

**CORPORATION OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK COUNCIL  
2018 - 2022**

**AGENDA**

**for the Meeting to be held on Wednesday November 17, 2021 at the  
Innerkip Community Centre, 695566 17<sup>th</sup> Line, Innerkip, Ontario, at 7:00 p.m.**

**PLEASE NOTE:** As Social Distancing must be maintained, should you wish to attend the meeting, please contact Clerk Will Jaques via email ([wjaques@ezt.ca](mailto:wjaques@ezt.ca)) or telephone (519-462-2697 ext.7825) in advance to confirm your attendance can be accommodated. Mandatory face coverings shall be in place.

---

1. Call to order and opening remarks
2. Approve Agenda
3. Disclosure of Pecuniary Interest and General Nature Thereof
4. General Business:
  - a) Confirm November 3, 2021 Meeting Minutes
5. Delegations & Appointments:
  - a) 7:15 p.m. – Oxford County – Official Plan Review (Draft Agricultural Policies)
6. Reports of Municipal Officers and Committees:
  - a) Conferences and Seminars
  - b) County Council – Updates & Questions
  - c) Staff Reports – Updates & Questions
  - d) Staff Report - #CIO2021 – 01 re: New Municipal Office Architectural/  
Engineering Services (RFP Results)
  - e) Staff Report - #CIO2021 – 02 re: Development of a Secondary Plan Consulting  
Services (RFP Results)
  - f) Staff Report - #CAO2021 – 15 re: 2022 Budget Planning/Development Timetable
7. By-laws:
8. Other and Unfinished Business:
9. Closed to the Public Session \*as authorized under s. 239 of the Municipal Act\*:
10. Confirming By-law
11. Adjourn

Placeholder Page for Agenda Item 1 –  
Call to order and opening remarks

Use this page to note any opening remarks  
you wish to make.

2.

## Placeholder Page for Agenda Item 2 – Approval of the Agenda

Use this page to note items you would like added to the agenda.

3.

### Placeholder Page for Agenda Item 3 – Disclosure of Pecuniary Interest

Use this page to note any Pecuniary Interests  
you wish to declare at the meeting.

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday November 3, 2021.

Members Present: Mayor Don MCKAY, Deputy Mayor Don EDMISTON and Councillors Matthew GILLESPIE, Margaret LUPTON, Phil SCHAEFER and Jeremy SMITH.

Members Absent: Councillor Scott RUDY.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, Public Works Manager Tom Lightfoot and CBO John Scherer.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH reminded attendees of the upcoming Innerkip Lions Club Fish Fry (November 5<sup>th</sup>) and Innerkip Remembrance Day Ceremony (November 11<sup>th</sup>). Councillor SCHAEFER brought forward congratulatory remarks regarding South Easthope Mutual Insurance's 150<sup>th</sup> anniversary. Mayor MCKAY reminded attendees of the Tavistock Legion Remembrance Day Ceremony (November 7<sup>th</sup>).

Approve  
Agenda

1. Moved by: Margaret LUPTON  
Seconded by: Jeremy SMITH  
Resolved that Council approve the agenda for the November 3, 2021 meeting, as printed and circulated.

*CARRIED.*

PECUNIARY INTERESTS:

- N/A

Confirm  
Minutes -  
Council

2. Moved by: Don EDMISTON  
Seconded by: Phil SCHAEFER  
Resolved that Council confirm the Minutes of the October 20, 2021 Council Meeting, as printed and circulated.

*CARRIED.*

Correspondence & Reports – No Resolutions:

- UTRCA – October 2021 FYI
- September 27, 2021 TDRFB Minutes
- Staff Report - #CBO2021 – 12 re: Building, Development & Drainage Reporting
- Staff Report - #PW2021 – 13 re: Public Works Reporting
- Staff Report - #BCO2021 – 10 re: By-law Compliance Reporting
- Staff Report - #CSM2021 – 16 re: Corporate Services Reporting
- Staff Report - #CAO2021 – 13 re: CAO-Treasury Reporting

Correspondence & Reports – Resolutions Following:

UTRCA –  
October 2021  
FYI

Council reviewed the October 2021 FYI from the UTRCA. Councillor LUPTON provided an overview of the recent UTRCA Board meeting.

Oxford County–  
Consent App.  
B21-50-2  
(Lazenby &  
Shuster)

3. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council voice no objection to consent application B21-50-2 (Lazenby & Shuster).

*CARRIED.*

Oxford County–  
Consent App.  
B21-71-2/  
A21-22-2  
(Canada Farm  
Distributors Ltd)

4. Moved by: Matthew GILLESPIE  
Seconded by: Phil SCHAEFER  
Resolved that Council voice no objection to consent application B21-71-2/ A21-22-2 (Canada Farm Distributors Ltd.).

*CARRIED.*

September 27,  
2021 TDRFB  
Minutes

Council reviewed the September 27, 2021 Tavistock District Recreation & Facilities Board Minutes.

Staff Report  
#CBO2021 – 12  
re: Building,  
Development &  
Drainage  
Reporting

CBO John Scherer reviewed the Monthly Building, Development & Drainage Report with Council.

Staff Report  
#PW2021 – 13  
re: Public Works  
Reporting

Public Works Manager Tom Lightfoot reviewed the Monthly Public Works Report with Council.

Staff Report  
#BCO2021 – 10  
re: By-law  
Compliance  
Reporting

Council reviewed the Monthly By-law Compliance Report from By-law Compliance Officer Melanie Shiell.

Staff Report  
#CSM2021 – 16  
re: Corporate  
Services  
Reporting

Clerk Will Jaques reviewed the Monthly Corporate Services Report with Council.

Staff Report  
#CAO2021 – 13  
re: CAO-  
Treasury  
Reporting

CAO-Treasurer Karen DePrest reviewed the Monthly CAO-Treasury Report with Council.

Staff Report  
#CAO2021 – 14  
re: Community  
Rec. Facilities –  
Proof of  
Vaccination  
Procedure

CAO-Treasurer Karen DePrest presented her report to Council regarding the proposed Community Recreation Facilities Proof of Vaccination Procedure, including additional security and fee requirements.

5. Moved by: Jeremy SMITH  
Seconded by: Matthew GILLESPIE  
Resolved that Council approve the Proof of Vaccination Requirements, as well as the proposed security arrangements and additional fees, as described in Staff Report CAO #2021-14.

*CARRIED.*

By-law:  
  
1st & 2nd  
Reading

6. Moved by: Don EDMISTON  
Seconded by: Margaret LUPTON  
Resolved that the following by-law be read a first and second time:
  - 2021-39 – ZBA Application ZN2-21-11 (Stiek Farms Inc.-Rotteveel)

*CARRIED.*

By-law:  
  
3rd & Final  
Reading

7. Moved by: Jeremy SMITH  
Seconded by: Phil SCHAEFER  
Resolved that the following by-law be read a third and final time:
  - 2021-39 – ZBA Application ZN2-21-11 (Stiek Farms Inc.-Rotteveel)

*CARRIED.*

Other and  
Unfinished  
Business

Mayor MCKAY brought forward discussion regarding the proposed Santa Claus Tour in Tavistock on November 27, 2021.

Adjourn to  
Closed to the  
Public Session

8. Moved by: Don EDMISTON  
Seconded by: Matthew GILLESPIE  
Resolved that Council does now adjourn to a Closed to the Public Session, at 11:00 a.m., to consider the following matters:

- October 20, 2021 Closed to the Public Session Minutes (s. 239 (2) (b))
- Land Disposition (s. 239 (2) (c))

*CARRIED.*

Rise from  
Closed to the  
Public Session

9. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council does now rise from its Closed to the Public Session at 11:03 a.m.

*CARRIED.*

Confirming  
By-law

10. Moved by: Jeremy SMITH  
Seconded by: Don EDMISTON  
Resolved that By-law #2021-40 being a by-law to confirm the proceedings of Council held Wednesday November 3, 2021 be read a first, second and third time this 3<sup>rd</sup> day of November, 2021;

And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

*CARRIED.*

Adjourn

11. Moved by: Margaret LUPTON  
Seconded by: Phil SCHAEFER  
Resolved that Council does now adjourn at 11:04 a.m.

*CARRIED.*

---

Will Jaques, Clerk

---

Don McKay, Mayor



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

**From:** Director of Community Planning

## Phase 1 Official Plan Review - Draft Agricultural Policies

### RECOMMENDATIONS

---

1. That County Council direct Planning staff to initiate Phase 1 of the County Official Plan Review process, consisting of proposed updates to the agricultural policies, in accordance with the requirements under the Planning Act and as generally outlined in Report No. CP 2021-337;
2. And further, that Report No. CP 2021-337 be circulated to the Area Municipalities for information.

### REPORT HIGHLIGHTS

---

- This report provides highlights of the key changes to the agricultural policies currently being proposed by County planning staff as a result of their review to date.
- The policies discussed and included in this report represent a proposed 'consultation draft' intended for community engagement and public feedback. A comprehensive engagement framework is outlined in this report which will provide multiple opportunities for the public and other stakeholders to participate, ask questions and submit comments.

### Implementation Points

The proposed review and update of the County's agricultural policies represents the first phase of the current Official Plan review process. The primary purpose of this review is to identify any updates to the policies that may be required to ensure they are consistent with relevant Provincial legislation, plans, policies, and guidelines, as required by the Planning Act, including changes made to the Provincial Policy Statement (PPS), 2020. However, revisions to improve overall intent, clarity, and implementation, and to better reflect local goals and objectives are also being proposed.

## Financial Impact

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







## Communications

Community engagement will be an important component of the Official Plan review process, including the proposed review and update of the County's agricultural policies (i.e. Phase 1 of the current OP review process). Engagement to date has included preliminary consultation with Township staff and Councils, County Agricultural and Planning Advisory Committee (APAC) and Rural Oxford Economic Development Corporation (ROEDC) on the proposed overall policy direction. An overview of the feedback received to date is provided in the Background Research and Preliminary Consultation section of this report.

Planning staff are proposing a comprehensive engagement framework to provide a range of opportunities for input on the draft agricultural policies that will meet and exceed the minimum statutory requirements under the Planning Act. This framework is described in further detail under the Next Steps section of this report.

Communication of the proposed engagement opportunities will be provided through a combination of newspaper advertising, social media and digital marketing.

## Strategic Plan (2020-2022)

					
<b>WORKS WELL TOGETHER</b>	<b>WELL CONNECTED</b>	<b>SHAPES THE FUTURE</b>	<b>INFORMS &amp; ENGAGES</b>	<b>PERFORMS &amp; DELIVERS</b>	<b>POSITIVE IMPACT</b>
		3.ii. 3.iii.	4.i. 4.ii.		

## DISCUSSION

### Background

The Planning Act requires that municipalities review and revise their Official Plan policies to ensure they comply with any new and/or updated land use related legislation and regulations; have regard for matters of Provincial interest listed in the Planning Act; and are consistent with policy statements issued under Section 3(1) of the Act (e.g. Provincial Policy Statement, 2020), including any associated guideline documents.

The existing agricultural policies in the Official Plan are largely consistent with the 2020 PPS, including placing a strong emphasis on ensuring the County's prime agricultural areas are protected for long-term agricultural use, preventing further land fragmentation and limiting the establishment of new non-agricultural uses. However, these policies would benefit from a number

of revisions to better reflect the updated agricultural policies contained in the 2020 PPS and additional Provincial guidelines and requirements related to agricultural land use, including:

- *Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas* which provide detailed guidance on the Province's expectations with respect to the implementation of the agricultural use policies contained in the PPS;
- *Guidance for Agricultural Impact Assessments* (draft) which outlines the recommended process for assessing the impacts and appropriateness of non-agricultural uses and settlement area expansions in prime agricultural areas; and
- *Minimum Distance Separation Formulae* which establishes the setbacks required between livestock facilities and sensitive land uses (i.e. residential, institutional, commercial, settlement areas etc.)

#### Importance of Agriculture in Oxford

The County's agricultural policies generally apply to all lands located outside of designated settlements, which comprise approximately 87% of the County's total land area. As such, in Oxford County, these policies are particularly important for ensuring that the County's land resources are protected and sustainably managed.

Also of note is the importance of Oxford's agricultural sector, both locally and provincially, due to factors such as:

- the size and quality of the agricultural land base;
- favorable climate and high crop yields;
- the large percentage of higher grossing farms and the level of capital investment per farm;
- size, type and productivity of agriculture operations;
- impact on local and Provincial economies (employment, assessment, expenditures etc.); and
- being highly accessible to both Canadian and US markets.

The above indicates the importance of Oxford continuing to protect its agricultural systems and resources for the long term, so that agriculture can continue to thrive.

The Province's best farmland is often located near larger population centres which can result in enormous pressure for that land to be divided into smaller lots/fragmented and/or developed for non-agricultural uses. Most non-agricultural uses are not compatible with agriculture; do not support or contribute to agricultural operations; and do not generally need to be located outside of a settlement (i.e. often simply a desire for more space, cheaper land, lower taxes/fees, rural setting, less scrutiny/regulation etc.). Over time, the cumulative impacts from such uses can negatively impact the continued viability of agricultural operations/areas by increasing operational pressures and constraints resulting from:

- land price competition, fragmentation, traffic, vandalism, crop damage, manure handling restrictions, setbacks for livestock facilities etc.; and
- complaints regarding noise, dust, odour, chemical use, hours of operation etc.

Once agricultural lands are lost to non-agricultural use, they rarely return. Establishing appropriate land use policies for agricultural areas can help to avoid or mitigate many of the potential negative pressures on agricultural operations/areas that can result from such uses and help to ensure agricultural operations can maintain the flexibility to adapt and thrive. The proposed updates to the County's agricultural policies will provide an opportunity to ensure that they remain effective and up to date and, to the extent possible, tailored to the County's specific land use context.

#### Background Review and Preliminary Consultation

In addition to review of relevant legislation, regulations, policies and guidelines as noted above, Planning staff have also completed extensive background research and review of various documents, reports, data and other information related to the agricultural policies including, but not limited to:

- Official plans from other municipalities with similar land use contexts (e.g. prime agricultural areas with a mix of urban and rural settlements), with a focus on those currently under review or that have been recently reviewed and approved by the Province;
- Relevant planning applications and related local and Ontario Municipal Board/Local Planning Appeal Tribunal decisions;
- Review of various related studies, research reports, presentations and other materials; and
- GIS analysis of spatial data and related information (e.g. land use, parcel sizes, zoning, environmental constraints etc.)

Preliminary consultation with the Province, Township staff and Councils, APAC and ROEDC has also been undertaken to obtain initial feedback and insight on various agricultural policy considerations and potential approaches. This feedback has helped to inform and refine the proposed draft policies presented in this report.

In general, the preliminary feedback indicated overwhelming support for maintaining strong policies for the protection of the County's prime agricultural area for long term agricultural use, but with some variations in opinion as to how that should best be achieved (e.g. from stricter limitations on settlement expansions and non-agriculture uses to providing more flexibility for development and non-agriculture uses). There was general support for the initial policy directions proposed by Planning staff, particularly with respect to the increased flexibility for the establishment of agriculture-related uses, on-farm diversified uses and rural entrepreneurial uses, and the revised policy direction for existing undersized agricultural lots. There was also considerable concern expressed with respect to introducing too much flexibility for the establishment of non-agricultural uses, and to some extent agriculture-related and on-farm diversified uses, citing reasons such as the loss of irreplaceable agricultural land; conflict with and impacts on agriculture; environmental concerns; and the need to focus growth within existing settlements, land price competition, etc.

As such, particular caution was advised in that regard. However, some feedback indicated a desire for greater flexibility with respect to development and the establishment of certain uses in agricultural areas (e.g. agricultural business, on-farm diversified uses, etc.), citing reasons such as the need to provide economic development opportunities, support rural tourism, increase assessment and maintain rural populations.

It is clear from the range of feedback received to date, that there are varying perspectives, interests and opinions when it comes to exactly how, and to what extent, Oxford's agricultural areas should be protected for long term agriculture use. As such, further consultation and engagement on the proposed draft policies will be key to informing the final draft policies and ensuring an appropriate balance for Oxford can be achieved.

## Commentary

The proposed updates to the agricultural policies represent the first phase of the County's multiple phase Official Plan review process.

The County's current agricultural policies, as contained in Section 3.1 of the Official Plan, are largely consistent with, and generally exceed, the minimum requirements for Agricultural Areas as set out in the 2020 Provincial Policy Statement (PPS). That said, the County's agricultural policies will still require and/or benefit from, a number of revisions to:

- Ensure consistency with current Provincial legislation, policies and guidelines. This will include the incorporation of a number of new/updated terms to reflect current terminology and providing increased flexibility for the establishment of certain uses (e.g. value retaining facilities, on-farm diversified uses, agriculture-related uses etc.);
- Better reflect local goals and objectives and address various issues and considerations identified through background policy research and preliminary consultation; and
- Improve the readability and clarity of the policies and reduce repetition.

The revisions being proposed are reflected in the 'consultation draft' of the County's agricultural policies included as Attachment 1 to this report.

The general intent of the current agricultural policies and proposed revisions is to continue to protect the County's prime agricultural areas for long-term agricultural use, support viable and sustainable agriculture, and ensure the vitality of rural settlements, while also providing increased opportunities to establish rural and agriculture-related businesses and maintain rural populations, where appropriate.

The following subsections provide an overview of the key changes being proposed, including applicable PPS policy requirements, general planning rationale and comparison with other municipal approaches, where applicable.

**a) The Agricultural Reserve Designation**

The Agriculture Reserve designation, as currently identified on the Land Use Schedules of the Official Plan, generally applies to all lands in the County that are located outside of a designated settlement. This designation serves to identify the County's 'prime agricultural area' as required by the PPS. No changes to the general application and mapping of this designation are currently being proposed.

**b) Agricultural Uses**

The County's existing agricultural use policies generally permit the full range of agricultural uses as defined in the PPS. This remains essentially unchanged in the proposed draft policies, with the exception of the incorporation of the term "value retaining facility" into the definition of 'agricultural use' to reflect the addition of that term to the PPS definition. To be considered an agricultural use, such facilities must exclusively serve the agricultural operation upon which they are located. Value retaining facilities that serve multiple properties or farms may be permitted as On-farm diversified uses (OFDUs) or agriculture-relates uses, as described later in this report.

Cannabis as an Agricultural use

The Province has clarified that the growing of cannabis is considered an agricultural use, similar to growing any other crop, including those grown in greenhouses or other buildings and structures.

That said, the processing, refinement and other accessory uses related to the processing and packaging of cannabis are not generally considered to be an agricultural use. However, such accessory uses could potentially be considered as OFDUs, agricultural related uses, or non-agricultural use depending on the type and scale of the proposed use. The proposed draft agricultural policies provide further clarity on this distinction to ensure that any proposed accessory uses to the growing of cannabis in the County's agricultural areas would be subject to the policies for OFDUs, agriculture related uses or non-agricultural uses, as applicable. As these uses all require rezoning and site plan approval, it would ensure any such accessory uses are subject to a full municipal review and public process, in addition to any applicable Provincial and Federal requirements. This proposed approach is in keeping with the policy approaches recently approved by the Province in a number of other municipalities.

