



Town Council Meeting
Council Chambers, conducted through Zoom and
streamed live to Facebook.
Wednesday, September 10, 2025
6 PM

AGENDA

1. Call to Order – Welcome
2. Approval of Agenda
3. Business
 - 3.1 Public Participation Opportunity – Amendment to Municipal Planning Strategy and Land Use Bylaw
 - 3.2 Public Hearing – Amendment to Municipal Planning Strategy and Land Use Bylaw
 - 3.3 Amendment to Municipal Planning Strategy and Land Use Bylaw – second reading
4. In-Camera
 - 4.1- acquisition, sale, lease, legal, and security of municipal property
5. Adjournment



Public Participation Opportunity

Development Agreement to Permit the Rezoning of Properties from
Rural Development land to Main Street Mixed-Use Zone land.

September 10, 2025

Disclaimer

These applications are not the Town's proposal. It is a property owner's right to make an application for a development agreement or a zoning map amendment. No approval or decisions have been made.



Development Agreement

What is a Development Agreement (DA)?

A development agreement is a legally binding contract between a property owner and the Town that stipulates standards, design requirements, terms and conditions to which the property owner must adhere.

Aspects of a development that may be addressed in this agreement may include:



Architectural Design

Parking

Landscaping

Drainage

A development agreement may also influence the use, of fencing and other similar site features to ensure the matter is addressed adequately, stipulate how the project should be phased, enforce certain special requirements, and require the developer to make contribution towards funding public infrastructure.

