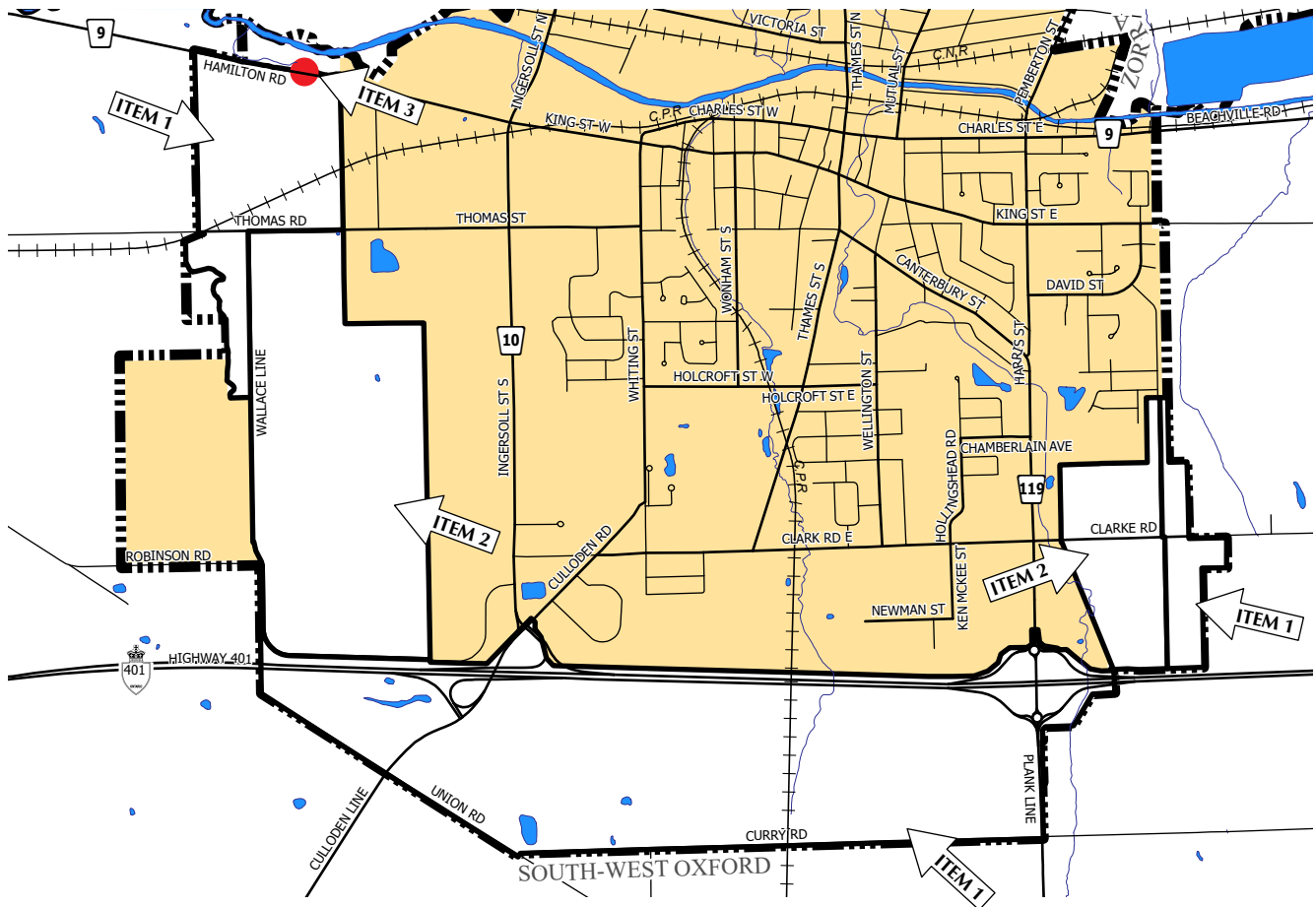
**COUNTY OF OXFORD  
OFFICIAL PLAN**

SCHEDULE "C-3"

**COUNTY OF OXFORD  
SETTLEMENT STRATEGY PLAN**



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**- AREA OF THIS AMENDMENT**

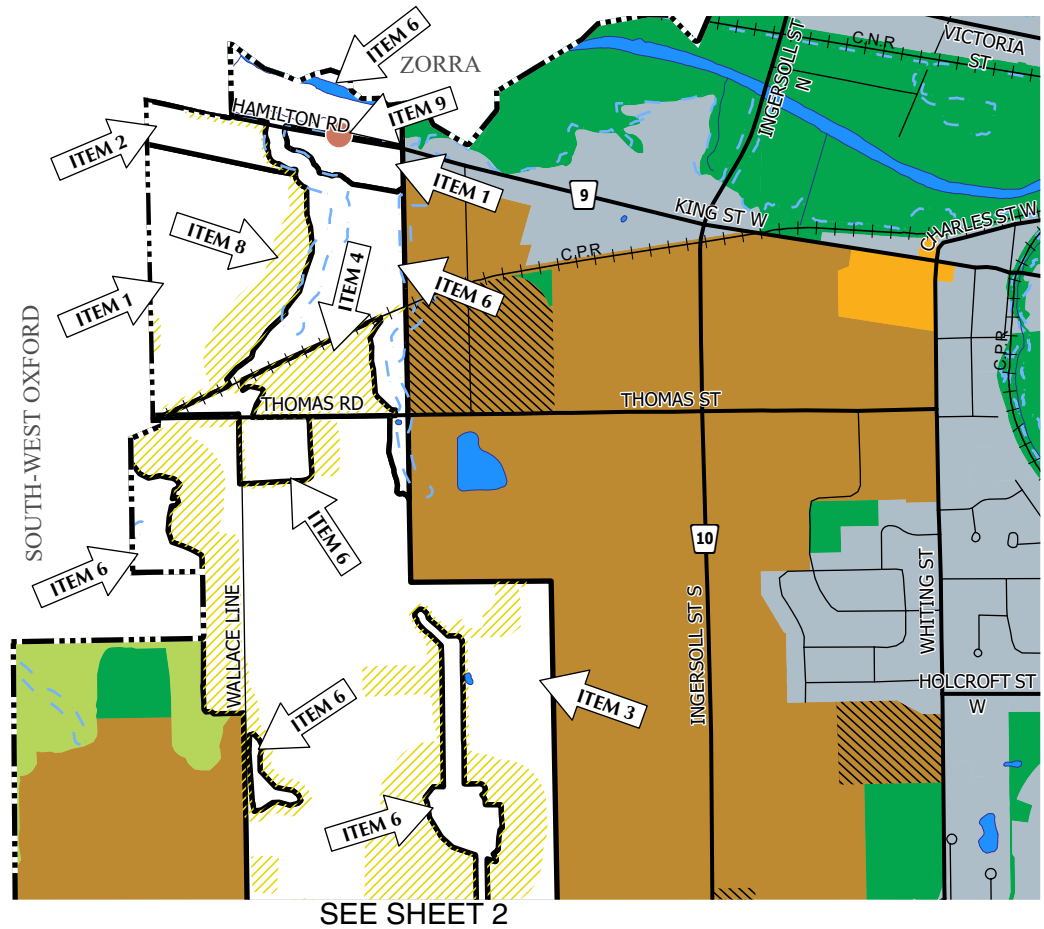
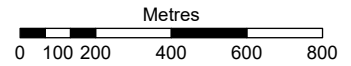
- ITEM 1 - ADD TO LARGE URBAN CENTRE
- ITEM 2 - CHANGE FROM FUTURE URBAN GROWTH TO  
LARGE URBAN CENTRE
- ITEM 3 - REMOVE RURAL CLUSTER