Livestock and Poultry Operations

Minor updates to the County's policies with respect to livestock and poultry operations are being proposed to better reflect the requirements of the current Minimum Distance Separation Formulae (MDS) requirements and the Nutrient Management Act.

On-Farm Dwellings

The current OP policies direct that a residential dwelling is only permitted on agricultural lot as accessory to the principal agricultural use. This is consistent with the requirements under the PPS and not proposed to change.

However, the proposed policies do clarify the existing criteria for permitting additional temporary (e.g. mobile homes, garden suites) and/or permanent dwellings on agricultural lots. Additional dwellings (with the exception of converted dwellings and garden suites) would generally be permitted only where they are required to accommodate full-time farm labour required for the operation and will be located in immediate proximity to the principal dwelling (i.e. within the existing farm building cluster).

It should also be noted that Planning staff are in the process of developing new policies for the establishment of Additional Residential Units (ARUs), in accordance with the regulations under the Planning Act. These policies are expected to provide some additional flexibility to establish additional permanent dwelling units on a farm (e.g. in the main farm dwelling and/or an accessory structure close to the main dwelling) for other purposes (i.e. retiring farmer, on-going care/family support etc.). The ARU policies are proposed to be introduced through a separate amendment process, which will be initiated shortly.

#### Creating New Agricultural Lots

The PPS allows for lot creation for agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations.

The Provincial standard for minimum agricultural lot size for the types of agriculture common in most of Southwestern Ontario is generally 40 ha (100 ac). However, Planning staff are of the opinion that maintaining the current 30 ha (75 ac) lot size contained in the Official Plan has generally been achieving the same intent as the Provincial standard (i.e. preventing further land fragmentation and splitting of existing farm lots), while providing greater flexibility for the reconfiguration of existing agricultural lots and/or lot additions.

Therefore, as a starting point for formal consultation with the Province, the draft policies are proposing to maintain the County's current minimum parcel size of 30 ha (75 acre) for the creation of new agricultural lots, but remove the existing policy which allows for the consideration of smaller lot size through submission of a farm viability plan. Preliminary feedback from consultation to date seems generally supportive of this proposed approach.

The proposed policies also clarify the development review criteria for agricultural consents (e.g. flexibility, suitability, fragmentation, tillable area and environmental considerations) to reflect updated terminology, clarify the requirements and improve the readability and consistency throughout the agricultural policies as a whole.

#### Existing Undersized Agricultural Lots

The OP contains specific policies for existing undersized agricultural lots (i.e. agriculturally zoned lots less than 16 ha in area).

The current policies require a rezoning, supported by a farm viability study, to allow for a dwelling and/or other farm structures to be established on a vacant existing undersized lot. The intent being to ensure such dwelling and/or farm structures are clearly required to support a viable farm operation on the lot. Over the years, there have been a number of implementation challenges with the farm viability plan approach and it has not been particularly effective at ensuring the intent



of the policy is achieved and maintained over time (i.e. that the lot is used for productive agriculture, not just as a hobby farm or large estate residential lot).

The general intent of these policies is to ensure that the approximately 27,000 acres of the County's total agricultural land base that such lots comprise is preserved for productive agricultural use over the long term, wherever possible. Staff estimate that there are currently approximately 1850 such lots in the County, with varying size, shape, and attributes (i.e. natural heritage features and/or natural hazards).

The 1350 undersized agricultural lots that contain an existing dwelling provide a range of potential sites for the establishment of agricultural operations that may not necessarily require larger acreages to be viable (i.e. intensive greenhouse operations, organic farms, speciality crops etc.). Most of the 500 existing vacant undersized agricultural lots are currently utilized for crop production, often as part of a larger farm operation. Allowing the construction of a dwelling on these lands could result in a significant direct loss of agricultural land (i.e. 500-1,000 ac) and even greater potential indirect loss of land for productive agriculture (i.e. if the lot was to be utilized simply for estate residential, or hobby farm type uses) and make these lots less likely to be retained or acquired for strictly agricultural use. As such, the primary focus of the current and proposed policies is protecting these lots from such development.

For the above noted reasons, the draft policy updates propose to replace the current farm viability plan requirements with updated development criteria that would allow for the establishment of a dwelling on a small (i.e. 1 acre) portion of an existing vacant undersized agricultural lot, in exchange for legally merging the remaining agricultural lands with an abutting agricultural lot and subject to addressing various development criteria (i.e. MDS, dwelling location with least impact on agriculture, servicing, access etc.). The general intent is to maximize the amount of agricultural land on undersized agricultural parcels that is protected and secured for productive long term agricultural use (i.e. minimizing the direct and indirect loss of land for productive agriculture), while also creating larger, more flexible agricultural lots that can support a broader range of productive agricultural operations and allowing for some limited residential development. For similar reasons, policies to encourage the consolidation of existing built undersized agricultural lots with abutting agricultural lots were also considered (e.g. revised requirements for date of dwelling, minimum resulting lot size etc.), however, have not yet been incorporated into the current consultation draft.

The proposed policies also include some flexibility on the maximum size permitted for the retained residential lot in circumstances where allowing for a larger lot would directly facilitate the preservation of existing significant natural heritage features.

### **c) On-farm Diversified Uses (OFDUs)**

The PPS indicates that "on farm diversified uses (OFDUs)" may be permitted in prime agricultural areas provided that they are compatible with, and do not hinder, surrounding agricultural operations.

The PPS defines OFDUs as "uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural



products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.”

The overall intent of the proposed OP policies for OFDUs is to provide reasonable opportunities for farmers to establish a small business use (i.e. home industry, value retaining/value added agricultural facility, smaller scale agricultural related use, or farm-related tourism use) as a secondary use on their farm to supplement their income from farming and/or diversify their farming operation.

The proposed policy approach for home occupations and OFDUs on agricultural lots is generally summarized as follows:

- Permit ‘rural home occupations’ in a dwelling or accessory residential structure on agricultural lots as of right (i.e. must be small scale, secondary to the residential use and meet all local zoning requirements). It is noted that minor revisions to the existing home occupation policies in the OP are proposed to provide some increased flexibility on permitted size and scale (i.e. max. 40 m<sup>2</sup> and 25% of GFA of dwelling, 2 non-resident employees etc.) for such uses;
- Permit other forms of OFDUs (i.e. rural home industry, farm-related tourism uses, value added agricultural facilities and value retaining facilities) subject to a zone change and site plan approval process. The proposed use would need to address various development review criteria to ensure it is limited in scale and secondary to the principal agricultural use and is compatible with and does not hinder agricultural operations. Such development review criteria include, but are not limited to:
  - Limiting the area that may be occupied by such uses to the lesser of 2% of the lot area or 0.8 ha (2.0 ac);
  - Limiting the maximum cumulative gross floor area of 557 m<sup>2</sup> (6,000 ft<sup>2</sup>);
  - Requiring that the farm owner reside on the lot the OFDU use is located on and be involved in the operation of the OFDU and limiting the number of non-resident employees;
  - Avoid locating the OFDU on productive agricultural land to the greatest extent possible (e.g. within existing farm building cluster), with re-use of existing agricultural buildings encouraged as a first priority,
  - Use existing servicing, driveways and other infrastructure as well as demonstrate that the servicing is suitable or can be made suitable for the proposed use;
  - Must be compatible with surrounding uses, (i.e. not generate excessive noise, odour, and traffic, visual or other impacts that may have an adverse impact on adjacent properties);
  - Must satisfy *MDS* / requirements, unless deemed not to be required by the Area Municipality based on the nature of the use;
  - Clarifying various uses that are not permitted as OFDUs and requirements for specific types of OFDUs (i.e. farm-related tourism uses; seasonal storage; alcohol producing uses (i.e. winery, brewery) and farm vacation rentals); and
  - An OFDU cannot be severed from the agricultural lot upon which it is located.
- Include new definitions for rural home occupations, rural home industry, farm-related tourism uses, value added agricultural facility and value retaining facility.

It is noted that the proposed policy approach is generally similar to other municipalities reviewed, however, there is variation in how each municipality specifically regulates the scale and secondary nature of such uses to reflect provincial guidelines. The proposed GFA for ODFUs has been increased somewhat in response to preliminary feedback. That said, it is anticipated that the specific size and scale criteria for such uses will remain a key focus area for discussion during the proposed consultation and engagement process.

#### **d) Agriculture-Related Uses**

The PPS generally defines agriculture-related uses as farm-related commercial and industrial uses which are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity. Such use must be compatible with, and not hinder surrounding agricultural operations.

The existing OP policies generally support the establishment of agriculture-related uses on a farm, where they are directly related to that farm operation and required in close proximity to that farm operation. This is more limiting than is permitted by the current PPS policies for such uses.

The proposed policies for agriculture-related uses provide increased flexibility for the establishment of such uses to reflect the current provincial direction. The overall intent is to ensure such uses meet the definition of an agriculture-related use, require a location outside of a settlement, are directed to existing lots that are already constrained for agriculture as a first priority, are compatible with and do not hinder agricultural operations, are appropriate for rural services, do not undermine or conflict with the employment and service function of settlements, and satisfy any other provincial or local requirements.

The following is a summary of some of the key policy criteria proposed for such uses:

- Require a zone change and site plan approval for a specific agriculture-related use;
- Must demonstrate the use is compatible with agricultural uses, appropriate for rural level services and cannot be located in settlement areas;
- Establish applicable development criteria and requirements (e.g. traffic, servicing, application of MDS, etc.);
- Clarify uses that are not permitted as an agriculture-related use;
- Refine the definition of agriculture-related use to clarify that such uses are, “required in close proximity to farm operations”, rather than simply “benefit from proximity to farm operations” (as per the PPS);
- Require that such uses specifically consider certain sites as a first priority (i.e. existing agri-business, non-farm rural residential, industrial, commercial or institutionally zoned lots or existing undersized agricultural parcels that are 2 ha or less in area and contain a dwelling). Where such sites are not available, a location on a portion of a larger agricultural lot may be considered, but only where the use is directly related to the farm operation on that lot and requires a location in immediate proximity to that farm operation.

Oxford’s proposed policy approach is generally in keeping with the approach applied to such uses in other comparable municipalities reviewed, but with some variation in terms of specific development review criteria.

**e) Non-Agricultural uses**

The PPS states that planning authorities may only permit non-agricultural uses in prime agricultural areas for the extraction of minerals, petroleum resources and mineral aggregate resources, or limited non-residential uses, provided that all of the following are demonstrated:

- the land does not comprise a specialty crop area;
- the proposed use complies with the minimum distance separation formulae;
- there is an identified need within the planning horizon for additional land to accommodate the proposed use; and
- alternative locations have been evaluated, and
  - there are no reasonable alternative locations which avoid prime agricultural areas; and
  - there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.

Impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands are to be mitigated to the extent feasible.

These requirements support the Provincial objectives that agricultural areas are to be protected for long term agricultural use and that need, alternative locations and impact on agriculture must be specifically addressed for any non-agricultural use to be considered.

**ICI, Recreation and Infrastructure Uses and Settlement Expansions**

The existing policies for non-agricultural uses already largely reflect the Provincial requirements. Therefore, the proposed changes are largely focused on simplifying and clarifying the policies and updating terminology to reflect the PPS. The key changes are generally summarized as follows:

- Update/clarify review criteria for minor expansions and minor changes in use to existing industrial, commercial and institutional uses located outside of settlements (e.g. need for expansion, impact on agriculture, compatibility etc.).
- Update/clarify review criteria for the establishment of new non-agricultural uses and settlement expansions in prime agricultural areas to better reflect Provincial policies and guidelines.
- Combining the policies for existing Industrial, Commercial, Institutional (ICI) and Recreational policies to reduce duplication.
- Requiring the preparation of an Agricultural Impact Assessment (AIA) study as part of the justification for a proposed settlement expansion or non-agricultural use, to formalize the process for evaluating and addressing the potential impacts on agriculture.
- Replacing the current OP policies for renewable and/or alternative energy systems (i.e. wind, solar, biogas etc.) with a revised policy approach that better reflects and integrates the current process and requirements for such systems (i.e. following the repeal of the Green Energy Act).

The proposed policies would require most renewable and/or alternative energy systems (i.e. wind, ground mounted solar, anaerobic digester etc.) to be evaluated as non-agricultural uses. However, certain types of systems (i.e. biogas facilities using primarily farm source material,

ground mounted solar and roof/building mounted solar on existing buildings) could be considered as an agricultural or on-farm diversified use, subject to meeting applicable requirements.

### Rural Residential Uses

There are roughly 1,300 existing rural residential lots located outside of settlement areas within the County. The proposed draft policies are intended to provide some increased flexibility for rural residential lot creation and the establishment of small business uses on an existing rural residential lot.

### Rural Entrepreneurial Uses

The current OP policies permit a home occupation on an existing rural residential lot and these policies are proposed to be maintained. However, the updated policies are also proposing to permit a new form of use, called a 'rural entrepreneurial use' on an existing residential lot to complement the planned employment and service function of designated rural settlements, by providing additional live-work opportunities for non-farmers in the rural area of the County.

Rural entrepreneurial uses are proposed to include small business uses that exceed the permitted size and/or scale of a home occupation, but remain secondary to the rural residential use of the property. The proposed policies for rural entrepreneurial uses would:

- Establish a definition for rural entrepreneurial use;
- Require a rezoning and site plan approval to establish such as use;
- Establish permitted use, size, scale, compatibility and locational criteria to ensure such uses remain secondary to the residential use, including:
  - Limiting the gross floor area to a maximum of 280 m<sup>2</sup> (3,014 ft<sup>2</sup>), or 10% of the total lot area, whichever is less;
  - Limiting the number of employees (maximum of two non-resident) and outdoor storage;
  - Wholesaling, retail and/or office uses only permitted as accessory and ancillary to the proposed use;
  - Requiring that the proposed use be small scale and not detract from the residential character of the property and constructed/designed to maintain or complement the residential character of the property;
  - Other typical development criteria (e.g. traffic, access, servicing, etc.); and
  - Clarifying uses that would not be permitted as a rural entrepreneurial use.

The proposed scale limitations and range of uses were developed based preliminary in consultation with area municipal staff, and consideration of existing Area Municipal zoning provisions for accessory structures and a number of other factors.

### Rural Residential Lot Creation

Non-farm rural residential development is considered to be incompatible with agriculture as it can create conflicts with farming activities and removes land from agriculture use.

The PPS states that new residential development is to be directed to settlement areas and only permits the creation of new rural residential lots through the severance of an existing dwelling rendered surplus as a result of a farm consolidation. The resulting residential lot must be as small as possible to accommodate the dwelling and services.

The current OP policies use a point based system, supported by justification requirements to evaluate proposals for the creation of a new rural residential lot, which is only permitted in the following circumstances:

- A proposal to retain an existing, permanent dwelling constructed prior to December 31<sup>st</sup>, 1995 that is rendered surplus as a result a farm consolidation involving two abutting agricultural lots being merged into one larger agricultural lot under identical ownership; and
- A proposal to rezone an existing ICI zoned lot to permit a dwelling, provided the lot is less than 1ha in area.

Any such proposal also must comply with various development review criteria (i.e. servicing, MDS, not in an aggregate resource area, traffic and access, etc.).

The proposed policy updates are intended to simplify and clarify the current policies for the severance of surplus farm dwellings by replacing the current points based evaluation system with a development criteria based framework. The proposed policies maintain the existing scenarios for the creation of a new rural residential lot and also introduce a third scenario as follows:

- a proposal to sever one existing dwelling from an agricultural lot that contains two existing permanent dwellings built prior to 1995 where such dwelling has been rendered surplus as a result of a farm consolidation involving two or more non-abutting agricultural lots.

Similar to the existing policies, any proposal for the creation of a new residential lot would also need to satisfy various development criteria including:

- all existing permanent dwellings on the lot are habitable at the time of the application;
- the proposal does not result in the removal of the only dwelling from an agricultural lot,
- where the proposal does not involve the merger of abutting agricultural lots, the retained agricultural lot shall be rezoned to prohibit the construction of any new dwelling;
- the lands must be zoned for agricultural use;
- the proposed rural residential lot is as small as possible and not generally exceed 2 acres;
- the proposed non-farm rural residential lot shall not contain any barns or other farm structures unless they are suitable to be used as accessory structures to a residential use
- is not located in a quarry area, limestone resource or sand and gravel resource area or a future urban growth area; and
- other typical development requirements (e.g. servicing, MDS, access and traffic, etc.).

Staff currently estimate that there are approximately 500 existing agricultural lots with two houses built prior to 1995 in the County that could potentially be eligible to sever a surplus dwelling under the proposed new scenario.

There is currently considerable variation in approaches to surplus farm dwelling severances in other comparable municipalities, from somewhat more flexible than is currently proposed for Oxford to more restrictive (i.e. prohibition). The proposed policies for Oxford are intended to provide some increased opportunities for rural residential lot creation, while at the same time trying to prevent further land fragmentation and compatibility issues/constraints for agricultural uses, particularly livestock operations.

## Next Steps

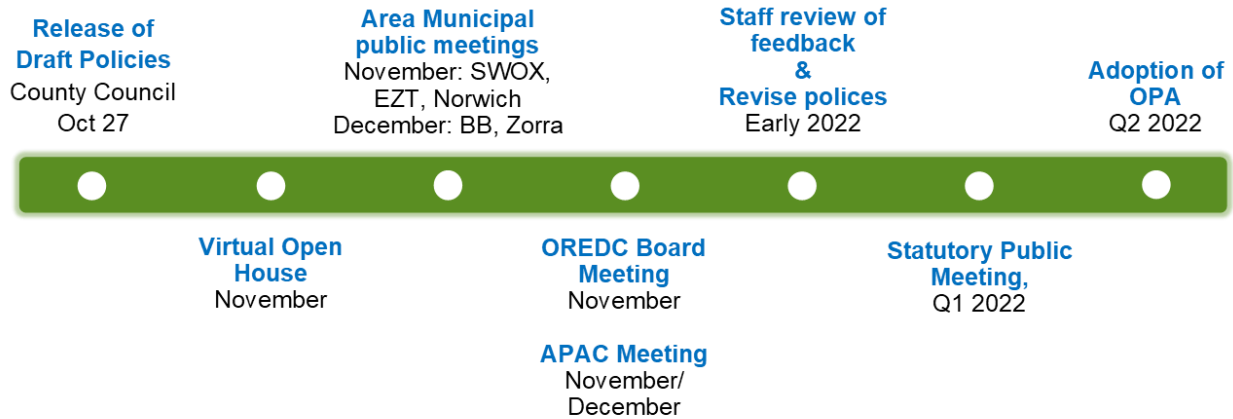
The intent is to initiate the community engagement process for this phase following the October 27, 2021 meeting of County Council and have it run through until mid December 2021. This engagement process is proposed to include:

- A virtual public open house to learn about the proposed policies and ask questions;
- Various online communication and engagement opportunities (e.g. Website, Speak Up Oxford, Social media), including the ability to review related information and materials and submit comments and feedback;
- Public consultation sessions to be held at each of the rural Area Municipalities (Blandford Blenheim, East Zorra-Tavistock, Norwich, South-West Oxford, and Zorra) to provide an opportunity for Councils to provide feedback and obtain input from the public on the draft policies. Consultation with the urban Area Municipalities may also be undertaken, where requested;
- Further consultation with the APAC and RODEC; and
- Any other consultation and engagement opportunities that may be identified as being required through the review process.

