

MINUTES

OXFORD COUNTY LAND DIVISION COMMITTEE

HYBRID HEARING

Thursday, July 3, 2025

The Oxford County Land Division Committee met virtually via livestream, on Thursday, July 3, 2025, at 9:30 a.m. with the following individuals:

Chairperson	-	G. Brumby
	-	A. Tenhove - <i>absent</i>
	-	L. Martin
	-	J. Lessif
	-	D. Paron
	-	D. Matheson
	-	C. van Haastert
Manager of Development Planning	-	E. Gilbert
Secretary-Treasurer	-	A. Karn Sims

The meeting was called to order at 9:30am.

DECLARATION OF CONFLICT OF INTEREST:

None.

APPROVAL OF MINUTES:

Moved by: J. Lessif
Seconded by: D. Matheson

“The Minutes of the Meeting of June 5, 2025, be approved as amended, printed and circulated.”

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

None.

GENERAL BUSINESS:

None.

CORRESPONDENCE:

None.

APPLICATIONS FOR CONSENT:

B25-16-4 – Murgo Farms Ltd.
(Lt 6, Conc. 2 West Oxford S of King’s Hwy 401 except A15426 & Pt 1, 41R2866, Township of South-West Oxford)

James Hammerton was present online to speak to the application.

E. Gilbert reviewed the staff Planning Report. The intent of the application is to facilitate two lot additions which will result in a more symmetrical lot configuration. No new development is

proposed as part of this application.

The proposed lands to be severed are approximately 0.43 ha (1.06 ac) in area. One part of the lands to be severed (0.41 ha (1.01 ac)) is currently used as a vehicular access from Trillium Line to the business on the lot to be enlarged, and the other part of the lands to be severed (242.8 m² (2,613.5 ft²)) is vacant.

The application proposes to convey the lands to be severed to the adjacent existing 1.5 ha (3.7 ac) 'Special Agri-business (AB-19)' parcel located at 454500 Trillium Line South resulting in an enlarged parcel of approximately 1.93 ha (4.76 ac). The lot to be enlarged has frontage on Trillium Line and contains a single detached dwelling, detached garage, grain elevator, and a number of agricultural buildings (e.g. grain bin, feed tank).

It is proposed that the lot to be retained will be approximately 41.1 ha (101.4 ac). It is currently being used for agricultural uses (crops) and this use will be maintained.

The subject property is legally described as Lot 6, Con 2, West Oxford, S of King's Hwy 401 except A15426 & Pt 1 41R2866. The subject property is located on the east side of Trillium Line, lying between Curry Road and Highway 401.

No comments of concern were received from the agencies circulated or members of the public.

Overall Planning Staff are supportive of the application and recommend approval subject to the noted conditions.

James Hammerton had no questions or concerns and understood and accepted all conditions.

No comments or concerns were received from the Committee.

B25-16-4

Moved by: D. Paron
Seconded by: J. Lessif

'Granted'

CONDITIONS:

1. Both the lots to be severed be appropriately zoned to the satisfaction of the Township of South-West Oxford.
2. A drainage assessment reapportionment be undertaken pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the Owner's expense, to the satisfaction of the Township of South-West Oxford.
3. Both the lots to be severed be conveyed to the abutting lands shown as the Lands to be Enlarged on Plate 1 of Staff Report CP2025-198 and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
4. If required, a 0.3 m (1 ft) x 0.3 m (1 ft) parcel of land from the lot to be enlarged be deeded to the Township of South-West Oxford, free of any encumbrances and costs, and a copy of the registered deed be presented to the Secretary-Treasurer of the Land Division Committee prior to the issuance of the certificates for both the lots to be severed, or a cancellation certificate be registered and a copy of the document be presented to the Secretary-Treasurer of the Land Division Committee prior to the issuance of the certificates for the lots to be severed.
5. The Clerk of the Township of South-West Oxford advise the Secretary-Treasurer of the

Land Division Committee that all requirements of the Township of South-West Oxford, financial, services and otherwise, have been complied with.

6. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application complies with the policies of the County of Oxford Official Plan.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

B25-18-8 – Denise Houseworth
(Pt Lt 14, Plan 213, City of Woodstock)

Vanessa Saarloos was present online to speak to the application.