**SETTLEMENT STRATEGY PLAN  
LEGEND**

- LARGE URBAN CENTRE
- RURAL CLUSTER



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
SCHEDULE "I-1"  
**TOWN OF INGERSOLL**  
**LAND USE PLAN**



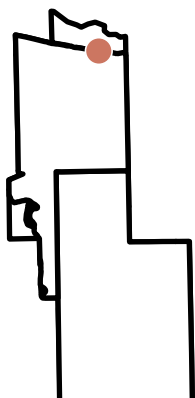
SEE SHEET 2

**- AREA OF THIS AMENDMENT**

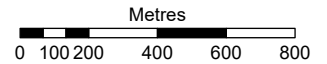
- ITEMS 1 & 2 - CHANGE TO RESIDENTIAL
- ITEM 3 - CHANGE TO INDUSTRIAL
- ITEM 4 - CHANGE TO PRIME INDUSTRIAL
- ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION
- ITEM 8 - ADD ADJACENT LANDS
- ITEM 9 - REMOVE RURAL CLUSTER

**LAND USE PLAN  
LEGEND**

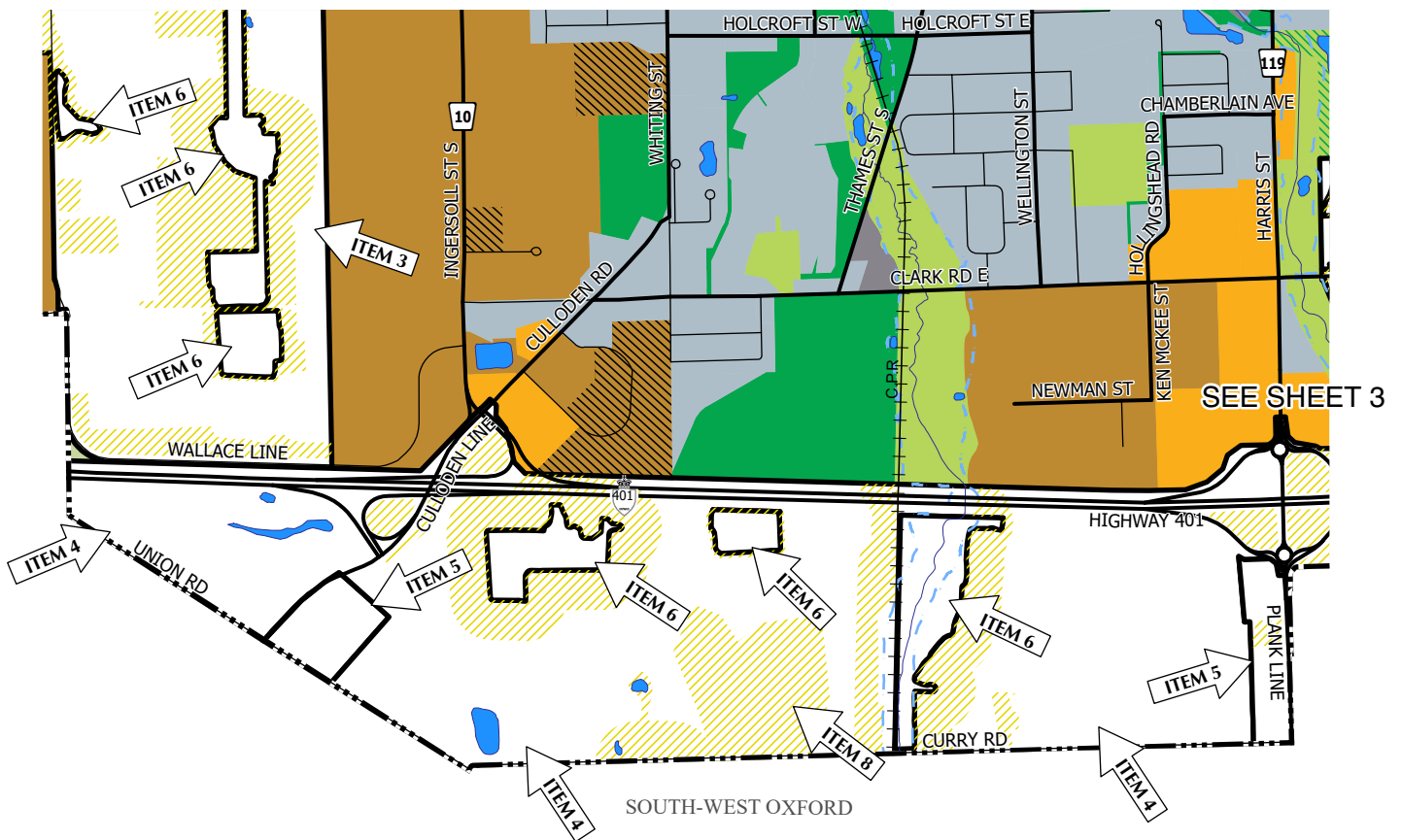
	RESIDENTIAL		INDUSTRIAL
	SERVICE COMMERCIAL		INDUSTRIAL SITE SPECIFIC POLICY AREA SEE SECTION 9.3.4.5
	OPEN SPACE		FLOODLINE
	ENVIRONMENTAL PROTECTION		RURAL CLUSTER
	FUTURE URBAN GROWTH		ADJACENT LANDS



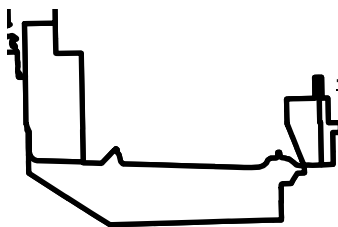
SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-1"  
**TOWN OF INGERSOLL  
LAND USE PLAN**