The opportunity to submit comments to the County Planning office via regular mail and email ([OPupdate@oxford.ca](mailto:OPupdate@oxford.ca)), and engage online, is currently expected to be available until mid-December, 2021.

Following the above noted consultation and engagement process and consideration of the feedback received, a statutory public meeting will be held with County Council to consider a revised 'final draft' of the proposed amendments and any final public input. County Council would also potentially be in a position to adopt the proposed amendments at that meeting, if they are satisfied no further review or revision is required to address any final comments received. Figure 1 below illustrates the overall process and consultation timelines currently being proposed for the agricultural policy updates.

**Figure 1. Timeline for Agricultural Policy Updates**



### **Speak up, Oxford!**

Online opportunities to provide feedback and ask questions through Mid December

Unlike other Official Plan amendments for which the County is the approval authority, the Province is the approval authority for any amendments undertaken as part of an OP review process. As such, following adoption by County Council, the proposed agricultural policy amendments will still be subject to Provincial approval. As part of their approval, the Province has the authority to impose any modifications to the County's adopted policies that it determines to be necessary to ensure they are consistent with Provincial legislation and policies. In an effort to streamline this process, staff have already been in contact with Provincial staff regarding the proposed OP updates (i.e. to discuss the proposed phased approach) and will be circulating the Province a copy of the current consultation draft of the agricultural policies for initial feedback, as required under the Planning Act.

## **Conclusions**

The purpose of this report is to present Council with the proposed 'consultation draft' of the agricultural policies that have been developed as part of the first phase of the County's broader Official Plan review process.

The proposed updates to the agricultural policies are intended to ensure they are consistent with current Provincial legislation, plans, policies, and guidelines, as required by the Planning Act, and also provide an opportunity to improve the overall intent, clarity and implementation of the policies and ensure they continue to reflect local planning goals and objectives.

Pending Council's approval of the report recommendations, staff will proceed with the next steps in the process as set out in this report, to obtain community and stakeholder input on the proposed policies.



## SIGNATURES

---

### Report Author:

Original signed by  
April Nix  
Development Planner – Policy Focus

### Report Author:

Original signed by  
Paul Michiels  
Manager of Planning Policy

### Departmental Approval:

Original signed by  
Gordon K. Hough  
Director

### Approved for submission:

Original signed by  
Michael Duben, B.A., LL.B.  
Chief Administrative Officer

## ATTACHMENT

---

Attachment 1 Proposed Agricultural Policies, October 27, 2021



## **Section 1.6 Definitions**

DEFINITIONS	The terms below represent defined terms to be added, revised or deleted within Section 1.6
AGRICULTURE-RELATED USE	<i>Agriculture-related uses</i> : means those farm related commercial and farm related industrial uses, including <i>value retaining</i> and <i>value added agricultural facilities</i> , that are directly related to farm operations in the area and are required in close proximity to farm operations, support agriculture, and provide direct products and/or services to farm operations as a primary activity.
ALTERNATIVE AND/OR RENEWABLE ENERGY SYSTEMS AMENDMENT NO. 139	<del>Alternative energy systems mean sources of energy or energy conversion processes that significantly reduce the amount of harmful emissions to the environment (air, earth, and water) when compared to conventional energy systems. Note: this is being replaced with the term as defined in the PPS, 2020. (deleted)</del>
BIOMASS ENERGY SYSTEM	<del>Biomass energy system means a renewable electrical generation facility using renewable biomass resources and/or waste products that produces electrical power and/or heat for needs of a user or to feed into the transmission or local distribution grid. A biomass energy system includes all components, supporting infrastructure, and outbuildings. A biomass energy system shall not include an onfarm biogas energy system. (deleted)</del>
FARM-RELATED TOURISM	<i>Farm-related tourism use</i> means small scale tourism uses that are secondary to the farm operation and are focused on promoting the enjoyment, education or activities directly related to the farm operation. These uses may include short term limited accommodation such a bed and breakfast or <i>farm vacation rental</i> .

**FARM OWNER**

*Farm owner* means an individual, partnership, or corporation which:

- i. Owns, is employed on, and manages an agricultural operation consisting of one or more agricultural lots;
- ii. Earns a majority of their income from farming (the scale of the agricultural operation should be capable of generating reasonable operating profit under "normal" economic conditions);
- iii. Spends a majority of their working time in the day-to-day operation of the farm on a full-time, year-round or extended seasonal basis;
- iv. Demonstrates a continuing commitment to the farm operation and long term farming, such as through sustainable farming practices, on-going farm maintenance and improvement (i.e. drainage, erosion control, soil improvement, fencing etc.), and direct investment in equipment, buildings, and crops; and
- v. must have a valid Farm Business Registration Number;

The principal operator together with their spouse, or where owners normally reside in the same household, may be considered as one individual owner, partner or member of a corporation.

**FARM VACATION RENTAL**

*Farm vacation rental* means a rental for the temporary, short-term accommodation of guests as a *farm-related tourism use*. This may include the rental of a farm dwelling or accessory unit.

**FARM UNIT**

A *farm unit* means the composite of all lots operated as an agricultural operation, the principal farm residence, any accessory residences, *woodlands*, barns and other structures necessary to support *agricultural uses* and associated ancillary uses.

**FARM WINERY**

A *farm winery* includes any farm based use which produces alcohol through fermentation or distillation, including wineries, cideries, breweries and distilleries

**ON-FARM DIVERSIFIED USE**

*On-farm diversified use* means uses that are small scale, secondary to the principal agricultural use of the property and are limited in area. Such uses include *rural home industries*, *farm-related tourism uses*, *value-added agricultural facilities*, *value-retaining facilities*, smaller scale *agriculture-related uses*, and the seasonal storage of boats, recreational vehicles or automobiles within an existing building.

Renewable Energy  
System  
AMENDMENT NO.  
139

~~*Renewable energy systems* mean the production of electrical power from an energy source that is renewed by natural processes including, but not limited to, wind, water, a biomass resource or product, or solar and geothermal energy. (deleted)~~

RURAL ENTREPRE-  
NEURIAL USE

*Rural entrepreneurial use* means a small scale business or industry, which exceeds the permitted size and/or scale of a *rural home occupation* as set out in Section 3.1 but remains secondary to the rural residential use of the property and complies with the use, scale and design criteria for a *rural entrepreneurial use* as contained in this Plan.

RURAL HOME  
INDUSTRY

*Rural home industry* means a small-scale business or industry that is secondary to the agricultural or residential use on a property. Typical examples of such uses include:

- small equipment repair;
- small scale vet clinic;
- a workshop for a building contractor or, trade occupation, welder;
- a studio space for a woodworker, craftsman or artist; or
- other similar use.

RURAL HOME  
OCCUPATION

*Rural home occupation* means a small-scale occupation or business that is clearly secondary to the residential use on the lot. Typical examples of such uses include:

- a home office for a professional, agent or contractor;
- a personal service such as: hair styling, aesthetics or massage;
- a small scale catering operation;
- a home day care;
- a bed and breakfast establishment; or
- other similar use.

SOLAR ENERGY  
SYSTEM

~~*Solar energy system* means a renewable electrical generation facility that produces power from the sun using photovoltaic technology to provide all, or a portion of, the electrical power needs for a user or to feed into the transmission or local distribution grid. A solar energy system includes all arrays, supporting infrastructure, and outbuildings. (deleted)~~

**VALUE ADDED  
AGRICULTURAL  
FACILITY**

*Value added agricultural facility* means uses located on a farm that process agricultural commodities into new forms that enhance their value and may include/ add off-farm inputs. Typical examples of such facilities include pressing apples and bottling cider, small scale winery, grain milling, cherry pitting and preserving, chopping and canning vegetables, grain roasting for livestock feed, and retail-oriented packaging.

**VALUE RETAINING  
FACILITY**

*Value retaining facility* means a use located on a farm that serves to maintain the quality of agricultural commodities produced on that farm (i.e., prevent spoilage) to ensure they remain saleable, or that provides a minimum amount of processing to make the agricultural commodities produced on that farm saleable. Typical examples of such facilities includes those that provide refrigeration, controlled-atmosphere storage, cleaning, grading, drying, sorting, evaporating maple sap into syrup, honey extraction, and simple (bulk) packaging.

## INTRODUCTION

**3.1 Agricultural Land Resource**

Agriculture in Oxford County has maintained its position as an extensive user of land and an industry of significant importance to the local economy. Over 90 percent of agricultural land in the County is within Classes I, II and III agricultural land capability. In, 2016 87 percent of the total County land base was devoted to agricultural production and the agricultural industry was the fourth most important employer in the County. Further, there were over 1875 farms in the County reporting total annual gross farm receipts of over \$709 million, with a continued trend toward fewer, but larger and more intensive farming operations. Based on the total value of products sold, Oxford County farms were, on average, the third most productive in Ontario. Agriculture in Oxford is a key contributor to both the local and Provincial economies. Further, given the quality and extent of the agricultural land base, level of capital investment in agriculture and geographic location, the County will continue to be one of the most important agricultural areas in the Province. However it is also recognized that the agriculture industry in Oxford will need to continue to evolve and adapt in order to remain competitive and address on-going challenges such as declining farm populations, fluctuating commodity prices, increasing competition, changing consumer preferences, and increasing environmental requirements and issues, including the impacts of a changing climate.

In order to ensure Oxford's agricultural industry remains healthy and sustainable for the long term and maintains the flexibility to respond to these challenges, County Council and Area Councils are committed to protecting and preserving the *prime agricultural area* of the County for *agricultural uses* for the long term. This is to be accomplished by designating all lands that are located outside of *settlements* in Oxford County as a *prime agricultural area* and establishing clear local policy direction with respect to permitted uses and lot creation in such areas. In general, the County policies will support agriculture by recognizing the value of the agricultural land base for current and future food and fibre production, minimizing the potential for conflict and land competition from non-agricultural uses, and by providing clear guidance that the County's *prime agricultural area* is to be preserved for *agriculture use*. The policies also support the promotion of local food and agri-business opportunities through the recognition of *agriculture-related* and *on-farm diversified uses*, as well as the promotion of the rural economy and tourism opportunities through the incorporation of *farm-related tourism uses*, *rural home occupations*, and *rural entrepreneurial uses*. All of which contribute to the agricultural system within Oxford County.

### **3.1.1 Goal for Agricultural Policies**

County Council shall ensure that the County's *prime agricultural area* is preserved for food and fiber production by avoiding further fragmentation of the land base, minimizing conflict between *agricultural uses* and non-agricultural uses; and supporting the needs of the agricultural community by permitting land uses which are directly related to and supportive of agricultural uses in the area, where appropriate.

### **3.1.2 Strategic Approach**

In order to manage *development* in the *prime agricultural area* of the County in a manner that is supportive of a strong agriculture industry, it is the strategic aim of County Council and the Area Councils to:

DESIGNATE THE  
PRIME  
AGRICULTURAL  
AREA

Designate all lands in the County that are located outside of a *settlement*, as identified on Schedule C-3 and the Land Use Plan Schedules as a *prime agricultural area*.

PROTECT THE  
PRIME  
AGRICULTURAL  
AREA

Protect and preserve the County's *prime agricultural area* (i.e. not just the *prime agricultural lands*) for long-term *agricultural use*.

MINIMIZE  
CONFLICT WITH  
FARM OPERATIONS

Prevent situations of land use conflict in the *prime agricultural area* through careful management of non-agricultural uses, including rural residential, recreational, commercial, industrial, and aggregate resource extraction.

PROMOTE ALL  
TYPES, SIZES, AND  
INTENSITIES

In the *prime agricultural area*, all types, sizes and intensities of *agricultural uses* and normal farm practices shall be promoted and protected, where appropriate. However, any new and/or reconfigured agricultural lots shall remain sufficiently large to provide flexibility for future changes in the type, size and/or intensity of *agriculture uses*, limit land fragmentation, and minimize potential negative impacts on agriculture ;

AGRICULTURE-  
RELATED USES

Allow for the establishment of *agricultural-related* uses that require a location in an agricultural area, are compatible with and do not hinder surrounding agricultural operations and do not undermine or conflict with the planned function of settlements, to provide opportunities to establish agricultural services that support or improve agriculture in the area.

ON-FARM  
DIVERSIFIED USES

Allow for the establishment of *on-farm diversified uses* that are limited in scale, compatible with and do not hinder surrounding *agricultural uses*, and do not undermine or conflict with the planned function of settlements, to provide opportunities for farmers to establish a *value added agricultural facility, farm-related tourism use* or other appropriate small business use on their farm to supplement their income from farming.

PROTECTION OF  
THE ENVIRONMENT

Ensure that land uses within the *prime agricultural area* conform with the applicable policies of Section 3.2, Environmental Resource Policies.

MONITORING

Monitor provincial, and national agricultural related legislation, regulations, policies, and guidelines in order to determine whether the land use policies affecting agriculture in this Official Plan are consistent with efforts at other levels of government to provide for a sustainable agriculture industry.

### **3.1.3 Land Use Designation and Mapping**

The agricultural policies apply to the policy area identified as Agricultural Reserve on all Land Use Plan Schedules.



AGRICULTURAL  
RESERVE AND  
PRIME  
AGRICULTURAL  
DESIGNATION

The Agricultural Reserve designation on the Land Use Schedules identifies the *rural area* of the County which is intended for long term *agricultural use*. The Agricultural Reserve designation, together with the other land use designations that apply to lands located outside of *settlements*, comprise the *prime agricultural area* of the County.

The policies of this Section may also be considered in the evaluation of *development* proposals in the following land use designations and overlays: Environmental Protection Area, Open Space, Future Urban Growth and Quarry Area.

*Agricultural uses* shall be the priority use within the Agricultural Reserve designation. *Agricultural-related uses* and secondary uses, including *on-farm diversified uses*, may also be permitted in accordance with the applicable policies of this Section. The development of non-*agricultural uses* shall not be permitted, except in the limited circumstances set out in this Plan.

SUBMISSION OF  
INFORMATION AS  
PART OF AN  
APPLICATION

Where additional information or studies are required for a proposed *development*, in accordance with the policies of this plan, this information will be prepared by qualified individuals and submitted in a form satisfactory to the County or Area Municipality as applicable.

Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as the costs associated with any additional review resulting from revisions to the original materials that may be required as a result of the third party review.

Submission of planning and technical studies as applicable is required, prior to consideration of the development application by the County or Area Municipality as applicable.

#### **3.1.4 Agricultural Uses in the Agricultural Reserve Designation**

The policies in this Section apply to agricultural and other associated uses in the Agricultural Reserve designation in the County of Oxford. The policies for certain other land use designations and overlays, such as Quarry Area, Future Urban Growth, Open Space and Environmental Protection Area may also refer to these policies for direction on permitted agricultural uses.



### 3.1.4.1 Permitted Uses

The following land uses are permitted in the Agricultural Reserve designation as identified on the Land Use Plan Schedules in this Plan, subject to the policies of this Section.

#### AGRICULTURAL USES

The primary uses permitted in the Agricultural Reserve designation are *agricultural uses*.

All livestock and poultry farms will be subject to the policies of Section 3.1.4.2.1 pertaining to *Minimum Distance Separation Formula II* and nutrient management.

#### SECONDARY USES

Secondary uses that may be permitted in the Agricultural Reserve designation include: *rural home occupations* and *on-farm diversified uses*.

All secondary uses are subject to the specific policies for such uses as contained in this Plan.

#### AGRICULTURE- RELATED USES

*Agriculture-related uses* may be permitted in the Agricultural Reserve designation in accordance with the policies of Section 3.1.4.3 of this Plan.

#### NON- AGRICULTURAL USES

In order to protect and preserve the County's *prime agricultural area* for long-term *agricultural use*, non-agricultural uses will only be permitted in the limited circumstances set out in the policies of Section 3.1.5 and 3.1.7 of this Plan.

#### RENEWABLE ENERGY FACILITIES

*Renewable Energy Facilities*, shall be permitted in the Agricultural Reserve in accordance with the policies of Section 3.1.5.4 of the Plan.

#### INFRASTRUCTURE

*Infrastructure* shall be permitted in the Agricultural Reserve in accordance with the policies of Section 3.1.5.5 of the Plan.

#### INTERIM USES

Sand and gravel, oil, gas and gypsum extraction and ancillary uses are permitted in the Agricultural Reserve as interim uses in accordance with the policies in Section 3.4, Resource Extraction Policies.

#### NATURAL HERITAGE FEATURES AND/OR SYSTEMS

*Natural heritage features and areas* and other *natural heritage system* components are located throughout the *prime agricultural area of the County and form part of the prime agricultural area*. Permitted uses within and adjacent to the various *natural features and areas* that comprise the *natural heritage system* shall be in accordance with the applicable policies of this Section and Section 3.2, Environmental Resource Policies.

**ALL USES**

In addition to the policies of this section, all permitted uses shall comply with any other applicable policies of this Plan, including, but not limited to, those in Section 3.2 Environmental Resource policies and Section 3.3 Cultural Resource Policies.

**3.1.4.2 Agricultural Uses****AGRICULTURAL  
USE**

All types, sizes and intensity of *agricultural uses* shall generally be permitted within the agricultural reserve designation in accordance with the following policies and the applicable agricultural zoning provisions in the area municipal zoning by-law.

The following policies apply to the development of *agricultural uses* in the Agricultural Reserve designation

**VALUE RETAINING  
FACILITY**

An *agricultural use* may include *value retaining facilities* that exclusively serve that agricultural use.

Where *value retaining facilities* serve more than one farm, they shall only be permitted in accordance with the policies of this plan pertaining to *on-farm diversified uses* or *agriculture-related uses*.

**CANNABIS**

While the growing of cannabis is considered an *agricultural use*, related uses associated with production, such as, but not limited to: laboratories, processing, packaging, and shipping, may only be considered as *on-farm diversified uses* or *agriculture-related uses* and subject to the applicable policies for such uses, in addition to Provincial and Federal requirements.

**ANAEROBIC  
DIGESTERS**

Anaerobic digesters, as a *renewable energy facility*, shall be permitted as an *agricultural use* in accordance with the requirements of 3.1.5.4

**LIVESTOCK  
FARMING**

*Agricultural uses* which include new or expanding livestock and poultry operations are permitted, subject to the requirements of 3.1.4.2.1

**DWELLINGS**

Residential uses, including accommodation for farm labour, may be permitted on an agricultural lot, as an accessory use, subject to the requirements of 3.1.4.2.2

**AGRICULTURAL  
LOT SIZE**

Agricultural lots shall be sufficiently large to facilitate sizes and configurations that provide for flexible and efficient *agricultural uses* over the long term. The minimum size of agricultural lots shall be 30 hectares (74.1 acres).