E. Gilbert presented the Staff report. The application for consent seeks to sever a vacant lot with a frontage of 9.5 m (31.2 ft), depth of 49.4 m (162.1 ft), area of 474 m² (5,102.1 ft²) and retain a lot with a frontage of 9.5 m (31.2 ft), depth of 54 m (177.2 ft), and area of 510 m² (5,489.6 ft²). The intent of the application is to sever a lot to permit the creation of two single-detached dwellings, each on a separately conveyable lot. The subject lands were rezoned from R1 to R2 in December 2023 (ZN8-23-14).

The subject lands front on the west side of Dover Street, lying between Walter Street and Parkinson Road, and are legally described as Plan 213, Part Lot 14, in the City of Woodstock, known municipally as 132 Dover Street.

No comments of concern were received from the agencies circulated or members of the public.

Overall Planning Staff are supportive and recommend approval of this application subject to the noted conditions.

V. Saarloos understood and accepted all noted conditions.

In response to D. Paron, E. Gilbert noted that there were no minor variances granted for this application.

The Committee had no further comments or questions.

B25-18-8

Moved by: D. Matheson
Seconded by: L. Martin

'Granted'

CONDITIONS:

1. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or easements created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The owner shall satisfy all requirements, financial and otherwise, of the City, regarding the installation of services and drainage facilities, to the satisfaction of the City of Woodstock.
3. The Owner shall submit a recent survey prepared by an OLS to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.
4. The Owner agrees to satisfy all requirements, financial and otherwise, of the County of Oxford Public Works Department, regarding the installation of water & sanitary sewer services, to the satisfaction of the County of Oxford Public Works Department. Both properties must be serviced (water/sanitary) independently, and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department.
5. The Owner agrees to remove the existing dwelling and all existing accessory structures prior to the issuance of a building permit to the satisfaction of the City of Woodstock.
6. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.
7. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

B25-20-5 – Artsdale Farms Ltd.
(Lt 17, Conc. 11 (East Nissouri), Township of Zorra)

David Roe was present online to speak to the application.

E. Gilbert reviewed the staff Planning Report. The purpose of this application is to facilitate the severance of approximately 23 ha (56.8 ac) of agricultural lands to be added to the lands to the immediate north. It is proposed that an area of approximately 59.5 ha (147 ac) containing an existing single-detached dwelling, two (2) livestock barns and an accessory structure be retained. The lands to be severed are currently vacant and are under agricultural (cash cropping) production. The lot proposed to be enlarged is approximately 46.5 ha (115 ac) in size and contains an existing livestock barn and significant agricultural (cash cropping) acreage. The lands to be enlarged and

retained also contain significant natural heritage features (i.e. woodlands and wetlands). These features are to remain intact, with no fragmentation proposed as part of the application, and no new development is being proposed at this time.

The subject lands are described as Lot 17, Conc. 11 (East Nissouri) are located on the east side of 23rd Line, between Road 84 and Road 88, and are municipally known as 236023 23rd Line.

No objections were received from the agencies circulated or members of the public.

Planning Staff have reviewed the application and recommend approval subject to the recommended conditions.

D. Roe had no comments or concerns and understood and accepted all noted conditions.

No further comments or concerns were received from the Committee.

B25-20-5

Moved by: L. Martin
Seconded by: D. Matheson

'Granted'

CONDITIONS:

1. If required, a drainage assessment reapportionment be undertaken, pursuant to Section 65 of the Drainage Act, R.S.O., 1990, at the owners' expense, to the satisfaction of the Township of Zorra.
2. The parcel intended to be severed shall be conveyed to the abutting landowner to the immediate north and be consolidated with said owner's existing property. Any additional transactions with regard to the severed parcel must comply with Section 50(3) & (5) of the Planning Act, R.S.O., 1990, as amended, and be reflected on the certificate.
3. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
4. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

B25-28-5; A25-04-5 – William & Eleanor McIntosh
(Lt 4, Pt Lt 5, Blk M, Plan 255, Township of Zorra)

Greg McIntosh was present online to speak to the application.