SEE SHEET 1



SOUTH-WEST OXFORD



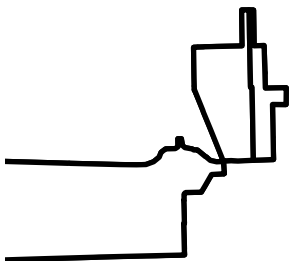
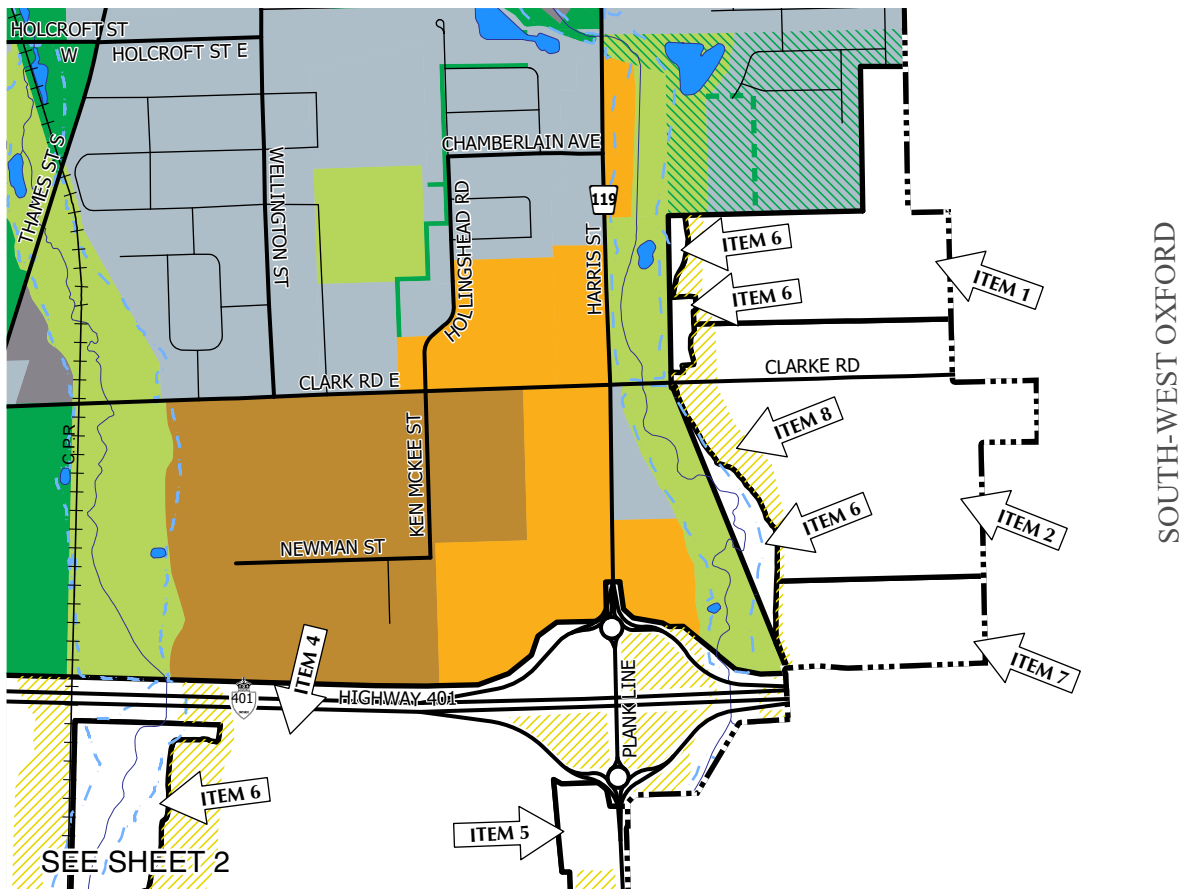
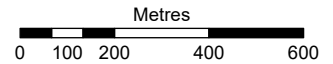
**- AREA OF THIS AMENDMENT**

- ITEM 3 - CHANGE TO INDUSTRIAL
- ITEM 4 - CHANGE TO PRIME INDUSTRIAL
- ITEM 5 - CHANGE TO SERVICE COMMERCIAL
- ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION
- ITEM 8 - ADD ADJACENT LANDS

**LAND USE PLAN  
LEGEND**

	RESIDENTIAL		INDUSTRIAL
	SERVICE COMMERCIAL		INDUSTRIAL SITE SPECIFIC POLICY AREA SEE SECTION 9.3.4.5
	COMMUNITY FACILITY		SPECIFIC POLICY AREA SEE SECTION 9.2.4.4.1
	OPEN SPACE		FLOODLINE
	ENVIRONMENTAL PROTECTION		ADJACENT LANDS
	FUTURE URBAN GROWTH		

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-1"  
**TOWN OF INGERSOLL**  
**LAND USE PLAN**



**- AREA OF THIS AMENDMENT**

- ITEMS 1 & 2 - CHANGE TO RESIDENTIAL
- ITEM 4 - CHANGE TO PRIME INDUSTRIAL
- ITEM 5 - CHANGE TO SERVICE COMMERCIAL
- ITEM 6 - CHANGE TO ENVIRONMENTAL PROTECTION
- ITEM 7 - CHANGE TO OPEN SPACE
- ITEM 8 - ADD ADJACENT LANDS

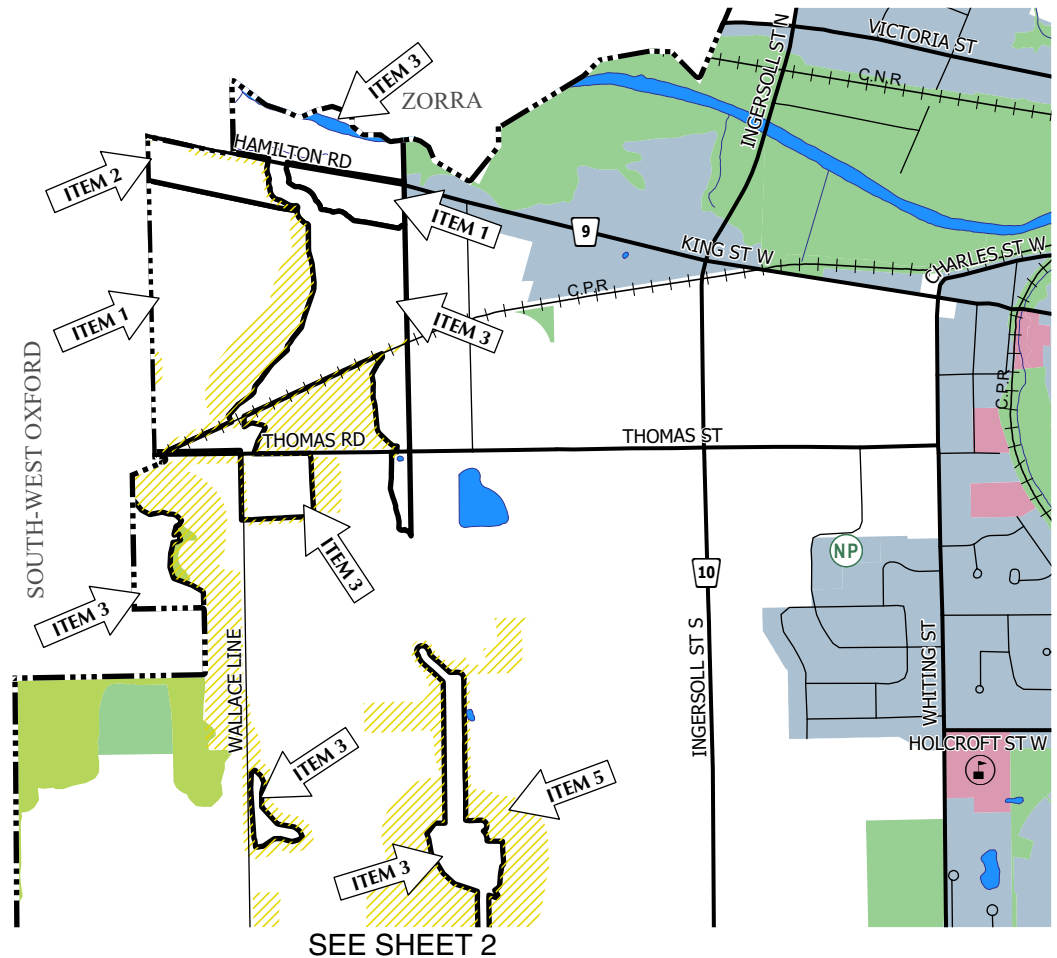
**LAND USE PLAN  
LEGEND**

	RESIDENTIAL		FUTURE URBAN GROWTH
	SERVICE COMMERCIAL		INDUSTRIAL
	COMMUNITY FACILITY		SPECIFIC POLICY AREA SEE SECTION 9.2.4.4.1
	OPEN SPACE		100 METRE BUFFER
	ENVIRONMENTAL PROTECTION		FLOODLINE
			ADJACENT LANDS

SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD  
 OFFICIAL PLAN**  
 SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
 RESIDENTIAL DENSITY PLAN**



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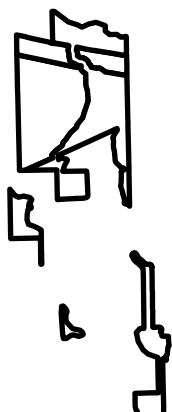
SEE SHEET 2