*Development of existing* undersized agricultural lots (agricultural lots of less than 16 ha. (39.5 acres), including the establishment of a new residential use, is subject to the requirements of 3.1.4.2.3

**3.1.4.2.1 New or Expanding Livestock or Poultry Operations****LIVESTOCK AND  
POULTRY**

The County of Oxford recognizes the importance of livestock and poultry operations to food production and the economy. In addition to the protection of agricultural lands and operations, the County also recognizes the importance of minimizing conflicts between livestock facilities and non-*agricultural uses* and protecting environmental resources, including water resources.

**MDS AND  
NUTRIENT  
MANAGEMENT**

New livestock or poultry housing facilities, anaerobic digesters and/or manure storages, and modifications for enlargement of an existing livestock or poultry housing facility or manure storage, shall generally comply with the *Minimum Distance Separation Formulae (MDS)* and the requirements of the Nutrient Management Act.

Area Municipalities may enact Zoning and/or other municipal by-laws to ensure that new livestock or poultry operations, that are below the minimum size required to be subject to the *MDS Formulae* and/or regulated by the Nutrient Management Act, are appropriately located and can adequately manage the manure they generate.

**EXISTING  
LIVESTOCK FARMS**

In the interests of proactive ground and surface water protection, existing livestock or poultry farms not currently subject to the Nutrient Management Act are encouraged to prepare a nutrient management plan and ensure that they have adequate and appropriately designed and located manure storage.

**OTHER  
APPLICABLE  
POLICIES**

Proposals to develop new or expanding livestock or poultry facilities shall also comply with all other applicable policies of this Plan, including: Section 3.2 Environmental Resource policies and Section 3.3 Cultural Resource Policies

## 3.1.4.2.2 Residential Uses on Agricultural Lots

## OBJECTIVES

The following objectives apply to proposals to establish one or more dwellings on an agricultural lot:

- To preserve and protect agricultural areas for viable agriculture and avoid or minimize potential impacts on agricultural operations
- To permit the *development* of dwellings on agricultural lots as an accessory use only where required to accommodate for full-time farm labour, when the size and nature of the agricultural operation requires additional employment, or in accordance with the policies for converted dwellings or *garden suites*.
- To ensure that new dwellings on agricultural lots are located to minimize potential impacts on *agricultural uses* and the loss of *prime agricultural land*.
- To ensure that new second or additional permanent dwellings are only permitted where they are required to accommodate full-time labour necessary for the day-to-day operation of the farm over the long term.
- To ensure that farm dwellings are not permitted to be severed from the *farm unit*, except through farm consolidation in accordance with the policies of Section 3.1.5.3

## POLICIES

RESIDENCES ONLY  
ACCESSORY TO  
THE FARM

Within the County's *prime agricultural area*, residential uses on an agricultural lot will only be permitted where they are accessory to the agricultural operation.

Area Zoning By-Laws shall prohibit the establishment of accessory residential dwellings on agricultural lots with no frontage on a public road, that is maintained year-round at a reasonable level of construction.

Area Zoning By-laws will regulate the location of new accessory residential dwellings on agricultural lots to ensure new dwellings are located to minimize impacts on *agricultural uses* and the loss of *prime agricultural land*.

**ADDITIONAL  
DWELLING**

Additional dwelling units may be permitted on an agricultural lot in the form of temporary dwellings, such as mobile homes or modular dwellings, and permanent detached dwellings through a minor variance granted by the Area Committee of Adjustment, in accordance with the policies of this subsection.

A converted dwelling and/or *garden suite* may be permitted on an agricultural lot in the County's *prime agricultural area* in accordance with the policies of Sections 4.2.2.1 and 10.3.9, respectively.

**SURPLUS  
RESIDENCE**

On-farm dwellings are to be considered as part of the agricultural use and consent to sever any surplus farm dwellings will not be permitted by the Oxford County Land Division Committee, unless the proposal involves the severance of a dwelling that is rendered surplus as a result of a farm consolidation in accordance with the policies of Section 3.1.5.3

#### 3.1.4.2.2.1 Development Criteria for Residential uses on Agricultural Lots

**CRITERIA FOR  
ADDITIONAL ON-  
FARM RESIDENCES**

With the exception of a *garden suite* or converted dwelling, all applications for additional dwelling units shall satisfy the following criteria:

- the size and nature of the farm operation requires an additional dwelling unit to house farm labour needed for the day-to-day operation of the farm on a full-time year-round basis, or full-time seasonal basis over an extended growing season, and such labour needs to be located in close proximity to the farm operation;
- the size of the agricultural lot is in keeping with the policies of Section 3.1.4.2 of the Official Plan and complies with the provisions of the Zoning By-Law of the Area Municipality;
- the number of existing dwellings already located on the *farm unit* cannot adequately serve the labour needs of the agricultural operation;
- the principal dwelling on the lot is occupied by the *farmer owner* , or the retired farmer;

- the additional dwelling unit is demonstrated to be necessary for accommodating farm labor directly involved with the farming operation on a full-time, year-round or extended seasonal basis;
- the additional dwelling is located so as to:
  - i. be in close proximity to the principal farm dwelling;
  - ii. minimize the area of agricultural land used or occupied by the dwelling and associated outdoor amenity areas and *individual on-site sewage services*; and
  - iii. utilize lands with existing constraints for agriculture, where they exist.
- *Individual on-site water supply and sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed use, in accordance with the applicable policies of Sections 3.3, Water Quality and Quantity and 5.5., County Servicing Policy; and
- the location of the proposed additional farm dwelling shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies and Section 3.3., Cultural Resource Policies.

REQUIREMENTS  
FOR PERMANENT  
DWELLINGS

Additional dwellings shall generally be in the form of temporary dwellings. Permanent dwellings will only be considered where it has been demonstrated, to the satisfaction of Area Council, that the following additional criteria have been addressed:

- the type, size and scale of the farm operation clearly justifies the continued need for an additional dwelling to house farm labour required on a full-time, year round or extended seasonal basis, over the long term;
- there are no other agricultural lots in the area that are part of the *farm unit* and would already permit the construction of a dwelling;
- the dwelling will be located in close proximity to the existing dwelling on the lot, so as to form a single site for on-farm residential uses that does not exceed 0.8 hectares (2 acres) in total area, including the area used for the dwellings and accessory residential buildings, driveways, outdoor amenity areas and *individual on-site sewage services*;
- the dwelling will use the existing driveway serving the principle farm dwelling for vehicular access to a public road, ;and
- the dwelling will satisfy the *MDS /* setback, or not further reduce an existing insufficient *MDS /* setback.

Where a minor variance to establish a second permanent dwelling is approved, it shall include conditions of approval to ensure the dwelling is located in accordance with the locational criteria of this Section.

REQUIREMENTS  
FOR TEMPORARY  
DWELLINGS

Where the proposed additional farm dwelling is intended to be a temporary dwelling such as a mobile dwelling unit or a modular dwelling unit, the conditions of approval shall require the applicant to enter into an agreement with the municipality to address issues such as installation, maintenance, removal, period of occupancy and other matters deemed appropriate to ensure the dwelling is and remains necessary to support the agricultural operation and is temporary in nature. The conditions of approval shall also ensure the dwelling is located in accordance with the location criteria of this section.

MINIMUM  
DISTANCE  
SEPARATION

Temporary dwellings must satisfy the requirements of *MDS /* or not further reduce an existing insufficient *MDS /* setback.



#### 3.1.4.2.3 Existing Under-Sized Agricultural Lots

**INTENT AND  
OBJECTIVES**

It is recognized that there are numerous existing smaller agricultural lots within the *prime agricultural area* of the County. It is the intent of this Plan that such lots continue to be utilized for *agricultural use* over the long term and shall not constitute potential development sites for residential and other non-*agricultural uses*.

The following key objectives apply to existing undersized agricultural lots:

- To ensure that the primary function of existing undersized agricultural land parcels is for agricultural purposes.
- To encourage the consolidation of existing undersized agricultural lots with abutting agricultural lots and only permit the construction of a residential dwelling where the principal agricultural function of the undersized lot is not compromised.
- To ensure the manure generated by smaller livestock and/or poultry operations that are not regulated by the Nutrient Management Act is appropriately managed

**POLICIES**

*PARCEL SIZE*

The policies of this section shall apply to all existing agricultural lots that are smaller than 16 ha (39.5 ac) in area. These agricultural lots are referred to as “existing undersized agricultural lots” in this Plan.

Existing agricultural lots that are 16 ha (39.5 acres) or larger in area shall be subject to the general agricultural use policies of this Plan and the applicable provisions of the Area Municipal Zoning By-Law.



## PERMITTED USES

Existing undersized agricultural lots may be used for a primary use permitted in Section 3.1.4.1, however the *development* a residential dwelling shall not be permitted, except for a dwelling established in accordance with the policies of 3.1.4.2.3.1

Notwithstanding the permitted uses above, existing undersized agricultural lots that are greater than 1 ha (2.47 acres) in area and contain an existing permanent residential dwelling, or have existing zoning that allows for a permanent residential dwelling, shall be identified through an appropriate agricultural zoning category in the Area Municipal Zoning By-law. Such zoning shall recognize the existing lot area and permit the primary agricultural uses in Section 3.1.4.1, as well as a dwelling and/or necessary farm buildings.

Where livestock or poultry facilities and/or manure storages may be proposed, including expansions to existing facilities they shall be subject to the requirements of Section 3.1.4.2.1.

#### 3.1.4.2.3.1 Development of a Residential Dwelling on an Existing Undersized Agricultural Lot

DEVELOPMENT  
CRITERIA

The development of a residential dwelling on an existing undersized agricultural lot may only be permitted through a boundary adjustment proposal that will result in the addition of agricultural lands from the existing undersized agricultural lot to an abutting agricultural lot, provided that all of the following criteria are addressed to the satisfaction of the County:

REQUIREMENTS  
FOR ENLARGED  
LOT AND LANDS TO  
BE ADDED

- The proposal will result in a substantial amount of tillable agricultural land being added to the agricultural lot that is to be enlarged. Further, the enlarged agricultural lot to be created by the boundary adjustment shall comply with the policies of Section 3.1.4.2.4 pertaining to agricultural lot additions.

SIZE AND  
LOCATION OF  
RETAINED LOT

- The lot to be retained and rezoned to allow for the development of a residential dwelling shall be sized and located so as to:
  - i. Have frontage on a public road, maintained year round, at a reasonable standard of construction;
  - ii. Be the minimum size required to accommodate the dwelling and individual on-site water services and individual on-site sewage services and shall not exceed 0.4 ha (1 ac);
  - iii. Satisfy *MDS I* requirements;
  - iv. Preserve agricultural land by locating on lands with existing constraints for agriculture, wherever possible, and not create small or irregularly shaped areas for tillage and cropping; and
  - v. Minimize potential impacts on existing and future agricultural uses on surrounding lots (e.g. *MDS II* setback requirements), including the lot to be enlarged.

Notwithstanding ii. above, a larger minimum size for the retained lot may be considered where:

- i. it is supported through an Environmental Impact Study in accordance with the requirements of Section 3.2, and
- ii. it is solely for the protection of *natural heritage features or areas*, avoids development within such features and areas, and does not result in a greater loss of *prime agricultural land*.

SERVICING

- *Individual on-site water services and/or sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed use and in accordance with the applicable policies contained in Section 3.2.7.2, Water Quality and Quantity, and Section 5.5 County Servicing Policy.

OTHER  
APPLICABLE  
POLICIES

- Development proposals for existing under-sized agricultural parcels shall also comply with all other applicable policies of this Plan, including: Section 3.2 Environmental Resource policies and Section 3.3 Cultural Resource Policies

## 3.1.4.2.4 Creation of Agricultural Lots Agricultural Lot Additions

OBJECTIVES	The following key objectives have been established for severances for agricultural purposes:
PARCEL SIZE	To provide for agricultural lot sizes and configurations that are suitable for the type of agricultural uses common to the area and ensure flexibility for farm operators to engage in differing types of viable agricultural operations now and in the future.
VIABILITY	To ensure that where agricultural lots are created, they are capable of sustaining a broad range of viable agricultural operations that are common to the area.
MINIMIZE FRAGMENTATION	To minimize farmland fragmentation and avoid the creation of irregularly shaped agricultural lots and tillable land areas .
COMPATIBILITY	To ensure that <i>MDS Formulae</i> are satisfied.
EVALUATION CRITERIA	To establish appropriate land use planning criteria for evaluating agricultural severance proposals.
POLICIES	<p>The following policy criteria will be used to evaluate proposals to sever agricultural land for:</p> <ol style="list-style-type: none"> <li>1) agricultural lot additions and farm consolidations, where the land being severed is to be legally consolidated with an abutting existing agricultural lot, to form one lot under identical ownership; and</li> <li>2) the creation of new agricultural lots.</li> </ol>
AGRICULTURAL PURPOSES	<i>Agricultural use</i> must be the intended use of the land being severed and/or the lot being enlarged, and the lot being retained, except in the case of a retained lot containing a dwelling rendered surplus as a result of farm consolidation in accordance with the policies of Section 3.1.5.2.1.
FLEXIBILITY	<p>The severed, retained and enlarged agricultural lots shall remain sufficiently large to provide the flexibility for existing and future agricultural operations on those lots to respond to changing market conditions and trends in agriculture, such as by:</p> <ul style="list-style-type: none"> <li>• changing the commodity produced,</li> <li>• increasing the scale of operation; and,</li> <li>• diversifying and/or intensifying production of agricultural commodities .</li> </ul>

SUITABILITY	The agricultural lot size and configuration shall be suitable for the types of agriculture common in the area as well as the type of <i>agriculture use</i> being proposed;
FRAGMENTATION	Agricultural severances should avoid further fragmentation of agricultural land;
MINIMUM LOT SIZE	In order to promote and sustain viable and flexible farming operations, limit land fragmentation and minimize potential negative impacts on agriculture, the minimum agricultural lot size shall be 30 hectares (74.1 acres).
COMPATIBILITY	Consents for farm severance or consolidation purposes must satisfy <i>MDS Formulae</i> .
MINISTRY OF AGRICULTURE AND FOOD	The Ministry of Agriculture, Food and Rural Affairs may be consulted to assist in the evaluation of the farm severance criteria.
SITE SPECIFIC CRITERIA	<p>In considering the land use planning merits of the proposed consent, regard shall also be had for the following site specific criteria:</p> <ul style="list-style-type: none"> <li>• the amount of tillable land in comparison to total lot size (i.e. lots should be substantially comprised of tillable agricultural land);</li> <li>• the size and configuration of the proposed lots and tillable areas for cropping and/or livestock purposes; and,</li> <li>• the presence of farm buildings or structures to support the proposed use.</li> </ul>
SEVERANCE OF NATURAL HERITAGE FEATURES	<p><i>Woodlands</i> and other <i>natural heritage features and areas</i> should not be severed from an agricultural lot unless the <i>woodland</i> and/or other <i>natural heritage features or areas</i> are to be conveyed to the County of Oxford or another public authority or conservation land trust approved of by the County, for natural heritage conservation purposes. Consents for such purposes may be permitted, provided that no new buildable lot would be created, and any retained agricultural lot would comply with the applicable policies of 3.1.4.2</p> <p>The proposed configuration of agricultural lots shall not result in further fragmentation of <i>natural heritage features or areas</i> and/or the broader <i>natural heritage system</i>. Compliance with this policy shall be determined by the County, in consultation with the Conservation Authority with jurisdiction and/or any other agencies or qualified professionals that the County may deem necessary.</p>

OTHER  
APPLICABLE  
POLICIES

Proposals to sever an agricultural lot shall also comply with the policies in Section 3.2, Environmental Resource Policies, Section 3.3., Cultural Resource Policies, Section 3.4.2 Petroleum Resources, and Section 10.3.4, Consent (Severance)

## 3.1.4.2.4.1 Consent Conditions

The Land Division Committee may impose reasonable and appropriate conditions on the granting of a consent to sever a lot for agricultural purposes in order to ensure the legitimacy of the agricultural component of the consent and achieve other planning objectives. Such conditions may include, but are not limited to, the following:

- the prohibition of residential structures on the proposed agricultural lot through a site specific zoning;
- Requiring site specific zoning to ensure that any residential dwelling and associated *individual on-site water services* and/or *individual on-site sewage services*, outdoor amenity areas and driveways on the proposed agricultural lot will be situated and designed so as to:
  - i. minimize the area of agricultural land used or occupied to the greatest extent possible, and shall not exceed 0.4 ha (1ac);
  - ii. be situated in close proximity to any farm buildings and utilize the same driveway;
  - iii. maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not creating small or irregularly shaped areas for tillage and cropping; and
  - iv. minimize the impact on the continued agricultural use of the lot and on surrounding agricultural operations. (e.g. area restricted for future livestock housing facilities due to *Minimum Distance Separation Formula II* setback requirements).
- a condition for a severance agreement requiring the construction of proposed farm buildings or structures prior to the construction of any residential buildings;

NATURAL  
HERITAGE AND  
WATER QUALITY  
MEASURES

- The County shall consult with the Conservation Authority with jurisdiction and/or any other agencies or qualified professionals that the County may deem necessary, to identify opportunities and measures, on the lots to be severed, retained and/or enlarged, for restoring and/or enhancing the components of the *natural heritage system* and protecting and/or improving quality of *surface water features*. Such measures may include, but are not be limited to:
  - i) requiring fencing around *surface water features* to prevent livestock access;
  - ii) establishing buffer or filter strips adjacent to *surface water features* and drainage systems; and/or
  - iii) establishing appropriate setbacks for buildings, structures, wells or wastewater disposal facilities from lot lines, municipal and private wells, *natural heritage features and areas*, and *surface water features*.

Where deemed reasonable and appropriate, the County may impose conditions on the granting of the consent to ensure such measures are implemented and maintained.

- the implementation of measures to assist in environmental protection, mitigation and enhancements including topsoil preservation, *natural heritage system* enhancement and water quality maintenance as set out in Sections 3.1.4.2.4 and 3.2, Environmental Resource Policies.

### 3.1.4.3 Secondary Uses

#### 3.1.4.3.1 Rural Home Occupations

DEVELOPMENT  
CRITERIA

Within the Agricultural Reserve designation, a portion of a residential dwelling or a structure accessory to a residential dwelling, may be used for the purpose of a *rural home occupation* provided that:

- such *rural home occupation* is small scale and clearly secondary to the residential use on the lot;
- The gross floor area of all structures, or portions thereof, used and/or occupied by the *rural home occupation* shall generally not exceed 40 m<sup>2</sup> (431 ft<sup>2</sup>), or 25% of the gross floor area of the dwelling, whichever is the lessor;

- the *rural home occupation* is carried on by one or more residents of the dwelling on the lot and up to one non-resident employee;
  - the *rural home occupation* does not generate noise, odour, traffic, visual or other impacts that may have an adverse impact on adjacent properties.
  - any associated goods, materials and/or equipment are stored within a fully enclosed building and there is no other visible evidence of the business activity other than a small sign; and
  - where more than one dwelling exists on an agricultural lot, a *rural home occupation* may only occupy one dwelling or accessory residential structure on that lot.
- SERVICING
- Existing or proposed services including, *individual on-site water services*, *individual on-site sewage services* and/or road access are demonstrated to be adequate, or will be made adequate, to serve the proposed development to the satisfaction of the Area Municipality and/or County, as applicable.