Development Agreement Process



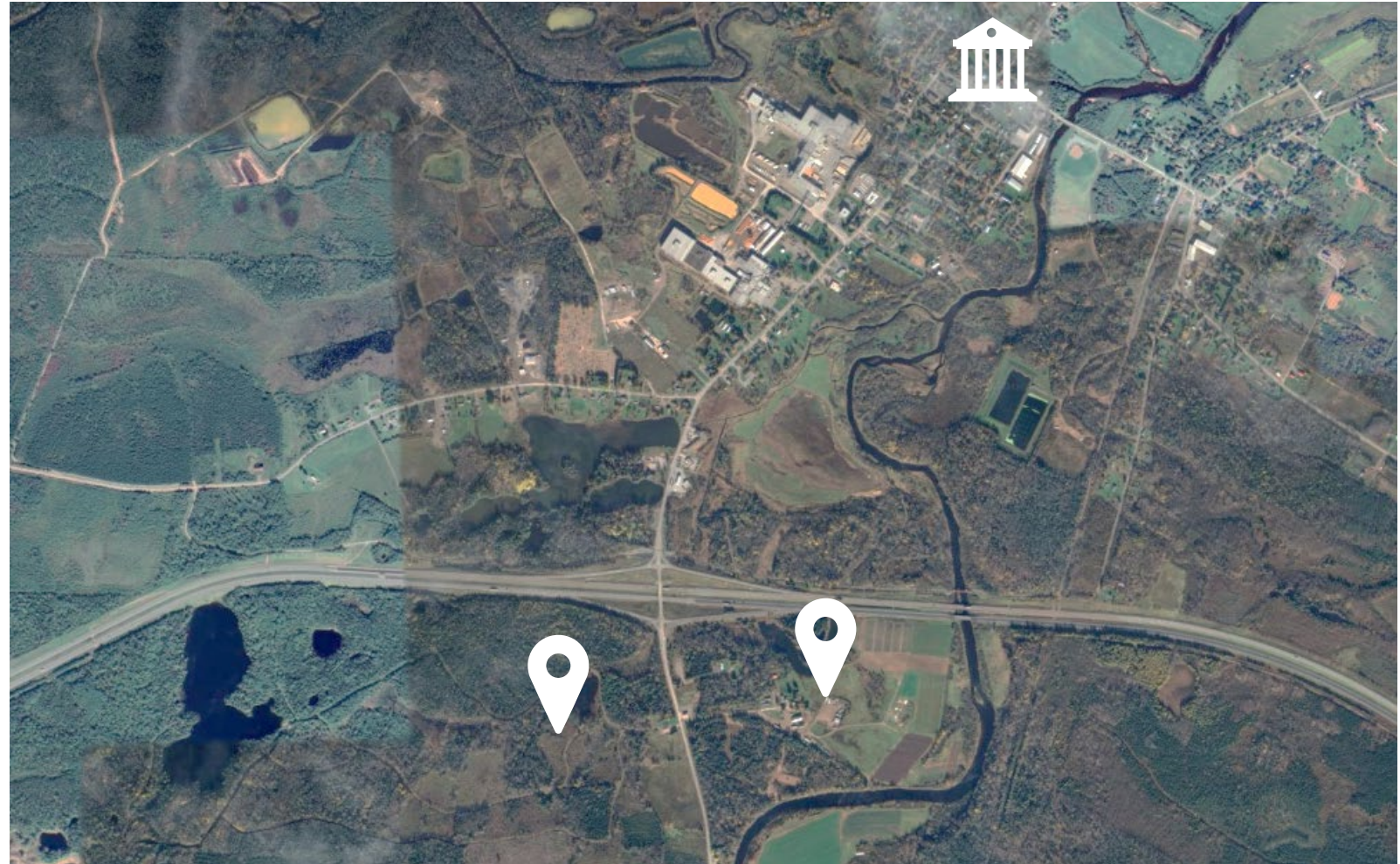
Application Details

- **Applicant/ Owners:** Bragg Lumber Company Ltd. & Kent Thompson
- **Summary of Proposal:** To rezone the properties from Rural Development land to Main Street Mixed-Use Zone land.
- **Location:** PID: 25451550, 25210287, 25210204, 25373044, 25468497, and 25210261
- **Property Area:** Total: 313 acres
- **Existing Zoning:** Rural Development Zone
- **Existing Land Use:** Vacant land, single detached dwellings, Trucking Business, and a Blueberry farm.



Neighbourhood Context

Located to the south of Oxford across Highway 104. The land is mostly currently vacant, with low-density residential homes and R.N.M. Trucking located on Knol Drive.



Relevant Planning Bylaws & Policies

1. General Land Use and Development

GP-4 – Range of Compatible Uses

Allows a range of compatible uses in each land use designation, subject to the Planning Strategy and Land Use By-law.

GP-5 – Rural Development Amendments

Specifies that Rural Development land may be redesignated to accommodate new uses (like Main Street Mixed Use) through an amendment of planning documents.

GP-10 – Sustainable Development

Encourages concentrating new development in serviced areas, promoting infill, avoiding sensitive lands, and expanding utilities contiguously.

GP-16 – Compatibility

Ensure a compatible mix of development and land uses in all areas of the Town.



Relevant Planning Bylaws & Policies

2. Municipal Servicing

MS-4 – Service Extensions

Any extensions of public utility infrastructure into areas of the Town designated as Rural Development shall first require an amendment to the General Future Land Use Map of this Planning Strategy, in accordance with Policy GP-4.

3. Implementation

A-7 – Amendment Criteria – General

That the proposal is generally consistent with the goals and objectives of this Planning Strategy, the requirements of the Land Use Bylaw, and all other Town bylaws and regulations





Special Council Meeting

RFD# 20250910-1

Date: September 10, 2025

TO: Mayor and Members of Council

SUBMITTED BY: Torben Laux, Planner and Development Officer

DATE: September 10th, 2025

SUBJECT: Amendment to Municipal Planning Strategy and Land Use Bylaw

ORIGIN: An application by Jordan Burkhardt on behalf of Braggs Lumber Company and applicant Kent Thompson for amending the Land Use Bylaw zoning map to rezone the above listed properties from Rural Development land to Main Street Mixed-Use Zone land.

LEGISLATIVE AUTHORITY: *Municipal Government Act* Part VIII Planning and Development.

PAC RECOMMENDATION: On August 13th, the PAC recommended that Council amend the Land Use Bylaw zoning map for PID's: 25451550, 25210287, 25210204, 25373044, 25468497, and 25210261 from Rural Development Zone properties to a Main Street Mixed-Use Zone

BACKGROUND: The attached application briefing provides the site details, and neighborhood context for the proposed rezoning and amendments to the Land Use Bylaw.

The applicants are requesting an amendment to the Land Use Bylaw zoning map for several properties, totaling 313.3 acres, currently zoned as Rural Development. The proposed new zoning designation is Main Street Mixed-Use Zone, which would allow for a broader range of future development opportunities that the current zoning type of Rural Development does not allow.

The proposed rezoning will not have any immediate impact on the existing state of the Town. The properties, located south of and across Highway 104, border the Town's boundary with the County. At present, these lands are largely vacant, with some low-density residential homes, a trucking business and blueberry farms.

If approved, this amendment to the Land Use Bylaw zoning map would support the continued growth of the Town of Oxford by enabling a wider variety of development types. No specific development is proposed at this time, as further details have not yet been made public.





Special Council Meeting

RFD# 20250910-1

Date: September 10, 2025

At the August 27, 2025 meeting, Council gave first reading of the application with specific amendments where necessary as recommended by the Planning Advisory Committee.

FINANCIAL IMPLICATIONS: No significant costs specific to this issue. Ongoing tax revenue upon completion of the development.

SOCIAL JUSTICE IMPLICATIONS: None specific to this issue.

ENVIRONMENTAL IMPLICATIONS: None specific to this issue at this time of the development phase.

COMMUNITY ENGAGEMENT: September 10th, Public Participation Opportunity, and a Public Hearing is scheduled. If approved, notice of the right to appeal the council's decision will be published in the local newspaper.

ALTERNATIVES:

- 1) Give Second Reading of the application with specific amendments where necessary;
- 2) Refer the application back to the PAC for more information;
- 3) Reject the application citing specific policies that are not met by the proposal.

ATTACHMENTS:

- 1) Staff report to PAC.