**- AREA OF THIS AMENDMENT**

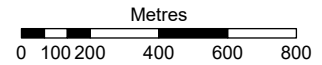
- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
 LEGEND**

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED SCHOOL
- ADJACENT LANDS

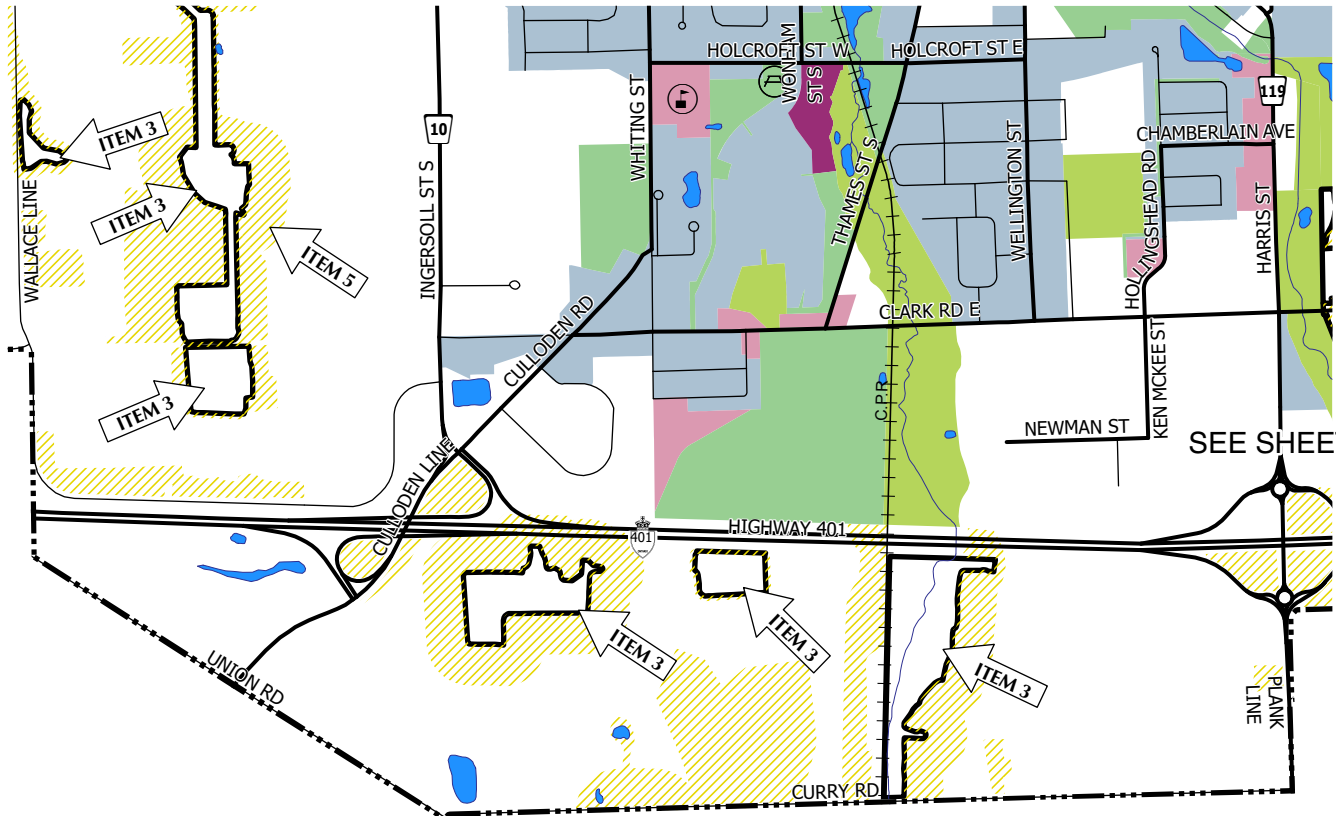


SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD  
 OFFICIAL PLAN**  
 SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
 RESIDENTIAL DENSITY PLAN**



SEE SHEET 1

SEE SHEET 3











SOUTH-WEST OXFORD

**- AREA OF THIS AMENDMENT**

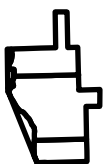
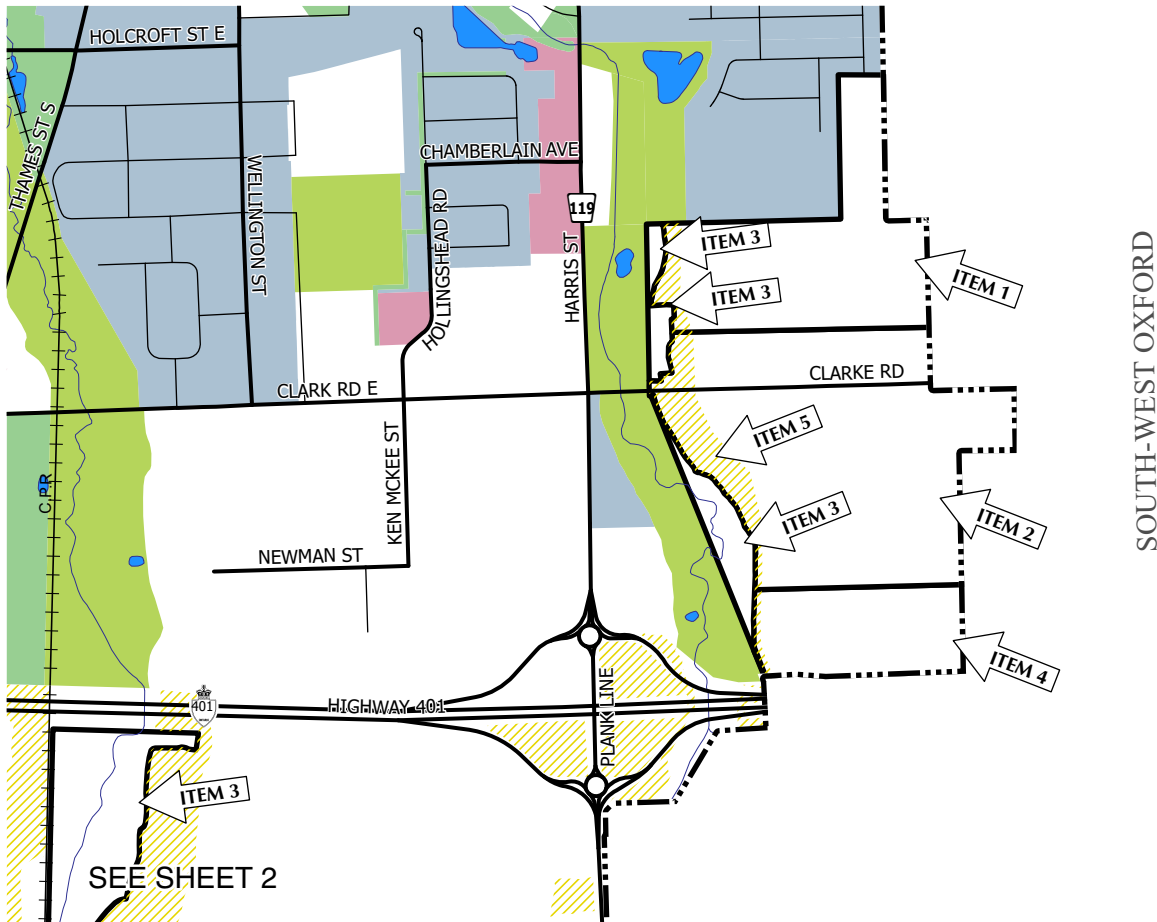
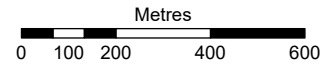
ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION  
 ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
 LEGEND**