## SUBJECT TO ZONING

The Zoning By-Law will permit *rural home occupations* within the implementing zone category and contain provisions necessary to address the above policy criteria, including restrictions on permitted uses, maximum floor area, open storage, number of employees, and sale of goods and materials, and to ensure other evidence of the business activities, such as parking and signage, is appropriately regulated.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *rural home occupations* than permitted by the policies of this Plan. Where stricter requirements have been established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

## 3.1.4.3.2 On-Farm Diversified Uses

ON-FARM  
DIVERSIFIED USES

*On-farm diversified uses* may be permitted on an agricultural lot in accordance with the policies of this sub-section.

These policies are intended to provide reasonable opportunities for *farm owners* to diversify their farming operation and/or supplement their income from farming, by allowing for certain small scale business activities to be established as a secondary use on their farm.



Limitations on the type, size, scale and area of *on-farm diversified uses* are established by the policies of this section primarily to ensure that such uses:

- are clearly secondary to the principal agricultural operation on the lot and limited in area;
- are compatible with, and do not hinder, surrounding agricultural operations;
- protect *prime agricultural areas* for the long term;
- are appropriate for rural *infrastructure* and public services; and
- do not undermine, or conflict with, the planned function of *settlements*.

#### PERMITTED USES

*On-farm diversified uses* shall include the following uses, provided they comply with all the applicable policies of this section:

- A rural home industry;
- A value added agricultural facility serving a number of local area farms;
- A value retaining facility;
- A farm-related tourism use;
- A smaller scale agriculture-related use; A farm winery; or
- Ground-mounted solar facilities.

#### USES NOT PERMITTED

For greater clarity, the following uses shall not be permitted as an *on-farm diversified use*;

- Retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this subsection;
- Residential uses or accommodation, except for limited, short-term accommodation including a *farm vacation rental* or bed and breakfast;
- Institutional uses
- Recreational uses and special event facilities,
- Large scale commercial and industrial uses
- Other uses that, in the opinion of the County and/or Area Municipality, may:
  - i) undermine or conflict with the planned function of rural *settlements*;
  - ii) attract large numbers of customers, employees or other people onto the farm;
  - iii) create compatibility or enforcement issues;
  - iv) have high water or wastewater needs and/or generate significant traffic; or not otherwise be consistent with



Provincial policies and guidelines or applicable Official Plan policies and objectives.

WHOLESALE  
AND/OR RETAILING

- Wholesaling or retailing shall not be permitted, except where:
  - i) It is clearly ancillary to a permitted *on-farm diversified use* and limited to a small proportion of the total gross floor area of the *on-farm diversified use*;
  - ii) The goods, wares or merchandise offered for sale are produced, processed or fabricated on the farm lot upon which the *on-farm diversified use* is located; or
  - iii) It is restricted to the sale of farm inputs (e.g. feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

OFFICE AND  
RESTAURANT  
USES

- Business offices and/or small restaurants (e.g. café, tea room) may only be permitted, where they are clearly ancillary to a permitted *on-farm diversified use*.

Small scale office uses may also be permitted on an agricultural lot in accordance with the requirements for a *rural home occupation* in Section 3.1.4.3.1

DEVELOPMENT  
CRITERIA

*On-farm diversified uses* shall comply with the following criteria:

ZONE CHANGE  
FOR SPECIFIC USE

The establishment of an *on-farm diversified use* shall require a site specific amendment to the Area Municipal Zoning By-Law. The site specific zoning amendment shall identify the specific *on-farm diversified use* to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. Only proposals for a specific *on-farm diversified use* will be considered by Area Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *on-farm diversified uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

ROADSIDE  
PRODUCE STANDS

Notwithstanding the above requirements, small roadside farm produce stands, which exclusively sell produce grown on the agricultural lot on which they are located, may be permitted without a site specific zoning amendment or site plan approval so long as the use meets any other requirements of the Area Municipal zoning by-law.

SITE PLAN  
APPROVAL

- All development proposals for an *on-farm diversified use* shall include a detailed description of the proposed use and be accompanied by a detailed site plan showing the location of all buildings and structures; wells and septic beds; driveways, parking and loading areas; storage and display areas; landscaping and outdoor public areas; and any other information deemed necessary for the proper review of the proposal.

*On-farm diversified uses* shall generally be subject to site plan control to ensure that the use is appropriately located and restricted in area and that any other site design related matters are addressed. Area Municipalities may also utilize business licensing or other measures to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

SECONDARY TO  
THE FARM  
OPERATION

- An *on-farm diversified use* will only be permitted on an agricultural lot that is being actively farmed and must be clearly secondary to the agricultural operation on the lot in terms of size, scale and importance.

In addition to compliance with the use, size and scale related policies of this section, it must be demonstrated that the *farm owner* will reside on the agricultural lot on which the *on-farm diversified use* is to be established

*On-farm diversified uses* shall generally not be permitted on agricultural lots that are less than 16 ha (40 ac) in area.

## LOCATION

- The *on-farm diversified use* shall be undertaken as part of the agricultural operation and, as such, any buildings, structures or facilities associated with the *on-farm diversified use* shall be located within and/or integrated with the principal farm building cluster on the lot and use the existing driveway, unless it can be demonstrated that it is clearly not feasible and/or appropriate for the proposed use.

Where, in the opinion of Area Council, the need for an alternative location is justified, it must be further demonstrated, that the proposed location minimizes disruption to, and loss of, agricultural land and the potential for conflict with existing and/or future agricultural operations in the area, including on the subject property.

*Farm vacation rentals* shall only be permitted where the use is located within the farm building cluster, or an existing dwelling, and shall not impact the enjoyment and privacy of neighboring properties.

LIMITATIONS ON  
SITE AREA

- The total site area used and/or occupied by an *on-farm diversified use* and related facilities (e.g. buildings, parking, landscaped areas, berms, outdoor storage, new driveways, *individual on-site sewage services*) shall:
  - i) be limited to the minimum area required for the proposed *on-farm diversified use*;
  - ii) not exceed 2% of the total lot area or 0.8 ha (2.0 ac), whichever is the lessor; and
  - iii) avoid locating on productive agricultural land to the greatest extent possible, with the first priority being re-use of agricultural buildings existing as of (DATE OF AMENDMENT).

LIMITATIONS ON  
BUILDING SIZE

- The maximum gross floor area of all buildings and/or structures used for the purposes of an *on-farm diversified use* shall be regulated through the provisions of the Area Municipal Zoning By-Law. However, in no case shall the cumulative gross floor area of all buildings and/or structures, or portions thereof, used or occupied by an *on-farm diversified use* exceed 557 m<sup>2</sup> (6,000 ft<sup>2</sup>), except in accordance with the minor exception policies of this Section.

MORE THAN ONE  
ON-FARM  
DIVERSIFIED USE

- More than one *on-farm diversified use* may be permitted on a lot, however the cumulative gross floor area, site area and number of employees of all such uses on the lot shall not exceed the limitations as set out in this Section.

EMPLOYEES

- The *on-farm diversified use* shall directly involve the *farm owner* living on the same lot as the *on-farm diversified use* and may also involve any other permanent residents on the lot and up to two employees who do not reside on the lot. A limited number of additional seasonal employees may be permitted for a farm-related *tourism use*.

MINOR  
EXCEPTIONS

- Reasonable exceptions to the maximum gross floor area and/or number of employees may be considered on a site specific basis for a *value retaining facility*, *value-added facility*, and/or smaller *agriculture-related use*, where Area Council is satisfied that such use could not reasonably be located within a rural *settlement*. A minor exception to the maximum gross floor area cap may also be permitted for the seasonal storage of boats, recreational vehicles and/or automobiles in existing (as of DATE OF THIS AMENDMENT) farm buildings or structures.

Minor exceptions to the total site area restrictions and locational criteria may be considered for temporary areas or facilities associated with short term seasonal activities that are part of a *farm-related tourism use* (e.g. corn maze) or onetime special event (e.g. ploughing match), provided such areas or facilities do not interfere with the primary farming activity (e.g. area used will continue to produce a harvestable crop) or negatively impact the ability of the lands to continue to be used for agriculture (e.g. no site alteration or soil compaction).

OPEN STORAGE

- A limited amount of open storage may be permitted, provided that such storage is appropriately screened from public view and residential dwellings on adjacent lots.

DESIGN OF  
BUILDINGS AND  
STRUCTURES

- All new buildings and/or structures used or occupied by the *on-farm diversified use* shall be designed and constructed so as to maintain the agricultural character of the property/area and be easily removed without negatively impacting the agricultural capability of the land, or easily converted to *agriculture use* should the *on-farm diversified use* on the lot cease (e.g. be moved to a *settlement* to facilitate the expansion).

## COMPATIBILITY

- *On-farm diversified uses* shall be compatible with, and not hinder, surrounding agricultural operations, or other nearby land uses.

The proposed use, scale and location of the *on-farm diversified use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, *on-farm diversified uses* shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent, or acceptably mitigate, potential impacts and to minimize risk to public health and safety.

The site specific zoning provisions and, where required, the site plan for the proposed *on-farm diversified use* shall incorporate any restrictions or requirements that may be necessary to achieve these objectives.

The *on-farm diversified use* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

MINIMUM  
DISTANCE  
SEPARATION

- *On-farm diversified uses*, with the exception of a *value added agricultural facility* and/or *value retaining facility*, shall be required to meet *Minimum Distance Separation Formula (MDS) I* requirements. However, site specific exceptions may be considered where:
  - an existing insufficient *MDS I* setback will not be further reduced and the use is unlikely to create greater compatibility issues; or
  - the Area Municipality is satisfied that the level of human occupancy and/or activity associated with the *on-farm diversified use* does not warrant full compliance with *MDS I*.

The application of the *MDS I* setback to *on-farm diversified uses* will be identified through the provisions of the Area Municipal Zoning By-law, with any site specific exceptions identified through the implementing zoning by-law amendment.

## SERVICING

- Existing or proposed *individual on-site water services* and/or *individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed *on-farm diversified use*, and shall be in accordance with the requirements of the County including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

*On-farm diversified uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not generally be permitted. Site specific exceptions may be considered for *on-farm diversified uses* consisting exclusively of *value retaining facilities*, *value added agricultural facilities* and/or *agriculture-related uses*, where the County and Area Municipality are satisfied that:

- such use could not reasonably be located within a fully serviced *settlement*;
- it has been demonstrated site conditions are suitable for the long-term provision of such services with no *negative impacts* to the satisfaction of the County, and,
- shall be in accordance with the requirements of the County including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

*On-farm diversified uses* must also be appropriate for other rural *infrastructure* and public services.

## TRAFFIC AND ACCESS

- The vehicular access for an *on-farm diversified use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

*On-farm diversified uses* shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and shall be in accordance with the applicable policies of Section 5.1 County Transportation Policy.

## RESTRICTIONS ON SEVERANCE

- The severance of an *on-farm diversified use* from the agricultural lot upon which it is located shall not be permitted.



RESTRICTIONS ON  
SCALE AND  
EXPANSIONS

- Development proposals for new or expanding *on-farm diversified uses* which would exceed the number of employees, gross floor area or site area restrictions in this subsection will not be permitted, unless they comply with the *agriculture-related use* policies in Section 3.1.4.6.

Proposals that cannot comply with the policies of Section 3.1.4.6 shall be directed to locate, or relocate, in a *settlement* or must comply with the policies for non-agricultural uses in Section 3.1.6.

WINERIES,  
BREWERIES,  
CIDERIES AND  
DISTILLERIES

- In addition to the general requirements for an *on-farm diversified use*, a *farm winery* shall only be permitted where:
  - i) the *farm winery* uses crops (i.e. fruit/grains) grown on site to produce the majority of the wine/cider/beer/spirits, and all alcoholic commodities produced by the *farm winery* shall be processed, fermented, and bottled on site;
  - ii) an on-site tasting room and retail floor space shall not exceed the lesser of 75m<sup>2</sup> or 25 percent of the total winery floor area, provided that it does not conflict with any minimum floor area requirement for licensing approval;
  - iii) all provincial regulations, including licensing requirements of the Alcohol and Gaming Commission of Ontario, are met.

OTHER  
APPLICABLE  
POLICIES

- proposals shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies, Section 3.3 Cultural Resource Policies and Section 3.4 Resource Extraction and for Human and Man Made Hazards.

**3.1.4.4 Agricultural-Related Uses**

## OBJECTIVES

The following objectives apply to development proposals for *agriculture-related uses*:

RELATED TO FARM  
OPERATIONS

- To ensure that *agriculture-related uses* are directly related to farm operations in the area, require a location in close proximity to those farm operations, support agriculture and provide direct products and/or services to farm operations as their primary activity.

MINIMIZE LOSS OF  
AGRICULTURAL  
LAND

- To minimize the amount of agricultural land which is developed for *agriculture-related uses*.

PROTECT  
EMPLOYMENT  
FUNCTION OF  
SETTLEMENTS

- To ensure that new *agriculture-related uses* are directed to rural settlements wherever feasible to support the planned employment and/or service function of the settlements in the County.

MINIMIZE LAND  
USE CONFLICT

- To ensure that *agriculture-related uses* are compatible with and do not hinder surrounding agricultural operations and other nearby land uses.

AGRICULTURE-  
RELATED USES

*Agriculture-related uses*, may be permitted in the Agricultural Reserve designation, where the policies of this section can be satisfied. Smaller scale *agriculture-related uses* may also be permitted as an *on-farm diversified use*, in accordance with the policies of Section 3.1.4.3.2

USES NOT  
PERMITTED

For greater clarity, the following uses shall not be permitted as *agriculture-related uses*:

- Retail uses, offices and restaurants, except where explicitly permitted by the policies of this subsection;
- Residential uses or accommodation, with the exception of an existing accessory dwelling;
- Institutional uses;
- Recreational uses;
- Banquet halls and special event facilities;
- Mechanics shops, automobile and recreational vehicle dealerships, distilleries, trucking operations; wrecking yards, contractor's yards, landscaper business, well drillers, excavators, building suppliers and other general commercial and/or industrial uses; and
- Other uses that, in the opinion of the County and/or Area Municipality, may:
  - i) undermine or conflict with the planned function of *settlements*;
  - ii) attract large numbers of customers or others to the site;
  - iii) use significant amounts of water, produce significant amounts of effluent and/or generate significant amounts of traffic (e.g. large food processors); or
  - iv) not otherwise be consistent with the Provincial policies or guidelines with respect to such uses.



WHOLESALE  
AND/OR RETAILING

- Wholesaling or retailing shall not be permitted, except where it is clearly ancillary to the primary *agriculture-related use* and is limited to a small proportion of the total gross floor area and:
  - i) The goods, wares or merchandise offered for sale are produced, processed, or fabricated on the lot as the primary function of the *agriculture-related use* (e.g., cheese, canned produce); or
  - ii) It is restricted to the sale of farm inputs (e.g., feed, seeds or fertilizer) primarily to farm operations in the area, or to the sale of farm produce grown in the area.

OFFICE AND  
RESTAURANT  
USES

Business offices and/or small restaurants (e.g. café, tea room) may only be permitted where they are clearly accessory and ancillary to the primary *agriculture-related use* on the lot.

#### 3.1.4.4.1 Development Criteria for Agriculture-Related Uses

DEVELOPMENT  
CRITERIA

*Agriculture-related uses* shall comply with the following criteria:

ZONE CHANGE  
FOR SPECIFIC USE

- The establishment of an *agriculture-related use* shall require a site-specific amendment to the Area Municipal Zoning By-Law. The site-specific zoning amendment shall identify the specific *agriculture-related use* proposed to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed. This shall generally include provisions to address the following matters: permitted uses, total floor area for associated buildings and structures, total site area, number of parking spaces, open storage, sale of goods and materials and any other provisions deemed necessary by the Area Municipality to establish appropriate limitations on the type and scale of use.

Only proposals for a specific *agriculture-related use* will be considered by Area Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for *agriculture-related uses* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

## SITE PLAN

- To ensure that the land area to be used and/or occupied by the proposed *agriculture-related* use is the minimum required to accommodate the use and that the other location, scale and compatibility criteria of this section will be appropriately addressed, all development proposals for an *agriculture-related use* shall be accompanied by a detailed site plan showing the location of all buildings, structures and related facilities; wells and septic beds; driveways; parking and loading areas; storage and display areas; landscaping; lot grading and drainage and any other information deemed necessary for the proper review of the proposal.

*Agriculture-related uses* shall be subject to site plan control to assist in ensuring compliance with the applicable policies of this section and that all relevant site design related matters are appropriately addressed.

SETTLEMENT  
LOCATION

- *Agriculture-related uses* shall not undermine or conflict with the planned employment and/or service functions of settlements in the County. As such, the proponent will be required to demonstrate that the proposed *agriculture-related use* is clearly not suitable for and/or cannot reasonably be accommodated within a settlement before a location in the County's *prime agricultural area* will be considered.

## LOCATION

- *Agriculture-related uses* which satisfy the above policy criteria shall be directed to the following locations, in this order of priority:

- i) existing agribusiness, non-farm rural residential, commercial, industrial (except aggregate or quarry industrial) or institutional zoned lot(s);
- ii) existing undersized agricultural lots that are less than 2 ha (5 ac) in area and that contain a dwelling or are zoned to permit a dwelling. Such lots shall not exceed the minimum area required for the proposed *agriculture-related use*, unless any excess land is severed and legally merged with an abutting agricultural lot, under identical ownership; or
- iii) a portion of a larger agricultural lot (> 16ha (39.5 ac)), but only where it has been demonstrated that the proposed *agriculture-related use* is directly related, to the farm operation on that lot and requires a location in immediate proximity to that farm operation.

Proposals to develop an *agriculture-related use* may be required to demonstrate, to the satisfaction of Area Council, that the higher priority locational option(s) have been considered and are clearly not suitable or feasible for the proposed use before a lower priority option will be considered.

#### LOT OR SITE AREA

- The total land area used and/or occupied by an *agriculture-related use* shall be limited to the minimum area required for the appropriate operation of the use and associated *individual on-site water services* and/or *individual on-site sewage services*.

#### USES ON PORTION OF AGRICULTURAL PARCEL

- Where an *agriculture-related use* is to be developed on a portion of an agricultural lot, the following additional criteria shall also be satisfied:
  - i) Any new buildings, structures or facilities for the *agriculture-related use* shall be located in close proximity to the dwelling and/or principle farm building complex on the property, unless it can be demonstrated that there are specific health, safety and/or other operational requirements that would preclude such a location.
  - ii) Where the proposed *agriculture-related use* cannot be located in close proximity to the dwelling and/or principal farm building complex on the property, it shall be demonstrated that the proposed location, site layout and configuration, building design and associated services and facilities will:

- a) Minimize disruption to and loss of *prime agricultural lands* and potential compatibility issues with existing and future agricultural operations in the vicinity to the extent possible;
- b) Will not negatively impact the flexibility or suitability of the parcel to be used exclusively for agriculture in the future, should the *agriculture-related use* cease; and
- c) Will maximize the continued use of the lot for agricultural purposes by locating on lands with existing constraints for agriculture, where they exist, and not create small or irregularly shaped areas for tillage and cropping.