E. Gilbert reviewed the staff Planning Report. The purpose of application B25-28-5 is to facilitate a farm split whereby an area of approximately 31.7 ha (78.5 ac) of agricultural lands are to be severed from the lands to the immediate south. It is proposed that an area of approximately 31.8 ha (78.7 ac) containing three (3) existing single-detached dwellings, three (3) barns and a drive shed be retained. The lands to be severed are currently vacant and are under agricultural (cash cropping) production. No new development is proposed as part of this application.

The associated minor variance seeks to reduce the minimum required distance from property line for the existing drive shed from 7.5 m (24.6 ft) to 5 m (16.4 ft). The relief is being sought in order to maximize the area being severed while still ensuring the minimum required lot area is achieved for the lot to be retained.

The subject lands are described as Lot 16 & 17, Conc. 7 (West Zorra) are located on the west side of 45th Line, between Road 84 and Road 88, and are municipally known as 455961 45th Line.

No comments of concern were received from the agencies circulated or members of the public.

Overall Planning Staff are supportive of the application and recommend approval subject to the noted conditions.

G. McIntosh had no questions or concerns and understood and accepted all noted conditions.

In response to D. Paron, E. Gilbert noted that if that structure being granted the relief needed to be replaced, it would have to maintain the 7.5 m setback.

The Committee had no further comments or concerns.

B25-28-5

Moved by: D. Matheson
Seconded by: J. Lessif

'Granted'

CONDITIONS:

1. If required, drainage assessment re-apportionment be undertaken, pursuant to Section 65 of The Drainage Act, R.S.O., 1990, at the Owner's expense, to the satisfaction of the Township of Zorra.
2. The Clerk of the Township of Zorra advise the Secretary-Treasurer of the Land Division Committee that all requirements of the Township, financial, services and otherwise, have been complied with.
3. All stated conditions must be satisfied pursuant to Subsection 41, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years of the mailing of this Notice of Decision. If all conditions are not met within two years, this Application for Consent shall be deemed to be refused. The required instruments must be presented for certification pursuant to Subsection 42, of Section 53 of the Planning Act, R.S.O., 1990, as amended, within two years from the date of the mailing of this Notice of Decision. If the said instruments are not presented and certified within two years, the consent herein shall lapse.

REASONS:

1. The application for consent is consistent with the 2024 Provincial Planning Statement.
2. The application for consent complies with the policies of the County of Oxford Official Plan.
3. The subject property is appropriately zoned.
4. The Land Division Committee did not receive any comments from the public respecting this application.

A25-04-5

Moved by: D. Matheson
Seconded by: J. Lessif

'Granted'

CONDITIONS:

1. That the said relief shall only apply to the accessory structure on the retained lot, existing as of July 3, 2025.

REASONS:

1. The variances requested are minor variances from the provisions of the Township of Zorra Zoning By-law No. 35-99;
2. The variances requested are desirable for the appropriate development or use of the land;
3. The variances requested are in keeping with the general intent and purpose of the Township of Zorra Zoning By-law No. 35-99; and
4. The variances requested are keeping with the general intent and purpose of the County Official Plan.

CARRIED.

B25-27-3 – Robert Martin & Sons Ltd.

(Pt Lts 26 & 27, Conc. 10 (South Norwich), Pt 2, 41R9994, Township of Norwich)

Jake Lofthouse was present online to speak to the application.

E. Gilbert reviewed the staff Planning Report. The purpose of this application is to create an agricultural lot and retain a lot for similar purposes. Both the lot to be severed and retained will be approximately 22.2 ha (55 ac) each with frontage onto Ninth Road. Both lots are currently vacant and used for agricultural production (cash cropping).

The subject lands are described as Part of Lots 26 & 27, Concession 10 (South Norwich) and Part 2, 41R-9994 in the Township of Norwich.