Report prepared by: T. Laux

Report and Financial approved by: N/A



RELEVANT POLICIES

1. General Land Use and Development

GP-4 – Range of Compatible Uses

It shall be the intent of Council to consider amendments to the Generalized Future Land Use Map in accordance with Policy GP-5, E-6, A-6 and A-7.

The consideration of amending the GFLUS is highly encouraged to consider future growth of the town.

GP-5 – Rural Development Amendments

Land designated as Rural Development, according to the General Future Land Use Map, may be used to accommodate future residential subdivisions and commercial parks, in accordance with the following provisions:

- a) For proposed new residential subdivisions and commercial parks, an amendment to the Generalized Future Land Use Map of this Planning Strategy, in accordance with Policy GP-6, and the Land Use Bylaw, shall be required;*
- b) The preparation of a secondary plan, in accordance with Policy GP-7, GP-8 and GP-9, shall be required.*

As the specific future plans for the development have not been made public, it is recommended that the properties be rezoned to permit the potential development of new subdivisions and commercial uses as the current zoning type would not allow for these types of developments.

GP-10 – Sustainable Development

It shall be the intent of Council to ensure that growth and development within the Town is sustainable and cost effective by:

- a) Concentrating new development in adequately serviced and properly planned areas;*
- b) Encouraging and facilitating infill development on underutilized properties within the built-up area of Town;*
- c) Providing opportunities for higher density and Mixed Use development in the downtown and along Main Street;*
- d) Ensuring that un-serviced development is well planned and located in appropriate areas of the Town;*
- e) Locating development away from identified significant natural areas;*
- f) Facilitating the contiguous expansion of the built up areas of the Town, through the extension of utilities, when appropriate.*

The application satisfies the general intent of this policy. Section (c) would be addressed through future development, while Sections (d) and (f) would be monitored and evaluated during the various phases of future development as they occur.

GP-16 – Compatibility

It shall be the intent of Council to ensure a compatible mix of development and land uses in all areas of the Town by:

- a) Locating intense commercial and industrial development away from low density residential areas;*
- b) Situating high traffic streets and major electrical transmission lines, and other above ground utilities, so as to minimize their impact on surrounding land uses, especially residential.*

The amendment would open the opportunity for a new area of interest to be developed across the highway in the future. Additional work will be required to ensure the Town can support the necessary utilities for these properties, and preliminary efforts toward this have already begun.

2. Municipal Servicing

MS-4 – Service Extensions

Any extensions of public utility infrastructure into areas of the Town designated as Rural Development shall first require an amendment to the General Future Land Use Map of this Planning Strategy, in accordance with Policy GP-4.

This amendment application generally satisfies the intent of this policy.

3. Implementation Policy

A-7 – Amendment Criteria – General

It is Council's intent, when considering an amendment to this Planning Strategy and/or Land Use Bylaw (re-zoning), or a Development Agreement, to have regard, in addition to all other criteria as set out in various policies of this Planning Strategy, to the following matters:

- a) That the proposal is generally consistent with the goals and objectives of this Planning Strategy, the requirements of the Land Use Bylaw, and all other Town bylaws and regulations;*
- b) The proposal is not premature or inappropriate by reason of:*
 - 1. The financial capability of the Town to absorb any capital or operating costs related to the development;*
 - 2. The adequacy of municipal water and sewer services, or if services are not provided, the adequacy of the physical site conditions for private on-site sewer and water systems;*
 - 3. The adequacy of street networks in, and adjacent to, the development with respect to congestion, traffic hazards, and the adequacy of existing and proposed access routes;*
 - 4. The adequacy, capacity and proximity of schools, recreation and other community facilities;*
 - 5. Incompatibility with adjacent uses and the existing development in the area in terms of the use and bulk;*

6. Extensions to, or enlargement of, municipal services or facilities while other such services or facilities remain underutilized.

- c) The suitability of the proposed site in terms of environmental constraints such as steepness of grades, soil and/or geological conditions, and the relative location of watercourses, marshes, swamps, or bogs. For the purposes of this Planning Strategy, any lands comprising twenty-five (25) percent of the lot area with a slope gradient of twenty (20) percent or greater shall be considered "steep";*
- d) That the development does not precipitate, or contribute to, a pollution problem in the area relating to emissions to the air or discharge to the ground or water bodies of chemical pollutants;*
- e) That the use of equipment is not obnoxious by virtue of noise, odor, dust, vibration, smoke, or other emissions;*
- f) The presence of significant natural features or historical buildings and sites.*

The proposal meets the general intent of this policy. The rezoning is consistent with the goals and objectives of the Planning Strategy and complies with the requirements of the Land Use Bylaw and other applicable Town regulations. The rezoning is not expected to create an undue financial burden on the Town, and preliminary work has begun to assess and address the adequacy of municipal services, including water, sewer, and road networks, to support future growth in this area. Compatibility with adjacent uses will be maintained through careful planning and phased development following the rezoning. The site is generally suitable for future development; however, environmental constraints will need to be intensified in the future through studies. Future planning and design phases will ensure that natural features are respected and that any potential impacts related to noise, odor, or emissions are appropriately managed.