## OPEN STORAGE

- A limited amount of open storage may be permitted, provided that such storage is appropriately screened from public view and neighboring properties.

## COMPATIBILITY

- *Agriculture-related uses* shall be compatible with and not hinder surrounding agricultural operations or other nearby land uses.

The proposed use, scale and location of the *agriculture-related use* shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, *agriculture-related uses* shall be appropriately designed, buffered and/or separated from nearby residential and other sensitive land uses to prevent or mitigate potential impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and minimize risk to public health and safety.

*Agriculture-related uses* shall be reviewed to ensure that all applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, and wastewater standards are addressed and that the proposal has received all applicable environmental approvals and addressed any public health and safety requirements.

The site-specific zoning provisions and site plan approval for the proposed *agriculture-related use* shall incorporate any restrictions or requirements that may be necessary to implement this policy.

MINIMUM  
DISTANCE  
SEPARATION  
FORMULA

- New *agriculture-related uses* shall be located in conformity with *MDS I*. Enlargements to existing *agriculture-related uses* shall not further reduce an existing insufficient *MDS I* setback.

*Notwithstanding* this policy, site specific exceptions to the required *MDS I* setbacks may be considered where the Area Municipality is satisfied that the nature and intensity of the *agriculture-related use* and level of human occupancy and/or activity do not warrant the need for full compliance with *MDS I*.

Any *exceptions* to the application of *MDS I* to an *agriculture-related use* shall be identified in the site-specific zoning by-law provisions.

SERVICING

- *Agriculture-related uses* which, in the opinion of the County, would use significant amounts of water or produce significant amounts of effluent, shall be directed to *settlements* serviced by *municipal water services* and *municipal sewage services*.

Existing or proposed *individual on-site water services* and/or *individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed *agriculture-related use* and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

*Agriculture-related uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 liters per day shall not generally be permitted. Site specific exceptions may be considered where the County and Area Municipality are satisfied that:

- i) The only reasonable locational option for the *agriculture-related use* is in an area not served by *municipal sewage services*
  - ii) It has been demonstrated site conditions are suitable for the long-term provision of such services with no *negative impacts* to the satisfaction of the County; and,
  - iii) Shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
- *Agriculture-related uses* shall also be appropriate for other rural *infrastructure* and public services.

TRAFFIC AND  
ACCESS

- *The location of agriculture-related uses* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard. *Agriculture-related uses* shall be located on a road capable of accommodating the access and the type and volume of traffic anticipated to be generated, to the satisfaction of the authority with jurisdiction over the road, and shall be in accordance with the requirements of the County including the applicable policies of Section 5.1 County Transportation Policy.

OTHER  
APPLICABLE  
POLICIES

- *Agriculture-related use* proposals shall comply with all other applicable policies including: Section 3.2, Environmental Resource Policies, Section 3.3 Cultural Resource Policies, Section 3.4 Resource Extraction and Section 3.4.2 Petroleum Resources.

## 3.1.4.4.2 Creation of New Agriculture-Related Lots

CREATION OF NEW  
AGRICULTURE-  
RELATED LOTS

An *agriculture-related use* developed on a portion of an agricultural lot shall not be severed from the agricultural lot upon which it is located. Notwithstanding this policy, Land Division Committee may consider the granting of consents to allow for the severance of an existing *agriculture-related use* established on a portion of an agricultural lot prior to January 14th, 2009, provided that it has been demonstrated the use was legally established and severance is necessary for the successful continuation of the use.

For *agriculture-related uses* located, or proposed to be located, on an existing non-agriculturally zoned lot, the Land Division Committee may consider the granting of consents to permit minor expansion of the parcel, or minor re-adjustment of property boundaries, to accommodate the immediate needs of a new or expanding *agriculture-related use*.

Severances for *agriculture-related uses* shall comply with all the applicable policies under section 3.1.4.4. Any retained agricultural lot resulting from a consent to sever for *agriculture-related use* purposes shall comply with the applicable policies of Section 3.1.4.2.4.

**3.1.5 Non-Agricultural Uses in the Agricultural Reserve**

## OBJECTIVES

The policies in this section apply to non-agricultural uses in the Agricultural Reserve land use designation in the County of Oxford. The following objectives apply to non-agricultural uses.



NO CONFLICT WITH  
AGRICULTURAL  
GOAL

The purpose of the policies is to permit new or expanded non-agricultural uses only where such uses do not conflict with the "Goal for Agricultural Policies" as set out in Section 3.1.1. 1.

SECONDARY  
IMPORTANCE

To preserve and protect the *prime agricultural area* for long term viable *agricultural use* and avoid or minimize potential impacts on agricultural operations

DIRECT TO  
SETTLEMENTS

To direct non-agricultural uses to *settlements* wherever possible.

## POLICIES

For the purposes of this Section, "Non-Agricultural Uses" include commercial, industrial, institutional, and recreational uses, residential uses, as well as *renewable energy facilities* and *alternative energy facilities* and infrastructure. These uses may only be permitted subject to the applicable policies of this plan including 3.1.4.1, 3.1.5 & 3.1.7.

## GENERAL INTENT

It is the intent of this Plan that within the Agricultural Reserve designation, the use of *prime agricultural land* for agricultural, mineral, petroleum and environmental resources will be given a higher priority in land use decision making than its use for non-agricultural uses.

### 3.1.5.1 **Redevelopment of Non-Agricultural Uses for Agricultural Use**

DEVELOPMENT  
CRITERIA

Existing non-agricultural lots that:

- contain an existing dwelling;
- are located outside of a designated *settlement*;
- are greater than 1.0 ha (2.47 acres) in area; and
- are zoned for residential, commercial, industrial or institutional use.

may be rezoned to allow *agricultural uses* in accordance with the following policies:

## PERMITTED USES

Where such existing parcels are proposed to be used for a primary agricultural use permitted in Section 3.1.4.1, the *development* of farm buildings or structures or the keeping of livestock or poultry may be permitted if they satisfy the following criteria:

SERVICING	Existing or proposed <i>individual on-site water supply</i> and <i>individual on-site sewage services</i> are demonstrated to be adequate or will be made adequate to serve the proposed agricultural use and any accessory residential use to the satisfaction of the County, and shall be in accordance with the requirements of the County including the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.
NUTRIENT MANAGEMENT AND MINIMUM DISTANCE SEPARATION FORMULA II	Proposals to create new livestock or poultry farms will be evaluated to determine their compatibility with neighboring land uses. Proposals involving the construction of new farm buildings or structures shall comply with the policies of Section 3.1.4.2.1
SUITABILITY	The type of agricultural use proposed is compatible with the type of <i>agricultural uses</i> in the area and the agricultural lot size and configuration are suitable for the type of agricultural use proposed.
OTHER APPLICABLE POLICIES	Proposals shall also comply with all other applicable policies of this Plan, including: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Section 10, Implementation Measures

### 3.1.5.2 Rural Residential Uses

POLICY INTENT	Non-farm rural residential <i>development</i> is considered to be incompatible with agriculture as it can create conflicts with farming activities and remove land from agriculture use. As such, this Plan will limit residential development to where it is the result of a farm consolidation in accordance within the requirements of this section. In keeping with the Goal for the Agricultural Policies, existing non-farm rural residential uses will be encouraged to re-develop for <i>agricultural uses</i> and <i>agriculture-related uses</i> , subject to the policies of this Section.
CONVERTED DWELLINGS AND GARDEN SUITES	A converted dwelling or <i>garden suite</i> may be permitted on an existing rural residential lot, in accordance with the applicable policies in Section 4.2.2.1 and 10.3.9 respectively.

#### 3.1.5.2.1 Secondary Uses on Rural Residential Lots

POLICY INTENT	Secondary uses may be permitted on existing rural residentially zoned lots where they are small scale business uses that are secondary to the residential use.
	Such uses are intended to complement the planned employment and service function of designated rural <i>settlements</i> , by providing



additional live-work opportunities for non-farmers in *rural areas*. However, such uses are not to detract from the residential character of the lot upon which they are located and shall be compatible with surrounding land uses.

#### PERMITTED USES

The following uses may be permitted on an existing residentially zoned lot located outside of a *settlement*:

- *rural home occupations* in accordance with the requirements of Section 3.1.4.3.1
- *rural entrepreneurial uses*

#### RURAL ENTREPRENEURIAL USE

The specific uses that may be permitted as a *rural entrepreneurial use* in each Area Municipality shall be set out in the Area Municipal Zoning By-law.

#### USES NOT PERMITTED

For greater clarity, the following uses shall not be permitted as a *rural entrepreneurial use*;

- retail uses, offices, medical/dental clinics and restaurants, except where explicitly permitted in this subsection;
- institutional uses;
- restaurants;
- residential uses or accommodation; and
- other uses that, in the opinion of the County and/or Area Municipality, may:
  - i. attract large numbers of customers or other people;
  - ii. generate significant traffic or not otherwise be appropriate for rural infrastructure or public services;
  - iii. create compatibility or enforcement issues;
  - iv. undermine or conflict with the planned function of rural settlements, except where explicitly permitted by the policies of this subsection; or
  - v. not otherwise be consistent with the applicable policies and objectives of this Plan.

#### WHOLESALE, RETAILING AND/OR OFFICE AND SALES USES

- Wholesaling, retail uses, offices shall only be permitted where such uses are accessory and ancillary to a permitted *rural entrepreneurial use*.

Any goods, wares and/or merchandise offered for sale shall be contained within a fully enclosed building, with the exception of a small outdoor display area for goods, wares or merchandise produced, processed or fabricated on the lot.

DEVELOPMENT  
CRITERIA

*Rural entrepreneurial uses* may be permitted subject to the following policies:

ZONE CHANGE  
FOR SPECIFIC USE

- The establishment of a *rural entrepreneurial use* shall require a site-specific amendment to the Area Municipal Zoning By-Law. The site-specific zoning amendment shall identify the specific *rural entrepreneurial use* proposed to be permitted and contain any provisions necessary to ensure the policy criteria of this section are addressed, including but not necessarily limited to:
  - i) the specific *rural entrepreneurial use* permitted and its location on the lot;
  - ii) restrictions on sale of goods or materials, maximum floor area and number of employees;
  - iii) parking and loading requirements; and
  - iv) appropriate restrictions on signage, outdoor storage and/or display and other evidence of the business activity.

Only proposals for a specific *rural entrepreneurial use* will be considered by Area Council.

Area Municipalities may choose to establish more restrictive use, size and scale requirements for a *rural entrepreneurial use* than permitted by the policies of this Plan, provided they do not conflict with said policies. Where stricter requirements are established by the Area Municipality in the Zoning By-Law they shall take precedence over these policies.

SITE PLAN  
APPROVAL

- To ensure compliance with the above noted policies, all applications for a *rural entrepreneurial use* shall be accompanied by a detailed description of the proposed use and a detailed site plan showing: all buildings and structures; wells and septic systems; driveways, parking and loading areas; outdoor display areas; landscaping and buffering; and any other information deemed to be necessary for the proper review of the proposal by the Area Municipality.

*Rural entrepreneurial uses* shall be subject to site plan control to ensure that compatibility and site design related matters are appropriately addressed. Area Municipalities may also require other measures, such as business licensing, to assist in regulating and monitoring such uses to ensure they continue to comply with these policies.

LIMITATIONS ON  
SITE AREA,  
BUILDING SIZE AND  
CHARACTER

- A *rural entrepreneurial use* shall be small scale and not detract from the residential character of the property.

The maximum gross floor area of all buildings and/or structures permitted to be used for the purposes of a *rural entrepreneurial use* shall be regulated through the Area Municipal Zoning By-Law. However, the cumulative gross floor area of all buildings and structures, or portions thereof, used or occupied by a rural entrepreneurial use shall not exceed 280 m<sup>2</sup> (3,014 ft<sup>2</sup>) or 10% building coverage of the total lot area, whichever is less.

All new buildings and/or structures used or occupied by a *rural entrepreneurial use* shall be designed and constructed so as to maintain or complement the residential character of the property and be sited on the lot so as to be visually secondary to the residential use.

COMPATIBILITY  
AND SITE LAYOUT

- The *rural entrepreneurial use* and any associated structures and facilities shall be sufficiently separated from nearby residential uses and other *sensitive land uses* and appropriately designed and/or buffered to prevent or acceptably mitigate impacts on neighbouring properties from noise, odour, dust, vibration, traffic, lighting, visual intrusion and other potential off-site impacts and to minimize risk to public health and safety and meet all applicable provincial and municipal requirements and approvals. *Rural entrepreneurial uses* shall also be compatible with and not hinder surrounding agricultural operations.

LOT SIZE

- The lot shall be of sufficient size to accommodate the required *individual on-site water services and/or individual on-site sewage services*, parking and on-site loading requirements and vehicular movements and to ensure that any buildings, structures or facilities associated with the *rural entrepreneurial use* can be appropriately sited on the lot to ensure compliance with these compatibility policies.

OPEN STORAGE

- The storage of goods, materials and/or equipment shall only be permitted within a fully enclosed building, unless otherwise stated in the Area Municipal Zoning by-law.

EMPLOYEES

- One or more of the occupants of the dwelling on the lot must be directly involved in the operation of the *rural entrepreneurial use*. The rural entrepreneurial use may involve up to two additional employees who do not reside on the lot.

## SERVICING

- *Rural entrepreneurial uses* that would require *individual on-site sewage services* that have a design capacity in excess of 10,000 litres per day shall not be permitted.
- Existing or proposed *individual on-site water services* and/or *individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed *rural entrepreneurial use* as well as the primary residential use on the lot, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

## TRAFFIC AND ACCESS

- The vehicular access for a *rural entrepreneurial use* shall not create a traffic hazard due to proximity to bridges, railway crossings, curves or grades or any other potential traffic hazard.

*Rural entrepreneurial uses* shall be in accordance with the requirements of the County including the applicable policies of Section 5.1 County Transportation Policy.

New vehicle access to any County road shall not be permitted, unless an existing access is to be decommissioned to the satisfaction of the authority with jurisdiction over the road.

## RESTRICTIONS ON SEVERANCE

- The severance of a *rural entrepreneurial use* from the residential lot upon which it is located is prohibited.

## RESTRICTIONS ON EXPANSION

- New or expanding *rural entrepreneurial uses* that would exceed the size, scale or use limitations in this section shall not be permitted. Such uses shall be directed to locate or relocate in a *settlement* or must comply with the policies for non-agricultural uses in Section 3.1.6.2

## OTHER APPLICABLE POLICIES

- Proposals shall comply with all other applicable policies of this Plan, including: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Section 3.4.2 Petroleum Resources.

### 3.1.5.3 Creation of Rural Residential Lots

#### NON-FARM RURAL RESIDENTIAL DEVELOPMENT

The policies of this subsection shall apply to the evaluation of non-farm rural residential *development* proposals in the following land use designations and overlays: Agricultural Reserve, Environmental Protection Area, Open Space, Future Urban Growth and Quarry Area.

Non-farm rural residential *development* shall be considered to include both the severed and retained lots in the case of consent and lands subject to rezoning for residential purposes in the case of zoning amendment applications. The enlarged agricultural lot that would result from proposed non-farm *residential* development through farm consolidation shall comply with the applicable policies of Section 3.1.4.2.

Notwithstanding the policies of Section 1.5, Interpretation, for the purposes of the application of the policies in Section 3.1.5.3, the numerical references and measurements are intended to be absolute.

#### DEVELOPMENT CRITERIA

Non-farm rural residential *development* outside of a *settlement* shall be prohibited, except in accordance with the following:

NATURE OF THE  
PROPOSAL

- The proposed non-farm rural residential *development* shall consist of one of the following:
  - i) a proposal to rezone an existing industrial (with the exception of aggregate or limestone industrial), commercial, or institutionally zoned lot to a residential use, provided such lot does not exceed 1 ha (2.5 ac) in area. Where such lot is larger than 1.0 hectare (2.5 acre) in area, consideration shall be given to rezoning for agricultural use in accordance with the policies of Section 3.1.5.1, or
  - ii) a proposal to create a lot for a *residence surplus to a farming operation* as a result of farm consolidation, provided that:
    - a) the proposal is to retain an existing permanent, habitable dwelling that was constructed prior to December 13, 1995, where such dwelling is contained on an agricultural lot which is to be legally consolidated with an abutting agricultural lot, to form one larger agricultural lot under identical ownership, or
    - b) the proposal is to retain an existing permanent, habitable dwelling where the *farm owner* owns multiple agricultural lots which may or may not abut, and providing:
      - The lot containing the surplus dwelling proposed to be severed contains a minimum of 2 existing dwellings and all such dwellings were constructed prior to December 13, 1995; and,
      - The resulting agricultural lot is owned by the *farm owner*; and,
      - The resulting agricultural lot shall be rezoned to prohibit the future construction of a new residential dwelling of any type. In addition, an agreement for such prohibition of any new permanent residential dwellings shall also be registered on the property title of the remnant farm property. The Zoning By-law amendment and the agreement as noted above shall be implemented through conditions imposed by the County's Land Division Committee at the time that provisional consent approval is given to a consent application to sever a lot for a surplus farm dwelling.

## ONLY DWELLING

- The proposal shall not result in the severance of the only dwelling accessory to an *agricultural use*.

Where a farm consolidation involves the merger of abutting lots as one larger lot under identical ownership, proposals to retain an existing dwelling through a farm consolidation, in accordance with the policies of this subsection, shall not result in the creation of an agricultural lot that does not contain a dwelling, except in the case where one of the agricultural lots to be consolidated is vacant, but the existing zoning would permit the construction of an accessory dwelling on that lot.

ONLY  
AGRICULTURAL  
LOTS

- The lands subject to the application must be zoned for *agricultural use*.

IN QUARRY OR  
LIMESTONE/SAND  
AND GRAVEL  
RESOURCE AREA

- The proposed rural residential lot shall not be located within the Quarry Area designation, or an area identified as a Limestone Resource or Sand and Gravel Resource Area on Appendix 2-1

IN FUTURE URBAN  
GROWTH AREAS

- The proposed residential lot shall not be located within a Future Urban Growth Area designation as identified on Schedule C-3, and referred to in Chapter 4.0, Growth Management Policies.

## MAXIMUM LOT SIZE

- New or expanded non-farm rural residential lots shall be as small as is practical in order to preserve the County's agricultural land base. Severance proposals to create new or expanded lots for non-farm rural residential development will generally not exceed 0.8 hectares (2 acres). Proposals seeking to create parcels larger than this area limit will only be permitted where it can be demonstrated that the additional area is required to accommodate *individual on-site water services* and/or *individual on-site sewage services*, has topographic limitations for *agricultural use*, or is physically separated from the remainder of the farm by significant *natural heritage features and areas* and/or watercourses. In no case shall a new or expanded non-farm rural residential lot exceed 1 hectare (2.5 acres) in area.