-  LOW DENSITY RESIDENTIAL
-  MEDIUM DENSITY RESIDENTIAL
-  HIGH DENSITY RESIDENTIAL
-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  PROPOSED PARK
-  PROPOSED SCHOOL
-  ADJACENT LANDS

SHEET 2 OF 3

SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-2"  
**TOWN OF INGERSOLL  
RESIDENTIAL DENSITY PLAN**



**- AREA OF THIS AMENDMENT**

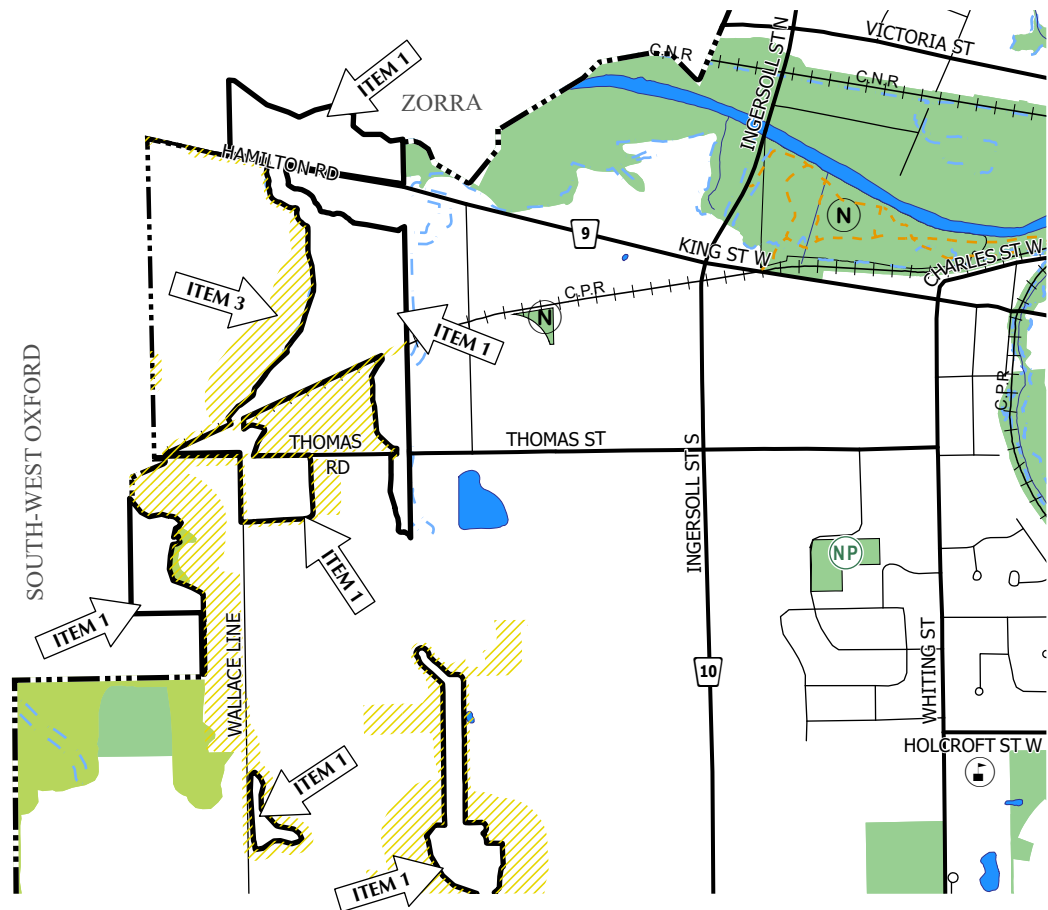
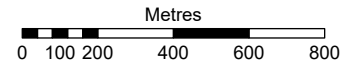
- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 4 - ADD TO OPEN SPACE
- ITEM 5 - ADD ADJACENT LANDS

**RESIDENTIAL DENSITY PLAN  
LEGEND**

	LOW DENSITY RESIDENTIAL
	MEDIUM DENSITY RESIDENTIAL
	OPEN SPACE
	ENVIRONMENTAL PROTECTION
	ADJACENT LANDS



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL**  
**LEISURE RESOURCES AND SCHOOL FACILITIES**  
**PLAN**



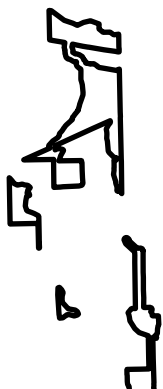
SEE SHEET 2

**- AREA OF THIS AMENDMENT**

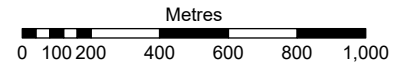
ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION  
ITEM 3 - ADD ADJACENT LANDS

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN  
LEGEND**

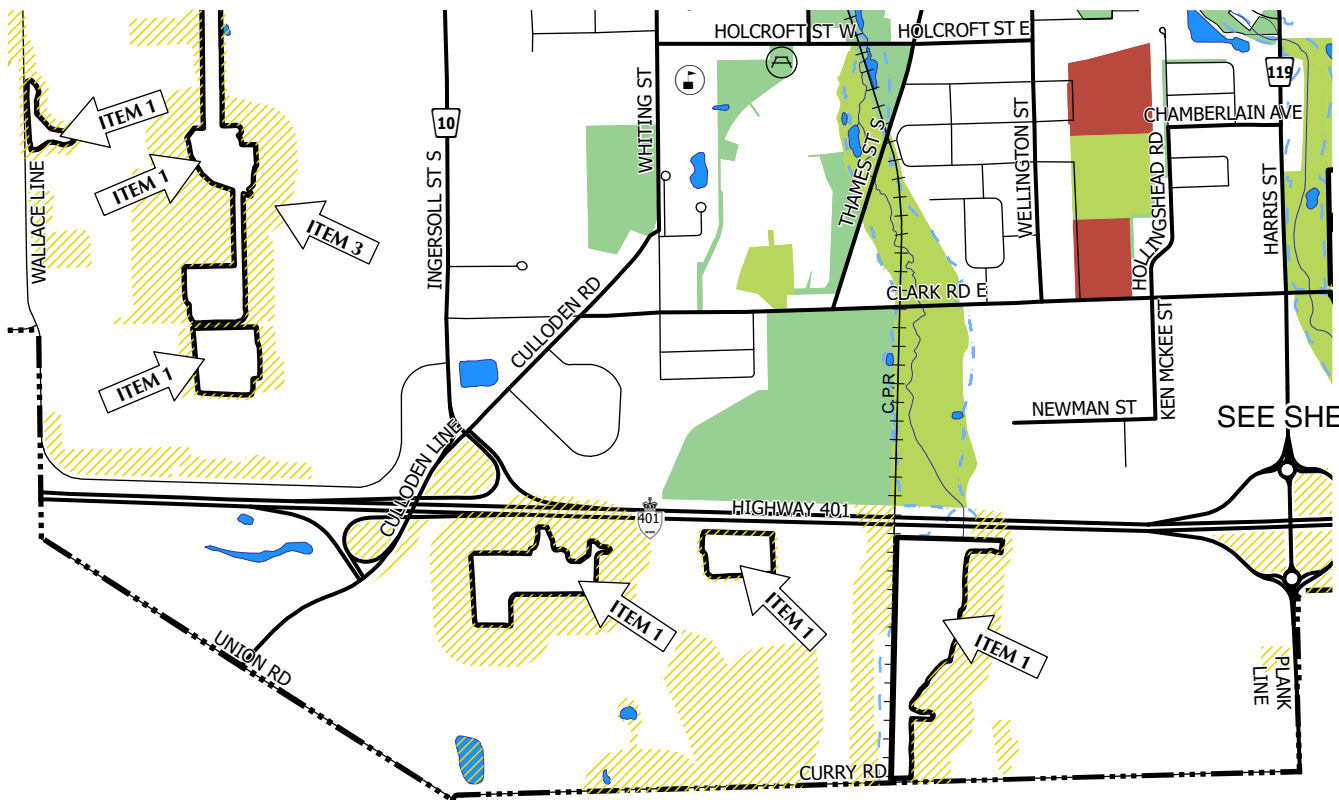
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- FLOODLINE
- LAWSON TRAIL
- PROPOSED SCHOOL
- NEIGHBOURHOOD PARK
- TOWN NATURAL PARK
- ADJACENT LANDS



SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL  
LEISURE RESOURCES AND SCHOOL FACILITIES  
PLAN**



SEE SHEET 1



SEE SHEET 3

SOUTH-WEST OXFORD

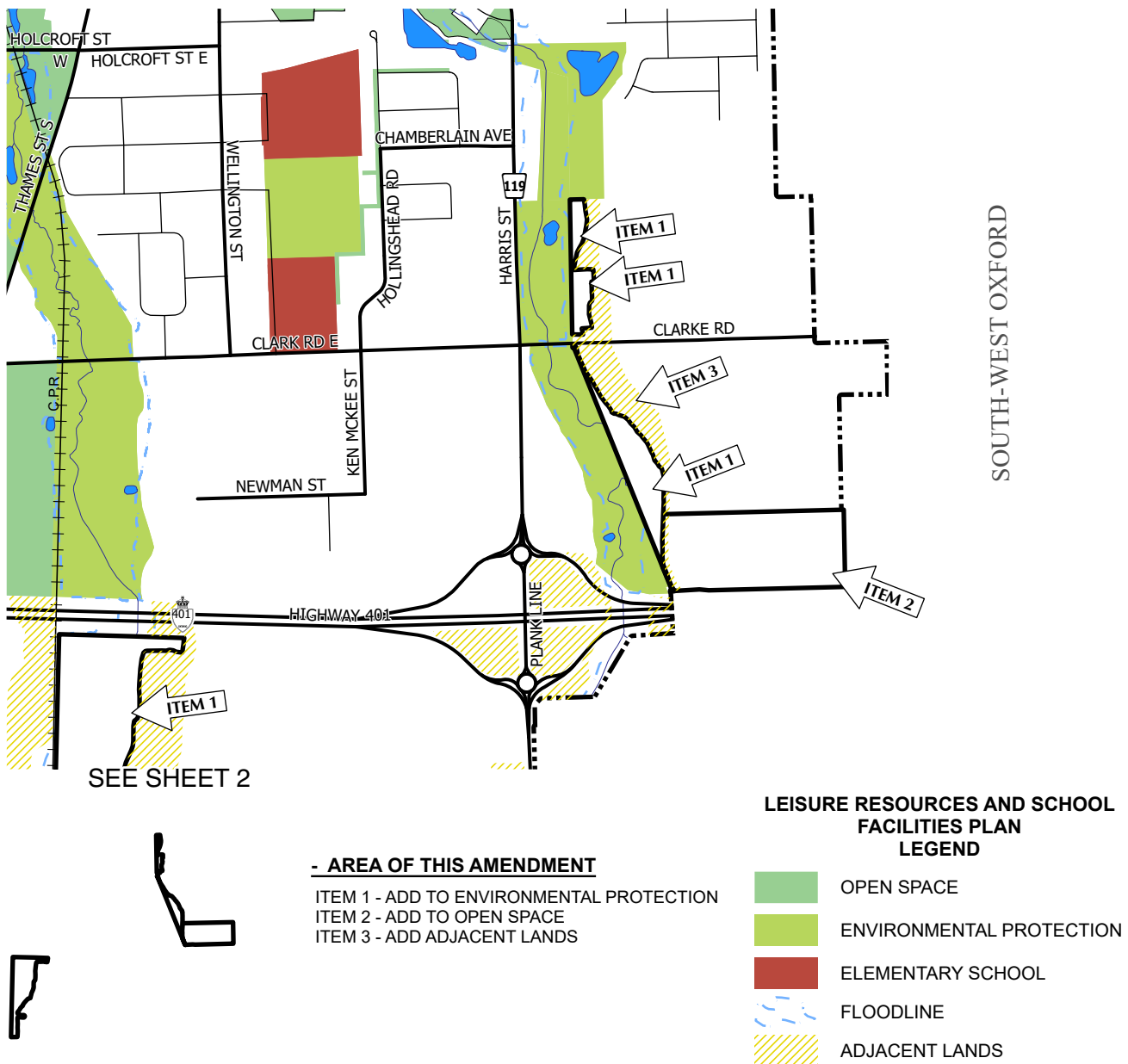
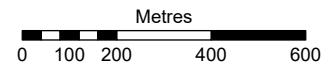
**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 3 - ADD ADJACENT LANDS

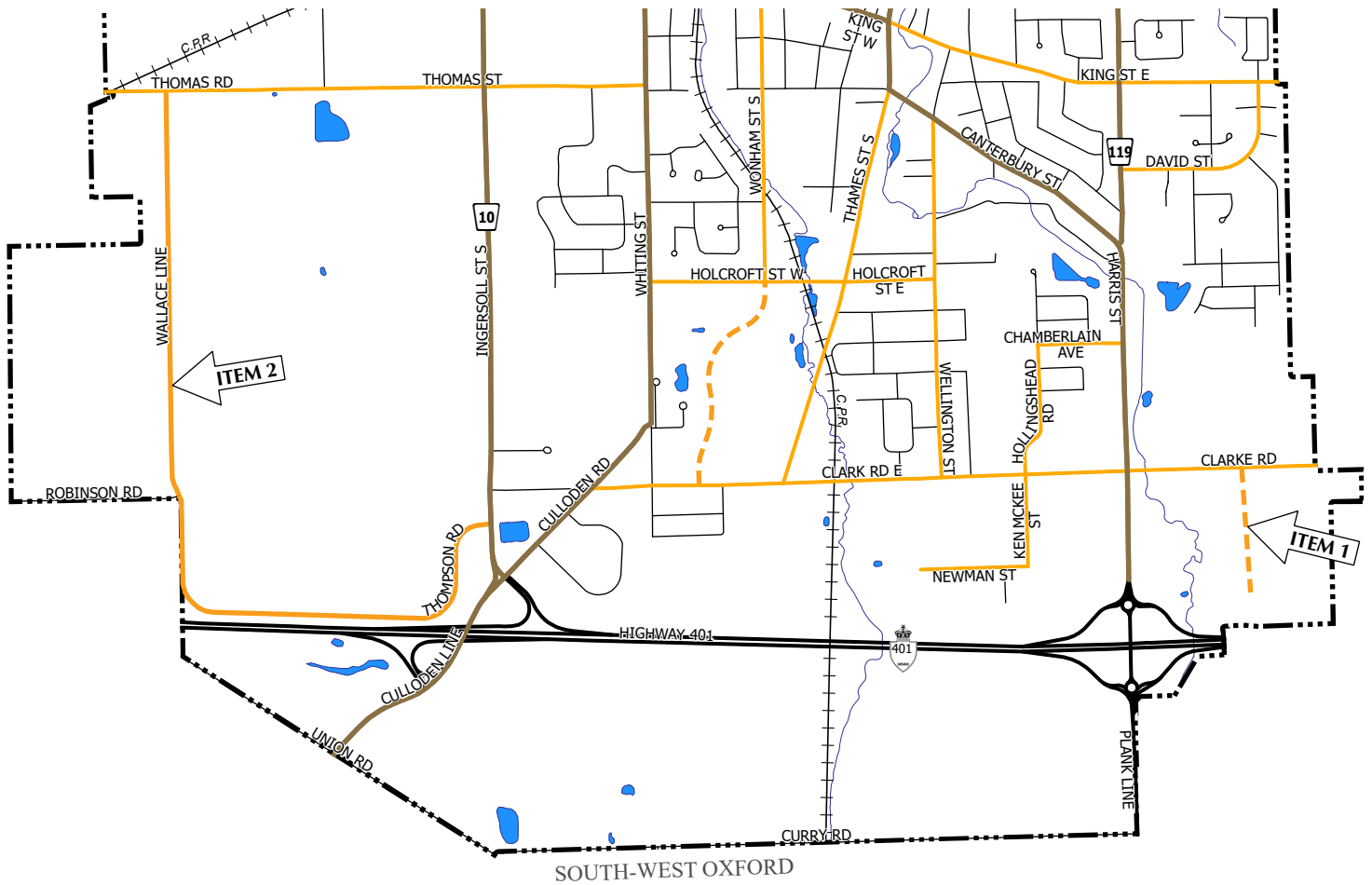
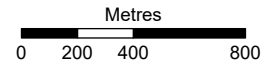
**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN  
LEGEND**

- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- ELEMENTARY SCHOOL
- FLOODLINE
- P PROPOSED PARK
- S PROPOSED SCHOOL
- ADJACENT LANDS

SCHEDULE "A"  
AMENDMENT No. 314  
TO THE  
**COUNTY OF OXFORD  
OFFICIAL PLAN**  
SCHEDULE "I-3"  
**TOWN OF INGERSOLL  
LEISURE RESOURCES AND SCHOOL FACILITIES  
PLAN**



SCHEDULE "A"  
 AMENDMENT No. 314  
 TO THE  
**COUNTY OF OXFORD**  
**OFFICIAL PLAN**  
 SCHEDULE "I-4"  
**TOWN OF INGERSOLL**  
**TRANSPORTATION NETWORK PLAN**



**- AREA OF THIS AMENDMENT**

- ITEM 1 - ADD PLANNED COLLECTOR ROAD
- ITEM 2 - ADD COLLECTOR ROAD

**TRANSPORTATION NETWORK PLAN  
 LEGEND**

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD

THE COUNTY OF OXFORD

BY-LAW NO. **6628-2024**

**BEING** a By-Law to adopt Amendment Number 315 to the County of Oxford Official Plan.

**WHEREAS**, Amendment Number 315 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Ingersoll and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

**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 315 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 24<sup>th</sup> day of April, 2024.

READ a third time and finally passed this 24<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN, WARDEN

\_\_\_\_\_  
CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 315  
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following Plan attached hereto as explanatory text, constitutes  
Amendment Number 315 to the County of Oxford Official Plan.



## 1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to amend the policies of Section 9.2.4 of the Official Plan respecting Low Density Residential Districts, and Section 9.3.2.3.2 respecting Entrepreneurial Areas to reflect legislative changes made to the Planning Act to permit Additional Residential Units broadly throughout residential areas of serviced settlements.

## 2.0 LOCATION OF LANDS AFFECTED

This Amendment will generally apply broadly to all areas within the Town of Ingersoll.

## 3.0 BASIS FOR THE AMENDMENT

Bill 23, *More Homes Built Faster Act* received Royal Assent on November 28, 2022 and made a number of amendments to the *Planning Act* and the *Development Charges Act* intended to increase the availability and affordability of housing. One of the amendments to the *Planning Act* requires municipal Official Plans to contain policies that permit the use of up to three residential units on a residential lot within a settlement serviced by both municipal drinking water and wastewater disposal services, and any policies that have the effect of prohibiting such units will have no effect. The additional units may be in the form of two units within (and in addition to) the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling or one additional unit within the principal single detached dwelling, semi-detached dwelling or street townhouse dwelling and one additional unit in an ancillary building.

This Official Plan amendment amends the policies for the Town of Ingersoll respecting Additional Residential Units (ARUs). The policy amendments regarding ARUs generally apply to all the lands within the Town of Ingersoll as shown on Schedule I-1 of the Official Plan.

It is the opinion of Staff that the proposed Official Plan Amendment is consistent with the Provincial Policy Statement and implements the legislative changes enacted by the Province regarding Additional Residential Units, and that the amendment supports the objectives and strategic initiatives of the Official Plan.

## 4.0 DETAILS OF THE AMENDMENT

- 4.1 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby further amended by adding the term 'additional residential units' so that the subsection titled DESCRIPTION shall read as follows:

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 dwellings, semi-detached and duplex dwellings, *additional residential units*, converted dwellings, quadraplexes, townhouses, and low density cluster *development*. In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

It is not intended, however, that the full range of housing will be permitted in every individual neighbourhood or *development* and Town Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law. Low Density Residential areas are identified on Schedule I-2.

- 4.2 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4 - Low Density Residential Areas, as amended, is hereby amended by deleting the final paragraph of the subsection titled CRITERIA FOR MULTIPLE UNITS and replacing it with the following paragraph:

Notwithstanding the above criteria, street-oriented multiples such as street townhouses, quadraplexes and converted dwellings may be permitted on local streets.

- 4.3 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.1, Street Oriented Infill, as amended, is hereby amended by deleting the word “consistent” from the first bullet point and replacing it with the word “compatible” so that the bullet point shall read as follows:

- the proposal is compatible with street frontage, setbacks and spacing of existing *development* within a two block area on the same street;

- 4.4 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.1.2, Backyard Infill, as amended, is hereby amended by deleting the first two paragraphs of the section and replacing them with the following:

In Low Density Residential areas, backyard infill *development* may involve new residential *development* on lots with minimal street frontage (e.g. flag shaped lots), on small vacant remnant parcels of land which cannot be integrated into a plan of subdivision, or on under-utilized or obsolete industrial, commercial, or institutional sites.

Backyard infill may involve the *development* of existing lots or the creation of new lots by consent. *Additional residential units* and *garden suites* may also be permitted to the rear of an existing dwelling on a lot in accordance with the policies of Section 9.2.4.3 and Section 10.3.9, respectively.

- 4.5 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.2.4.3, Converted Dwellings, as amended, is hereby amended by deleting the entire section and replacing it with the following new section 9.2.4.3:

#### **9.2.4.3.1 Additional Residential Units (ARUs)**

##### **ADDITIONAL RESIDENTIAL UNITS**

The development of *additional residential units* (ARUs) within the Low Density Residential Areas and the Entrepreneurial Districts, shall be encouraged, where appropriate, with the objective of increasing the range and availability of housing options while maintaining the low density character of the housing and neighbourhoods comprising such areas.

The general intent is to allow for the establishment of such units in existing and newly developing residential areas, subject to complying with applicable zone provisions and development standards, where the Town has deemed it to be appropriate based on such considerations as the location, existing level of services and presence of natural hazards and/or other constraints.