Overall Planning Staff have reviewed the application and recommend it be denied as it does not meet the criteria of the Provincial Planning Statement and does not maintain the intent of the Oxford County Official Plan for the reason that the lots to be created and maintained are undersized. Section 4.3 of the Provincial Planning Statement directs that primary cultural areas are to be protected for long term use. The permitted uses include agricultural uses provided that the lot serve is size appropriate for the types of agricultural uses common in the area and are sufficiently large to maintain flexibility for future changes in the size or type of agricultural

operations. Planning Staff feel that this proposal is not consistent with this policy and would not be in line with Provincial guidance. The minimum parcel size typically recommended by the province throughout primary agricultural areas is 40 ha or 100 ac. Further, according to the 2021 agricultural census, the size of agricultural operations in the Counties continue to increase with the average farm size now being 215 ac per farm operation. That 215 ac does consist of multiple farm parcels. Given that the proposal would seek to facilitate the creation of a new agricultural lot that would be undersized relative to the nature and size of agricultural operations reference the provincial guidelines and that the lots would have limited flexibility to adapt to future changes to agricultural operations due to their smaller lot size, Planning Staff do not consider this proposal to be consistent with the Provincial Planning Statement. With respect to the Official Plan, although the province has maintained the 40 ha is the minimum parcel size, Oxford County has been able to maintain a lower parcel size of 30 ha or 74.1 ac with the Province. We also maintain this minimum parcel size through our recent agricultural policy updates which were approved in 2024. Planning Staff can appreciate that some communities may require a smaller lot area, however, once the lot is created there is no way to enforce or ensure that the lot is transferred to one of these communities. In light of these reasons, Planning Staff do not support the application and recommend the application not be approved.

J. Lofthouse commented that they are disappointed in the report but are not surprised. He noted that he was informed by a Planner 3-4 years ago that there was no precedent in these applications and they are taken under their own merit. He asked for this application to be looked at for that. He noted that many agricultural uses could be done on this size of lot including operations for the Amish community and that if we continue to only allow large operations we will have an affordability crisis. Not everyone can start with a 215 ac operation. Growth needs to be organic and can be afforded, not developed by policy. He commented on agricultural lot creations in Oxford County and agricultural reserve. J. Lofthouse thanked the Committee for their time and consideration.

In response to L. Martin, E. Gilbert noted the two potential conditions of cash in lieu of parkland and a drainage reapportionment if required that would be required if the application were to be approved.

D. Matheson commented that the rules in the Official Plan were developed in consultation with the agricultural community, including with farmers themselves.

J. Lofthouse commented that he believes there would have been a portion of the agricultural community which would be involved in that process. He noted that he is of the opinion that we're developing an affordability problem in this area because of supply management. It will be difficult to start a farm operation and have 100 ac which would cost \$3 million.

In response to C. Van Haastert, J. Lofthouse noted that he would not have a problem if a building limitation was placed upon this lot in order to approve the application but asked is there was a suggestion of what would need to be a stipulation.

C. Van Haastert commented that he was just thinking about possibility of the County being a bit more lenient with limits on the property.

J. Lofthouse commented that the 74.1 ac seems to be an arbitrary number and wonders if the Official Plan update will take into account affordability when considering future numbers.

E. Gilbert noted that Planning Staff are not concerned about the establishment of a dwelling on either parcel in this application and doesn't see a need for conditions restricting residential development on those parcels as its only permitted as accessory to a farm operation. The County did update the agricultural policies in 2022 which received provincial approval in 2024. The County expected the province to mandate or modify our Official Plan to include a 40 ha lot size but they didn't, partially because they understand in Oxford livestock is really important and that contributes to more viability particularly for smaller parcels. Planning Staff don't support creating smaller parcels for the reasons of affordability. The idea is that there is enough existing undersized parcels that would potentially be available rather than creating two new smaller agricultural parcels.

In response to D. Paron, J. Lofthouse noted that his intent is to convey each of the two new parcels to members of the Amish Community.

In response to D. Paron, J. Lofthouse noted that technically yes, it would be an option for two members of the Amish Community to take the entire parcel and own it jointly and then apply to sever it at that point.

No further comments or concerns were received from the Committee.

B25-27-3

Moved by: D. Matheson
Seconded by: J. Lessif

'Not Granted'

REASONS:

1. The application for consent is not consistent with the 2024 Provincial Planning Statement.
2. The application for consent does not comply with the policies of the County of Oxford Official Plan respecting agricultural lot creation.
3. The Land Division Committee did not receive any comments from the public respecting this application.

CARRIED.

On the motion of J. Lessif the Land Division Committee meeting adjourned at 10:36am.

"Original Signed by"

CHAIRPERSON