## SERVICING

- Existing or proposed *individual on-site water services* and/or *individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed non-farm rural residential use, and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.



MINIMUM  
DISTANCE  
SEPARATION  
FORMULA

- A Proposal for non-farm rural residential development shall satisfy the requirements of *MDS I* or not further reduce an existing insufficient setback.

Notwithstanding the above policy, in the case of a farm consolidation, a lot proposed to contain an existing surplus farm dwelling shall only be required to comply with the requirements of *MDS I* from a livestock and/or manure storage facility located on the severed lot.

ACCESS AND  
TRAFFIC SAFETY

- The proposed rural residential *development* shall have direct frontage on a permanent public road maintained year-round at a reasonable standard of construction.

The authority having jurisdiction over the road from which vehicular access is to be obtained shall be satisfied that there are no traffic safety concerns.

New vehicle access to any County road shall not be permitted, unless an existing access is to be decommissioned to the satisfaction of the authority with jurisdiction over the road, and shall be in accordance with the requirements of the County including the applicable policies of Section 5.1 County Transportation Policy.

HERITAGE

- To recognize and preserve heritage buildings in the agricultural areas of the County in accordance with the policies in Section 3.3.2 of this Plan.

Proposals involving the creation or rezoning of a lot for non-farm residential purposes in accordance with the policies of this subsection will be encouraged where:

- i) such lot contains a residential buildings or other *built heritage* resources that have been designated pursuant to the Ontario Heritage Act; and,
- ii) the proposed severance or rezoning will allow the County and/or Area Municipality to implement requirements or measures to ensure that such designated *built heritage* resources will be *conserved*.

AGRICULTURAL  
SEVERANCE  
POLICIES

- Any enlarged agricultural lot that would result from a proposal for non-farm rural residential *development* through farm consolidation shall comply with the applicable policies of Section 3.1.4.2



AGRICULTURAL  
STRUCTURES

- The proposed non-farm rural residential lot shall not contain any barns or other farm structures unless they are suitable to be used as accessory structures to a residential use. Further, where a barn or other farm structure exists within the immediate vicinity of a non-farm rural residential lot to be created through a farm consolidation, the Land Division Committee shall generally require the demolition or formal conversion of such structure to ensure it cannot be used for the housing of livestock or poultry or storage/handling of manure in the future.

OTHER  
APPLICABLE  
POLICIES

- Proposals for non-farm rural residential *development* shall also comply with all other policies of this Plan, including: Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies and Section 3.4.2 Petroleum Resources.

CONDITIONS OF  
APPROVAL

- The County Land Division Committee or Area Councils may impose conditions of approval or may restrict land uses pertaining to a non-farm rural residential *development* proposal in accordance with the policies of this Plan to ensure that all necessary works or facilities required to achieve conformity are incorporated into the *development*.

### 3.1.5.4 Renewable Energy Facilities

#### RENEWABLE ENERGY FACILITIES

*Renewable energy facilities* and *alternative energy facilities* shall be permitted within the Agricultural Reserve to support long term energy supply to accommodate current and projected needs.

#### DEVELOPMENT CRITERIA

*Renewable energy facilities* and *alternative energy facilities* are generally considered to be non-agricultural uses, except for:

- Class 1 anaerobic digesters shall be permitted as an *agricultural use*, subject to the requirements of Section 3.1.4.2.1. A Class 1 facility is in accordance with the Renewable Energy Approvals Regulation (359/09) under the Environmental Protection Act or any successor thereof.
- Ground mounted solar facilities shall only be permitted as an *on-farm diversified use*, and must meet all applicable requirements of Section 3.1.4.3.2
- Roof and wall mounted solar facilities may only be permitted on existing buildings and structures, subject to any zoning requirements from the Area Municipality.

All other *renewable energy facilities* and *alternative energy facilities* shall:

- Be subject to a rezoning and site plan control.

The Area Municipality may impose limits on the scale, height and location of any proposed *renewable energy facility* through the Area Municipal zoning by-law.

- Prepare an Agricultural Impact Assessment in accordance with section 3.1.6.3 to demonstrate that the proposed *development*:
  - i. is clearly secondary to the principal agricultural operation on the lot and limited in area;
  - ii. is compatible with, and does not hinder, surrounding agricultural operations or other sensitive adjacent land uses;
  - iii. is located on lower priority agricultural lands and/or within close proximity to the farm building cluster;
  - iv. is appropriate for rural *infrastructure* and public services; and does not undermine, or conflict with, the planned function of *settlements*; and,
  - v. any potential impacts are identified and mitigated

All *renewable energy facility* and *alternative energy facilities* shall also comply with all other applicable policies including: Section 3.2, Environmental Resource Policies, and Section 3.3 Cultural Resource Policies.

### 3.1.5.5 *Infrastructure and Public Works Yards*

#### INFRASTRUCTURE

*Infrastructure*, including public works yards, will be permitted in the Agricultural Reserve.

*Infrastructure* will make efforts to avoid, minimize and mitigate impacts in the *prime agricultural area*. Including the *prime agricultural lands* and *agricultural uses* in the area, to the extent feasible, and shall be in accordance with the requirements of Section 5.2 Public Services, Utilities, and Infrastructure.

### 3.1.5.6 *Existing Non-Agricultural Uses*

#### NEW USES

In order to maintain the agricultural land resource for *agricultural use* and to ensure that new non-agricultural uses not specifically addressed in Section 3.1.5, including commercial, industrial, institutional and recreational uses, develop on an appropriate level of services and are directed to settlements to support their planned service and/or employment functions, new non-agricultural uses will not be permitted within the Agricultural Reserve designation, except in accordance with the policies of Section 3.1.7.

#### EXISTING USES

Existing Non-Agricultural Uses include:

#### COMMERICAL, INDUSTRIAL AND INSTITUTIONAL USES

- Non-agricultural commercial, industrial, or institutional uses located in the County's *prime agricultural area* that are recognized by existing zoning as of DATE OF APPROVAL OF THIS AMENDMENT will be considered as permitted uses. Area Councils may permit minor expansion or minor change in use and the Land Division Committee may consider the granting of consents for these existing uses to permit the minor expansion of the use or readjustment of property boundaries subject to the policies of Section 3.1.5.6.1

RECREATIONAL  
USES

- Recreational uses located in the County's *prime agricultural area* that are recognized by existing zoning as of January 14, 2009, will be considered as existing uses. However, where an existing recreational use has ceased operation and the site is suitable for restoration to *agricultural use*, Area Council shall consider rezoning the site back to agriculture as part of their next comprehensive Zoning By-Law update.

Minor changes in use to existing campgrounds or seasonal trailer parks may be considered in accordance with the existing use policies of this subsection. However, changes to allow for year-round occupancy or permanent residential uses will not be permitted.

With the exception of campgrounds and/or seasonal trailer parks, Area Councils may permit minor expansion or minor change in use and the Land Division Committee may consider the granting of consents to permit the minor expansion of the use or the minor adjustment of property boundaries (excluding lot creation) without amendment to this Plan, subject to the policies of Section 3.1.5.6.1

#### 3.1.5.7.1 Development criteria for minor expansion or minor change of an existing use

DEVELOPMENT  
CRITERIA

All applications for minor expansion or minor change of an existing use shall satisfy the following criteria:

NEED FOR  
EXPANSION

- The applicant has demonstrated that any proposed lot addition is required for the continued operation of the use and is limited to the minimum area required to accommodate the immediate needs of the use and required *individual on-site water services* and *individual on-site sewage services*. The proposed expansion area shall be located and configured so as to avoid, or mitigate to the extent feasible, impacts on surrounding agricultural lands and/or operations.

## SERVICING

- Existing or proposed *individual on-site water services* and/or *individual on-site sewage services* are demonstrated to be adequate or will be made adequate to serve the proposed development and shall be in accordance with the applicable policies of Sections 3.2.7.2, Water Quality and Quantity and 5.5, County Servicing Policy.

TRANSPORTATION,  
ACCESS, AND  
DRAINAGE

- Existing or proposed services including stormwater management and road access are demonstrated to be adequate or will be made adequate to serve the proposed *development* to the satisfaction of the Area Municipality and/or County as applicable and shall be in accordance with the requirements of the County including the applicable policies of Sections 3.2.7.2 Water Quality and Quantity and Section 5.1 County Transportation Policy.

## COMPATIBILITY

- The proposed development shall be appropriately designed, buffered and/or separated from nearby residential and other *sensitive land uses* to prevent or mitigate adverse impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion and other potential off-site impacts and minimize risk to public health and safety.

Further, impacts from any proposed change in use or expansion on surrounding agricultural operations and lands shall be avoided, or mitigated to the extent feasible. Any proposed change in use shall be similar to, or more compatible with surrounding agricultural operations, than the existing use. Any proposed change in use or expansion shall comply with *MDS I*, or not further reduce an existing insufficient *MDS I* setback or increase the potential for odour complaints.

The site-specific zoning provisions and site plan approval required for the proposed expansion or change in use shall incorporate any restrictions or requirements that may be necessary to implement this policy.

## SITE PLAN

- Proposals shall be accompanied by a detailed site plan showing the location of buildings and structures; septic beds; areas for parking, storage and landscaping; lot grading and drainage, points of access; and any other information deemed to be relevant to review of the proposal.

Proposals shall be subject to site plan approval to address site design and land use compatibility related considerations.

OTHER  
APPLICABLE  
POLICIES

- Proposals shall comply with all other applicable policies of this Plan, including: Section 3.2, Environmental Resource Policies and Section 3.3, Cultural Resource Policies.

**3.1.6 Consents for Legal or Technical Reasons****CONSENTS FOR  
LEGAL OR  
TECHNICAL  
REASONS**

Consents for severance involving *agricultural uses* and non-agricultural uses including rural residential lands may be considered for the following legal or technical reasons:

- to create or alter any private easement or right-of-way;
- to correct or confirm valid title for an agricultural lot which is held in distinct and separate ownership;
- to make minor adjustments to the boundaries between abutting lots to conform to existing patterns of exclusive use and occupancy or to rectify problems created by the encroachment of buildings, structures, private water supply or private sewage disposal facilities on abutting lots; or
- to permit the severance of non-farm rural residential zoned lands, where they will be legally consolidated with an abutting agricultural lot to form one lot under identical ownership and rezoned for agricultural purposes.

**NO NEW LOT**

Consents granted for the above purposes shall not result in the creation of a new lot. Notwithstanding this restriction, a consent to allow for the re-establishment of a previously existing rural residential lot may be considered, provided that said lot was previously held in distinct and separate ownership but has since legally merged with an adjacent parcel and remains residentially zoned in the Area Municipal Zoning By-Law.

Proposals which have the effect of adding agricultural land to an existing residentially zoned lot will satisfy the policies relating to maximum lot size in Section 3.1.5.3

### **3.1.7 Official Plan Amendments for Non-Agricultural Uses and Settlement Area Expansions**

#### **OFFICIAL PLAN AMENDMENTS**

Proposals to establish new non-agricultural uses in the *prime agricultural areas* or expansion of a *settlement* will only be considered through an Official Plan Amendment in accordance with the following requirements. Such proposals shall prepare and submit planning and technical studies addressing these requirements.

#### **3.1.7.1 Settlement Area Expansions**

#### **EXPANSION OF SETTLEMENTS**

New or *Settlement area* expansions shall only be considered through a *comprehensive review*.

New or *settlement area* expansion 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 4.2.2.4.1 and 4.2.2.6.1

#### **REQUIREMENTS**

##### **JUSTIFICATION ANALYSIS**

Compelling evidence is required in order to determine whether a proposed *settlement area* expansion is justified in accordance with the applicable policies of the Provincial Policy Statement and this Plan, including demonstration of how impacts on agriculture have been considered and addressed. As such, the following will be addressed as part of this process:

##### **AGRICULTURAL IMPACT ASSESSMENT**

- As part of the *comprehensive review* for a *settlement* expansion the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.6.3.

##### **OTHER APPLICABLE POLICIES**

- The proposal shall comply all of the other policies found within this Plan, including: Section 3.2, Environmental Resource Policies, Section 3.3 Cultural Heritage Policies and Section 3.4, Resource Extraction Policies

#### **3.1.7.2 Non-Agricultural Uses**

#### **PROHIBITED USES**

New or expanded campgrounds or seasonal trailer parks are prohibited. However, Existing campgrounds and/or seasonal trailer parks may be recognized as permitted uses in the municipal zoning by-laws.



SCOPE OF  
PROPOSAL AND  
CONCEPT PLAN

For new *non-agricultural uses*, the proposal shall state the specific use and contain a detailed site plan showing the location of buildings and structures, *individual on-site water and/or sewage services*, areas for parking, storage and landscaping, lot grading and drainage, road access and any other information deemed to be relevant to the proposal.

## REQUIREMENTS

JUSTIFICATION  
ANALYSIS

Compelling evidence shall be provided to demonstrate, to the satisfaction of the County and Area Municipality, that the proposed *non-agricultural use* cannot be located within a *settlement* and that the following considerations have been addressed:

- there is a demonstrated need within the planning period for additional land to be removed from agricultural production and re-designated, given the nature and capacity of undeveloped land use designations within nearby *settlements* or within other land use designations;
- the nature of the proposal and whether the use requires special locational requirements or physical features that are only available in prime agricultural areas;
- the amount of land proposed for the new *development* is the minimum required for the immediate needs of the proposed use;
- The level of servicing planned or available for the proposed *development* is consistent with the servicing hierarchy established in Section 5.5.3 of this Plan for *municipal waste water services and/or municipal water supply facilities*. *Infrastructure and public services* which are planned or available are suitable for the proposed *development* over the long term and protect public health and safety.

## SERVICING

## COMPATIBILITY

- The proposed use shall be compatible with and not hinder surrounding agricultural operations or other nearby land uses.

The proposed use, scale and location shall be reviewed to ensure that potential compatibility issues with respect to traffic, noise, dust, odour, spraying and other agricultural activities and normal farm practices can be prevented or effectively mitigated. Further, the proposed shall be appropriately designed, buffered and/or separated from nearby residential and other sensitive land uses to prevent or mitigate potential impacts from noise, odour, dust, vibration, traffic, lighting, visual intrusion, and other potential off-site impacts and minimize risk to public health and safety.

All applicable provincial and municipal requirements regarding, emissions, noise, odour, nuisance, compatibility, water, public health and safety and wastewater standards shall be addressed, including receipt of all applicable environmental approvals.

The site-specific zoning provisions and site plan approval for the proposed use shall incorporate any restrictions or requirements that may be necessary to implement this policy.

TRAFFIC AND  
ACCESS

The proposed new use shall not create traffic hazards and the road infrastructure shall be capable of accommodating the new use or expansion, in accordance with the requirements of the authority with jurisdiction over the road(s), and shall be in accordance with the requirements of the County including the applicable policies of Section 5.1 County Transportation Policy.

MINERAL AND  
PETROLEUM  
RESOURCES

- The proposal will not conflict with the policies of Section 3.4, Resource Extraction Policies.

AGRICULTURAL  
IMPACT  
ASSESSMENT

- As part of the application for a new non-agricultural use, the preparation of an Agricultural Impact Assessment shall be required and as detailed in Section 3.1.6.3.

OTHER  
APPLICABLE  
POLICIES

- The proposal shall comply with all of the other policies found within this Plan, including: Section 3.2, Environmental Resource Policies, Section 3.3 Cultural Heritage Policies and Section 3.4, Resource Extraction

### 3.1.6.3 Agricultural Impact Assessment

#### AGRICULTURAL IMPACT ASSESSMENT

An Agricultural Impact Assessment is a study which:

- characterizes *agricultural uses* and the *prime agricultural area*;
- evaluates the potential impacts of non-agricultural development, including settlement area expansions, on surrounding *prime agricultural areas* and associated *agricultural uses*;
- identifies opportunities for the proposed *development* to avoid, minimize and mitigate impacts;
- may also provide for site rehabilitation or restoration for an *agricultural use* or to an *agricultural condition* where applicable, and;
- is prepared by a qualified individual, familiar with agricultural land use planning, soil science or agricultural engineering and has demonstrated experience in characterizing, evaluating and assessing agricultural impacts, relative to the application and location, being proposed.

#### SCOPE OF STUDY

The scope of the Agricultural Impact Assessment (AIA) will be based on the proposed *settlement* expansion or non-*agricultural use*. A terms of reference may be required by the County, to confirm the scope and level of detail required for the AIA.

At minimum the AIA shall characterize the surrounding *prime agricultural area* including existing *agricultural uses* and evaluate the potential impacts of the proposed *development* on *agricultural uses* and the *prime agricultural area*, and shall demonstrate that:

- the lands do not comprise specialty crop areas;
- there are no reasonable alternatives which avoid prime agricultural areas;
- there are no reasonable alternatives on lands with lesser agricultural capability or on lands left less suitable for agriculture by existing or past *development*;
- *MDS I* is satisfied;
- Impacts from the new use or *settlement* expansion or non-*agricultural uses* on nearby agricultural operations and lands are avoided or mitigated to the extent feasible.

*POLICY  
IMPLICATIONS*

- The proposal is acceptable regarding the ability to achieve the Goal for Agricultural Policies as set out in Section 3.1.1, the precedent to be established for other sites within the County and the ability to implement planned land uses in the vicinity.

*THIRD PARTY  
REVIEW*

- Further, the County and/or Area Municipality may, depending on the scope and complexity of the application, require third party review of any information, materials or documentation required by the County and/or Area Municipality. The applicant will be responsible for the costs of the third party review as well as for the costs associated with any additional review resulting from revisions to any original materials that may be required as a result of the third party review.

### **3.1.8 Special Agricultural Policies**

The following site specific policies apply in addition to the relevant policies of Section 3.1. These policies provide more specific direction for the *development* of each site.

#### **3.1.8.1 Part Lot 28, Conc. 10 (East Nissouri) Township of Zorra**

A 2 ha (5 ac.) parcel of land, forming part of Lot 28, Concession 10 (East Nissouri) in the Township of Zorra, located on the west side of County Road 119 between Road 92 and Road 96 be exempt from the *Minimum Distance Separation Formula 1* requirements of Section 3.1.4.6 of the County Official Plan for the purpose of establishing a farm implement dealership on the subject property.

Amendment No. 20

#### **3.1.8.2 Part Lots 25 & 26, Conc. 2, (West Oxford) Township Of South-West Oxford**

A 24.3 hectare (60 acre) parcel of land lying in part of Lots 25 and 26, Concession 2 (West Oxford) which is located south of Robinson Road, west of Wallace Line and north of Wilson Line in the Township of South-West Oxford may be used for a truck transport terminal.

#### **Servicing**

It is intended that *development* on the property shall take place on full municipal services (municipal *centralized water supply and waste water treatment systems*).