To this end, Town Council shall establish appropriate zones and zoning provisions to permit the establishment of an *additional residential unit* in a single detached, semi-detached or street townhouse dwelling or a structure ancillary to such a dwelling where they are satisfied that the following criteria can be addressed:

- a maximum of two *additional residential units* are permitted on a lot, consisting of up to two units in the principal dwelling and/or one in a structure ancillary to the principal dwelling;
- *additional residential unit(s)* shall not generally be permitted on a lot that contains a boarding/lodging house, converted dwelling, group home, mobile home/park model trailer, bed and breakfast establishment, or other similar use;
- the *additional residential unit(s)* shall be clearly secondary and subordinate to the principal dwelling, and, have a cumulative gross floor area of no greater than 50% of the gross floor area of the principal dwelling. The Town may establish lower maximum floor area limits and/or floor area caps in zoning, if deemed appropriate;
- the principal dwelling and the lot are of sufficient size to accommodate the creation of *additional residential unit(s)* and to provide for adequate parking, landscaping, stormwater management, and outdoor amenity areas, without detracting from the visual character of the lot or area;
- any new/expanded structures and/or exterior alterations (e.g. new parking areas, doors, windows, stairways, decks) to accommodate an *additional residential unit* will maintain the general architectural character of the principle dwelling and the surrounding area;
- the principal dwelling must have direct, individual vehicular access to a public street and all additional residential units shall generally use the same driveway and parking area as the principal dwelling. New additional driveways will generally not be permitted;
- there is adequate access from the front lot line or parking area to each *additional residential unit* for both occupant use and emergency purposes;
- to the extent feasible, existing trees and other desirable vegetation are preserved;
- the existing *infrastructure* and *public service facilities* serving the area are adequate to accommodate the establishment of *additional residential units*;
- stormwater run-off will be adequately controlled and will not be negatively affect adequate properties;

- any potential increase in on-street parking demand can be adequately accommodated and/or managed;
- land use compatibility concerns will not be created or intensified (e.g. due to proximity to industrial areas or *major facilities*);
- the location of the proposed *additional residential unit(s)* and related services and outdoor amenity areas shall comply with all other applicable policies including but not limited to: Section 3.2, Environmental Resources Policies, and, Section 3.3, Cultural Resources Policies; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

#### ADDITIONAL RESIDENTIAL UNITS IN AN ANCILLARY BUILDING

The following additional criteria shall apply to the establishment of an *additional residential unit* in a structure ancillary to a single detached, semi-detached or street townhouse dwelling:

- the ancillary structure must be located in a rear or interior side yard;
- the siting, design and orientation of the ancillary structure/dwelling unit, parking area and outdoor amenity area(s) will allow for privacy for the occupants of the *additional residential unit*, principal dwelling and abutting residential properties and minimize potential visual and shadowing impacts on adjacent residential yards;
- landscaping, privacy screening, fencing and other appropriate measures may also be required to minimize potential visual and privacy impacts on abutting residential properties; and,
- all other municipal requirements such as servicing, stormwater management, waste management, and emergency access can be adequately addressed.

#### SEVERANCE

*Additional residential units* must be located on the same lot as the principal dwelling and may not be severed from such lot, or converted into a separately transferable unit through plan of condominium.

## ZONING

The Town's Zoning By-Law shall establish the specific zoning provisions that must be met for an *additional residential unit* to be established on a lot. These zoning provisions will address the policy requirements of this subsection and any other matters deemed necessary by the Town including, but not limited to, lot frontage and area; type of unit permitted; unit size and location; building height, location and setbacks; landscaping and amenity areas; and parking and access.

To assist in maintaining the built form character of the principal dwelling and surrounding residential area, and minimizing potential impacts on abutting residential properties, the Zoning By-Law may also limit the location and extent of structural additions, alterations and/or features that are permitted (e.g. building additions, doorways, windows, stairways, decks, etc.).

The zoning provisions for *additional residential units* will be implemented through a comprehensive, Town initiated amendment to the Zoning By-law, or through the proposed zoning for new residential subdivisions. Site specific amendments to the Zoning By-law to permit the establishment of an *additional residential unit(s)* will not generally be permitted.

## OTHER TOOLS AND MEASURES

Where deemed necessary and/or appropriate, the Town may implement other supplementary tools and measures to assist with tracking and regulating *additional residential units* including, but not limited to, registration and/or licensing requirements, design guidelines, property standards by-laws, etc.

#### 9.2.4.3.2 Converted Dwellings

## CONVERTED DWELLINGS

Within Low Density Residential areas, Town Council may zone areas to permit the conversion of a principle dwelling into up to four dwelling units per lot in accordance with the following criteria:

- the area is characterized by a mixture of residential dwelling types including detached, semi-detached, townhouse and existing converted dwellings;
- existing municipal services will be adequate to accommodate the proposed conversion;
- lot sizes are sufficient to provide adequate off-street parking, landscaping, stormwater management, and outdoor amenity areas; and,
- existing dwellings are generally of a size sufficient to accommodate the creation of additional dwelling unit(s).

## NO FURTHER CONVERSION

Where an *additional residential unit* has been established within a principal dwelling, the conversion of the principal dwelling to include additional units will generally not be permitted.

## ZONING

The Zoning By-law will limit the number of units that may be contained in a converted dwelling and specify minimum lot or dwelling size requirements for conversion. To maintain the external character of the dwelling the Zoning By-law may also limit the extent of structural additions or changes that would be permitted.

*SITE DESIGN  
POLICIES*

When considering a specific proposal for multiple unit *development* in the Low Density Residential area, Town Council will be satisfied that the policies of Section 9.2.7 are adequately addressed.

- 4.6 That Chapter 9 – TOWN OF INGERSOLL LAND USE POLICIES, Section 9.3.2.3.2, Entrepreneurial District, as amended, is hereby amended by adding the term '*additional residential units*' to the first bullet of the subsection titled PERMITTED USES IN EXISTING BUILDINGS so that it shall read as follows:

- residential uses including single-detached dwellings, semi-detached dwellings, *additional residential units*, converted dwellings, and bed and breakfast establishments, in accordance with the policies of Section 9.2;

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.



COUNTY OF OXFORD

BY-LAW NO. 6629-2024

**BEING** a By-law to authorize the execution of an agreement between the County of Oxford and Ducks Unlimited Canada, which includes the properties legal described as Part of Lot 23-27, Concession 1 North Oxford; East Zorra-Tavistock, and Part of Lot 4-6 Concession Broken Front West Oxford; South-West Oxford.

**WHEREAS**, Section 9 of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

**AND WHEREAS**, Council has adopted Public Works Report PW 2024-21, dated April 24, 2024.

**NOW THEREFORE**, the Council of the County of Oxford enacts as follows:

1. That the Chief Administrative Officer and Director of Public works are authorized to enter into an Agreement with Ducks Unlimited attached hereto as Schedule "A" and forming part of this By-law, with such changes thereon as aforementioned authorized officials may hereafter approve, such execution and delivery to be conclusive evidence of such approval.
2. That the Agreement shall take effect and come into force upon the signing thereof by all parties thereto.

**READ** a first and second time this day 24<sup>th</sup> of April, 2024.

**READ** a third time and finally passed this 24<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN WARDEN

\_\_\_\_\_  
CHLOÉ J. SENIOR, CLERK

COUNTY OF OXFORD

BY-LAW NO. 6630-2024

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 twenty-fourth day of April, 2024.

**READ** a third time and finally passed this twenty-fourth day of April, 2024.

\_\_\_\_\_  
MARCUS RYAN WARDEN

\_\_\_\_\_  
CHLOË J. SENIOR CLERK