#### **Performance Standards**

The following performance standards shall govern the *development* of the subject property:

- the access points to the subject property shall be designed in a manner which will minimize the danger to vehicular traffic;
- *development* of the subject lands shall be subject to site plan control in accordance with the provisions of the Planning Act and shall deal with such matters, but not be restricted to, lighting, landscaping and fencing, disposal of storm water and location and surfacing of parking facilities. A storm water management plan shall be prepared by the proponent and be acceptable to the Upper Thames River Conservation Authority, the Ministry of Transportation and the Township of South-West Oxford;

Amendment No. 7

- a wellhead protection plan for Well No. 11 of the Ingersoll Public Utility Commission outlining protection measures, construction techniques and on-going monitoring shall be prepared by the proponent and be acceptable to the County of Oxford and the Ingersoll Public Utility Commission;
- a waste water collection and treatment system employed by the truck washing facility shall be prepared by the proponent and be acceptable to the County of Oxford.

### 3.1.8.3 Lot 11 And Part Lot 10, Conc. 11 (Blenheim) Township Of Blandford-Blenheim

AMENDMENT No. 170

A parcel of land consisting of Lot 11 and the northwest quadrant of Lot 10, Concession 11 (Blenheim), Township of Blandford-Blenheim, may be used for the following specific uses to accommodate the use of the lands by a religious order, or orders, that function as a single entity on said property. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit* which comprises approximately 5.6 hectares (13.8 acres) which fronts on Concession Road No. 12 and is located in the north half of Lot 11, Concession 11 (Blenheim). The *farm unit* shall generally be operated as a single entity by a religious order, or orders that reside on the lands. It is also intended that the policies of Section 3.2.8, shall apply, where applicable.

#### Land Use

AMENDMENT No. 170

A maximum of 20 dwelling units will be permitted. New dwelling units will be located in the existing developed area of the *farm unit* and will be of the modular home type. The modular dwellings shall be removed from the site at such time as the *farm unit* ceases to be operated as a single entity by a religious order, or orders.

AMENDMENT No. 170

In addition to those agricultural uses permitted on the subject property, additional farm related commercial and industrial services, school, nursery school, limited manufacturing and a business office, as specified in the site specific zoning by-law may be allowed. Manufacturing shall be limited to those uses permitted through the implementing Zoning By-Law and shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water.

### Servicing

Notwithstanding the policies of Section 5.5.3 to the contrary, *development* on the property shall take place on a private well and a private *communal waste water treatment* plant as approved by the County of Oxford and the Ministry of the Environment. The owner will enter into an appropriate agreement with the Township of Blandford-Blenheim which shall address the operation and maintenance of the private *communal waste water treatment* plant and the decommissioning and/or removal of the plant in the event that the religious order vacates the subject property.

AMENDMENT No. 170

### Performance Standards

The following performance standards shall govern the *development* of this special agricultural area:

AMENDMENT No. 170

- the residential dwellings and non-agricultural related uses along with agricultural related uses will be considered to be part of the *farm unit* and consent to sever such uses from the *farm unit* will not be permitted;

AMENDMENT No. 170

- adequate off-street vehicle parking areas shall be provided which will permit the parking of vehicles clear of any road allowance and permit adequate manoeuvring of vehicles within such parking areas;

AMENDMENT No. 170

- the access points to such parking areas shall be designed in a manner which will minimize the danger to vehicle and pedestrian traffic;

AMENDMENT No. 170

- open storage areas shall be effectively screened from adjacent land uses and from Concession Road 12;

AMENDMENT No. 170

- the residential dwellings and non-agricultural related uses shall be clearly secondary to the existing farm operation and shall not change the agricultural character of the *farm unit* nor create a public nuisance in particular regard to noise, traffic and/or parking;

AMENDMENT No. 170

- the residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the owner ;

AMENDMENT No. 170



AMENDMENT No. 170

- the residential dwellings and non-agricultural related uses shall be limited to the existing developed area along Concession Road No. 12 to an area of approximately 5.6 hectares (13.8 acres);

AMENDMENT No. 170

- new residential dwellings shall be of a modular type which will be removed at such time as the farm unit ceases to be operated as a single entity by the religious order, or orders;

AMENDMENT No. 170

- it is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.

#### 3.1.8.4 Part Lots 13, 14 & 15 Conc. 11 (Blenheim) Township Of Blandford-Blenheim

A 238.8 hectare (590 acre) parcel of land consisting of Part Lots 13, 14 and 15, Concession 11 (Blenheim) in the Township of Blandford-Blenheim, may be used for the following specific on-farm diversified uses to accommodate the Community Farm of the Brethren. It is intended that the non-agricultural uses as well as the residential uses shall be located within the existing developed area of the *farm unit*.

- A maximum of 20 dwelling units within one or more buildings will be permitted to accommodate members of the Community Farm of the Brethren.
- In addition to those agricultural uses already permitted on the subject property, additional on-farm diversified uses, including the manufacturing of down bedding and accessory retail outlet, an egg noodle processing plant, a construction business and a gear cutting business may be allowed in the site specific zoning by-law. The on-farm diversified uses shall be of a dry industrial nature, characterized by minimal water requirements for their processing, cooling or equipment washing and which do not discharge large quantities of waste water. Each on-farm diversified use shall directly involve the farm operators and resident on-farm family members and each use shall be limited to one additional full-time employee.
- The residential uses and non-agricultural related uses shall be subject to a site plan control by-law pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, requiring the entering into of an agreement between the Township and the Community Farm.

AMENDMENT No. 38

- It is intended that *development* shall be by a zoning by-law amendment restricting the uses on the property and keeping the lands within an agricultural zoning.

#### 3.1.8.5 Part Lot 19, Concession 3 (East Oxford) Township Of Norwich

A 28.3 hectare (70 acre) parcel of land consisting of Part Lot 19, Concession 3 (East Oxford), Township of Norwich, which is located immediately west of County Road 59 and consists of the non-developed lands between Pattullo Avenue and Old Stage Road, may be used for an active recreational use, specifically a golf course, within the area identified as a Sand and Gravel Resource Area in Appendix 2-1. All other criteria in the County of Oxford Official Plan to assess an application to permit an active recreational use shall be complied with. In addition, *development* of a golf course shall follow the environmental guidelines established by the Royal Canadian Golf Association.

## #6.a

Placeholder page for Agenda Item 6.a –  
Conferences & Seminars

#6.b

Placeholder page for Agenda Item 6.b - County  
Council – Update & Questions

#6.c

Placeholder page for Agenda Item 6.c –  
Staff Reports and Questions for Staff

# STAFF REPORT

Report #C/O2021-01

To: His Worship the Mayor and Members of Council

From: Meaghan Vader, Corporate Initiatives Officer

Re: EZT-RFP-21-05 Architectural and Engineering Services for a New Municipal Administration Building

Date: November 10, 2021

## Background:

As part of the process for the construction of the New Municipal Administration Building, Request for Proposal EZT-RFP-21-05 was issued on Bids and Tenders on Friday October 1, 2021. The bid closed on Tuesday November 2, 2021 at 2:00 p.m.

There were 42 registered plan takers. Eight bid submissions were received and verified for compliance by staff. Seven of the bids were deemed compliant. Evaluations of the proposals was then completed by Senior Staff as the evaluation team based on the scoring matrix incorporated in the RFP bid document.

## Discussion:

The RFP requested the submission of proposals from architectural and engineering firms with successful experience in the detailed design, tender specification preparation, and contract administration of other similar projects. The highest-ranking proponent was the Ventin Group Ltd. The cost associated with the Ventin Group Ltd proposal is \$198,000.00.

## Recommendation:

1. That Council accept the bid from the Ventin Group Ltd. in the amount of \$198,000.00; and further that Council authorizes the CAO/Treasurer to sign the contractual agreement with the Ventin Group Ltd. as provided in the proposal bid document package EZT-RFP-21-05.

Reviewed by C.A.O:



Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



Meaghan Vader  
Corporate Initiatives Officer

# STAFF REPORT

Report #CI O2021-02

To: His Worship the Mayor and Members of Council

From: Meaghan Vader, Corporate Initiatives Officer

Re: EZT-RFP-21-04 Consulting Services for the Development of a Secondary Plan

Date: November 10, 2021

## Background:

In accordance with the recommendation in staff report CBO2020-16 Tavistock & Innerkip – Future Growth Planning, Request for Proposal EZT-RFP-21-04 was issued on Bids and Tenders on Thursday September 16, 2021. The bid closed on Thursday October 28, 2021, at 2:00 p.m.

There were 10 registered plan takers. Two bid submissions were received and verified for compliance by staff. Evaluation of the proposals was then completed by Oxford County and Township staff, based on the scoring matrix incorporated in the RFP bid document.

## Discussion:

The RFP requested the submission of proposals from consulting firms with the qualification and experience in settlement expansion justification, secondary planning and servicing strategies. The highest-ranking proponent was WSP Canada Inc. The cost associated with WSP Canada Inc. proposal is \$286,262.00.

## Financial Implications:

This project was initially budgeted in the 2021 budget for \$200,000.00, with the Township and Oxford County each contributing \$100,000.00. The fees above the projected budget are based on the increased scope of work for settlement expansion justification and the additional need for engineering services.

Oxford County has committed an additional \$25,000.00 in funding, which requires the Township to fund the additional \$61,262.00. Staff are recommending that the funding be allocated from the Development Charges (DC) Reserve Fund for Admin Studies. This additional funding requirement will be incorporated for recovery as part of the next update to the DC study scheduled for 2024.



Staff Report – EZT-RFP-21-04 Consulting Services for the  
Development of a Secondary Plan

Page 2

---

Recommendation:

1. That Council accept the bid from WSP Canada Inc. in the amount of \$286,262.00; and further that Council authorizes the CAO/Treasurer to sign the contractual agreement with WSP Canada Inc. as provided in the proposal bid document package EZT-RFP-21-04.
2. And further that Council accept the additional funding be sourced from the Admin Studies Development Charges Reserve Fund.

Reviewed by C.A.O:



---

Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



---

Meaghan Vader  
Corporate Initiatives Officer

# STAFF REPORT

Report #CAO2021-15

To: His Worship the Mayor and Members of Council

From: Karen DePrest, CAO/Treasurer

Re: 2022 Budget Planning and Development Timetable

Date: November 10, 2021

## Background:

Staff wanted to provide Council and staff with a timeline for the planning, development, and presentation of the draft 2022 User Fee Schedule and 2022 Operating and Capital Budget.

## Discussion:

In preparation for the 2022 budget development cycle, Senior Staff and the Finance Team discussed all the relevant issues (including but not limited to the Parks and Recreation Master Plan, the Roads Needs Study, OMPF, taxation, capital, and reserve sustainability forecasting, etc.) to prepare a comprehensive budget package **for Council's consideration**.

Staff will be looking to incorporate any council-approved recommendations from the various studies into the 2022 budget document. As a result, it would be prudent to hold off on finalizing budget development until early next in the year 2022. Staff will begin work on the foundation data, including the CPI increases for salaries, OMPF funding, OCIF funding, policing, deferred capital projects, etc.

Staff will also be reviewing and updating our User Fee Schedule. This review will also be intended to reflect council-approved recommendations from the Parks and Recreation Master Plan. This review and proposed schedule would be presented to Council with the budget document with a recommendation for any rate changes to come into effect for May 1, 2022.

With these key areas in mind, staff plan to deliver the 2022 Operating and Capital Budget binders to Council on Friday, February 25, 2022, with the first budget discussion to be conducted as part of the March 2, 2022, meeting of Council, and the public meeting for consideration of the budget to be held at the March 16, 2022, meeting. Any required revisions would then be made,

Staff Report – 2022 Budget Planning/Development Timetable Page 2

with the goal of bringing the final proposed budget by-law to the Council meeting of April 6, 2022.

Staff feel that this timeline will also allow all the aforementioned items, as well as a final draft financial position for 2021, to be incorporated and presented as part of the Draft 2022 Operating and Capital budget. This also ensures staff, Council and the public have adequate time to consider and address any questions on the budget content.

Financial Implications:

- None

Attachments:

- Appendix 'A' - 2022 OMPF Allocation Notice

Recommendation:

1. None. For Council Information.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'Karen DePrest', written over a horizontal line.

Karen DePrest  
Chief Administrative Officer/Treasurer

**2022 Allocation Notice****Township of East Zorra-Tavistock**

3238

County of Oxford

**In 2022, the Province is providing the Township of East Zorra-Tavistock with \$726,500 in funding through the OMPF, which is the equivalent of \$243 per household.**

<b>A Total 2022 OMPF</b>	<b>\$726,500</b>
--------------------------	------------------

1. Assessment Equalization Grant Component	-
2. Northern Communities Grant Component	-
3. Rural Communities Grant Component	\$696,500
4. Northern and Rural Fiscal Circumstances Grant Component	\$30,000
5. Transitional Assistance	-

**B Key OMPF Data Inputs**

1. Households	2,991
2. Total Weighted Assessment per Household	\$441,519
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	89.4%
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	1.0
6. 2022 Guaranteed Level of Support	85.0%
7. 2021 OMPF	\$703,300

*Note: See line item descriptions on the following page.*

**2022 Allocation Notice****Township of East Zorra-Tavistock**

3238

County of Oxford

**2022 OMPF Allocation Notice - Line Item Descriptions**

<b>A</b>	Sum of 2022 OMPF grant components and Transitional Assistance, which are described in the 2022 OMPF Technical Guide. This document can be accessed on the Ministry of Finance's website at: <a href="https://www.fin.gov.on.ca/en/budget/ompf/2022">https://www.fin.gov.on.ca/en/budget/ompf/2022</a>
<b>A5</b>	If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
<b>B1</b>	Based on the 2021 returned roll from the Municipal Property Assessment Corporation (MPAC).
<b>B2</b>	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
<b>B3</b>	Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2022 OMPF Technical Guide, Appendix A.
<b>B4</b>	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the enclosed Farm Area Measure Insert, and the 2022 OMPF Technical Guide, Appendix B.
<b>B5</b>	Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCI Insert, and the 2022 OMPF Technical Guide, Appendix D.
<b>B6</b>	Represents the guaranteed level of support the municipality will receive through the 2022 OMPF. For additional information, see the 2022 OMPF Technical Guide.
<b>B7</b>	2021 OMPF Allocation Notice (Line A).

*Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.*

**2022 Transitional Assistance Calculation Insert****Township of East Zorra-Tavistock**

3238

County of Oxford

**A 2022 OMPF Transitional Assistance (Line B2 - Line B1, if positive)****n/a**

*As the municipality's 2022 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.*

**B Supporting Details**

<b>1. Sum of 2022 OMPF Grant Components (excluding Transitional Assistance)</b>	<b>\$726,500</b>
---	------------------

<b>2. 2022 Guaranteed Support (Line B2a x Line B2b)</b>	<b>\$597,900</b>
---	------------------

a. 2021 OMPF	\$703,300
--------------	-----------

b. 2022 Guaranteed Level of Support	85.0%
-------------------------------------	-------

*Note: See line item descriptions on the following page.*

**2022 Transitional Assistance Calculation Insert****Township of East Zorra-Tavistock**

3238

County of Oxford

**2022 Transitional Assistance Calculation Insert - Line Item Descriptions**

<b>A</b>	Transitional Assistance ensures that in 2022, southern municipalities will receive a minimum of 85 per cent of the support they received through the OMPF in 2021. The Township of East Zorra-Tavistock's 2022 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.
<b>B1</b>	Sum of the following 2022 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.
<b>B2</b>	Guaranteed amount of funding through the 2022 OMPF.
<b>B2a</b>	2021 OMPF Allocation Notice (Line A).
<b>B2b</b>	Represents the guaranteed level of support the municipality will receive through the 2022 OMPF. For additional information, see the 2022 OMPF Technical Guide.

*Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.*



## 2022 Northern and Rural Municipal Fiscal Circumstances Index

## Township of East Zorra-Tavistock

3238

County of Oxford

**A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)****1.0**

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

**B Northern and Rural MFCI - Indicators**

Primary Indicators	Township of East Zorra-Tavistock	Median
1. Weighted Assessment per Household	\$441,519	\$289,000
2. Median Household Income	\$80,674	\$69,000
<b>Secondary Indicators</b>		
3. Average Annual Change in Assessment (New Construction)	2.9%	1.1%
4. Employment Rate	69.8%	56.0%
5. Ratio of Working Age to Dependent Population	177.9%	170.0%
6. Per cent of Population Above Low-Income Threshold	91.3%	86.0%

*Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.*

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2022 OMPF Technical Guide, as well as in the customized 2022 Northern and Rural MFCI Workbook.

*Note: See line item descriptions on the following page.*

**2022 Northern and Rural Municipal Fiscal Circumstances Index****Township of East Zorra-Tavistock**

3238

County of Oxford

**2022 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions**

<b>A</b>	The municipality's 2022 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2022 Northern and Rural MFCI Workbook.
<b>B1</b>	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
<b>B2</b>	Statistics Canada's measure of median income for all private households in 2015.
<b>B3</b>	Measures the five-year (2016 - 2021) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
<b>B4</b>	Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
<b>B5</b>	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
<b>B6</b>	Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

**2022 Farm Area Measure Insert****Township of East Zorra-Tavistock**

3238

County of Oxford

**A Farm Area Measure (Line B1 / Line B2)****89.4%**

The Farm Area Measure (FAM) represents the percentage of a municipality's land area comprised of farm land.

$$\frac{\text{Farm Land Area}}{\text{Municipal Land Area}} = \text{Farm Area Measure}$$

**B Supporting Details**

1. Farm Land Area	53,508 acres
2. Municipal Land Area	59,874 acres

The Rural Communities Grant includes a funding enhancement for municipalities with a Farm Area Measure of more than 70 per cent, based on a sliding scale. Eligible municipalities receive this funding as part of their Rural Communities Grant allocation. Additional details regarding the calculation of the Farm Area Measure are provided in the 2022 OMPF Technical Guide, as well as in the municipality's customized 2022 OMPF Workbook.

*Note: See line item descriptions on the following page.*

**2022 Farm Area Measure Insert****Township of East Zorra-Tavistock**

3238

County of Oxford

**2022 Farm Area Measure Insert - Line Item Descriptions**

<b>A</b>	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2022 OMPF Technical Guide, Appendix B.
----------	--

<b>B1</b>	The number of acres of land for properties in the farm property tax class.
-----------	--

<b>B2</b>	The total number of acres of land in the municipality.
-----------	--

**THE CORPORATION OF THE  
TOWNSHIP OF EAST ZORRA-TAVISTOCK  
COUNTY OF OXFORD  
BY-LAW # 2021 - 41**

---

Being a by-law to confirm all actions and proceedings of the Council.

**NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:**

All actions and proceedings of the Council taken at its meeting held on the 17<sup>th</sup> day of November, 2021 except those taken by By-law and those required by law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out herein provided, however, that any member of this Council who has dissented from any action or proceeding or has abstained from discussion and voting thereon shall be deemed to have dissented or abstained, as the case may be, in respect of this By-law as it applies to such action or proceeding.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17<sup>th</sup> DAY OF NOVEMBER, 2021.**

seal

---

Don McKay, Mayor

---

Will Jaques, Clerk